

AGENDA
RICHHOOD CITY COUNCIL
Regular Meeting, Monday, February 13, 2017
Richwood City Hall
1800 N. Brazosport Blvd.
Richwood, TX 77531
6:00 PM

I. CALL TO ORDER

II. INVOCATION

III. PLEDGES OF ALLEGIANCE

Pledge of Allegiance & Texas Pledge

IV. ROLL CALL OF COUNCIL MEMBERS

V. 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; the first five individuals who sign up for the public comment section will be permitted to speak

VI. CONSENT AGENDA

A. Approval of Minutes of a Previous Meeting	3
B. Payment of bills	7
C. Appoint members of Keep Richwood Beautiful	33
D. Order May 6, 2017 Election	34
E. Joint Election Agreement and Contract for Election Services	36

VII. DISCUSSION AND ACTION ITEMS

A. Property owned by Janet K. Vernor along Brazosport Blvd and Cypress Drive	44
B. Request for partial closure of Highway 288B and FM 2004 for Triathlon	45
C. Request to close portion of Audubonwoods Drive for Barbeque Cookoff, April 14 - April 15 in the event of rain	47
D. ICMA-RC Resolution - 457 Deferred Compensation Plan	48
E. Resolution No. 17-03, In opposition to legislative interference with local services	51
F. Request for Suspect Identification Technology for Police Department	54
G. Racial Profiling Report for 2016	56
H. Amend Personnel Policy to require Driver's checks on an annual basis rather than semi-annually	104
I. Amend Personnel Policy to cap vacation at 200 hours	106
J. Amend Personnel Policy to include Administration Leave	108
K. Budget Amendment to pay for Road Repairs	110

L. Authorization to hire part time City Secretary/Finance Director	111
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N. Approved items removed from Consent Agenda	
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Reports that require no action.	
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X. FUTURE AGENDA ITEMS	
XI. COMMITTEE REPORTS	
XII. COUNCIL MEMBER COMMENTS & REPORTS	
XIII. MAYOR’S REPORT	
XIV. ADJOURNMENT	

I, Karen B. Schrom, do hereby certify that I did, on 10th day of February, 2017 at 5:00 pm post this notice of meeting on the bulletin board at 1800 N. Brazosport Blvd., Richwood, TX, in compliance with the Texas Open Meetings Law.

Karen B. Schrom, City Secretary
City of Richwood

Minutes of Regular Meeting

The City Council City of Richwood

A Regular Meeting of the City Council of City of Richwood was held Monday, January 9, 2017, beginning at 6:00 PM in the Richwood City Hall, 1800 N. Brazosport Blvd. Richwood, Texas.

I. CALL TO ORDER

The Meeting was called to order at 6:00 p.m. by Mark Guthrie, Mayor and presiding officer.

II. INVOCATION

The invocation was given by Bryan Corb, Chief of Police.

III. PLEDGES OF ALLEGIANCE

The Pledge of Allegiance & Texas Pledge of Allegiance were recited by those in attendance.

IV. ROLL CALL OF COUNCIL MEMBERS

Roll call showed the following members present:

Mark Guthrie, Mayor and Presiding officer
Paul Raymond, Council, Position#1
Lauren LaCount, Council, Position #4
Chris Hardison, Council, Position #5

Absent:

Melissa Blanks, Council, Position #2
Jarrod Beaty, Council, Position #3

A quorum was declared. Others present included Linda Pace, Administrative Asst., Bryan Corb, Chief of Police, Ron Cox, Patti Guthrie, Stephany Garza, Jason Cordoba, Kenny Williams, Clif Custer, Michael Coon, Kevin Story

V. PUBLIC COMMENTS

No one was present who wished to address Council.

VI. CONSENT AGENDA

On motion by Councilman Raymond, seconded by Councilman LaCount, with all members present voting aye, the items on the Consent Agenda were approved as presented.

- A. Approval of Minutes of Previous Meetings
- B. Payment of bills

VII. DISCUSSION AND ACTION ITEMS

- A. Ordinance No. 411 - Establishing a No-Parking zone along the north and south bound portions of the state right of way along Business 288B (N. Brazosport Blvd.)

On motion by Councilman Raymond, seconded by Councilman Hardison, with all members present voting aye, Ordinance No. 411 was approved as presented.

- B. Charter Review Committee

On motion by Councilman Raymond, seconded by Councilman Hardison, with all members present voting aye, to remove Charter Review Committee from future agendas until next year.

- C. Replat of a called .61 acre tract, JE Groce 5 League grant

On motion by Councilman Hardison, seconded by Councilman Raymond, with all members present voting aye, to deny the replat of .61 acre tract, JE Groce 5 League grant

- D. Executive Session pursuant to Section 551.074, Government Code, Personnel Matters to deliberate the appointment, employment, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee; or to hear a complaint against an officer or employee:

- 1. City Manager

Executive Session began at 6:15 p.m. and ended at 6:28 p.m.

- E. Action as a result of executive session

Motion by Councilman Hardison, seconded by Councilman LaCount with all members present voting aye to approve the contract to hire Michael Coon as City Manager.

F. Approval of employment contract with Michael Coon, City Manager

G. Approve items removed from Consent Agenda

No items were removed from the Consent Agenda

VIII. REPORTS

Reports that require no action.

A. Finance Reports

No financial reports were given

IX. CITY MANAGER'S REPORT

There was no report

X. FUTURE AGENDA ITEMS

Councilman LaCount would like to get all ordinances on next agenda so they can be done at one time

XI. COMMITTEE REPORTS

There were no reports

XII. COUNCIL MEMBER COMMENTS & REPORTS

There were no comments are reports

XIII. MAYOR'S REPORT

There was no report

XIV. ADJOURNMENT

The meeting was adjourned at 6:30

APPROVED BY A MAJORITY VOTE OF COUNCIL ON FEBRUARY 13, 2017

Mark Guthrie, Mayor

ATTEST:

Linda Pace, Administrative Asst.

Council Approval Report for FIRST NATIONAL BANK--100103073

(Council Approval Report)

Vendor

InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
8	AFLAC INSURANCE, 1932 WYNNTON ROAD, COLUMBUS, GA, 31999-0797								
913092	02/02/17	insurance	02/02/17	\$28.06	\$28.06	10-29-2136	Insurance Payable	\$0.00	\$2,095.92
19	AT&T, PO BOX 105414, ATLANTA, GA, 30348-5414								
february17-	02/02/17	telephone	02/02/17	\$621.87	\$621.87	10-02-5420	Telephone	\$3,000.00	\$1,134.39
22	AUL AMERICAN UNITED LIFE INS., GROUP UNIT 2, 5570 RELIABLE PARKWAY, CHICAGO, IL, 60686-0055								
1504619	02/02/17	insurance	02/02/17	\$16.77	\$16.77	10-01-5115	Hospitalization	\$35,360.00	\$30,982.86
1504619	02/02/17	insurance	02/02/17	\$90.00	\$90.00	10-05-5115	Hospitalization	\$69,000.00	\$43,440.50
1504619	02/02/17	insurance	02/02/17	\$20.00	\$20.00	10-06-5115	Hospitalization	\$17,500.00	\$11,823.34
1504619	02/02/17	insurance	02/02/17	\$30.00	\$30.00	10-09-5115	Hospitalization	\$9,450.00	\$8,034.98
1504619	02/02/17	insurance	02/02/17	\$10.00	\$10.00	10-10-5115	Hospitalization	\$8,250.00	\$5,470.24
49	BRAZORIA COUNTY TREASURER, , , ,								
eng 17-41	02/02/17	stormwater interlocal agreement	02/02/17	\$440.63	\$440.63	10-02-5660	Dues & Subscriptions	\$9,000.00	\$5,605.18
94	GALLS, LLC, P.O. BOX 71628, CHICAGO, IL, 60694-1628								
006661363	02/02/17	2xl regular jackets 5.11	02/02/17	\$440.00	\$440.00	10-07-5190	Uniforms	\$8,000.00	\$7,720.00
006661363	02/02/17	lg regular jackets 5.11	02/02/17	\$660.00	\$660.00	10-07-5190	Uniforms	\$8,000.00	\$7,720.00
006785726	02/02/17	xl regular jacksts 5.11	02/02/17	\$440.00	\$440.00	10-07-5190	Uniforms	\$8,000.00	\$7,720.00
104	GULF COAST PAPER, PO BOX 4227, VICTORIA, TX, 77903								
1264884--01	02/02/17	case multifold towels	02/02/17	\$18.35	\$18.35	10-08-5215	Custodial Supplies	\$1,500.00	\$1,431.47
127	MALONE, DON, 105A Woodland Rd, Lake Jackson, TX, 77566								
february17	02/02/17	inspections	02/02/17	\$300.00	\$300.00	10-02-5695	Special Services - Miscell	\$7,300.00	\$5,750.00
155	QUILL CORPORATION, PO BOX 37600, PHILADELPHIA, PA, 91901-0600								
3446320	02/02/17	dividers	02/02/17	\$89.88	\$89.88	10-01-5210	Office Supplies	\$30,000.00	\$15,996.41
3446320	02/02/17	pink paper	02/02/17	\$11.99	\$11.99	10-01-5210	Office Supplies	\$30,000.00	\$15,996.41
3446320	02/02/17	batteries	02/02/17	\$32.99	\$32.99	10-01-5210	Office Supplies	\$30,000.00	\$15,996.41
3446320	02/02/17	copy paper	02/02/17	\$179.80	\$179.80	10-01-5210	Office Supplies	\$30,000.00	\$15,996.41
3446423	02/02/17	copy paper	02/02/17	\$39.96	\$39.96	10-01-5210	Office Supplies	\$30,000.00	\$15,996.41
3446423	02/02/17	calendar refill	02/02/17	\$10.69	\$10.69	10-01-5210	Office Supplies	\$30,000.00	\$15,996.41
3446320	02/02/17	bath tissue	02/02/17	\$179.96	\$179.96	10-01-5215	Custodial Supplies	\$1,000.00	\$624.27
3446320	02/02/17	kleenex	02/02/17	\$21.97	\$21.97	10-01-5215	Custodial Supplies	\$1,000.00	\$624.27
3446320	02/02/17	fabuloso cleaner	02/02/17	\$14.99	\$14.99	10-01-5215	Custodial Supplies	\$1,000.00	\$624.27

City of Richwood
Council Approval Report for FIRST NATIONAL BANK--100103073
(Council Approval Report)

Vendor	InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
172	SCHROM, KAREN, ...	02/02/17	contract labor	02/02/17	\$823.80	\$582.23	10-01-5102	Contract Labor	\$4,000.00	(\$7,081.71)
192	TEXAS MUNICIPAL RETIREMENT SYSTEM, PO BOX 149153, AUSTIN, TX, 78714-9153	02/02/17	insurance	02/02/17	\$1,391.86	\$823.80	10-01-5115	Hospitalization	\$35,360.00	\$30,982.86
201	COMCAST, PO BOX 660618, DALLAS, TX, 75266-0618	02/02/17	telephone	02/02/17	\$58.41	\$12,290.52	10-01-5420	Telephone	\$2,500.00	\$1,972.45
362	FLEET SAFETY EQUIPMENT, INC, 6525 GOFORTH STREET, HOUSTON, TX, 77021	02/02/17	reinstall graphics due to damage from prisoner	02/02/17	\$155.00	\$333.76	10-05-5230	Gas, Oil, & Lubricants	\$30,208.00	\$21,303.63
427	CHAMPION ENERGY SERVICES, P.O. BOX 4190, HOUSTON, TX, 77210-4190	02/02/17	electricity	02/02/17	\$62.07	\$155.00	10-02-5410	Electricity	\$35,000.00	\$29,542.26
514	P C CARE, 221 PARKING WAY, LAKE JACKSON, TX, 77566	02/02/17	computer repair	02/02/17	\$108.24	\$2,366.92	10-01-5210	Office Supplies	\$30,000.00	\$15,996.41
540	BLACKBOARD INC., P.O. BOX 200154, PITTSBURGH, PA, 15251-0154	02/02/17	city manager computers setup	02/02/17	\$192.50	\$685.74	10-01-5210	Office Supplies	\$30,000.00	\$15,996.41
1252989	yearly fee	02/02/17	computer repair	02/02/17	\$385.00	\$3,800.00	10-06-5210	Office Supplies	\$5,200.00	\$909.05
1252989	yearly fee	02/02/17	computer repair	02/02/17	\$385.00	\$3,800.00	10-01-5660	Dues & Subscriptions	\$8,000.00	\$7,465.00

City of Richwood
Council Approval Report for FIRST NATIONAL BANK--100103073
 (Council Approval Report)

Vendor		Invoice Number	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
801	february17	BROWN, JACK, 6414 PRIMERO, BRAZORIA, TX, 77422	02/02/17	training and travel	02/02/17	\$105.72	\$105.72	10-06-5130	Training & Travel	\$2,000.00	\$876.17
1061	ivc00033961	PERDUE, BRANDON, FIELDER, COLLINS & MOTT LLP, 1235 NORTH LOOP WEST, SUITE 600, HOUSTON, TX, 77008	02/02/17	fines and fees	02/02/17	\$360.00	\$360.00	10-29-2140	Municipal Court Costs	\$0.00	(\$14,867.62)
1068	460590	COMBINED INSURANCE CO. OF AMERICA, 5277 PAYSPHERE CIRCLE, CHICAGO, IL, 60674	02/02/17	insurance	02/02/17	\$74.48	\$74.48	10-29-2136	Insurance Payable	\$0.00	\$2,095.92
1142	24088	C & S JANITORIAL SERVICES, INC., 6611 THEALL ROAD, HOUSTON, TX, 77066	02/02/17	janitorial services	02/02/17	\$275.00	\$275.00	10-01-5102	Contract Labor	\$4,000.00	(\$7,081.71)
1316	53185238	DE LAGE LANDEN FINANCIAL SERVICES, INC., PO BOX 41602, PHILADELPHIA, PA, 19101-1602	02/02/17	copiers	02/02/17	\$395.15	\$395.15	10-01-5935	Equipment - Time Payme	\$5,500.00	\$3,824.44
1336	123	HLAVINKA EQUIPMENT, PO BOX 1335, EAST BERNARD, TX, 77435-0190	02/02/17	balance due for equipment	02/02/17	\$513.97	\$513.97	10-02-5935	Equipment - Time Payme	\$0.00	(\$6,638.50)
1350	february17	GILBERT, COURTNEY, , , ,	02/02/17	training and travel	02/02/17	\$105.72	\$105.72	10-06-5130	Training & Travel	\$2,000.00	\$876.17
1404	317541	YAKLIN BRAZOSPORT, 1200 N. HWY. 288-B, RICHWOOD, TX,	02/02/17	purchase/install new tire on unit 608	02/02/17	\$1,092.00	\$1,092.00	10-05-5340	Vehicle M&R	\$11,000.00	\$8,493.41
1458	FEBRUARY17	GARZA, JESSE, , , ,	02/02/17	fuel reimbursement	02/02/17	\$70.20	\$70.20	10-05-5230	Gas, Oil, & Lubricants	\$30,208.00	\$21,303.63
1468	february17	ROY, LANCE, , , ,	02/02/17	uniform allowance	02/02/17	\$50.00	\$50.00	10-02-5190	Uniforms	\$1,600.00	\$1,270.13

City of Richwood
Council Approval Report for FIRST NATIONAL BANK--100103073
(Council Approval Report)

Vendor	InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance

Total Bills To Pay: \$27,438.13

City of Richwood
Council Approval Report for W/S FIRST NATIONAL BANK--100103081
(Council Approval Report)

Vendor	InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
AT&T, PO BOX 105414, ATLANTA, GA, 30348-5414	19	february17	02/02/17 telephone	02/02/17	\$89.48	\$89.48	30-21-5420	Telephone	\$2,500.00	\$1,976.36
AUL AMERICAN UNITED LIFE INS., GROUP UNIT 2, 5570 RELIABLE PARKWAY, CHICAGO, IL, 60686-0055	22	1504619-01	02/02/17 insurance	02/02/17	\$80.00	\$80.00	30-21-5115	Hospitalization	\$36,740.00	\$27,002.64
AT&T MOBILITY, PO BOX 6463, CAROL STREAM, IL, 60197-6463	57	february17	02/02/17 telephone	02/02/17	\$45.76	\$45.76	30-21-5420	Telephone	\$2,500.00	\$1,976.36
CITY OF RICHWOOD WATER/SEWER FUND, , , ,	59	february17	02/02/17 water deposit refund	02/02/17	\$677.75	\$677.75	30-30-2220	Customer Meter Deposits	\$0.00	(\$121,194.14)
GULF COAST PAPER, PO BOX 4227, VICTORIA, TX, 77903	104	1264884	02/02/17 case wypall roll towels	02/02/17	\$46.19	\$46.19	30-21-5215	Custodial Supplies	\$300.00	\$292.01
TEXAS MUNICIPAL RETIREMENT SYSTEM, PO BOX 149153, AUSTIN, TX, 78714-9153	192	7071702a-01	02/02/17 insurance	02/02/17	\$2,785.45	\$2,785.45	30-21-5115	Hospitalization	\$36,740.00	\$27,002.64
		7071702a-01	02/02/17 insurance	02/02/17	\$744.92	\$744.92	30-30-2136	Insurance Payable	\$0.00	(\$996.35)
PELTIER BUILDERS, , , ,	617	february17	02/02/17 water deposit refund	02/02/17	\$50.00	\$50.00	30-30-2220	Customer Meter Deposits	\$0.00	(\$121,194.14)
FLANIKEN, GREG, , , ,	680	february17	02/02/17 water deposit refund	02/02/17	\$50.00	\$50.00	30-30-2220	Customer Meter Deposits	\$0.00	(\$121,194.14)
SARGENT, DARLENE, , , ,	1461	february17	02/02/17 water deposit refund	02/02/17	\$100.00	\$100.00	30-30-2220	Customer Meter Deposits	\$0.00	(\$121,194.14)
CHASHMAWALA, SALIM, , , ,	1462	february17	02/02/17 water deposit refund	02/02/17	\$50.00	\$50.00	30-30-2220	Customer Meter Deposits	\$0.00	(\$121,194.14)
ELIZONDO, MICHAEL, , , ,	1463	february17	02/02/17 water deposit refund	02/02/17	\$27.80	\$27.80	30-30-2220	Customer Meter Deposits	\$0.00	(\$121,194.14)
STEFFANELLI, LORETTA, , , ,	1464									

Council Approval Report for W/S FIRST NATIONAL BANK--100103081

(Council Approval Report)

Vendor		InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
		february17	02/02/17	water deposit refund	02/02/17	\$5.86	\$5.86	30-30-2220	Customer Meter Deposits	\$0.00	(\$121,194.14)
							\$5.86				
1465		february17	02/02/17	RODRIGUEZ, MARTIN, , , , water deposit refund	02/02/17	\$14.91	\$14.91	30-30-2220	Customer Meter Deposits	\$0.00	(\$121,194.14)
							\$14.91				
1466		february17	02/02/17	BRAZOS CREEKWOOD LLC, , , , water deposit refund	02/02/17	\$205.50	\$205.50	30-30-2220	Customer Meter Deposits	\$0.00	(\$121,194.14)
							\$205.50				
1467		february17	02/02/17	YOUNG, MARK, , , , water deposit refund	02/02/17	\$8.18	\$8.18	30-30-2220	Customer Meter Deposits	\$0.00	(\$121,194.14)
							\$8.18				
Total Bills To Pay:							\$4,981.80				

Council Approval Report for FIRST NATIONAL BANK--100103073

(Council Approval Report)

Vendor		Invoice Number	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
60	CITY OR RICHWOOD	PETTY CASH, , , ,									
	January17	01/27/17	postage	01/27/17	\$68.85	\$68.85		10-01-5240	Expendable Operating S	\$25,000.00	\$20,247.57
	January17	01/27/17	toll	01/27/17	\$14.00	\$14.00		10-02-5130	Training & Travel	\$2,000.00	\$2,000.00
	January17	01/27/17	vehicle	01/27/17	\$53.29	\$53.29		10-02-5340	Vehicle M&R	\$6,000.00	\$1,969.26
	January17	01/27/17	petty cash	01/27/17	\$10.00	\$10.00		10-05-5130	Training & Travel	\$11,300.00	\$10,488.08
	January17	01/27/17	batteries	01/27/17	\$5.03	\$5.03		10-05-5220	Tools	\$1,500.00	\$1,401.00
	January17	01/27/17	breakfast	01/27/17	\$19.99	\$19.99		10-05-5240	Expendable Operating S	\$1,500.00	\$1,304.60
	January17	01/27/17	laundry for jail	01/27/17	\$11.37	\$11.37		10-05-5542	Jail Expense	\$4,500.00	\$3,558.82
	January17	01/27/17	usb cord	01/27/17	\$37.87	\$37.87		10-06-5210	Office Supplies	\$5,200.00	\$1,049.39
	January17	01/27/17	plates	01/27/17	\$19.75	\$19.75		10-07-5210	Office Supplies	\$500.00	\$500.00
	January17	01/27/17	parks and rec	01/27/17	\$227.12	\$227.12		10-08-5851	Parks & Recreation	\$7,000.00	\$5,214.35
74	DIRECT EFFECT MARKETING, 642 CR 605, ANGLETON, TX, 77515										
	5799	01/27/17	advertising in chamber book	01/27/17	\$295.00	\$295.00		10-01-5685	Publishing & Advertising	\$6,000.00	\$4,645.97
90	FACTS, THE, PO BOX 549, CLUTE, TX, 77531										
	16596-1216	01/27/17	ads for community guardians supporting local p	01/27/17	\$100.00	\$100.00		10-01-5685	Publishing & Advertising	\$6,000.00	\$4,645.97
127	MALONE, DON, 105A Woodland Rd, Lake Jackson, TX, 77566										
	January17---	01/27/17	inspections	01/27/17	\$50.00	\$50.00		10-02-5695	Special Services - Miscell	\$7,300.00	\$5,800.00
155	QUILL CORPORATION, PO BOX 37600, PHILADELPHIA, PA, 91901-0600										
	2984927	01/27/17	tape dispenser	01/27/17	\$4.99	\$4.99		10-01-5210	Office Supplies	\$30,000.00	\$19,358.05
	2984927	01/27/17	insertable indexes	01/27/17	\$3.98	\$3.98		10-01-5210	Office Supplies	\$30,000.00	\$19,358.05
	2984927	01/27/17	index dividers	01/27/17	\$16.47	\$16.47		10-01-5210	Office Supplies	\$30,000.00	\$19,358.05
	2987148	01/27/17	clipboard	01/27/17	\$10.06	\$10.06		10-01-5210	Office Supplies	\$30,000.00	\$19,358.05
	3206725	01/27/17	2017 calendar	01/27/17	\$32.94	\$32.94		10-01-5210	Office Supplies	\$30,000.00	\$19,358.05
	3253467	01/27/17	wall calendar	01/27/17	\$37.58	\$37.58		10-01-5210	Office Supplies	\$30,000.00	\$19,358.05
	2984927	01/27/17	kleenex	01/27/17	\$14.98	\$14.98		10-01-5215	Custodial Supplies	\$1,000.00	\$709.28
	2984927	01/27/17	clorox disinfect wipes	01/27/17	\$13.96	\$13.96		10-01-5215	Custodial Supplies	\$1,000.00	\$709.28
	2987148	01/27/17	glad kitchen bags	01/27/17	\$27.98	\$27.98		10-01-5215	Custodial Supplies	\$1,000.00	\$709.28
	3003277	01/27/17	floor and carpet sweeper	01/27/17	\$28.09	\$28.09		10-01-5215	Custodial Supplies	\$1,000.00	\$709.28
172	SCHROM, KAREN, , , ,										
	January17---	01/27/17	contract labor	01/27/17	\$439.36	\$439.36		10-01-5102	Contract Labor	\$4,000.00	(\$6,642.35)

Council Approval Report for FIRST NATIONAL BANK--100103073

(Council Approval Report)

Vendor		InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
205	91356	UNITED SYSTEMS TECHNOLOGY, INC, PO BOX 204814, DALLAS, TX, 75320-4814				01/27/17	\$175.00	10-01-5210	Office Supplies	\$30,000.00	\$19,358.05
							\$175.00				
							\$175.00				
287	4665/8693	SCB CLINIC, PLLC, 120 Flag Lake Drive, Suite #2, LAKE JACKSON, TX, 77566				01/27/17	\$35.00	10-02-5240	Expendable Operating S	\$3,000.00	\$835.76
							\$35.00				
362	156346	FLEET SAFETY EQUIPMENT, INC, 6525 GOFORTH STREET, HOUSTON, TX, 77021				01/27/17	\$132.00	10-05-5340	Vehicle M&R	\$11,000.00	\$8,625.41
							\$132.00				
427	b1701043047	CHAMPION ENERGY SERVICES, P.O. BOX 4190, HOUSTON, TX, 77210-4190				01/27/17	\$11.93	10-01-5410	Electricity	\$10,000.00	\$8,510.72
						01/27/17	\$584.30	10-01-5410	Electricity	\$10,000.00	\$8,510.72
						01/27/17	\$16.48	10-01-5410	Electricity	\$10,000.00	\$8,510.72
						01/27/17	\$70.91	10-02-5410	Electricity	\$35,000.00	\$29,747.60
						01/27/17	\$39.41	10-02-5410	Electricity	\$35,000.00	\$29,747.60
						01/27/17	\$28.28	10-02-5410	Electricity	\$35,000.00	\$29,747.60
						01/27/17	\$10.19	10-02-5410	Electricity	\$35,000.00	\$29,747.60
						01/27/17	\$16.17	10-02-5410	Electricity	\$35,000.00	\$29,747.60
						01/27/17	\$23.60	10-02-5410	Electricity	\$35,000.00	\$29,747.60
						01/27/17	\$16.78	10-02-5410	Electricity	\$35,000.00	\$29,747.60
						01/27/17	\$107.58	10-07-5410	Electricity	\$2,500.00	\$2,203.86
						01/27/17	\$69.20	10-08-5410	Electricity	\$2,500.00	\$2,285.10
466	january17	CITY OF OYSTER CREEK, 3210 FM 523, OYSTER CREEK, TX, 77541				01/27/17	\$125.00	10-05-5542	Jail Expense	\$4,500.00	\$3,558.82
							\$125.00				
514	77076	P C CARE, 221 PARKING WAY, LAKE JACKSON, TX, 77566				01/27/17	\$110.00	10-01-5210	Office Supplies	\$30,000.00	\$19,358.05
						01/27/17	\$99.95	10-01-5210	Office Supplies	\$30,000.00	\$19,358.05
						01/27/17	\$440.00	10-05-5365	Other Equipment M&R	\$2,500.00	\$2,416.25
						01/27/17	\$220.00	10-05-5365	Other Equipment M&R	\$2,500.00	\$2,416.25
							\$869.95				
521	january17	THE BANK OF NEW YORK MELLON, P.O. BOX 392005, PITTSBURGH, PA, 15251-9005				01/27/17	\$14,975.00	10-29-2165	Accounts Payable - Debt	\$0.00	(\$83,016.06)
							\$14,975.00				
614	ia78948	BROOKSIDE EQUIPMENT SALES, INC., P.O. BOX 262324, HOUSTON, TX, 77207				01/27/17	\$21.46	10-08-5365	Other Equipment M&R	\$2,000.00	(\$1,292.70)
							\$21.46				

Council Approval Report for FIRST NATIONAL BANK--100103073

(Council Approval Report)

Vendor												
InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance			
889	ar216791	BCOS OFFICE TECHNOLOGIES, ATTN: ACCOUNTS RECEIVABLES, 1111 COUNTY ROAD 44, ANGLETON, TX, 77515			\$21.46							
			01/27/17	copier	01/27/17	\$29.73	\$29.73	10-05-5210	Office Supplies	\$5,000.00	(\$4,249.96)	
							\$29.73					
1220	in1030596	DAHILL, P.O. BOX 205354, DALLAS, TX, 75320-5354										
			01/27/17	printer	01/27/17	\$175.32	\$175.32	10-01-5210	Office Supplies	\$30,000.00	\$19,358.05	
			01/27/17	printer	01/27/17	\$116.88	\$116.88	10-05-5210	Office Supplies	\$5,000.00	(\$4,249.96)	
1404	in1030596	YAKLIN BRAZOSPORT, 1200 N. HWY. 288-B, RICHWOOD, TX, 314245										
			01/27/17	printer	01/27/17	\$58.47	\$58.47	10-06-5210	Office Supplies	\$5,200.00	\$1,049.39	
							\$350.67					
1456	t901607468730	FORT BEND COUNTY TOLL ROADWAY AUTHORITY, 16107 KENSINGTON dRIVE, #1008, SUGAR LAND, TX, 77479										
			01/27/17	headlight for unit 600	01/27/17	\$24.69	\$24.69	10-05-5230	Gas, Oil, & Lubricants	\$30,208.00	\$21,369.82	
							\$24.69					
1456	t901607468730	FORT BEND COUNTY TOLL ROADWAY AUTHORITY, 16107 KENSINGTON dRIVE, #1008, SUGAR LAND, TX, 77479										
			01/27/17	toll	01/27/17	\$4.00	\$4.00	10-29-4112	Miscellaneous Income	\$20,000.00	\$19,365.62	
							\$4.00					
			Total Bills To Pay:					\$19,298.26				

Council Approval Report for W/S FIRST NATIONAL BANK--100103081

(Council Approval Report)

Vendor		InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
36	BRAZORIA COUNTY GROUNDWATER CONSERVATION DISTRICT, 111 E. LOCUST, BLDG. A- 29, SUITE 140, ANGLETON, TX, 77515	january17	01/27/17	production fee	01/27/17	\$50.79	\$50.79	30-21-5660	Dues & Subscriptions	\$2,500.00	\$2,415.45
60	CITY OR RICHWOOD	january17--	01/27/17	PETTY CASH, , , ,	01/27/17	\$10.00	\$10.00	30-21-5340	Vehicle M&R	\$3,000.00	\$3,000.00
106	HD SUPPLY WATERWORKS, PO BOX 28330, ST. LOUIS, MO, 63146	g584034	01/27/17	shipping	01/27/17	\$7.52	\$7.52	30-21-5390	Water Lines M&R	\$45,000.00	\$23,041.17
427	CHAMPION ENERGY SERVICES, P.O. BOX 4190, HOUSTON, TX, 77210-4190	b1701040031	01/27/17	electricity	01/27/17	\$9.36	\$9.36	30-21-5410	Electricity	\$45,000.00	\$37,950.02
861	WELLS FARGO BANK, N.A., NW 6222, P.O. BOX 1450, MINNEAPOLIS, MN, 55485-6222	january17	01/27/17	tax and rev cert.	01/27/17	\$32,775.00	\$32,775.00	30-25-5991	RB I&S Series 2004	\$39,912.00	\$39,912.00
995	FERGUSON WATERWORKS SUPPLY, P.O. BOX 847411, DALLAS, TX, 75284-7411	0843206	01/27/17	1 inch compression x1 inch meter curb stop	01/27/17	\$1,696.34	\$1,696.34	30-21-5390	Water Lines M&R	\$45,000.00	\$23,041.17
1220	DAHILL, P.O. BOX 205354, DALLAS, TX, 75320-5354	in1030596--01	01/27/17	copier	01/27/17	\$175.32	\$175.32	30-21-5210	Office Supplies	\$15,000.00	\$12,549.70
1259	BANCORPSOUTH EQUIPMENT FINANCE, P.O. BOX 15097, HATTIESBURG, MS, 39404-5097	616557	01/27/17	water metering equipment	01/27/17	\$73,790.55	\$73,790.55	30-25-5960	CO Series 2013	\$73,791.00	\$73,791.00

City of Richwood
Council Approval Report for W/S FIRST NATIONAL BANK--100103081
(Council Approval Report)

Vendor	InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
Total Bills To Pay:						\$112,319.80				

Council Approval Report for FIRST NATIONAL BANK--100103073

(Council Approval Report)

Vendor		InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
152 BUSINESS CARD, PO BOX 15796, WILMINGTON, DE, 19886-5710											
		051404863477200	01/25/17	drinks for city manager interviews	01/25/17	\$19.84	\$19.84	10-01-5101	Administrative Expense	\$40,000.00	\$23,516.09
		051404863487100	01/25/17	meals for city manager interviews	01/25/17	\$296.80	\$296.80	10-01-5101	Administrative Expense	\$40,000.00	\$23,516.09
		054388483491000	01/25/17	table cloths, assorted decorations and candy fo	01/25/17	\$56.78	\$56.78	10-01-5101	Administrative Expense	\$40,000.00	\$23,516.09
		554328663490009	01/25/17	website host	01/25/17	\$255.00	\$255.00	10-01-5101	Administrative Expense	\$40,000.00	\$23,516.09
		054101963622950	01/25/17	sales tax	01/25/17	\$205.42	\$205.42	10-01-5210	Office Supplies	\$30,000.00	\$19,358.05
		054101963622950	01/25/17	desk top for city manager	01/25/17	\$1,084.97	\$1,084.97	10-01-5210	Office Supplies	\$30,000.00	\$19,358.05
		054101963622950	01/25/17	surface pro for city manager	01/25/17	\$1,404.96	\$1,404.96	10-01-5210	Office Supplies	\$30,000.00	\$19,358.05
		554328663560007	01/25/17	postage	01/25/17	\$24.99	\$24.99	10-01-5240	Expendable Operating S	\$25,000.00	\$20,247.57
		555418663580040	01/25/17	adobe	01/25/17	\$21.64	\$21.64	10-01-5240	Expendable Operating S	\$25,000.00	\$20,247.57
		555418663640040	01/25/17	postage	01/25/17	\$419.25	\$419.25	10-01-5240	Expendable Operating S	\$25,000.00	\$20,247.57
		754549163630116	01/25/17	background on m moreno	01/25/17	\$16.09	\$16.09	10-02-5210	Office Supplies	\$500.00	\$464.00
		554328663410008	01/25/17	3/8 drill bit	01/25/17	\$3.98	\$3.98	10-02-5220	Tools	\$2,000.00	\$1,052.73
		554328663410008	01/25/17	1/2 drill bit	01/25/17	\$3.98	\$3.98	10-02-5220	Tools	\$2,000.00	\$1,052.73
		554996763497960	01/25/17	line level	01/25/17	\$3.49	\$3.49	10-02-5220	Tools	\$2,000.00	\$1,052.73
		554996763497960	01/25/17	post level magnet	01/25/17	\$8.99	\$8.99	10-02-5220	Tools	\$2,000.00	\$1,052.73
		554996763507960	01/25/17	nail puller	01/25/17	\$17.99	\$17.99	10-02-5220	Tools	\$2,000.00	\$1,052.73
		554996763507960	01/25/17	pry bar	01/25/17	\$8.99	\$8.99	10-02-5220	Tools	\$2,000.00	\$1,052.73
		554996763547960	01/25/17	liquid wrench kithium grease spray	01/25/17	\$3.99	\$3.99	10-02-5230	Gas, Oil, & Lubricants	\$10,000.00	\$5,183.53
		554996763547960	01/25/17	liquid wrench lubrication spray	01/25/17	\$3.49	\$3.49	10-02-5230	Gas, Oil, & Lubricants	\$10,000.00	\$5,183.53
		554996763547960	01/25/17	120oz wd-40 spray	01/25/17	\$4.99	\$4.99	10-02-5230	Gas, Oil, & Lubricants	\$10,000.00	\$5,183.53
		554996763557960	01/25/17	silicone spray	01/25/17	\$3.39	\$3.39	10-02-5230	Gas, Oil, & Lubricants	\$10,000.00	\$5,183.53
		554996763557960	01/25/17	3 in 1 oil	01/25/17	\$3.29	\$3.29	10-02-5230	Gas, Oil, & Lubricants	\$10,000.00	\$5,183.53
		553095963438380	01/25/17	vehicle maint	01/25/17	\$109.54	\$109.54	10-02-5240	Expendable Operating S	\$3,000.00	\$835.76
		851856463557032	01/25/17	1/8 60x60 gasket sheet for ls #6 repair	01/25/17	\$169.54	\$169.54	10-02-5240	Expendable Operating S	\$3,000.00	\$835.76
		554328663500001	01/25/17	light bulbs for richwood sign	01/25/17	\$41.40	\$41.40	10-02-5310	Building & Grounds M&R	\$1,000.00	(\$2,609.96)
		255360663421010	01/25/17	registration for 2006 ford dump truck	01/25/17	\$8.50	\$8.50	10-02-5340	Vehicle M&R	\$6,000.00	\$1,969.26
		255360663421010	01/25/17	registration for 2012 ford	01/25/17	\$15.25	\$15.25	10-02-5340	Vehicle M&R	\$6,000.00	\$1,969.26
		255360663421010	01/25/17	registration for 2012 ford	01/25/17	\$2.00	\$2.00	10-02-5340	Vehicle M&R	\$6,000.00	\$1,969.26
		255360663421010	01/25/17	registration for 2006 ford dump truck	01/25/17	\$2.00	\$2.00	10-02-5340	Vehicle M&R	\$6,000.00	\$1,969.26
		255360663511010	01/25/17	vehicle registration	01/25/17	\$15.25	\$15.25	10-02-5340	Vehicle M&R	\$6,000.00	\$1,969.26
		255360663511010	01/25/17	vehicle registration	01/25/17	\$14.25	\$14.25	10-02-5340	Vehicle M&R	\$6,000.00	\$1,969.26
		255360663511010	01/25/17	credit card fee	01/25/17	\$2.00	\$2.00	10-02-5340	Vehicle M&R	\$6,000.00	\$1,969.26
		255360663511010	01/25/17	credit card fee	01/25/17	\$2.00	\$2.00	10-02-5340	Vehicle M&R	\$6,000.00	\$1,969.26
		554887263402580	01/25/17	state inspection f250	01/25/17	\$25.50	\$25.50	10-02-5340	Vehicle M&R	\$6,000.00	\$1,969.26
		554887263402580	01/25/17	state inspection f650	01/25/17	\$44.98	\$44.98	10-02-5340	Vehicle M&R	\$6,000.00	\$1,969.26
		554996763487960	01/25/17	1 1/4 45 degree elbow	01/25/17	\$1.59	\$1.59	10-03-5385	Drainage M&R	\$5,000.00	\$5,000.00
		554996763487960	01/25/17	1/2 coupling	01/25/17	\$0.35	\$0.35	10-03-5385	Drainage M&R	\$5,000.00	\$5,000.00
		554996763487960	01/25/17	1/2 45 degree elbow	01/25/17	\$0.75	\$0.75	10-03-5385	Drainage M&R	\$5,000.00	\$5,000.00
		554996763487960	01/25/17	1/2x10 pvc pipe	01/25/17	\$1.99	\$1.99	10-03-5385	Drainage M&R	\$5,000.00	\$5,000.00
		554328663490007	01/25/17	training class for sgt. Munley	01/25/17	\$225.00	\$225.00	10-05-5130	Training & Travel	\$11,300.00	\$10,488.08

Council Approval Report for FIRST NATIONAL BANK--100103073

(Council Approval Report)

Vendor

Invoice Number	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
551315870024003	01/25/17	renew subscription for 604 computer	01/25/17	\$75.76	\$75.76	10-05-5210	Office Supplies	\$5,000.00	(\$4,249.96)
553095963448380	01/25/17	waper blades for unit603	01/25/17	\$41.50	\$41.50	10-05-5230	Gas, Oil, & Lubricants	\$30,208.00	\$21,369.82
554996763547960	01/25/17	keys to building and gun locker for new officer	01/25/17	\$7.75	\$7.75	10-05-5240	Expendable Operating S	\$1,500.00	\$1,304.60
554328663500007	01/25/17	class c green book	01/25/17	\$10.00	\$10.00	10-06-5130	Training & Travel	\$2,000.00	\$911.17
554328663500007	01/25/17	study guide flash cards	01/25/17	\$5.00	\$5.00	10-06-5130	Training & Travel	\$2,000.00	\$911.17
554328663500007	01/25/17	bench book/study guide	01/25/17	\$10.00	\$10.00	10-06-5130	Training & Travel	\$2,000.00	\$911.17
554328663500007	01/25/17	judge pin	01/25/17	\$10.00	\$10.00	10-06-5130	Training & Travel	\$2,000.00	\$911.17
554295063428946	01/25/17	christmas cards	01/25/17	\$44.00	\$44.00	10-06-5210	Office Supplies	\$5,200.00	\$1,049.39
054386463491000	01/25/17	bathroom cleaner	01/25/17	\$2.17	\$2.17	10-08-5215	Custodial Supplies	\$1,500.00	\$1,473.56
554328663410008	01/25/17	cleaner	01/25/17	\$7.98	\$7.98	10-08-5215	Custodial Supplies	\$1,500.00	\$1,473.56
554328663410008	01/25/17	bleach sprayers	01/25/17	\$5.96	\$5.96	10-08-5215	Custodial Supplies	\$1,500.00	\$1,473.56
554996763437960	01/25/17	bathroompaper holder	01/25/17	\$13.99	\$13.99	10-08-5215	Custodial Supplies	\$1,500.00	\$1,473.56
554996763437960	01/25/17	bathroom paper holders	01/25/17	\$11.99	\$11.99	10-08-5215	Custodial Supplies	\$1,500.00	\$1,473.56
054366463424000	01/25/17	strands christmas lights	01/25/17	\$170.44	\$170.44	10-08-5310	Building & Grounds M&R	\$15,000.00	\$12,382.72
554328663410008	01/25/17	4" grip tape for gazebo	01/25/17	\$18.98	\$18.98	10-08-5310	Building & Grounds M&R	\$15,000.00	\$12,382.72
554328663410008	01/25/17	appliance paint	01/25/17	\$3.88	\$3.88	10-08-5310	Building & Grounds M&R	\$15,000.00	\$12,382.72
554328663410008	01/25/17	white paint gazebo	01/25/17	\$4.98	\$4.98	10-08-5310	Building & Grounds M&R	\$15,000.00	\$12,382.72
554996763417960	01/25/17	5/8 x 20" stick rebar	01/25/17	\$6.85	\$6.85	10-08-5310	Building & Grounds M&R	\$15,000.00	\$12,382.72
554328663450001	01/25/17	bundles of fire wood for christmas in the park	01/25/17	\$14.15	\$14.15	10-08-5851	Parks & Recreation	\$7,000.00	\$5,214.35
863535363499800	01/25/17	vehicle inspection	01/25/17	\$25.50	\$25.50	10-09-5340	Vehicle M&R	\$3,000.00	\$2,241.20
054366470045001	01/25/17	dominios pizza for police, fire, public works duri	01/25/17	\$47.41	\$47.41	10-10-5950	Contingency Fund	\$0.00	\$0.00

\$5,092.49

Total Bills To Pay:

\$5,092.49

Council Approval Report for W/S FIRST NATIONAL BANK--100103081

(Council Approval Report)

Vendor		InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
62	CLUTE POSTMASTER, , CLUTE, TX, 77531	62	01/25/17	postage for utility bills	01/25/17	\$431.12	\$431.12	30-21-5210	Office Supplies	\$15,000.00	\$12,549.70
		152	BUSINESS CARD, PO BOX 15796, WILMINGTON, DE, 19886-5710				\$431.12				
851405163579000	01/25/17	overtime lunches	01/25/17		\$29.39	\$29.39		30-21-5130	Training & Travel	\$4,000.00	\$3,221.62
553095963498380	01/25/17	utility knife	01/25/17		\$7.99	\$7.99		30-21-5215	Custodial Supplies	\$300.00	\$300.00
553095963492001	01/25/17	belts for ls #6 pumps	01/25/17		\$99.52	\$99.52		30-21-5240	Expendable Operating S	\$2,200.00	\$2,161.75
553095963492001	01/25/17	v-belt	01/25/17		\$99.52	\$99.52		30-21-5240	Expendable Operating S	\$2,200.00	\$2,161.75
553102063442075	01/25/17	4x10 aluminum d-plate metal hatch for ls#6	01/25/17		\$388.00	\$388.00		30-21-5310	Building & Grounds M&R	\$2,000.00	\$1,789.72
554328663420004	01/25/17	3/8 bolts	01/25/17		\$3.04	\$3.04		30-21-5310	Building & Grounds M&R	\$2,000.00	\$1,789.72
554328663420004	01/25/17	t-hinge	01/25/17		\$25.38	\$25.38		30-21-5310	Building & Grounds M&R	\$2,000.00	\$1,789.72
554996763437960	01/25/17	3/8 1" screws	01/25/17		\$8.28	\$8.28		30-21-5310	Building & Grounds M&R	\$2,000.00	\$1,789.72
554996763437960	01/25/17	3/8 washers	01/25/17		\$4.80	\$4.80		30-21-5310	Building & Grounds M&R	\$2,000.00	\$1,789.72
554996763437960	01/25/17	3/8 nuts	01/25/17		\$6.48	\$6.48		30-21-5310	Building & Grounds M&R	\$2,000.00	\$1,789.72
554996763437960	01/25/17	3/8 drill bits	01/25/17		\$9.99	\$9.99		30-21-5310	Building & Grounds M&R	\$2,000.00	\$1,789.72
554996763437960	01/25/17	3/8 screws	01/25/17		\$16.68	\$16.68		30-21-5310	Building & Grounds M&R	\$2,000.00	\$1,789.72
554996763477960	01/25/17	1x6x12 treated pine for new apts ls fence	01/25/17		\$20.81	\$20.81		30-21-5310	Building & Grounds M&R	\$2,000.00	\$1,789.72
554996763507960	01/25/17	2x4 10 ft. treated pine	01/25/17		\$15.30	\$15.30		30-21-5310	Building & Grounds M&R	\$2,000.00	\$1,789.72
554996763507960	01/25/17	1x6 16 ft. treated pine	01/25/17		\$8.87	\$8.87		30-21-5310	Building & Grounds M&R	\$2,000.00	\$1,789.72
554996763567960	01/25/17	bolts for ls#6 hatch foot repair	01/25/17		\$4.68	\$4.68		30-21-5310	Building & Grounds M&R	\$2,000.00	\$1,789.72
554996770037960	01/25/17	door handle	01/25/17		\$5.29	\$5.29		30-21-5310	Building & Grounds M&R	\$2,000.00	\$1,789.72
554996770037960	01/25/17	nuts	01/25/17		\$0.60	\$0.60		30-21-5310	Building & Grounds M&R	\$2,000.00	\$1,789.72
554996770037960	01/25/17	screws	01/25/17		\$1.04	\$1.04		30-21-5310	Building & Grounds M&R	\$2,000.00	\$1,789.72
553095963498380	01/25/17	mud guards	01/25/17		\$24.99	\$24.99		30-21-5340	Vehicle M&R	\$3,000.00	\$3,000.00
252478063500016	01/25/17	3/4 by 10x3.5 screws to check valve repair	01/25/17		\$9.76	\$9.76		30-21-5365	Other Equipment M&R	\$0.00	(\$79.32)
252478063500016	01/25/17	3/4 by 10x3 thread rod	01/25/17		\$4.83	\$4.83		30-21-5365	Other Equipment M&R	\$0.00	(\$79.32)
554464163480816	01/25/17	water/sewer	01/25/17		\$46.02	\$46.02		30-21-5390	Water Lines M&R	\$45,000.00	\$23,041.17
554996763507960	01/25/17	glue	01/25/17		\$4.39	\$4.39		30-21-5390	Water Lines M&R	\$45,000.00	\$23,041.17
554996770037960	01/25/17	1" sch. 40 90 degree elbow	01/25/17		\$1.50	\$1.50		30-21-5390	Water Lines M&R	\$45,000.00	\$23,041.17
554996770037960	01/25/17	sch 40 bushing	01/25/17		\$1.65	\$1.65		30-21-5390	Water Lines M&R	\$45,000.00	\$23,041.17
554996770037960	01/25/17	sch 40 adapter	01/25/17		\$1.59	\$1.59		30-21-5390	Water Lines M&R	\$45,000.00	\$23,041.17
554996770037960	01/25/17	10 sch 40 1" pvc	01/25/17		\$3.59	\$3.59		30-21-5390	Water Lines M&R	\$45,000.00	\$23,041.17
555003663522078	01/25/17	6" flange	01/25/17		\$32.32	\$32.32		30-21-5390	Water Lines M&R	\$45,000.00	\$23,041.17
555003663642078	01/25/17	6" flange	01/25/17		\$64.64	\$64.64		30-21-5390	Water Lines M&R	\$45,000.00	\$23,041.17
851856463657032	01/25/17	1/16 rubber gasket	01/25/17		\$8.01	\$8.01		30-21-5390	Water Lines M&R	\$45,000.00	\$23,041.17
										\$958.95	

City of Richwood
Council Approval Report for W/S FIRST NATIONAL BANK--100103081
(Council Approval Report)

Vendor	InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
Total Bills To Pay:										
						\$1,390.07				

Council Approval Report for FIRST NATIONAL BANK--100103073

(Council Approval Report)

Vendor		Invoice Number	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
8	632537	AFLAC INSURANCE, 1932 WYNNTON ROAD, COLUMBUS, GA, 31999-0797	01/19/17	insurance	01/19/17	\$28.06	\$28.06	10-29-2136	Insurance Payable	\$0.00	\$2,097.48
							\$28.06				
18	3185	ARNOLD TIRE COMPANY, PO BOX 1011, CLUTE, TX, 77531	01/19/17	tire repair for unit 610	01/19/17	\$15.00	\$15.00	10-05-5340	Vehicle M&R	\$11,000.00	\$9,719.41
							\$15.00				
19	January17----	AT&T, PO BOX 105414, ATLANTA, GA, 30348-5414	01/19/17	telephone	01/19/17	\$309.11	\$309.11	10-05-5420	Telephone	\$8,000.00	\$6,689.77
							\$96.63	10-07-5420	Telephone	\$1,400.00	\$859.52
54	January17--	CENTERPOINT ENERGY, PO BOX 4981, HOUSTON, TX, 77210-4981	01/19/17	natural gas	01/19/17	\$53.62	\$53.62	10-01-5430	Natural Gas	\$1,500.00	\$1,455.92
							\$18.40	10-02-5430	Natural Gas	\$400.00	\$319.74
	January17--		01/19/17	natural gas	01/19/17	\$27.51	\$27.51	10-02-5430	Natural Gas	\$400.00	\$319.74
							\$19.92	10-07-5430	Natural Gas	\$300.00	\$258.84
127	January17-	MALONE, DON, 105A Woodland Rd, Lake Jackson, TX, 77566	01/19/17	inspections	01/19/17	\$125.00	\$125.00	10-02-5695	Special Services - Miscell	\$7,300.00	\$6,075.00
							\$125.00				
136	s149161209.001	MOORE SUPPLY, PO BOX 951949, DALLAS, TX, 75395-1949	01/19/17	probe rod	01/19/17	\$60.74	\$60.74	10-02-5220	Tools	\$2,000.00	\$1,113.47
							\$60.74				
172	January17--	SCHROM, KAREN, , , , ,	01/19/17	contract labor	01/19/17	\$645.31	\$645.31	10-01-5102	Contract Labor	\$4,000.00	(\$5,145.38)
							\$645.31				
195	7071701a	TML - IEBP, PO BOX 732791, DALLAS, TX, 75373-2791	01/19/17	insurance	01/19/17	\$1,391.86	\$1,391.86	10-01-5115	Hospitalization	\$35,360.00	\$32,374.72
							\$1,391.12	10-02-5115	Hospitalization	\$17,670.00	\$12,709.06
	7071701a		01/19/17	insurance	01/19/17	\$6,327.32	\$6,327.32	10-05-5115	Hospitalization	\$69,000.00	\$49,767.82
							\$1,393.54	10-06-5115	Hospitalization	\$17,500.00	\$13,216.88
	7071701a		01/19/17	insurance	01/19/17	\$697.44	\$697.44	10-09-5115	Hospitalization	\$9,450.00	\$8,732.42
							\$699.58	10-10-5115	Hospitalization	\$8,250.00	\$6,169.82
	7071701a		01/19/17	insurance	01/19/17	\$395.14	\$395.14	10-29-2136	Insurance Payable	\$0.00	\$2,097.48
							\$12,296.00				
201	January17-	COMCAST, PO BOX 660618, DALLAS, TX, 75266-0618	01/19/17	internet	01/19/17	\$10.80	\$10.80	10-07-5420	Telephone	\$1,400.00	\$859.52

Council Approval Report for FIRST NATIONAL BANK--100103073

(Council Approval Report)

Vendor		InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
206	14665	UTILITY DATA SYSTEMS OF TEXAS, LLC, P.O. BOX 6147, FRISCO, TX, 75035	01/19/17	yearly fee for municipal court records software s	01/19/17	\$1,645.00	\$10.80	10-06-5210	Office Supplies	\$5,200.00	\$2,906.86
							\$1,645.00				
							\$1,645.00				
207	9777912953	VERIZON WIRELESS, PO BOX 660108, DALLAS, TX, 75266-0108	01/19/17	broadband	01/19/17	\$304.69	\$304.69	10-05-5695	Special Services - Miscell	\$8,872.00	\$5,519.56
							\$304.69				
							\$304.69				
260	3652	EXTRA MILE PRINTING, 9478 CR 810, WEST COLUMBIA, TX, 77486	01/19/17	10-24 regular envelopes	01/19/17	\$99.25	\$99.25	10-01-5210	Office Supplies	\$30,000.00	\$20,069.57
							\$363.67				
							\$73.28				
266	9941825508	AIRGAS USA, LLC, PO BOX 676015, DALLAS, TX, 75267-6015	01/19/17	acetylene and oxygen	01/19/17	\$52.13	\$536.20	10-02-5230	Gas, Oil, & Lubricants	\$10,000.00	\$5,235.66
							\$52.13				
							\$52.13				
399	january17	STATE FIREMANS & FIRE MARSHALL ASSOC., P.O. BOX 1709, MANCHACA, TX, 78652	01/19/17	dues	01/19/17	\$565.00	\$565.00	10-07-5660	Dues & Subscriptions	\$2,200.00	\$2,200.00
							\$565.00				
							\$565.00				
449	27964	CITY OF LAKE JACKSON, 25 OAK DRIVE, LAKE JACKSON, TX, 77566	01/19/17	dispatch services	01/19/17	\$10,750.00	\$10,750.00	10-05-5540	Dispatch Services	\$45,000.00	\$45,000.00
							\$10,750.00				
							\$10,750.00				
853	27835	PRATHER & HARLAN AIR CONDITIONING, P.O. BOX 418, CLUTE, TX, 77531	01/19/17	routine filter change out	01/19/17	\$375.00	\$375.00	10-01-5310	Building & Grounds M&R	\$15,000.00	\$13,636.12
							\$375.00				
							\$375.00				
889	ar216419	BCOS OFFICE TECHNOLOGIES, ATTN: ACCOUNTS RECEIVABLES, 1111 COUNTY ROAD 44, ANGLETON, TX, 77515	01/19/17	copier	01/19/17	\$165.90	\$165.90	10-01-5935	Equipment - Time Payme	\$5,500.00	\$4,445.68
							\$35.19				
							\$35.19				
1043	4219	BUCHANAN ELECTRICAL SERVICES, 1065 SEBESTA ROAD, ANGLETON, TX, 77515	01/19/17	light added to the richwood holding facility	01/19/17	\$528.87	\$201.09	10-05-5542	Jail Expense	\$4,500.00	\$4,087.69
							\$528.87				
							\$528.87				
1153	january17	SOUTHEAST TEXAS POLICE CHIEF'S ASSOCIATION, C/O BAY CITY POLICE DEPARTMENT, 2201 AVENUE H, BAY CITY, TX, 77414	01/19/17	dues	01/19/17	\$50.00	\$50.00	10-05-5660	Dues & Subscriptions	\$1,900.00	\$1,900.00
							\$50.00				
							\$50.00				
1157		COMCAST, P.O. BOX 37601, PHILADELPHIA, PA, 19101-0601									

Council Approval Report for FIRST NATIONAL BANK--100103073

(Council Approval Report)

Vendor		InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
		49097576	01/19/17	telephone	01/19/17	\$83.32	\$83.32	10-01-5420	Telephone	\$2,500.00	\$2,114.20
		49097576	01/19/17	telephone	01/19/17	\$208.31	\$208.31	10-05-5420	Telephone	\$8,000.00	\$6,669.77
							\$291.63				
1220		DAHILL, P.O. BOX 205354, DALLAS, TX, 75320-5354									
		in1014047	01/19/17	printer	01/19/17	\$175.32	\$175.32	10-01-5210	Office Supplies	\$30,000.00	\$20,069.57
		in1014047	01/19/17	printer	01/19/17	\$116.88	\$116.88	10-05-5210	Office Supplies	\$5,000.00	(\$3,965.32)
		in1014047	01/19/17	printer	01/19/17	\$58.47	\$58.47	10-06-5210	Office Supplies	\$5,200.00	\$2,906.86
		in1018470	01/19/17	copier	01/19/17	\$55.00	\$55.00	10-06-5210	Office Supplies	\$5,200.00	\$2,906.86
							\$405.67				
1254		I. TELLO FLOORCARE, 4522 LINCOLNSHIRE, HOUSTON, TX, 77048									
		088025	01/19/17	comm bldg floor maint	01/19/17	\$80.00	\$80.00	10-08-5310	Building & Grounds M&R	\$15,000.00	\$12,592.75
							\$80.00				
1255		ASCAP, ACCOUNT SERVICES, P.O. BOX 331608, NASHVILLE, TN, 37203-7515									
		january17	01/19/17	license fee for music	01/19/17	\$341.00	\$341.00	10-08-5850	Beautification	\$1,000.00	\$1,000.00
							\$341.00				
1305		CRITERION PICTURES USA, P.O. BOX 894272, LOS ANGELES, CA, 90189-4272									
		419888	01/19/17	yearly fee for movie rights	01/19/17	\$175.00	\$175.00	10-08-5850	Beautification	\$1,000.00	\$1,000.00
							\$175.00				
1398		SWEEPING TEXAS, P.O. BOX 2820, ANGLETON, TX, 77516									
		390511	01/19/17	double sweep due to leaves and pine needles (	01/19/17	\$300.00	\$300.00	10-02-5102	Contract Labor	\$7,000.00	\$5,850.00
							\$300.00				
1404		YAKLIN BRAZOSPORT, 1200 N. HWY. 288-B, RICHWOOD, TX,									
		315509	01/19/17	repair of dump truck	01/19/17	\$3,965.49	\$3,965.49	10-02-5340	Vehicle M&R	\$6,000.00	\$5,934.75
							\$3,965.49				
1444		MILLER UNIFORMS & EMBLEMS, 826 RUTLAND DRIVE, AUSTIN, TX, 78758									
		60113	01/19/17	name tag for officer albright	01/19/17	\$13.30	\$13.30	10-05-5190	Uniforms	\$3,800.00	\$1,708.85
							\$13.30				
1459		FREEMAN, SCOTT, 1008 CARDINAL DRIVE, RICHWOOD, TX, 77566									
		january17	01/19/17	basketball equip. refund for bfp	01/19/17	\$130.03	\$130.03	10-08-5310	Building & Grounds M&R	\$15,000.00	\$12,592.75
							\$130.03				
1460		PITTS, CURTIS, 1803 FM655 C-15, ROSHARON, TX, 77583									
		january17	01/19/17	defensive tactics training	01/19/17	\$250.00	\$250.00	10-29-2145	Special Police Training F	\$0.00	\$0.00
							\$250.00				

Council Approval Report for FIRST NATIONAL BANK--100103073
(Council Approval Report)

Vendor	Invoice Number	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
Total Bills To Pay:										
						\$34,666.20				

City of Richwood
Council Approval Report for W/S FIRST NATIONAL BANK--100103081
(Council Approval Report)

Vendor		InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
82	DXI INDUSTRIES, INC., PO BOX 301049, DALLAS, TX, 75303-1049	de05009369-16	01/19/17	chlorine	01/19/17	\$40.00	\$40.00	30-21-5270	Chemicals	\$5,000.00	\$1,866.97
		de05009837-16	01/19/17	chlorine	01/09/17	\$10.00	\$10.00	30-21-5270	Chemicals	\$5,000.00	\$1,866.97
		de05009838-16	01/19/17	chlorine	01/19/17	\$40.00	\$40.00	30-21-5270	Chemicals	\$5,000.00	\$1,866.97
		de05009839-16	01/19/17	chlorine	01/19/17	\$30.00	\$30.00	30-21-5270	Chemicals	\$5,000.00	\$1,866.97
		de05009876-16	01/19/17	chlorine	01/19/17	\$20.00	\$20.00	30-21-5270	Chemicals	\$5,000.00	\$1,866.97
106	HD SUPPLY WATERWORKS, PO BOX 28330, ST. LOUIS, MO, 63146	g497978	01/19/17	6 inch globe check valve	01/19/17	\$1,182.24	\$1,182.24	30-21-5390	Water Lines M&R	\$45,000.00	\$25,766.66
							\$1,182.24				
132	MCCOY'S BUILDING SUPPLY, PO BOX 1362, SAN MARCOS, TX, 78667	1352239	01/19/17	nails for new ls fence	01/19/17	\$68.79	\$68.79	30-21-5310	Building & Grounds M&R	\$2,000.00	\$1,858.51
						\$68.79					
136	MOORE SUPPLY, PO BOX 951949, DALLAS, TX, 75395-1949	january17	01/19/17	credit balance on acct.	01/19/17	(\$9.39)	(\$9.39)	30-21-5390	Water Lines M&R	\$45,000.00	\$25,766.66
		s149161209.001--	01/19/17	hd pvc glue	01/19/17	\$25.45	\$25.45	30-21-5390	Water Lines M&R	\$45,000.00	\$25,766.66
		s149161209.001--	01/19/17	pvc primer	01/19/17	\$22.61	\$22.61	30-21-5390	Water Lines M&R	\$45,000.00	\$25,766.66
						\$38.67					
138	NAPCO CHEMICAL COMPANY, INC., PO BOX 1239, SPRING, TX, 77383-1239	164835	01/19/17	80 gal polyphosphate E	01/19/17	\$621.60	\$621.60	30-21-5270	Chemicals	\$5,000.00	\$1,866.97
		164836	01/19/17	80 gal polyphosphate E	01/19/17	\$362.60	\$362.60	30-21-5270	Chemicals	\$5,000.00	\$1,866.97
		164837	01/19/17	80 gal polyphosphate E	01/19/17	\$349.65	\$349.65	30-21-5270	Chemicals	\$5,000.00	\$1,866.97
						\$1,333.85					
155	QUILL CORPORATION, PO BOX 37600, PHILADELPHIA, PA, 91901-0600	2605407	01/19/17	48 inch book shelf	01/19/17	\$254.99	\$254.99	30-21-5210	Office Supplies	\$15,000.00	\$12,980.01
						\$254.99					
195	TML - IEBP, PO BOX 732791, DALLAS, TX, 75373-2791	7071701a-01	01/19/17	insurance	01/19/17	\$2,785.45	\$2,785.45	30-21-5115	Hospitalization	\$36,740.00	\$29,788.09
		7071701a-01	01/19/17	insurance	01/19/17	\$744.92	\$744.92	30-30-2136	Insurance Payable	\$0.00	(\$921.87)
						\$3,530.37					
315	THE POLICE AND SHERIFFS PRESS, PO BOX 1489, LYONS, GA, 30436	89116	01/19/17	id for marcus moreno	01/19/17	\$17.49	\$17.49	30-21-5240	Expendable Operating S	\$2,200.00	\$2,179.24
						\$17.49					
427	CHAMPION ENERGY SERVICES, P.O. BOX 4190, HOUSTON, TX, 77210-4190	b1701044147	01/19/17	electricity	01/19/17	\$30.48	\$30.48	30-21-5410	Electricity	\$45,000.00	\$38,005.52
						\$30.48					

Council Approval Report for FIRST NATIONAL BANK--100103073

(Council Approval Report)

Vendor		InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
19	January 17-	AT&T, PO BOX 105414, ATLANTA, GA, 30348-5414	01/09/17	telephone	01/09/17	\$621.87	\$621.87	10-02-5420	Telephone	\$3,000.00	\$1,756.26
45	January 17	BEST INSURANCE SERVICE, P.O. BOX 428, LAKE JACKSON, TX, 77566	01/09/17	notary stamp renewal	01/09/17	\$99.00	\$99.00	10-06-5210	Office Supplies	\$5,200.00	\$2,906.86
117	102407	KILLIUM PEST CONTROL, 209 PLANTATION DR, LAKE JACKSON, TX, 77566	01/09/17	pest control	01/09/17	\$235.00	\$235.00	10-01-5310	Building & Grounds M&R	\$15,000.00	\$13,636.12
127	January 17	MALONE, DON, 105A Woodland Rd, Lake Jackson, TX, 77566	01/09/17	inspections	01/09/17	\$150.00	\$150.00	10-02-5695	Special Services - Miscell	\$7,300.00	\$6,075.00
172	January 17-	SCHROM, KAREN, , , , ,	01/09/17	contract labor ending 1-16-17	01/09/17	\$576.66	\$576.66	10-01-5102	Contract Labor	\$4,000.00	(\$5,145.38)
192	January 17	TEXAS MUNICIPAL RETIREMENT SYSTEM, PO BOX 149153, AUSTIN, TX, 78714-9153	01/09/17	retirement	01/09/17	\$11,680.37	\$11,680.37	10-29-2132	Retirement Payable	\$0.00	(\$6,326.62)
201	January 17	COMCAST, PO BOX 660618, DALLAS, TX, 75266-0618	01/09/17	telephone	01/09/17	\$58.43	\$58.43	10-01-5420	Telephone	\$2,500.00	\$2,114.20
January 17			01/09/17	telephone	01/09/17	\$58.44	\$58.44	10-04-5294	Expenditures - Court Tec	\$2,000.00	\$1,180.29
January 17			01/09/17	telephone	01/09/17	\$217.02	\$217.02	10-05-5695	Special Services - Miscell	\$8,872.00	\$5,519.56
213	January 17	TX COMPTROLLER OF PUBLIC ACCOUNTS, P.O. BOX 149361, AUSTIN, TX, 78714-9361	01/09/17	state criminal costs and fees	01/09/17	\$24,322.41	\$24,322.41	10-29-2140	Municipal Court Costs	\$0.00	(\$32,289.49)
235	P927300PA01V1H	WALMART STORES, INC., P.O. BOX 530934, ATLANTA, GA, 30353	01/09/17	items for christmas in the park	01/09/17	\$79.31	\$79.31	10-08-5851	Parks & Recreation	\$7,000.00	\$5,293.66
426	13141716	MOTOROLA, P.O. BOX 404059, ATLANTA, GA, 30384-4059	01/09/17	power supply	01/09/17	\$144.85	\$144.85	10-29-1131	Due from Other Governm	\$0.00	(\$79,357.18)
427	b1701010082	CHAMPION ENERGY SERVICES, P.O. BOX 4190, HOUSTON, TX, 77210-4190	01/09/17	electricity	01/09/17	\$16.72	\$16.72	10-02-5410	Electricity	\$35,000.00	\$29,764.32

Council Approval Report for FIRST NATIONAL BANK--100103073

(Council Approval Report)

Vendor		InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance	
		889	BCOS OFFICE TECHNOLOGIES, ATTN: ACCOUNTS RECEIVABLES, 1111 COUNTY ROAD 44, ANGLETON, TX, 77515									
		ar213091-	01/09/17	copier	01/09/17	\$25.00	\$25.00	10-01-5935	Equipment - Time Payme	\$5,500.00	\$4,445.68	
		1142	C & S JANITORIAL SERVICES, INC., 6611 THEALL ROAD, HOUSTON, TX, 77066									
		23852	01/09/17	janitorial services	01/09/17	\$275.00	\$275.00	10-01-5102	Contract Labor	\$4,000.00	(\$5,145.38)	
		1316	DE LAGE LANDEN FINANCIAL SERVICES, INC., PO BOX 41602, PHILADELPHIA, PA, 19101-1602									
		52846129	01/09/17	copier contract	01/09/17	\$395.15	\$395.15	10-01-5935	Equipment - Time Payme	\$5,500.00	\$4,445.68	
		52844334	01/09/17	copier contract	01/09/17	\$167.76	\$167.76	10-05-5210	Office Supplies	\$5,000.00	(\$3,965.32)	
		1341	WASTE CONNECTIONS OF TEXAS, P.O. BOX 660177, DALLAS, TX, 75266-0177									
		1145910	01/09/17	dump fees	01/09/17	\$244.23	\$244.23	10-02-5245	Dump Charges	\$2,700.00	\$935.03	
		1346	BUDGET CARWASH, P.O. BOX 97, LAKE JACKSON, TX, 77566									
		1039	01/09/17	car wash for unit 609	01/09/17	\$4.00	\$4.00	10-05-5230	Gas, Oil, & Lubricants	\$30,208.00	\$21,455.71	
		1039	01/09/17	car wash for unit 603	01/09/17	\$4.00	\$4.00	10-05-5230	Gas, Oil, & Lubricants	\$30,208.00	\$21,455.71	
		1397	CORDOBA LAW FIRM. P.L.L.C., 208 PARKING WAY, LAKE JACKSON, TX, 77566									
		39036	01/09/17	attorney fees	01/09/17	\$862.50	\$862.50	10-06-5570	Attorney's Fees	\$9,500.00	\$9,070.00	
		1404	YAKLIN BRAZOSPORT, 1200 N. HWY. 288-B, RICHWOOD, TX,									
		317033	01/09/17	oil change for unit 608	01/09/17	\$77.89	\$77.89	10-05-5230	Gas, Oil, & Lubricants	\$30,208.00	\$21,455.71	
		1458	GARZA, JESSE, , , ,									
		JANUARY17	01/10/17	meals for training	01/10/17	\$95.00	\$95.00	10-05-5130	Training & Travel	\$11,300.00	\$10,583.08	
Total Bills To Pay:							\$40,410.61					

Council Approval Report for W/S FIRST NATIONAL BANK--100103081

(Council Approval Report)

Vendor		InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
39	20164974	January17	BRAZORIA COUNTY WATER LAB, 408 E. ORANGE, ANGLETON, TX, 77515								
			01/09/17	special sample investigation at ows	01/09/17	\$15.00	\$15.00	30-21-5390	Water Lines M&R	\$45,000.00	\$25,766.66
			01/09/17	water sample test	01/09/17	\$90.00	\$90.00	30-21-5390	Water Lines M&R	\$45,000.00	\$25,766.66
							\$105.00				
42	07-0431		BRAZOSPORT WATER AUTHORITY, 1251 FM 2004, LAKE JACKSON, TX, 77566								
			01/09/17	water contract	01/09/17	\$21,417.90	\$21,417.90	30-21-5995	Brazosport Water Authori	\$230,000.00	\$187,855.10
							\$21,417.90				
57	January17		AT&T MOBILITY, PO BOX 6463, CAROL STREAM, IL, 60197-6463								
			01/09/17	telephone	01/09/17	\$45.76	\$45.76	30-21-5420	Telephone	\$2,500.00	\$2,063.78
							\$45.76				
59	January17		CITY OF RICHWOOD WATER/SEWER FUND, , , ,								
			01/09/17	water deposit	01/09/17	\$240.00	\$240.00	30-30-2220	Customer Meter Deposits	\$0.00	(\$108,454.14)
							\$240.00				
72	January17		DEPT. OF STATE HEALTH SERVICES, PO BOX 149347, AUSTIN, TX, 78714-9347								
			01/09/17	water sample testing	01/09/17	\$207.70	\$207.70	30-21-5390	Water Lines M&R	\$45,000.00	\$25,766.66
							\$207.70				
106	G583976		HD SUPPLY WATERWORKS, PO BOX 28330, ST. LOUIS, MO, 63146								
			01/09/17	300 ft. rolls 1 inch cts	01/09/17	\$504.00	\$504.00	30-21-5390	Water Lines M&R	\$45,000.00	\$25,766.66
			01/09/17	1 inch cts 90 degree elbow	01/09/17	\$64.94	\$64.94	30-21-5390	Water Lines M&R	\$45,000.00	\$25,766.66
			01/09/17	1 inch cts couplings	01/09/17	\$89.52	\$89.52	30-21-5390	Water Lines M&R	\$45,000.00	\$25,766.66
			01/09/17	1 inch double check valve	01/09/17	\$31.50	\$31.50	30-21-5390	Water Lines M&R	\$45,000.00	\$25,766.66
			01/09/17	bag 50 cnt cts insert	01/09/17	\$80.50	\$80.50	30-21-5390	Water Lines M&R	\$45,000.00	\$25,766.66
			01/09/17	pvc sch 40 pipe swb	01/09/17	\$335.80	\$335.80	30-21-5390	Water Lines M&R	\$45,000.00	\$25,766.66
			01/09/17	sch 40 pipe swb	01/09/17	\$1.62	\$1.62	30-21-5390	Water Lines M&R	\$45,000.00	\$25,766.66
			01/09/17	100 ft rolls 1 inch cts	01/09/17	\$84.00	\$84.00	30-21-5390	Water Lines M&R	\$45,000.00	\$25,766.66
							\$1,191.88				
192	January17--01		TEXAS MUNICIPAL RETIREMENT SYSTEM, PO BOX 149153, AUSTIN, TX, 78714-9153								
			01/09/17	retirement	01/09/17	\$2,452.07	\$2,452.07	30-30-2132	Retirement Payable	\$0.00	(\$1,872.64)
							\$2,452.07				
427	b1701010015		CHAMPION ENERGY SERVICES, P.O. BOX 4190, HOUSTON, TX, 77210-4190								
			01/09/17	electricity	01/09/17	\$13.81	\$13.81	30-21-5410	Electricity	\$45,000.00	\$38,005.52
			01/09/17	electricity	01/09/17	\$11.21	\$11.21	30-21-5410	Electricity	\$45,000.00	\$38,005.52
							\$25.02				
1341	1145911		WASTE CONNECTIONS OF TEXAS, P.O. BOX 660177, DALLAS, TX, 75266-0177								
			01/09/17	telephone	01/09/17	\$20,562.27	\$20,562.27	30-30-2240	Sanitation Payable	\$0.00	(\$26,571.52)
							\$20,562.27				

City of Richwood
Council Approval Report for W/S FIRST NATIONAL BANK--100103081
(Council Approval Report)

Vendor	InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted \$	YTD Balance
	1457	01/09/17	BRAZOSPORT RADIOLOGY PLLC, P.O. BOX 1547, SEDALIA, MO, 65302-1547	01/09/17	\$65.00	\$65.00	30-21-5110	Workmen's Compensation	\$4,000.00	\$418.97
	71020	01/09/17	c custer work comp							
						\$65.00				
Total Bills To Pay:						\$46,312.60				

MEMORANDUM

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

From: Karen Schrom, City Secretary/Finance Director

Date: February 8, 2017

Subject: Keep Richwood Beautiful appointees

Below are the list of members who have indicated they are interested in continuing serving on Keep Richwood Beautiful. Megan Leonard is a new addition. She is a member of Parks and Recreation as is Denise Miller. Because we have lost so many members of Parks and Recreation, we are adding the remaining members as a subgroup of Keep Richwood Beautiful. As we get more volunteers, we will separate the two groups again.

Name	Position
Justin Gatlin	Chairman
Katherine Venegas	Co-Chair
Janet Ellis	Member
Garry Ellis	Member
Megan Leonard	Member
Tasha Bayes	Member
Denise Miller	Executive Director

ORDER OF ELECTION

An election is hereby ordered to be held on May 6, 2017 for the purpose of electing Council, Position #2, and Council Position #3, and Mayor.

Early voting by personal appearance will be conducted each weekday at:

ANGLETON MAIN LOCATION:	East Annex (Old Wal-Mart Building) 1524 E. Mulberry, Room 144, Angleton
ALVIN BRANCH LOCATION:	Alvin Library 105 S. Gordon St., Alvin
BRAZORIA BRANCH LOCATION:	Brazoria Library 620 S. Brooks, Brazoria
LAKE JACKSON BRANCH LOCATION:	Lake Jackson Library 250 Circle Way, Lake Jackson
FREEPORT BRANCH LOCATION:	Freeport Library 410 Brazosport Blvd., Freeport
MANVEL BRANCH LOCATION:	Courthouse North Annex 7313 Corporate Drive, Manvel
PEARLAND EAST LOCATION:	Pearland Library 3522 Liberty Drive., Pearland
PEARLAND WEST LOCATION:	Westside Event Center 2150 Countryplace Pkwy., Pearland
SHADOW CREEK BRANCH LOCATION:	Pearland Westside Library 2803 Business Center Dr #101, Pearland
SWEENEY BRANCH LOCATION:	Sweeny Community Center 205 W. Ashley Wilson Rd., Sweeny
WEST COLUMBIA LOCATION:	Pct. 4 Government Office 121 N. 10 th st., West Columbia

Time and Dates:

Monday, April 24 - Friday, April 28	8:00 a.m. and 5:00 p.m.
Saturday, April 29	7:00 a.m. and 7:00 p.m.
Monday, May 1 - Tuesday, May 2	7:00 a.m. and 7:00 p.m.

Application should be mailed to:

Joyce Hudman, Brazoria County Clerk
111 E. Locust, Suite 200
Angleton, Texas 77515-4654

Applications for voting by mail must be received no later than the close of business (5 PM) on April 25, 2017

Issued this the 13th day of February, 2017.

Mark Guthrie, Mayor

JOINT ELECTION AGREEMENT AND CONTRACT FOR ELECTION SERVICES

THIS CONTRACT by and between CITY OF RICHWOOD, acting by and through the governing body of hereinafter referred to as "Political Subdivision", and Joyce Hudman, County Clerk of Brazoria County, Texas, hereinafter referred to as "County Clerk", and by authority of section 31.092(a), Texas Election Code, for the conduct and supervision of the Political Subdivisions election to be held on MAY 6, 2017.

RECITALS

Political Subdivision is holding a Municipal Election (at the expense of Political Subdivision) on MAY 6, 2017

The County owns an electronic voting system, the Hart InterCivic eSlate Voting System (Version 6.1), which has been duly approved by the Secretary of State pursuant to Texas Election Code Chapter 122 as amended, and is compliant with the accessibility requirements set forth by Texas Election Code Section 61.012. Political Subdivision desires to use the County's electronic voting system and to compensate the County for such use and to share in certain other expenses connected with joint elections in accordance with the applicable provisions of Chapters 31 and 271 of the Texas Election Code, as amended.

NOW THEREFORE, in consideration of the mutual covenants, agreements, and benefits to the parties, IT IS AGREED as follows:

I. ADMINISTRATION

The parties agree to hold a "Joint Election" in accordance with Chapter 271 of the Texas Election Code and this agreement. The County Clerk of Brazoria County shall coordinate, supervise, and handle all aspects of administering the Joint Election as provided in this agreement. Political Subdivision agrees to pay Brazoria County for equipment, supplies, services, and administrative costs as provided in this agreement. The County Clerk shall serve as the administrator for the Joint Election; however, the Political Subdivision shall remain responsible for the decisions and actions of its officers necessary for the lawful conduct of its election. The County Clerk shall provide advisory services in connection with decisions to be made and actions to be taken by the officers of the Political Subdivision.

It is understood that other political subdivisions may wish to participate in the use of the County's electronic voting system and polling places, and it is agreed that Brazoria County and the County Clerk may enter into other joint election agreements and contracts for election services for those purposes on terms and conditions generally similar to those set forth in this contract. Political Subdivision agrees that Brazoria County may enter into joint election agreements with other political subdivisions that may have territory located partially or wholly within the boundaries of Political Subdivision, and in such case all parties sharing common territory shall share a joint ballot

on the county's electronic voting system at the applicable polling places. In such cases, costs shall be divided among the participants.

At each polling location, joint participants shall share voting equipment and supplies to the extent possible. The participating parties shall share a mutual ballot in those precincts where jurisdictions overlap. However, in no instance shall a voter be permitted to receive a ballot containing an office or proposition stating a measure on which the voter is ineligible to vote. Multiple ballot styles shall be available in those shared polling places where jurisdictions do not overlap.

II. LEGAL DOCUMENTS

Political Subdivision shall be responsible for the preparation, adoption, and publication of all required election orders, resolutions, notices, and any other pertinent documents required by the Texas Election Code and/or Political Subdivision's governing body, charter, or ordinances. With reference to publications, the "County Clerk" will publish the "Notice of Test of Automatic Tabulating Equipment" and the "Notice of Election". If a Political Subdivision is holding any type Special Election, the Political Subdivision may have to publish their own "Notice of Election" in order to meet additional requirements. Please advise the Brazoria County Election's Office if your Political Subdivision must print a separate notice so we do not include your Political Subdivision in the Notice published by our office.

Preparation of the necessary materials for notices and the official ballot shall be the responsibility of each participating authority, including translation to languages other than English. Each participating authority shall provide a copy of their respective election orders and notices to the County Clerk's Election Department.

It is currently unclear whether the preclearance section of the Voting Rights Act of 1965, as amended, applies and whether preclearance is required. If it is determined that preclearance is required, the County Clerk's Election Department, with the assistance of the Brazoria County District Attorney's Office, shall prepare a submission to the United States Department of Justice for preclearance of the joint election procedures and polling places, pursuant to the Voting Rights Act of 1965, as amended. If preclearance is required, each Political Subdivision shall provide necessary documentation for preclearance and this submission to the Department of Justice shall be made on behalf of all political subdivisions participating in joint elections on MAY 6, 2017 .

III. STATUTORY COMPLIANCE

Political subdivisions shall follow all applicable State and Federal laws related to Elections including but not limited to Sec. 52.072 of the Election Code, which states, "a proposition on the ballot shall be printed on the ballot in the form of a single statement". **Failure to do so may prohibit the political subdivision's participation in a Joint Election.**

IV. VOTING LOCATIONS

The County Clerk's Election Office shall select and arrange for the use of and payment for all Election Day voting locations. Voting locations will be, whenever possible, the usual voting location for each election precinct in elections conducted by the county. The proposed voting locations are listed in Attachment A of this agreement. In the event a voting location is not available, the Elections Department will arrange for use of an alternate location with the approval of the Political Subdivision. The Elections Department shall notify the Political Subdivision of any changes from the locations listed in Attachment A.

If polling places for the MAY 6, 2017 joint election are different from the polling place(s) used by Political Subdivision in its most recent election, Political Subdivision agrees to post a notice no later than MAY 6, 2017 at the entrance to any previous polling places in the jurisdiction stating that the polling location has changed and stating the political subdivision's polling place names and addresses in effect for the MAY 6, 2017 election. Any changes in voting location from those that were used in the MAY 7, 2016 COUNTYWIDE JOINT elections will be posted by the County Clerk's Election Office.

V. ELECTION JUDGES, CLERKS, AND OTHER ELECTION PERSONNEL

Brazoria County shall be responsible for the appointment of the presiding judge and alternate judge for each polling location in accordance with Chapter 32 of the Texas Election Code. The County Clerk shall make emergency appointments of election officials if necessary. Upon request by the County Clerk, Political Subdivision agrees to assist in recruiting polling place officials who are bilingual (fluent in both English and Spanish).

The Elections Department shall notify all election judges of the eligibility requirements of Subchapter C of Chapter 32 of the Texas Election Code, and will take the necessary steps to insure that all election judges appointed for the Joint Election are eligible to serve.

The County Clerk shall arrange for the training and compensation of all election judges and clerks. The Elections Department shall arrange for the date, time, and place for presiding election judges to pick up their election supplies. Each presiding election judge will be sent a letter from the Elections Department notifying him of his appointment, the time and location of training and distribution of election supplies, and the number of election clerks that the presiding judge may appoint.

Each election judge will receive compensation at an hourly rate of \$12.00. Each election clerk will receive compensation at an hourly rate of \$10.00. The election judge will receive an additional sum of \$25.00 for picking up the election supplies prior to election day and for returning the supplies and equipment to the central counting station after the polls close. All judges and clerks will receive \$30.00 for attending training.

It is agreed by all parties that at all times and for all purposes hereunder, all election judges, clerks, and all other personnel involved in this election are temporary part-time employee's subject only to those benefits available to such employees.

VI. PREPARATION OF SUPPLIES AND VOTING EQUIPMENT

The Elections Department shall arrange for all election supplies and voting equipment including, but not limited to official ballots, sample ballots, voter registration lists, and all forms, signs and other materials used by the election judges at the voting locations. At each polling location, joint participants shall share voting equipment and supplies to the extent possible. The participating parties shall share a mutual ballot in those precincts where jurisdictions overlap. However, in no instance shall a voter be permitted to receive a ballot containing an office or proposition stating a measure on which the voter is ineligible to vote. Multiple ballot styles shall be available in those shared polling places where jurisdictions do not overlap. The Elections Department shall provide the necessary voter registration information, instructions, and other information needed to enable the election judges in the voting locations that have more than one ballot style to conduct a proper election. If special maps are needed for a particular Political Subdivision, the Election Department will order the maps and pass that charge on to that particular Political Subdivision.

Political Subdivision shall furnish the County Clerk a list of candidates and/or propositions showing the order and the exact manner in which the candidate names and/or proposition(s) are to appear on the official ballot (including titles and text in each language in which the authority's ballot is to be printed). THE POLITICAL SUBDIVISION SHALL ALSO PROVIDE A COPY OF EACH CANDIDATES APPLICATION TO THE BRAZORIA COUNTY ELECTION'S OFFICE. This list shall be delivered to the Elections Department as soon as possible after ballot positions have been determined by each of the participating authorities. Each participating authority shall be responsible for proofreading and approving the ballot insofar as it pertains to that authority's candidates and/or propositions.

VII. EARLY VOTING

The participating authorities agree to conduct joint early voting and to appoint the County Clerk as the Early Voting Clerk in accordance with Sections 31.097 and 271.006 of the Texas Election Code. Political Subdivision agrees to appoint the County Clerk's permanent county employees as deputy early voting clerks. The participating authorities further agree that each Early Voting Location will have an "Officer in Charge" that will receive compensation at an hourly rate of \$12.00. The clerks at each location will receive compensation at an hourly rate of \$10.00. Early Voting by personal appearance will be held at the locations, dates, and times listed in Attachment "B" of this document. Any qualified voter of the Joint Election may vote early by personal appearance at any one of the joint early voting locations.

As Early Voting Clerk, the County Clerk shall receive applications for early voting ballots to be voted by mail in accordance with Chapters 31 and 86 of the Texas Election Code. Any requests for early voting ballots to be voted by mail received by the Political Subdivision shall be forwarded immediately by fax or courier to the Elections Department for processing.

The Elections Department shall, upon request, provide the Political Subdivision a copy of the early voting report on a daily basis and a cumulative final early voting report following the election.

VIII. EARLY VOTING BALLOT BOARD

Brazoria County shall appoint an Early Voting Ballot Board (EVBB) to process early voting results from the Joint Election. The Presiding Judge, with the assistance of the Elections Department, shall appoint two or more additional members to constitute the EVBB. The Elections Department shall determine the number of EVBB members required to efficiently process the early voting ballots.

IX. CENTRAL COUNTING STATION AND ELECTION RETURNS

The County Clerk shall be responsible for establishing and operating the central counting station to receive and tabulate the voted ballots in accordance with the provisions of the Texas Election Code and of this agreement.

The participating authorities hereby, in accordance with Section 127.002, 127.003, and 127.005 of the Texas Election Code, appoint the following central counting station officials:

Counting Station Manager:	Lisa Mujica
Alternate Counting Station Manager:	Brandy Pena
Tabulation Supervisor:	Susan Cunningham
Alternate Tabulation Supervisor:	Brandy Pena
Presiding Judge:	Tamara Reynolds
Alternate Presiding Judge:	Dottie Cornett

The Elections Department will prepare the unofficial canvass reports after all precincts have been counted, and will deliver a copy of the unofficial canvass to the Political Subdivision as soon as possible after all returns have been tabulated. All participating authorities shall be responsible for the official canvass of their respective elections.

The Elections Department shall be responsible for conducting the post-election manual recount required by Section 127.201 of the Texas Election Code unless a waiver is granted by the Secretary of State. Notification and copies of the recount, if waiver is denied, will be provided to each participating authority and the Secretary of State's Office.

The Elections Department shall submit all Political Subdivision's precinct by precinct returns to the Texas Secretary of State's Office electronically.

The Elections Department shall post all election night results to our website on election night. [http://www. Brazoriacountyvotes.com](http://www.Brazoriacountyvotes.com).

X. ELECTION EXPENSES AND ALLOCATION OF COSTS

The participating authorities agree to share the costs of administering the Joint Election. Allocation of costs, unless specifically stated otherwise, is mutually agreed to be shared according to a formula which is based on the cost per polling place. Since we will be switching to "Vote

Centers”, every political subdivision will be voting at every location. For billing purposes, each “Vote Center” will be assigned precincts in the area and if a political subdivision is on the ballot for any of the assigned precincts, they will share in the cost of that voting location.

It is agreed that the normal rental rate charged for the County’s voting equipment used on election day shall be divided equally among the participants utilizing each polling location.

Costs for Early Voting by Personal Appearance will be divided by all Political Subdivisions as follows: Total cost of all 11 locations will be divided by all Political Subdivisions holding elections on MAY 6, 2017. Cost will be based on registered voters.

XI. WITHDRAWAL FROM CONTRACT DUE TO CANCELLATION OF ELECTION

Political Subdivision may withdraw from this agreement and the Joint Election should it cancel its election in accordance with Sections 2.051 - 2.053 of the Texas Election Code, or should it be later ruled that the election is not needed. Political Subdivision is fully liable for any expenses incurred by Brazoria County on behalf of Political Subdivision. Any monies deposited with the county by the withdrawing authority shall be refunded, minus the aforementioned expenses.

XII. RECORDS OF THE ELECTION

The County Clerk is hereby appointed general custodian of the voted ballots and all records of the Joint Election as authorized by Section 271.010 of the Texas Election Code.

Access to the election records shall be available to each participating authority as well as to the public in accordance with applicable provisions of the Texas Election Code and the Texas Public Information Act. The election records shall be stored at the offices of the County Clerk or at an alternate facility used for storage of county records. The Elections Department shall ensure that the records are maintained in an orderly manner so that the records are clearly identifiable and retrievable.

Records of the election shall be retained and disposed of in accordance with the provisions of Section 66.058 of the Texas Election Code. If records of the election are involved in any pending election contest, investigation, litigation, or open records request, the County Clerk shall maintain the records until final resolution or until final judgment, whichever is applicable. It is the responsibility of each participating authority to bring to the attention of the County Clerk any notice of pending election contest, investigation, litigation or open records request which may be filed with the participating authority.

XIII. RECOUNTS

A recount may be obtained as provided by Title 13 of the Texas Election Code. Political Subdivision agrees that any recount shall take place at the offices of the County Clerk, and that the County Clerk shall serve as Recount Supervisor and the Political Subdivision’s official or employee who performs the duties of a secretary under the Texas Election Code shall serve as Recount Coordinator.

The Elections Department agrees to provide advisory services to the District as necessary to conduct a proper recount and cost of the recount depends on the size of the election and number of precincts to be recounted.

XIV. MISCELLANEOUS PROVISIONS

1. It is understood that to the extent space is available, that other districts and political subdivisions may wish to participate in the use of the County's election equipment and voting places, and it is agreed that the County Clerk may contract with such other districts or political subdivisions for such purposes and that in such event there may be an adjustment of the pro-rata share to be paid to the County by the participating authorities.

2. The County clerk shall file copies of this document with the Brazoria County Treasurer and the Brazoria County Auditor in accordance with Section 31.099 of the Texas Election Code.

3. In the event that legal action is filed contesting Political Subdivision's election under Title 14 of the Texas Election Code, Political Subdivision shall choose and provide, at its own expense, legal counsel for the County, the County Clerk, and additional election personnel as necessary.

4. Nothing in this contract prevents any party from taking appropriate legal action against any other party and/or other election personnel for a breach of this contract or a violation of the Texas Election Code.

5. The parties agree that under the Constitution and laws of the State of Texas, neither Brazoria County nor Political Subdivision can enter into an agreement whereby either party agrees to indemnify or hold harmless another party; therefore, all references of any kind, if any, to indemnifying or holding or saving harmless for any reason are hereby deleted.

6. This agreement shall be construed under and in accord with the laws of the State of Texas, and all obligations of the parties created hereunder are performable in Brazoria County, Texas.

7. In the event of 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 hereof and this agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.

8. All parties shall comply with all applicable laws, ordinances, and codes of the State of Texas, all local governments, and any other entities with local jurisdiction.

9. The waiver by any party of a breach of any provision of this agreement shall not operate as or be construed as a waiver of any subsequent breach.

10. Any amendments of this agreement shall be of no effect unless in writing and signed by all parties hereto.

XV. COST ESTIMATES AND DEPOSIT OF FUNDS

It is estimated that Political Subdivision's obligation under the terms of this agreement shall be DETERMINED AFTER THE ELECTION. Political Subdivision agrees to pay to Brazoria County a deposit of \$700.00. This deposit shall be paid to Brazoria County within 10 days after the final candidate filing deadline. The final candidate filing deadline is FEBRUARY 17, 2017. Therefore, deposit is due by MARCH 03, 2017. The exact amount of the Political Subdivision's obligation under the terms of this agreement shall be calculated after the MAY 6, 2017 election and if the amount of the Political Subdivision's obligation exceeds the amount deposited, the Political Subdivision shall pay to Brazoria County the balance due within thirty (30) days after receipt of the final invoice from the County Clerk's Election Department. However, if the amount of the Political Subdivision's obligation is less than the amount deposited, Brazoria County shall refund to the Political Subdivision the excess amount paid within thirty (30) days after final costs are calculated.

IN TESTIMONY HEREOF, this agreement, its multiple originals all of equal force, has been executed on behalf of the parties hereto as follows, to-wit:

(1) It has on the _____ day of _____, 2017 been executed on behalf of Brazoria County by the County Judge or the County Clerk pursuant to the Texas Election Code so authorizing;

(2) It has on the _____ day of _____, 2017 been executed on behalf of the Political Subdivision by its Presiding Officer or authorized representative, pursuant to an action of the Political Subdivision so authorizing;

BRAZORIA COUNTY

By _____
Joyce Hudman, County Clerk

ATTEST:

POLITICAL SUBDIVISION

_____ By _____
Presiding Officer or Authorized Representative
CITY OF RICHWOOD

City of Richwood
1800 N. Brazosport Blvd.
Richwood, TX 77531

February 2, 2017

Dear Mr. Coon,

I would like some time added to your next city council meeting agenda to discuss the three parcels of land owned by Janet K. Vernor along Highway 288B and Cypress Drive. Our family is possibly interested in changing the purpose of these lots which have held rental houses for about 50 years.

Sincerely,

Patricia Mayes

121 Bayou Bend Dr.

League City, TX 77573
979-824-3575

patriciavmayes@gmail.com



BRYAN CORB
Chief of Police

RICHWOOD POLICE DEPARTMENT

1800 N Brazosport Blvd
Richwood, Texas 77531



Business (979) 265-2640
Emergency (979) 265-2222
Fax (979) 266-8533

February 8, 2017

Memo to Richwood City Council

Re: Triathlon proposed for November 12, 2017

Mayor and Members of City Council,

We have been asked by Onurmark Productions, a company that is wanting to host a triathlon, to consider allowing the bicycle portion of the triathlon to take place through Richwood. The City of Richwood allowed the bicycle portion of this same triathlon to take place along N Brazosport or Hwy 288 business in 2015. Last year, Onurmark attempted to host the triathlon, but was unable to obtain permission from Clute, Lake Jackson, and Richwood as there were issues with the proposed new route.

Michael Coon and I met with Aaron Palian, the owner of Onurmark, February 7, 2017 to go over the proposed route for the event scheduled for November 12, 2017. The proposed route will have the bicyclists traveling north on 288 business in the outside lane, turning east onto FM 2004 to FM 523. The route along FM 2004 is a concern as there are places along this two lane roadway where there is little to no shoulder and places where the shoulder quickly reduces from a wide shoulder to a very narrow shoulder. The traffic proposal presented during our meeting February 7, 2017 indicated that cones will be used to create a safety zone for both the bicyclists and the motoring public. There will also be police officers stationed at various points along the route through Richwood to ensure traffic flow and safety for the bicyclists. There is still some concern, however the proposed traffic plan as presented by Onurmark seems to be adequate.

The proposed event will begin at Mammoth Lake in Clute with a swim, then a run, and then conclude with the bicycle portion. The event will take place Sunday, November 12, 2017 at 6:45 am, the first bicyclist should reach Richwood close to 7:15 am, and the course should be picked up by 10 am. The event coordinator advised they will place electronic signs along the route prior to the event to warn motorists about the upcoming event. The event organizer further advised they would begin to cone off the route at 3 am the morning of the event.

Council is being asked to either approve or deny the triathlon the use of 288 business and FM 2004 through Richwood.

Please let me know if you have any questions.

Respectfully,

Bryan Corb,
Chief of Police

MEMORANDUM

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

From: Karen Schrom, City Secretary/Finance Director

Date: February 8, 2017

Subject: Request to close portion of Audubonwoods Drive for Barbeque Cookoff, April 4
– April 15 in the event of rain.

Volunteers have stepped forward to ensure the Barbeque Cookoff continues this year. The committee has asked if the road can be closed in the event of rain. In the past, when the soccer field has been too wet, the teams have been placed on the road.

We have done this in the past with no problems. I recommend that Council approve this request.

MEMORANDUM

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

From: Michael Coon, City Manager

Date: February 8, 2017

Subject: ICMA-RC Supplemental Retirement Options

The City of Richwood does not currently offer its employees any options to supplement their retirement plans with the Texas Municipal Retirement System (TMRS). TMRS is a good reliable system that can provide Richwood employees with a modest income upon their retirement. However, with rising health care costs and lower rates of return, the TMRS retirement benefits may not be enough for our employees to live off after retiring. This is especially true seeing as how the City does not participate in Social Security.

ICMA-RC is a non-profit financial services company that is focused on providing retirement plans and related services to local and state government employees. Under the proposed agreement, ICMA-RC would offer (1) 457(b) and (2) IRA supplemental retirement plans to our employees at no additional cost to the City. Like most financial service companies, ICMA-RC collects its revenues through modest account management fees.

1. 457(b) Deferred Compensation Plan

This plan allows employees, and/or the employer, to contribute up to \$18,000 per year into a tax-deferred investment plan. When an employee contributes to this plan their pre-tax contributions will reduce their taxable income for the year.

2. IRA's

ICMA-RC offers both Traditional and Roth IRA's. Both accounts will allow the employees to contribute up to \$5,500 to a retirement account. Contributions to a Traditional IRA could be made before taxes. However, contributions to a Roth IRA are after-tax, but the investments can grow tax free.

Name of Employer: City of Richwood
Title of Program Coordinator: Michael Coon

Resolution of the above named Employer ("Employer")

WHEREAS, the Employer has employees rendering valuable services; and

WHEREAS, the establishment of a deferred compensation plan for such employees serves the interests of the Employer by enabling it to provide a reasonable retirement security for its employees, by providing increased flexibility in its personnel management system, and by assisting in the attraction and retention of competent personnel; and

WHEREAS, the Employer has determined that the establishment of a deferred compensation plan to be administered by the ICMA Retirement Corporation serves the above objectives; and

WHEREAS, the Employer desires that its deferred compensation plan be administered by the ICMA Retirement Corporation, and that some or all of the funds held under such plan be invested in VantageTrust, a trust established by the public employers for the collective investment of funds held under their retirement and deferred compensation plans;

NOW THEREFORE BE IT RESOLVED that the Employer hereby adopts the deferred compensation plan (the "Plan") in the form of

The ICMA Retirement Corporation Deferred Compensation Plan and Trust, referred to as Appendix A.

BE IT FURTHER RESOLVED that the Employer hereby adopts the Declaration of Trust of VantageTrust, attached hereto as Appendix B, intending this adoption to be operative with respect to any retirement or deferred compensation plan subsequently established by the Employer, if the assets of the plan are to be invested in VantageTrust.

BE IT FURTHER RESOLVED that the assets of the Plan shall be held in trust, with the Employer serving as trustee, for the exclusive benefit of the Plan participants and their beneficiaries, and the assets shall not be diverted to any other purposed.

BE IT FURTHER RESOLVED that the Employer agrees to serve as trustee under the Plan.

BE IT FURTHER RESOLVED that the City Manager shall be the coordinator of this program; shall receive the necessary reports, notices, etc. from ICMA Retirement Corporation or VantageTrust; shall cast, on behalf of the Employer, any required votes under VantageTrust, Administration duties to carry out the plan may be assigned to the appropriate departments, and is authorized to execute all necessary agreements with ICMA Retirement Corporation incidental to the administration of the Plan.

PASSED, ADOPTED AND APPROVED by the City Council of the City of Richwood this the 13th day of May, 2017

APPROVED:

Mark Guthrie, Mayor

ATTEST:

Karen B. Schrom, City Secretary

MEMORANDUM

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

From: Michael Coon, City Manager

Date: February 8, 2017

Subject: Resolution to Support Local Control

There have been numerous bills filled by the State Legislature that if adopted would negatively impact the City's ability to provide basic services to our residents. Just to name a few examples, bills have been proposed that would push all municipal elections to November, place a 4 percent cap on municipal property tax revenue, and place term limits on local elected officials. Compounding the issue even further, is that the State continues to push more and more of their responsibilities to the local governments.

RESOLUTION NO. 17-03

A RESOLUTION OF THE CITY OF RICHWOOD, TEXAS, IN OPPOSITION TO LEGISLATIVE INTERFERENCE WITH LOCAL SERVICES.

WHEREAS, bills have been introduced to limit local control and self-determination of local government; and

WHEREAS, attacks on local control undermine and disrespect voters' decisions in local elections; and

WHEREAS, bills have been introduced to cap the amount of property tax revenue cities can collect each year in a misguided effort to reduce the property tax burden on homeowners and businesses; and

WHEREAS, local government taxes account for a very small percentage of property tax increases. It is school property taxes rising because the legislature continues to reduce the state's share of funding for schools, which forces districts to get more revenue from property taxes; and

WHEREAS, bills have been filed to push our municipal elections to November on the general ballot where local issues and races will get lost in the din of statewide and national campaigns; and

WHEREAS, the State of Texas continues look to local government to fund state initiatives by adding more fees to our court fines and water bills; and

WHEREAS, to continue to provide the level of services and the quality of life amenities our citizens have come to expect, cities must be able to continue grow. There are bills that have been filed that will basically eliminate that seriously impact our ability to annex; and

WHEREAS, local government is the first level of government and the level closest to the people; and

WHEREAS, local government provides the basic necessities such water, sewer, drainage and sanitation service. We provide roads our citizens and visitors drive upon. We provide Police, Fire and EMS as well as parks and recreational facilities; and

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

1. That all of the above recitals are true and correct;
2. That the City Council of the City of Richwood, Texas, is opposed to any legislation that will erode the authority of local government to respond to the needs and desires of their residents and that will inhibit our ability to provide our citizens with the services they desire.

DULY RESOLVED by the City Council of the City of Richwood, Texas on the 13th day of January, 2017.

Mark Guthrie, Mayor

Attest:

Karen Schrom, City Secretary



RICHWOOD POLICE DEPARTMENT

1800 N Brazosport Blvd
Richwood, Texas 77531



BRYAN CORB
Chief of Police

Business (979) 265-2640
Emergency (979) 265-2222
Fax (979) 266-8533

January 23, 2017

Karen Schrom, City Secretary

Re: Item for the February Council Agenda

Would you please place this request on the February agenda for City Council to consider?

The police department is seeking \$19,377.00 for an automated fingerprinting system. This system is the size of a desktop computer and allows the officers to digitally fingerprint a person. The system will then send the fingerprints to the State of Texas for comparison and a return will be generated to the officer should a "hit" be found. This return is generated within a few minutes of sending the digital prints. The system also allows for latent prints to be placed in the system and as well and sent to the State for comparison and aide in identifying suspects from crime scenes. The system further prints out the state paperwork (CR43) and fingerprint card that was originally generated by hand or use of the "typewriter". This system is portable so it allows for the system to be taken to scenes and allows for the officers to use the system when working with schools and other groups in our "child fingerprint" program.

I have attached photos of the product below:



Thank you for your help

Bryan Corb, Chief of Police



1800 BRAZOSPORT BLVD.
RICHWOOD, TEXAS 77531
PHONE (979) 265-2082
FAX (979) 265-7345

WHEREAS, City Council finds it in the best interest of the citizens of Richwood, TX, that the Suspect Identification Technology Upgrade be operated for the 2018 year; and

WHEREAS, City Council agrees to provide applicable matching funds for the said project as required by the JAG grant application; and

WHEREAS, City Council agrees that in the event of loss or misuse of the Office of the Governor funds, City Council assures that the funds will be returned to the Office of the Governor in full; and

WHEREAS, City Council designates Bryan Corb, Chief of Police 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 City of Richwood.

NOW THEREFORE, BE IT RESOLVED that the City Council of the City of Richwood approves submission of the grant application for the Suspect Identification Technology Upgrade to the Office of the Governor, Criminal Justice Division.

Mark Guthrie, Mayor

ATTEST:

Karen B. Schrom, City Secretary

Passed and approved this 13th day of February, 2017

Grant Number: 3340201

Annual Racial Profiling Report 2016



Prepared by: Chief Bryan Corb
Richwood Police Department

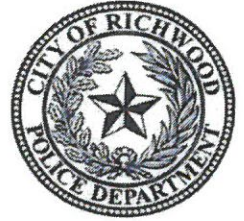
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RICHWOOD POLICE DEPARTMENT

1800 N Brazosport Blvd
Richwood, Texas 77531



BRYAN CORB
Chief of Police

Business (979) 265-2640
Emergency (979) 265-2222
Fax (979) 266-8533

February 2, 2017

Richwood City Council
1800 N Brazosport Blvd.
Richwood, TX 77531

Re: 2016 Racial Profile Report

Members of City Council,

The Texas Legislature, with the intent of addressing racial profiling issues within police agencies, enacted the Texas Racial Profile Law in 2001. With this law in place, the Richwood Police Department has collected and reported traffic and motor vehicle related contact data for the purpose of addressing concerns regarding racial profiling practices within the Richwood Police Department. In 2009, the Texas Legislature modified the Racial Profile Law. The modifications were implemented by the Richwood Police Department and have been addressed inside the attached report.

Inside this report you will find sections that contain information on traffic and motor vehicle contacts. In addition, you will find documentation showing the Richwood Police Department has complied with the Texas Racial Profiling Law as well as a copy of Texas Senate Bill 1074 (SB 1074). I also included Texas House Bill 3389 (HB 3389), which was introduced in 2009 and included the modifications/amendments to the Racial Profiling Law. You will also find information on the requirements as set by the Texas Commission on Law Enforcement (TCOLE), a copy of the Richwood Police Department's policy banning any form of racial profiling and the complaint process should one feel they have been racially profiled based on race, gender, religion, etc.

The police officers within the Richwood Police Department have received training on racial profiling and the police department's racial profiling policy.

Lastly, you will see the statistical data related to traffic and motor vehicle contacts that occurred between January 1, 2016 and December 31, 2016. I also included a copy of the final report as submitted to TCOLE. The Richwood Police Department files the Tier 1 report which is required to be submitted to TCOLE by March 1st of every year.

We hope you find this report informative and a means for our continued transparency within the Richwood Police Department.

Please let me know if you have any questions or concerns.

Respectfully,

Bryan Corb
Chief of Police

Texas Racial Profiling Law Requirements

Guidelines for Compiling and Reporting Data under Senate Bill 1074

Background

Senate Bill 1074 of the 77th Legislature established requirements in the Texas Code of Criminal Procedure (TCCP) for law enforcement agencies. The Commission developed this document to assist agencies in complying with the statutory requirements.

The guidelines are written in the form of standards using a style developed from accreditation organizations including the Commission on Accreditation for Law Enforcement Agencies (CALEA). The standards provide a description of **what** must be accomplished by an agency but allows wide latitude in determining **how** the agency will achieve compliance with each applicable standard.

Each standard is composed of two parts: the standard statement and the commentary. The *standard statement* is a declarative sentence that places a clear-cut requirement, or multiple requirements, on an agency. The commentary supports the standard statement but is not binding. The commentary can serve as a prompt, as guidance to clarify the intent of the standard, or as an example of one possible way to comply with the standard.

Standard 1

Each law enforcement agency has a detailed written directive that:

- clearly defines acts that constitute racial profiling;
- strictly prohibits peace officers employed by the agency from engaging in racial profiling;
- implements a process by which an individual may file a complaint with the agency if the individual believes a peace officer employed by the agency has engaged in racial profiling with respect to the individual filing the complaint;
- provides for public education relating to the complaint process;
- requires appropriate corrective action to be taken against a peace officer employed by the agency who, after investigation, is shown to have engaged in racial profiling in violation of the agency's written racial profiling policy; and
- requires the collection of certain types of data for subsequent reporting.

Commentary

Article 2.131 of the TCCP prohibits officers from engaging in racial profiling, and article 2.132 of the TCCP now requires a written policy that contains the elements listed in this standard. The article also specifically defines a law enforcement agency as it applies to this statute as an "agency of the state, or of a county, municipality, or other political subdivision of the state, that employs peace officers who make traffic stops in the routine performance of the officers' official duties."

The article further defines race or ethnicity as being of "a particular descent, including Caucasian, African, Hispanic, Asian, or Native American." The statute does not limit the required policies to just these ethnic groups.

This written policy is to be adopted and implemented no later than January 1, 2002.

Standard 2

Each peace officer who stops a motor vehicle for an alleged violation of a law or ordinance regulating traffic, or who stops a pedestrian for any suspected offense reports to the employing law enforcement agency information relating to the stop, to include:

- a physical description of each person detained, including gender and the person's race or ethnicity, as stated by the person, or, if the person does not state a race or ethnicity, as determined by the officer's best judgment;
- the traffic law or ordinance alleged to have been violated or the suspected offense;
- whether the officer conducted a search as a result of the stop and, if so, whether the person stopped consented to the search;
- whether any contraband was discovered in the course of the search, and the type of contraband discovered;
- whether probable cause to search existed, and the facts supporting the existence of that probable cause;
- whether the officer made an arrest as a result of the stop or the search, including a statement of the offense charged;
- the street address or approximate location of the stop; and
- whether the officer issued a warning or citation as a result of the stop, including a description of the warning or a statement of the violation charged.

Commentary

The information required by 2.133 TCCP is used to complete the agency reporting requirements found in Article 2.134. A peace officer and an agency may be exempted from this requirement under Article 2.135 TCCP Exemption for Agencies Using Video and Audio Equipment. An agency may be exempt from this reporting requirement by applying for the funds from the Department of Public Safety for video and audio equipment and the State does not supply those funds. Section 2.135 (a)(2) states, "the governing body of the county or municipality served by the law enforcement agency, in conjunction with the law enforcement agency, certifies to the Department of Public Safety, not later than the date specified by rule by the department, that the law enforcement agency needs funds for video and audio equipment for the purpose of installing video and audio equipment as described by Subsection (a) (1) (A) and the agency does not receive from the state funds for video and audio equipment sufficient, as determined by the department, for the agency to accomplish that purpose."

Standard 3

The agency compiles the information collected under 2.132 and 2.133 and analyzes the information identified in 2.133.

Commentary

Senate Bill 1074 from the 77th Session of the Texas Legislature created requirements for law enforcement agencies to gather specific information and to report it to each county or municipality served. New sections of law were added to the Code of Criminal Procedure regarding the reporting of traffic and pedestrian stops. Detained is defined as when a person stopped is not free to leave.

Article 2.134 TCCP requires the agency to compile and provide and analysis of the information collected by peace officer employed by the agency. The report is provided to the governing body of the municipality or county no later than March 1 of each year and covers the previous calendar year.

There is data collection and reporting required based on Article 2.132 CCP (tier one) and Article 2.133 CCP (tier two).

The minimum requirements for "tier one" data for traffic stops in which a citation results are:

- 1) the race or ethnicity of individual detained (race and ethnicity as defined by the bill means of "a particular descent, including Caucasian, African, Hispanic, Asian, or Native American");
- 2) whether a search was conducted, and if there was a search, whether it was a consent search or a probable cause search; and
- 3) whether there was a custody arrest.

The minimum requirements for reporting on “tier two” reports include traffic and pedestrian stops. Tier two data include:

- 1) the detained person’s gender and race or ethnicity;
- 2) the type of law violation suspected, e.g., hazardous traffic, non-hazardous traffic, or other criminal investigation (the Texas Department of Public Safety publishes a categorization of traffic offenses into hazardous or non-hazardous);
- 3) whether a search was conducted, and if so whether it was based on consent or probable cause;
- 4) facts supporting probable cause;
- 5) the type, if any, of contraband that was collected;
- 6) disposition of the stop, e.g., arrest, ticket, warning, or release;
- 7) location of stop; and
- 8) statement of the charge, e.g., felony, misdemeanor, or traffic.

Tier one reports are made to the governing body of each county or municipality served by the agency an annual report of information if the agency is an agency of a county, municipality, or other political subdivision of the state. Tier one and two reports are reported to the county or municipality not later than March 1 for the previous calendar year beginning March 1, 2003. Tier two reports include a comparative analysis between the race and ethnicity of persons detained to see if a differential pattern of treatment can be discerned based on the disposition of stops including searches resulting from the stops. The reports also include information relating to each complaint filed with the agency alleging that a peace officer employed by the agency has engaged in racial profiling. An agency may be exempt from the tier two reporting requirement by applying for the funds from the Department of Public Safety for video and audio equipment and the State does not supply those funds [See 2.135 (a)(2) TCCP].

Reports should include both raw numbers and percentages for each group. Caution should be exercised in interpreting the data involving percentages because of statistical distortions caused by very small numbers in any particular category, for example, if only one American Indian is stopped and searched, that stop would not provide an accurate comparison with 200 stops among Caucasians with 100 searches. In the first case, a 100% search rate would be skewed data when compared to a 50% rate for Caucasians.

Standard 4

If a law enforcement agency has video and audio capabilities in motor vehicles regularly used for traffic stops, or audio capabilities on motorcycles regularly used to make traffic stops, the agency:

- adopts standards for reviewing and retaining audio and video documentation; and
- promptly provides a copy of the recording to a peace officer who is the subject of a complaint on written request by the officer.

Commentary

The agency should have a specific review and retention policy. Article 2.132 TCCP specifically requires that the peace officer be promptly provided with a copy of the audio or video recordings if the officer is the subject of a complaint and the officer makes a written request.

Standard 5

Agencies that do not currently have video or audio equipment must examine the feasibility of installing such equipment.

Commentary

None

Standard 6

Agencies that have video and audio recording capabilities are exempt from the reporting requirements of Article 2.134 TCCP and officers are exempt from the reporting requirements of Article 2.133 TCCP provided that:

- the equipment was in place and used during the proceeding calendar year; and
- video and audio documentation is retained for at least 90 days.

Commentary

The audio and video equipment and policy must have been in place during the previous calendar year. Audio and video documentation must be kept for at least 90 days or longer if a complaint has been filed. The documentation must be retained until the complaint is resolved. Peace officers are not exempt from the requirements under Article 2.132 TCCP.

Standard 7

Agencies have citation forms or other electronic media that comply with Section 543.202 of the Transportation Code.

Commentary

Senate Bill 1074 changed Section 543.202 of the Transportation Code requiring citations to include:

- race or ethnicity, and
- whether a search of the vehicle was conducted and whether consent for the search was obtained.

The Texas Law on Racial Profiling

S.B. No. 1074

AN ACT

Relating to the prevention of racial profiling by certain peace officers

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF TEXAS:

SECTION 1. Chapter 2, Code of Criminal Procedure, is amended by adding Articles 2.131 through 2.138 to read as follows:

Art. 2.131. RACIAL PROFILING PROHIBITED. A peace officer may not engage in racial profiling.

Art. 2.132. LAW ENFORCEMENT POLICY ON RACIAL PROFILING. (a)

In this article:

(1) "Law enforcement agency" means an agency of the state, or of a county, municipality, or other political subdivision of the state, that employs peace officers who make traffic stops in the routine performance of the officers' official duties.

(2) "Race or ethnicity" means of a particular descent, including Caucasian, African, Hispanic, Asian, or Native American descent.

(b) Each law enforcement agency in this state shall adopt a detailed written policy on racial profiling. The policy must:

(1) clearly define acts constituting racial profiling;

(2) strictly prohibit peace officers employed by the agency from engaging in racial profiling;

(3) implement a process by which an individual may file a complaint with the agency if the individual believes that a peace officer employed by the agency has engaged in racial profiling with respect to the individual;

(4) provide public education relating to the agency's complaint process;

(5) require appropriate corrective action to be taken against a peace officer employed by the agency who, after an investigation, is shown to have engaged in racial profiling in violation of the agency's policy adopted under this article;

(6) require collection of information relating to traffic stops in which a citation is issued and to arrests resulting from those traffic stops, including information relating to:

(A) the race or ethnicity of the individual detained;
and

(B) whether a search was conducted and, if so, whether the person detained consented to the search; and

(7) require the agency to submit to the governing body of each county or municipality served by the agency an annual report of the information collected under Subdivision (6) if the agency is an agency of a county, municipality, or other political subdivision of the state.

(c) The data collected as a result of the reporting requirements of this article shall not constitute prima facie evidence of racial profiling.

(d) On adoption of a policy under Subsection (b), a law enforcement agency shall examine the feasibility of installing video camera and transmitter-activated equipment in each agency law enforcement motor vehicle regularly used to make traffic stops and transmitter-activated equipment in each agency law enforcement motorcycle regularly used to make traffic stops. If a law enforcement agency installs video or audio equipment as provided by this subsection, the policy adopted by the agency under Subsection (b) must include standards for reviewing video and audio documentation.

(e) A report required under Subsection (b)(7) may not include identifying information about a peace officer who makes a traffic stop or about an individual who is stopped or arrested by a peace officer. This subsection does not affect the collection of information as required by a policy under Subsection (b)(6).

(f) On the commencement of an investigation by a law enforcement agency of a complaint described by Subsection (b)(3) in which a video or audio recording of the occurrence on which the complaint is based was made, the agency shall promptly provide

a copy of the recording to the peace officer who is the subject of the complaint on written request by the officer.

Art. 2.133. REPORTS REQUIRED FOR TRAFFIC AND PEDESTRIAN STOPS. (a) In this article:

(1) "Race or ethnicity" has the meaning assigned by Article 2.132(a).

(2) "Pedestrian stop" means an interaction between a peace officer and an individual who is being detained for the purpose of a criminal investigation in which the individual is not under arrest.

(b) A peace officer who stops a motor vehicle for an alleged violation of a law or ordinance regulating traffic or who stops a pedestrian for any suspected offense shall report to the law enforcement agency that employs the officer information relating to the stop, including:

(1) a physical description of each person detained as a result of the stop, including:

(A) the person's gender; and

(B) the person's race or ethnicity, as stated by the person or, if the person does not state the person's race or ethnicity, as determined by the officer to the best of the officer's ability;

(2) the traffic law or ordinance alleged to have been violated or the suspected offense;

(3) whether the officer conducted a search as a result of the stop and, if so, whether the person detained consented to the search;

(4) whether any contraband was discovered in the course of the search and the type of contraband discovered;

(5) whether probable cause to search existed and the facts supporting the existence of that probable cause;

(6) whether the officer made an arrest as a result of the stop or the search, including a statement of the offense charged;

(7) the street address or approximate location of the stop;
and

(8) whether the officer issued a warning or a citation as a result of the stop, including a description of the warning or a statement of the violation charged.

Art. 2.134. COMPILATION AND ANALYSIS OF INFORMATION COLLECTED.

(a) In this article, "pedestrian stop" means an interaction between a peace officer and an individual who is being detained for the purpose of a criminal investigation in which the individual is not under arrest.

(b) A law enforcement agency shall compile and analyze the information contained in each report received by the agency under Article 2.133. Not later than March 1 of each year, each local law enforcement agency shall submit a report containing the information compiled during the previous calendar year to the governing body of each county or municipality served by the agency in a manner approved by the agency.

(c) A report required under Subsection (b) must include:

(1) a comparative analysis of the information compiled under Article 2.133 to:

(A) determine the prevalence of racial profiling by peace officers employed by the agency; and

(B) examine the disposition of traffic and pedestrian stops made by officers employed by the agency, including searches resulting from the stops;
and

(2) information relating to each complaint filed with the agency alleging that a peace officer employed by the agency has engaged in racial profiling.

(d) A report required under Subsection (b) may not include identifying information about a peace officer who makes a traffic or pedestrian stop or about an individual who is stopped or arrested by a peace officer. This subsection does not affect the reporting of information required under Article 2.133(b)(1).

(e) The Commission on Law Enforcement Officer Standards and Education shall develop guidelines for compiling and reporting information as required by this article.

(f) The data collected as a result of the reporting requirements of this article shall not constitute prima facie evidence of racial profiling.

Art. 2.135. EXEMPTION FOR AGENCIES USING VIDEO AND AUDIO EQUIPMENT.

(a) A peace officer is exempt from the reporting requirement under Article 2.133 and a law enforcement agency is exempt from the compilation, analysis, and reporting requirements under Article 2.134 if:

(1) during the calendar year preceding the date that a report under Article 2.134 is required to be submitted:

(A) each law enforcement motor vehicle regularly used by an officer employed by the agency to make traffic and pedestrian stops is equipped with video camera and transmitter-activated equipment and each law enforcement motorcycle regularly used to make traffic and pedestrian stops is equipped with transmitter-activated equipment; and

(B) each traffic and pedestrian stop made by an officer employed by the agency that is capable of being recorded by video and audio or audio equipment, as appropriate, is recorded by using the equipment; or

(2) the governing body of the county or municipality served by the law enforcement agency, in conjunction with the law enforcement agency, certifies to the Department of Public Safety, not later than the date specified by rule by the department, that the law enforcement agency needs funds or video and audio equipment for the purpose of installing video and audio equipment as described by Subsection (a)(1)(A) and the agency does not receive from the state funds or video and audio equipment sufficient, as determined by the department, for the agency to accomplish that purpose.

(b) Except as otherwise provided by this subsection, a law enforcement agency that is exempt from the requirements under Article 2.134 shall retain the video and audio or audio documentation of each traffic and pedestrian stop for at least 90 days

after the date of the stop. If a complaint is filed with the law enforcement agency alleging that a peace officer employed by the agency has engaged in racial profiling with respect to a traffic or pedestrian stop, the agency shall retain the video and audio or audio record of the stop until final disposition of the complaint.

(c) This article does not affect the collection or reporting requirements under Article 2.132.

Art. 2.136. LIABILITY. A peace officer is not liable for damages arising from an act relating to the collection or reporting of information as required by Article 2.133 or under a policy adopted under Article 2.132.

Art. 2.137. PROVISION OF FUNDING OR EQUIPMENT. (a) The Department of Public Safety shall adopt rules for providing funds or video and audio equipment to law enforcement agencies for the purpose of installing video and audio equipment as described by Article 2.135(a)(1)(A), including specifying criteria to prioritize funding or equipment provided to law enforcement agencies. The criteria may include consideration of tax effort, financial hardship, available revenue, and budget surpluses. The criteria must give priority to:

(1) law enforcement agencies that employ peace officers whose primary duty is traffic enforcement;

(2) smaller jurisdictions; and

(3) municipal and county law enforcement agencies.

(b) The Department of Public Safety shall collaborate with an institution of higher education to identify law enforcement agencies that need funds or video and audio equipment for the purpose of installing video and audio equipment as described by Article 2.135(a)(1)(A). The collaboration may include the use of a survey to assist in developing criteria to prioritize funding or equipment provided to law enforcement agencies.

(c) To receive funds or video and audio equipment from the state for the purpose of installing video and audio equipment as described by Article 2.135(a)(1)(A), the governing body of a county or municipality, in conjunction with the law enforcement agency serving the county or municipality, shall certify to the Department of Public Safety that the law enforcement agency needs funds or video and audio equipment for that purpose.

(d) On receipt of funds or video and audio equipment from the state for the purpose of installing video and audio equipment as described by Article 2.135(a)(1)(A), the governing body of a county or municipality, in conjunction with the law enforcement agency serving the county or municipality, shall certify to the Department of Public Safety that the law enforcement agency has installed video and audio equipment as described by Article 2.135(a)(1)(A) and is using the equipment as required by Article 2.135(a)(1).

Art. 2.138. RULES. The Department of Public Safety may adopt rules to implement Articles 2.131-2.137.

SECTION 2. Chapter 3, Code of Criminal Procedure, is amended by adding Article 3.05 to read as follows:

Art. 3.05. RACIAL PROFILING. In this code, "racial profiling" means a law enforcement-initiated action based on an individual's race, ethnicity, or national origin rather than on the individual's behavior or on information identifying the individual as having engaged in criminal activity.

SECTION 3. Section 96.641, Education Code, is amended by adding Subsection (j) to read as follows:

(j) As part of the initial training and continuing education for police chiefs required under this section, the institute shall establish a program on racial profiling. The program must include an examination of the best practices for:

(1) monitoring peace officers' compliance with laws and internal agency policies relating to racial profiling;

(2) implementing laws and internal agency policies relating to preventing racial profiling; and

(3) analyzing and reporting collected information.

SECTION 4. Section 1701.253, Occupations Code, is amended by adding Subsection (e) to read as follows:

(e) As part of the minimum curriculum requirements, the commission shall establish a statewide comprehensive education and training program on racial profiling for officers licensed under this chapter. An officer shall complete a program established under this subsection not later than the second anniversary of the date the officer is licensed under

this chapter or the date the officer applies for an intermediate proficiency certificate, whichever date is earlier.

SECTION 5. Section 1701.402, Occupations Code, is amended by adding Subsection (d) to read as follows:

(d) As a requirement for an intermediate proficiency certificate, an officer must complete an education and training program on racial profiling established by the commission under Section 1701.253(e).

SECTION 6. Section 543.202, Transportation Code, is amended to read as follows:

Sec. 543.202. FORM OF RECORD.

(a) In this section, "race or ethnicity" means of a particular descent, including Caucasian, African, Hispanic, Asian, or Native American descent.

(b) The record must be made on a form or by a data processing method acceptable to the department and must include:

(1) the name, address, physical description, including race or ethnicity, date of birth, and driver's license number of the person charged;

(2) the registration number of the vehicle involved;

(3) whether the vehicle was a commercial motor vehicle as defined by Chapter 522 or was involved in transporting hazardous materials;

(4) the person's social security number, if the person was operating a commercial motor vehicle or was the holder of a commercial driver's license or commercial driver learner's permit;

(5) the date and nature of the offense, including whether the offense was a serious traffic violation as defined by Chapter 522;

(6) whether a search of the vehicle was conducted and whether consent for the search was obtained;

(7) the plea, the judgment, and whether bail was forfeited;

(8) ~~[(7)]~~ the date of conviction; and

(9) ~~[(8)]~~ the amount of the fine or forfeiture.

SECTION 7. Not later than January 1, 2002, a law enforcement agency shall adopt and implement a policy and begin collecting information under the policy as required by Article 2.132, Code of Criminal Procedure, as added by this Act. A local law enforcement agency shall first submit information to the governing body of each county or municipality served by the agency as required by Article 2.132, Code of Criminal Procedure, as added by this Act, on March 1, 2003. The first submission of information shall consist of information compiled by the agency during the period beginning January 1, 2002, and ending December 31, 2002.

SECTION 8. A local law enforcement agency shall first submit information to the governing body of each county or municipality served by the agency as required by Article 2.134, Code of Criminal Procedure, as added by this Act, on March 1, 2004. The first submission of information shall consist of information compiled by the agency during the period beginning January 1, 2003, and ending December 31, 2003.

SECTION 9. Not later than January 1, 2002:

(1) the Commission on Law Enforcement Officer Standards and Education shall establish an education and training program on racial profiling as required by Subsection (e), Section 1701.253, Occupations Code, as added by this Act; and

(2) the Bill Blackwood Law Enforcement Management Institute of Texas shall establish a program on racial profiling as required by Subsection (j), Section 96.641, Education Code, as added by this Act.

SECTION 10. A person who on the effective date of this Act holds an intermediate proficiency certificate issued by the Commission on Law Enforcement Officer Standards and Education or has held a peace officer license issued by the Commission on Law Enforcement Officer Standards and Education for at least two years shall complete an education and training program on racial profiling established under Subsection (e), Section 1701.253, Occupations Code, as added by this Act, not later than September 1, 2003.

SECTION 11. An individual appointed or elected as a police chief before the effective date of this Act shall complete a program on racial profiling established under Subsection (j), Section 96.641, Education Code, as added by this Act, not later than September 1, 2003.

SECTION 12. This Act takes effect September 1, 2001.

President of the Senate

Speaker of the House

I hereby certify that S.B. No.1074 passed the Senate on April 4, 2001, by the following vote: Yeas 28, Nays 2; May 21, 2001, Senate refused to concur in House amendments and requested appointment of Conference Committee; May 22, 2001, House granted request of the Senate; May 24, 2001, Senate adopted Conference Committee Report by a viva-voce vote.

Secretary of the Senate

I hereby certify that S.B. No.1074 passed the House, with amendments, on May 15, 2001, by a non-record vote; May 22, 2001, House granted request of the Senate for appointment of Conference Committee; May 24, 2001, House adopted Conference Committee Report by a non-record vote.

Chief Clerk of the House

Approved:

Date

Governor

Racial Profile Reporting to TCOLE

House Bill 3389 changed several portions of the Code of Criminal Procedures Article 2.131-2.138. The major change that is now in the law is that ALL agencies must report racial profiling data to TCOLE as well as their governing body.

The law changes required reporting, which began in 2011 with the data collected the previous calendar year, in 2010.

The attached documents outline three options. Every law enforcement agency must select the option that applies to their particular situation.

These options are:

1. Law enforcement agencies that do not routinely make motor vehicle stops can be fully exempt from reporting (Fully exempt).
2. Law enforcement agencies that routinely perform traffic stops or motor vehicle stops and who have their vehicles equipped with video and audio equipment can report under CCP 2.135 (Tier 1 reporting).
3. Law enforcement agencies that routinely perform traffic stops or motor vehicle stops and who do not equip their vehicles with video or audio equipment must report under CCP 2.133 and perform an analysis as required by CCP 2.134 (Tier 2 reporting).

Racial Profiling Reporting as Required by HB 3389 of the 81st Legislature State of Texas

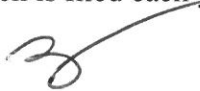
As a Chief Administrator of a Law Enforcement Agency, I am required to submit one (1) of the below listed reports to TCOLE prior to March 1 of every year. The Code of Criminal Procedures, Article 2.131-2.138 provides information to agencies as to which report they must file.

Full Exemption from racial profiling reporting-agency does not routinely make traffic stops.

Tier 1 (Partial Exemption)-Vehicles used to make traffic stops are equipped with audio and visual recording.

Tier 2 (Fully Reporting)-no recording or audio equipment in vehicles that make traffic stops.

The Richwood Police Department falls under the Tier 1 reporting requirement and thus the report which is filed each year.



Bryan Corb
Chief of Police

GENERAL ORDER  RICHWOOD POLICE DEPARTMENT	Effective: September 1, 2015	#328
	Section:	
	Rescinds:	
	Standards:	

328.1 PURPOSE AND SCOPE (TPCA: 2.2)

This policy provides guidance to department members and establishes appropriate controls to ensure that employees of the Richwood Police Department do not engage in racial- or bias-based profiling, to identify key contexts in which bias may influence these actions, and emphasize the importance of the constitutional guidelines within which we operate while serving the community.

328.1.1 DEFINITIONS

Definitions related to this policy include:

RACIAL - OR BIASED-BASED PROFILING - A law enforcement-initiated action with inappropriate reliance on factors such as race, ethnicity, national origin, religion, sex, sexual orientation, economic status, age, cultural group, disability or affiliation with any other similar identifiable group rather than on the individual's behavior or on information identifying the individual as having engaged in criminal activity (Tex. Code of Crim. Pro. art. 3.05, and 2.132(b)(1)).

328.2 POLICY (TPCA: 2.2)

The Richwood Police Department is committed to providing law enforcement services to the community with due regard for the racial, cultural or other differences of those served. It is the policy of this department to provide law enforcement services and to enforce the law equally, fairly and without discrimination toward any individual or group.

Race, ethnicity or nationality, religion, sex, sexual orientation, economic status, age, cultural group, disability or affiliation with any other similar identifiable group shall not be used as the basis for providing differing levels of law enforcement service or the enforcement of the law (Tex. Code of Crim. Pro., art. 2.131).

328.3 RACIAL/OR BIASED-BASED PROFILING PROHIBITED

Racial- or bias-based profiling is strictly prohibited. However, nothing in this policy is intended to prohibit an officer from considering factors such as race or ethnicity in combination with other legitimate factors to establish reasonable suspicion or probable cause (e.g., suspect description is limited to a specific race or group). (TBP: 2.01)

328.3.1 DEFINITIONS

Most of the following terms appear in this order. In any case, these terms appear in the larger public discourse about alleged biased enforcement behavior and in other orders. These definitions are intended to facilitate on-going discussion and analysis of our enforcement practices.

BIAS: Prejudice or partiality which may be based on preconceived ideas, a person's upbringing, culture, experience, or education.

BIASED POLICING: Stopping, detaining, searching, or attempting to search, or using force against a person based upon his or her race, ethnic background, gender, sexual orientation, religion, economic status, age, cultural group, or any other identifiable group.

ETHNICITY: A cluster of characteristics which may include race but also cultural characteristics or traits which are shared by a group with a common experience or history.

GENDER: Unlike sex, a psychological classification based on cultural characteristics or traits.

PROBABLE CAUSE: Facts or apparent facts and circumstances within an officer's knowledge and of which the officer had reasonable, trustworthy information to lead a reasonable person to believe that an offense has been or is being committed, and that the suspect has committed it.

RACE: A category of people of a particular decent, including Caucasian, African, Asian, or Native American descent. As distinct from ethnicity, race only refers to physical characteristics sufficiently distinctive to a group of people under a classification.

RACIAL PROFILING: A law-enforcement initiated action based on an individual's race, ethnicity, or national origin rather than on the individual's behavior or on information identifying the individual as having engaged in criminal activity.

REASONABLE SUSPICION: Articulable, objective facts which lead an experienced officer to suspect that a person has committed, is committing, or may be about to commit a crime.

A well-founded suspicion is based on the totality of the circumstances and does not exist unless it can be articulated. Reasonable suspicion supports a stop of a person. Courts require that stops based on reasonable suspicion be "objectively reasonable."

SEX: A biological classification, male or female, based on physical and genetic characteristics.

STOP: The detention of a subject for a brief period of time, based on reasonable suspicion. A stop is an investigative detention.

328.3.2 DEPARTMENT'S COMMITMENT

The Richwood Police Department is committed to a respect for constitutional rights in the performance of our duties. Our success is based on the respect we give to our communities, and the respect members of the community observe toward law enforcement. To this end, we shall exercise our sworn duties, responsibilities, and obligations in a manner that does not discriminate on the basis of race, sex, gender, national origin, ethnicity, age, or religion. All people carry biases: in law enforcement, however, the failure to control our biases can lead to illegal arrests, searches, and detentions, thus thwarting the mission of our Department. Most importantly, actions guided by bias destroy the trust and respect essential for our mission to succeed. We live and work in communities very diverse in population: respect for diversity and equitable enforcement of the law are essential to our mission.

328.4 DETAINING SUSPECTS

328.4.1 REASON FOR DETENTION

Officers detaining a person shall be prepared to articulate sufficient specific facts, circumstances, and conclusions which support probable cause or reasonable suspicion to justify arrests, searches, seizures, and stops, independent of the individual's membership in a protected class as required by the Fourth Amendment to the U. S. Constitution and statutory authority.

Officers shall not stop, detain, arrest, search, or attempt to search anyone based solely upon the person's race, sex, sexual orientation, gender, national origin, ethnicity, age, or religion. Officers shall base all such actions on a reasonable suspicion or probable cause that the person or an occupant of a vehicle committed an offense. All departmental orders are informed and guided by this directive.

Nothing in this order limits non-enforcement contacts between officers and the public. While the practice of racial profiling is strictly prohibited, it is recognized that race or ethnicity may be legitimately considered by an officer in combination with other legitimate factors to establish reasonable suspicion or probable cause (e.g., suspect description is limited to a specific race or group).

While completing the arrest report or Field Interview (FI) card), the involved officer should include those facts which gave rise to the officer's reasonable suspicion or probable cause to initiate the detention.

Nothing in this policy shall require any officer to document a contact that would not otherwise require reporting.

328.4.2 OFFICERS' RESPONSIBILITIES

A. General Responsibilities

1. Individuals shall only be subjected to stops, seizures, or detention upon reasonable suspicion that they have committed, are committing, or are about to commit an offense.
2. Officers shall document the elements of reasonable suspicion and probable cause in appropriate reports.
3. Officers shall observe all constitutional safeguards and shall respect the constitutional rights of all persons.
 - a. As traffic stops furnish a primary source of bias-related complaints, officers shall have a firm understanding of the warrantless searches allowed by law, particularly the use of consent. How the officer disengages from a traffic stop may be crucial to a person's perception of fairness or discrimination.
 - b. Officers shall not use the refusal or lack of cooperation to justify a search of the person or vehicle or a prolonged detention once reasonable suspicion has been dispelled.
4. All personnel shall treat everyone with the same courtesy and respect that they would have others observe to Department personnel. To this end, personnel are reminded that the exercise of courtesy and respect engenders a future willingness to cooperate with law enforcement.
 - a. Personnel shall facilitate an individual's access to other governmental services whenever possible, and shall actively provide referrals to other appropriate agencies.
 - b. All personnel shall courteously accept, document, and forward to the Chief of Police any complaints made by an individual against the Department. Further, officers shall provide information on the complaints process and shall give copies of "How to Make a Complaint" when appropriate.

5. When feasible, personnel shall offer explanations of the reasons for enforcement actions or other decisions that bear on individual's well-being unless the explanation would undermine an investigation or jeopardize an officer's safety. When concluding an encounter, personnel shall thank him or her for cooperating.
6. When feasible, all personnel shall identify themselves by name. When a person requests the information, personnel shall give their Departmental identification number, name of the immediate supervisor, or any other reasonable information.
7. All personnel are accountable for their actions. Personnel shall justify their actions when required.
8. Every member of this department shall perform his/her duties in a fair and objective manner and is responsible for promptly reporting any known instances of racial- or bias-based profiling to a supervisor.

B. Supervisory Responsibilities

1. Supervisors shall monitor those individuals under their command for any behavior that may conflict with the purpose of this policy and shall handle any alleged or observed violation of this policy in accordance with the Personnel Complaints Policy.
2. Supervisors shall identify and discuss any issues with the involved officer in a timely manner. Supervisors shall correct instances of bias in the work of their subordinates and shall be held accountable for the observance of constitutional safeguards during the performance of their duties.
3. In instances where officers record their public contacts, supervisors should periodically review the recordings to ensure compliance with racial profiling laws (Crim. Pro. art. 2.132(d)) and this policy.
 - a. Supervisors should document these periodic reviews.
 - b. Recordings that capture a potential instance of racial- or bias-based profiling should be appropriately retained for administrative investigation purposes.
4. Supervisors shall use the disciplinary mechanisms of the Department to ensure compliance with this order and the constitutional requirements of law enforcement.
5. Supervisors shall initiate investigations of any actual or alleged violations of this policy and shall facilitate the filing of any complaints about law enforcement service.
6. Supervisors should ensure that no retaliatory action is taken against any member of the Richwood Police Department who discloses information concerning racial- or bias-based profiling.

7. Supervisors shall be mindful that in accounting for the actions and performance of subordinates, they are key to maintaining community trust in law enforcement. Supervisors shall continually reinforce the ethic of impartial enforcement of the laws, and shall ensure that personnel, by their actions, maintain the community's trust in law enforcement.
 8. Supervisors are reminded that biased enforcement of the laws engenders not only mistrust of law enforcement, but increases safety risks to personnel. Lack of control over bias also exposes the department to liability consequences. Supervisors shall be held accountable for repeated instances of biased enforcement of their subordinates.
 9. Supervisors shall ensure that all enforcement actions are duly documented per Department policy. Supervisors shall ensure that all reports show adequate documentation of reasonable suspicion and probable cause, if applicable.
- C. Disciplinary consequences: Actions prohibited by this order shall be cause for disciplinary action, up to and including dismissal.
- D. The Complaint Process - Public Education

The Department shall provide public education relating to the complaint process during public contacts or meetings when appropriate (Tex. Code of Crim. Pro. art. 2.132(b)(4)).

Additionally, the Department will maintain educational pamphlets at the front desk regarding the complaint process for distribution.

328.4.3 REPORTING TRAFFIC STOPS

Any officer conducting an enforcement stop on any motor vehicle shall collect the following information relating to the stop (Tex. Code of Crim. Pro art. 2.132 and Tex. Code of Crim. Pro. Art. 2.133):

- a. The location of the stop
- b. The initial reason for the stop
- c. The physical description of the driver including:
 1. The person's gender,
 2. The person's race and/or ethnicity as stated by the person or as best as can be determined by the officer,
- d. Whether the officer knew the race or ethnicity of the detained person before the stop,
- e. Whether a citation or a warning was issued as a result of the stop,

- f. Whether an arrest was made and, if so, for what offense,
- g. Whether the officer conducted a search and, if so, whether the search was based on consent, probable cause or reasonable suspicion, incident to arrest, the result of towing the vehicle or any other reason,
- h. Whether any contraband or evidence was discovered and whether it was in plain view,
- i. A description of any contraband or evidence located.

328.5 TRAINING

I. Completion of State Mandated Training

All sworn members of this department will be scheduled to attend TCOLE-approved training on the subject of racial- and bias-based profiling.

II. Training Requirements on Racial Profiling

All sworn members of this Department will be scheduled to attend Texas Commission on Law Enforcement (TCOLE) approved training on the subject of racial profiling.

- (a) Pending participation in such TCOLE-approved training and at all times, all members of this Department are encouraged to familiarize themselves with and to consider racial and cultural differences among members of our community.
- (b) Each member of this Department undergoing initial TCOLE-approved training will thereafter be required to complete an approved refresher course every five years or sooner if deemed necessary in order to keep current with changing racial issues and cultural trends.

328.6 COMPLAINTS

I. Public Literature and Education

A. Information for the Public

The Department shall publish "How to Make a Complaint" folders and make them available at all city facilities and other public locations throughout the City.

B. Posting Complaint Process on City Web-site

- 1. The Department's complaint process and its bias based profiling policy will be posted on the Department's website.

2. Whenever possible, the media will be used to inform the public of the Department's policy and complaint process.

II. Investigation of Complaints

- A. The Richwood Police Department will investigate all complaints alleging incidents of bias based profiling against its officers.
- B. On the commencement of an investigation regarding a complaint in which a video or audio recording was made of an alleged incident of racial/bias-based profiling, the Department shall promptly provide a copy of the recording to the officer at his/her written request (Tex. Code of Crim. Pro. art. 2.132(f)).

III. Notification of Complainants

Complainants will be notified of the results of an investigation when such investigation is completed.

328.6.1 CORRECTIVE ACTION

I. Disciplinary Action

Employees found to be in violation of this policy are subject to discipline in accordance with this Department's disciplinary policy and shall receive additional training and instruction except when disciplinary action results in termination (Tex. Code of Crim. Pro. art. 2.132(b)(5)).

- II. Actions prohibited by this order shall be cause for disciplinary action, up to and including dismissal.

328.7 ADMINISTRATION

I. Department Review

Each year, the Shift Supervisors, with the assistance of the Records Personnel shall review the efforts of the Richwood Police Department to prevent racial- or bias-based profiling and submit an overview, including public concerns and complaints, to the Chief of Police. This report should not contain any identifying information regarding any specific complaint, citizen or officers. It should be reviewed by the Chief to identify any changes in training or operations that should be made to improve service.

Supervisors shall review the administrative overview report and the annual report submitted to TCOLE and the governing body and discuss the results with those they are assigned to supervise.

II. State Reporting

The Chief of Police shall submit to the Texas Commission on Law Enforcement (TCOLE) and each governing body served by this agency an annual report of the information required in Tex. Code of Crim. Pro. § 2.132(b)(6).

Further, unless exempt under Tex. Code of Crim. Pro. art. 2.135, prior to March 1 of each year, the Chief of Police shall provide to TCOLE and to each governing body served by this agency a report containing an analysis of the information required by Tex. Code of Crim. Pro. art. 2.133 (Tex. Code of Crim. Pro. art. 2.134).

These reports may not include identifying information about any officer who made a motor vehicle stop or about an individual who was stopped or arrested by any [officer/deputy] (Tex. Code of Crim. Pro. art. 2.132; Tex. Code of Crim. Pro. art. 2.134).

328.8 REVIEW OF MAV RECORDINGS

The Shift Supervisor shall periodically review Mobile Audio Visual (MAV) recordings to ensure compliance with racial profiling laws (Tex. Code Crim. Pro. art. 2.132(d)). The Chief of Police or his designee shall keep a review log of the MAV reviews for documentation purposes.

328.9 ANNUAL REPORT (TPCA: 2.2)

The Chief of Police shall submit an annual report as required by Tex. Code of Crim. Pro. § 2.132(b) to TCOLE and each governing body served by this agency.

Further, unless exempt under Tex. Code of Crim. Pro. art. 2.135, each year prior to March 1, the Chief of Police shall provide to TCOLE and to each governing body served by this agency a report containing an analysis of the information required by Tex. Code of Crim. Pro. art. 2.133 (Tex. Code of Crim. Pro. art. 2.134(b)).



Chief of Police

Racial Profile Law

On September 1, 2001, the racial profile law became effective as found in the Texas Code of Criminal Procedure beginning with Article 2.131. The law mandated law enforcement agencies to begin collecting certain data in connection to traffic or pedestrian stops beginning on January 1, 2002. Based on that data, the law mandated law enforcement agencies to submit a report to the law enforcement agencies' governing body beginning March 1, 2003 and each year thereafter no later than March 1. Additionally, all law enforcement agencies must also submit a report to the Texas Commission on Law Enforcement Officers Standards beginning March 1, 2011 and each year thereafter no later than March 1.

This report is submitted pursuant to Code of Criminal Procedure Art. 2.134, in part reads as follows:

(b) A law enforcement agency shall compile and analyze the information contained in each report received by the agency under Article 2.133 (reports required for traffic and pedestrian stops). Not later than March 1 of each year, each local law enforcement agency shall submit a report containing the information compiled during the previous calendar year to the governing body of each county or municipality served by the agency in a manner approved by the agency."

(e) The commission on law Enforcement Officer Standards and Education shall develop guidelines for compiling and reporting information as required by this article."

Reports

The Richwood Police Department makes available a statistical compilation of racial profiling data based on the Texas Commission on Law Enforcement (TCOLE) requirements. In compliance with the aforementioned statutory requirements, and with this agency's approval, this TCOLE data is presented in the same manner as required for this year's annual report.

Filing a Racial Profile Complaint

Any citizen who feels like they have been targeted by a Richwood Police Officer in violation of our Racial Profile policy can file a complaint by mail, telephone, or in person. The complaint will be thoroughly investigated and reviewed by the Chief of Police. The person filing the complaint will be notified of the outcome of the investigation.

Richwood Police Department

1800 N.Brazosport Blvd
Richwood, TX 77531
979-265-8157

RICHWOOD POLICE DEPARTMENT

Formal Complaint Affidavit

The Richwood Police Department is receptive to all complaints involving Department personnel. Persons wishing to make a formal complaint against a Department member must submit this completed affidavit, which will be sworn to and notarized. The form may be legibly handwritten or typed.

Complaints should include as much relevant known information as possible, such as:

- Date and time of the incident
- Location of the incident
- If known, the names, badge numbers of the involved officer(s).
- Names and contact information of witnesses and their relationship to the incident.
- Any action you reasonably believe amounts to officer / employee misconduct.

This Formal Complaint Affidavit is an official document to be used by the Richwood Police Department. Your completed sworn affidavit will be forwarded to the Office of the Chief of Police for review and if necessary, investigation. The complainant (you) must swear to the truthfulness and accuracy of your complaint affidavit before a Notary Public. Intentional falsifications of this sworn affidavit could result in criminal prosecution under statutes of the Texas Penal Code. If an internal investigation is merited, the affected Department member(s) will be provided a copy of this sworn affidavit to afford him / her an opportunity to respond to the complaint. Upon completion of an internal investigation, one of the following dispositions will be prescribed.

Sustained: The allegation is supported by sufficient evidence.

Not sustained: The available evidence was insufficient to either prove or disprove the allegation.

Exonerated: The incident being complained did occur, but Officer's actions were lawful or proper.

Unfounded: The incident did not occur.

Appropriate disciplinary action, when applicable, will be taken based upon the results of the investigation. The action taken can vary according to the severity of the misconduct, etc. All administrative action taken by the Police Department is limited and bound by the Texas Local Government Code to:

Reprimand

Suspension

Dismissal

Forward your complaint to: Chief of Police Office: (979) 265-8157
Richwood Police Dept.
1800 N. Brazosport Blvd
Richwood, TX 77531

You will be notified of the results of the investigation when completed.

Please acknowledge that you have been informed of this procedure by signing and dating below.

(Signature of Person Completing Affidavit)

(Date)

The Office of the Chief of Police can be reached between the hours of 8:00 a.m. to 4:00 p.m. Monday through Friday by calling 979-265-8157.

(Incident Details)

Date of Report: _____

Time of Report: _____ ☐ a.m. ☐ p.m.

Date of Incident: _____

Time of Incident: _____ ☐ a.m. ☐ p.m.

Name of Complainant	Age	D.O.B.	Race	Sex
---------------------	-----	--------	------	-----

Home Address	City	State	Zip Code	Phone #
--------------	------	-------	----------	---------

Business Address	City	State	Zip Code	Phone #
------------------	------	-------	----------	---------

Drivers License Number	State	Social Security Number
------------------------	-------	------------------------



Were you charged with an offense in this incident? YES or NO

Charges Filed:

If known, please list the name, badge number and / or assignment of the employee(s) involved in this incident:

What type of complaint are you filing?

- ☐ **Racial Profile**
- ☐ **Rudeness**
- ☐ **Excessive Force**
- ☐ **Inappropriate Conduct**
- ☐ **Other**

Complaint Affidavit

On this _____ day of _____, A.D., 20____ at _____ a.m. /p.m., state that my name is, _____, my date of birth is _____, I live at _____ in the city of _____ and in the State of _____.

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

(Complainant's Signature)

PLACE
NOTARY STAMP
HERE

88

Complaint Affidavit (cont'd)

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

(Complainant's Signature)

Notary Public in and for _____
County, Texas
My Commission Expires: _____

Racial Profiling Training

In compliance with State law, all Richwood Police Officers have received and completed training in racial profiling as specified under the Texas Racial Profiling Law. The completion of this training also fulfills the requirements according to the Texas Commission on Law Enforcement (TCOLE) and the Law Enforcement Management Institute (LEMIT).

It is important to recognize that the Chief of Police has also met the training requirements with the completion of the LEMIT program.

The completion of the racial profile training by all sworn officers of the Richwood Police Department fulfills the training requirements as set forth under 96.641 of the Education Code.

Racial Profiling 3256

Instructor's Note:

You may wish to teach this course in conjunction with Asset Forfeiture 3255 because of the related subject matter and applicability of the courses. If this course is taught in conjunction with Asset Forfeiture, you may report it under Combined Profiling and Forfeiture 3257 to reduce data entry.

Abstract

This instructor guide is designed to meet the educational requirement for racial profiling established by legislative mandate: 77R-SB1074.

Target Population:	Licensed law enforcement personnel in Texas
Prerequisites:	Experience as a law enforcement officer
Length of Course:	A suggested instructional time of 4 hours
Material Requirements:	Overhead projector, chalkboard and/or flip charts, video tape player, handouts, practical exercises, and demonstrations
Instructor Qualifications:	Instructors should be very knowledgeable about traffic stop procedures and law enforcement issues

Evaluation Process and Procedures

An examination should be given. The instructor may decide upon the nature and content of the examination. It must, however, sufficiently demonstrate the mastery of the subject content by the student.

Reference Materials

Reference materials are located at the end of the course. An electronic copy of this instructor guide may be downloaded from our web site at <http://www.tcleose.state.tx.us>.

Racial Profiling 3256

1.0 RACIAL PROFILING AND THE LAW

1.1 **UNIT GOAL:** The student will be able to identify the legal aspects of racial profiling.

1.1.1 **LEARNING OBJECTIVE:** The student will be able to identify the legislative requirements placed upon peace officers and law enforcement agencies regarding racial profiling.

Racial Profiling Requirements:

Racial profiling	CCP 3.05
Racial profiling prohibited	CCP 2.131
Law enforcement policy on racial profiling	CCP 2.132
Reports required for traffic and pedestrian stops	CCP 2.133
Liability	CCP 2.136
Racial profiling education for police chiefs	Education Code 96.641
Training program	Occupations Code 1701.253
Training required for intermediate certificate	Occupations Code 1701.402
Definition of "race or ethnicity" for form	Transportation Code 543.202

- A. Written departmental policies
 - 1. Definition of what constitutes racial profiling
 - 2. Prohibition of racial profiling
 - 3. Complaint process
 - 4. Public education
 - 5. Corrective action
 - 6. Collection of traffic-stop statistics
 - 7. Annual reports
- B. Not prima facie evidence
- C. Feasibility of use of video equipment
- D. Data does not identify officer
- E. Copy of complaint-related video evidence to officer in question
- F. Vehicle stop report
 - 1. Physical description of detainees: gender, race or ethnicity
 - 2. Alleged violation
 - 3. Consent to search
 - 4. Contraband
 - 5. Facts supporting probable cause
 - 6. Arrest
 - 7. Warning or citation issued
- G. Compilation and analysis of data
- H. Exemption from reporting – audio/video equipment
- I. Officer non-liability

- J. Funding
- K. Required training in racial profiling
 - 1. Police chiefs
 - 2. All holders of intermediate certificates and/or two-year-old licenses as of 09/01/2001 (training to be completed no later than 09/01/2003) – see legislation 77R-SB1074

1.1.2 LEARNING OBJECTIVE: The student will become familiar with Supreme Court decisions and other court decisions involving appropriate actions in traffic stops.

- A. Whren v. United States, 517 U.S. 806, 116 S.Ct. 1769 (1996)
 - 1. Motor vehicle search exemption
 - 2. Traffic violation acceptable as pretext for further investigation
 - 3. Selective enforcement can be challenged
- B. Terry v. Ohio, 392 U.S. 1, 88 S.Ct. 1868 (1968)
 - 1. Stop & Frisk doctrine
 - 2. Stopping and briefly detaining a person
 - 3. Frisk and pat down
- C. Other cases
 - 1. Pennsylvania v. Mimms, 434 U.S. 106, 98 S.Ct. 330 (1977)
 - 2. Maryland v. Wilson, 117 S.Ct. 882 (1997)
 - 3. Graham v. State, 119 MdApp 444, 705 A.2d 82 (1998)
 - 4. Pryor v. State, 122 Md.App. 671 (1997) cert. denied 352 Md. 312, 721 A.2d 990 (1998)
 - 5. Ferris v. State, 355 Md. 356, 735 A.2d 491 (1999)
 - 6. New York v. Belton, 453 U.S. 454 (1981)

2.0 RACIAL PROFILING AND THE COMMUNITY

2.1 UNIT GOAL: The student will be able to identify logical and social arguments against racial profiling.

2.1.1 LEARNING OBJECTIVE: The student will be able to identify logical and social arguments against racial profiling.

- A. There are appropriate reasons for unusual traffic stops (suspicious behavior, the officer's intuition, MOs, etc.), but police work must stop short of cultural stereotyping and racism
- B. Racial profiling would result in criminal arrests, but only because it would target all members of a race randomly – the minor benefits would be far outweighed by the distrust and anger towards law enforcement by minorities and the public as a whole
- C. Racial profiling is self-fulfilling bad logic: if you believed that minorities committed more crimes, then you might look for more minority criminals, and find them in disproportionate numbers

- D. Inappropriate traffic stops generate suspicion and antagonism towards officers and make future stops more volatile – a racially-based stop today can throw suspicion on tomorrow's legitimate stop
- E. By focusing on race, you would not only be harassing innocent citizens, but overlooking criminals of all races and backgrounds – it is a waste of law enforcement resources

3.0 RACIAL PROFILING VERSUS REASONABLE SUSPICION

3.1 UNIT GOAL: The student will be able to identify the elements of both inappropriate and appropriate traffic stops.

3.1.1 LEARNING OBJECTIVE: The student will be able to identify elements of a racially-motivated traffic stop.

- A. Most race-based complaints come from vehicle stops, often since race is used as an inappropriate substitute for drug courier profile elements
- B. "DWB" – "Driving While Black" – a nickname for the public perception that a Black person may be stopped solely because of their race (especially with the suspicion that they are a drug courier), often extended to other minority groups or activities as well ("Driving While Brown," "Flying While Black," etc.)
- C. A typical traffic stop resulting from racial profiling
 1. The vehicle is stopped on the basis of a minor or contrived traffic violation which is used as a pretext for closer inspection of the vehicle, driver, and passengers
 2. The driver and passengers are questioned about things that do not relate to the traffic violation
 3. The driver and passengers are ordered out of the vehicle
 4. The officers visually check all observable parts of the vehicle
 5. The officers proceed on the assumption that drug courier work is involved by detaining the driver and passengers by the roadside
 6. The driver is asked to consent to a vehicle search – if the driver refuses, the officers use other procedures (waiting on a canine unit, criminal record checks, license-plate checks, etc.), and intimidate the driver (with the threat of detaining him/her, obtaining a warrant, etc.)

3.1.2 LEARNING OBJECTIVE: The student will be able to identify elements of a traffic stop which would constitute reasonable suspicion of drug courier activity.

- A. Drug courier profile (adapted from a profile developed by the DEA)
 1. Driver is nervous or anxious beyond the ordinary anxiety and cultural communication styles
 2. Signs of long-term driving (driver is unshaven, has empty food containers, etc.)
 3. Vehicle is rented
 4. Driver is a young male, 20-35

5. No visible luggage, even though driver is traveling
 6. Driver was over-reckless or over-cautious in driving and responding to signals
 7. Use of air fresheners
- B. Drug courier activity indicators by themselves are usually not sufficient to justify a stop

3.1.3 LEARNING OBJECTIVE: The student will be able to identify elements of a traffic stop which could constitute reasonable suspicion of criminal activity.

- A. Thinking about the totality of circumstances in a vehicle stop
- B. Vehicle exterior
 1. Non-standard repainting (esp. on a new vehicle)
 2. Signs of hidden cargo (heavy weight in trunk, windows do not roll down, etc.)
 3. Unusual license plate suggesting a switch (dirty plate, bugs on back plate, etc.)
 4. Unusual circumstances (pulling a camper at night, kids' bikes with no kids, etc.)
- C. Pre-stop indicators
 1. Not consistent with traffic flow
 2. Driver is overly cautious, or driver/passengers repeatedly look at police car
 3. Driver begins using a car- or cell-phone when signaled to stop
 4. Unusual pull-over behavior (ignores signals, hesitates, pulls onto new street, moves objects in car, etc.)
- D. Vehicle interior
 1. Rear seat or interior panels have been opened, there are tools or spare tire, etc.
 2. Inconsistent items (anti-theft club with a rental, unexpected luggage, etc.)

Resources

Proactive Field Stops Training Unit – Instructor's Guide, Maryland Police and Correctional Training Commissions, 2001. (See Appendix A.)

Web address for legislation 77R-SB1074:

<http://tlo2.tlc.state.tx.us/tlo/77r/billtext/SB01074F.htm>

Racial Profiling Report | Tier one

Agency Name:	Richwood Police Department
Reporting Date:	02/02/2017
TCOLE Agency Number:	039216
Chief Administrator:	Bryan Corb
Agency Contact Information:	
Phone:	979-265-8157
Email:	bcorb@richwoodtx.gov
Mailing Address:	1800 N Brazosport Blvd Richwood TX 77531

This Agency claims partial racial profiling report exemption because:

Our vehicles that conduct motor vehicle stops are equipped with video and audio equipment and we maintain videos for 90 days.

Certification to This Report 2.132 (Tier 1), Partial Exemption

Article 2.132(b) CCP Law Enforcement Policy on Racial Profiling

Richwood Police Department has adopted a detailed written policy on racial profiling. Our policy:

- 1.) clearly defines acts constituting racial profiling;
- 2.) strictly prohibits peace officers employed by the Richwood Police Department from engaging in racial profiling;
- 3.) implements a process by which an individual may file a complaint with the Richwood Police Department if the individual believes that a peace officer employed by the Richwood Police Department has engaged in racial profiling with respect to the individual;
- 4.) provides public education relating to the agency's complaint process;
- 5.) requires appropriate corrective action to be taken against a peace officer employed by the Richwood Police Department who, after an investigation, is shown to have engaged in racial profiling in violation of the Richwood Police Department's policy adopted under this article;
- 6.) require collection of information relating to motor vehicle stops in which a citation is issued and to arrests made as a result of those stops, including information relating to:

a.) the race or ethnicity of the individual detained;

b.) whether a search was conducted and, if so, whether the individual detained consented to the search; and

c.) whether the peace officer knew the race or ethnicity of the individual detained before detaining that individual; and

7.) require the chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, to submit an annual report of the information collected under Subdivision(6) to:

a.) the Commission on Law Enforcement; and

b.) the governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality, or other political subdivision of the state.

Executed by: Bryan Corb

Chief Administrator

Richwood Police Department

Date: 02/02/2017

Richwood Police Department Motor Vehicle Racial Profiling Information

Total stops: 1384

Number of motor vehicle stops

Citation only: 1316

Arrest only: 36

Both: 32

Race or ethnicity

African: 128

Asian: 15

Caucasian: 1046

Hispanic: 183

Middle eastern: 11

Native american: 1

Was race known ethnicity known prior to stop?

Yes: 53

No: 1331

Was a search conducted

Yes: 48

No: 1336

Was search consented?

Yes: 13

No: 35

Submitted electronically to the



The Texas Commission on Law Enforcement



BRYAN CORB
Chief of Police

RICHWOOD POLICE DEPARTMENT

1800 N Brazosport Blvd
Richwood, Texas 77531



Business (979) 265-2640
Emergency (979) 265-2222
Fax (979) 266-8533

February 2, 2017

Memo for the Racial Profile Report 2016

The 2016 report submitted to TCOLE for the Richwood Police Department was compiled with data collected through the reporting system and through the municipal court.

If there are any questions regarding the 2016 report submitted to TCOLE, please let me know.

Respectfully,

A handwritten signature in black ink, appearing to be "Bryan Corb".

Bryan Corb
Chief of Police

Racial Profiling Report (Non-Resident)

Date Range: 01/01/2016 - 12/31/2016

TYPE OF STOP		Male	Female	African American	White	Hispanic	Asian	Native American	Middle Eastern	Race Known Prior to Stop
	Motor Vehicle	610	301	83	653	159	15	1	0	13
	Motorist Assistance	1	1	0	2	0	0	0	0	0
	Field Contact	6	0	1	5	0	0	0	0	0
	Passenger	2	2	1	3	0	0	0	0	0
	Bicyclist	3	0	0	3	0	0	0	0	0

REASON FOR STOP		Male	Female	African American	White	Hispanic	Asian	Native American	Middle Eastern	Race Known Prior to Stop
	Traffic Violation	51	25	9	44	21	2	0	0	3
	Unsafe Lane Change	4	2	0	5	1	0	0	0	0
	Penal Code Violation	0	0	0	0	0	0	0	0	0
	Call For Service	16	4	3	15	2	0	0	0	1
	Traffic/Equipment	17	11	7	16	5	0	0	0	0
	Ran Red Light	23	17	5	28	7	0	0	0	0
	Other	0	0	0	0	0	0	0	0	0
	Speeding	512	239	66	548	123	13	1	0	7
	MVI	14	8	1	20	1	0	0	0	3
	N/A	4	3	0	7	0	0	0	0	0

SEARCH CONDUCTED		Male	Female	African American	White	Hispanic	Asian	Native American	Middle Eastern	Race Known Prior to Stop
	NA	0	0	0	0	0	0	0	0	0
	Driver Searched	32	2	6	21	7	0	0	0	0
	Passenger Searched	4	3	2	4	1	0	0	0	0
	Vehicle Searched	31	2	4	21	8	0	0	0	1
	Property Searched	5	1	1	4	1	0	0	0	0
	No Search	575	298	76	635	146	15	1	0	12

SEARCH AUTHORITY		Male	Female	African American	White	Hispanic	Asian	Native American	Middle Eastern	Race Known Prior to Stop
	Probable Cause	5	1	1	2	3	0	0	0	0
	Odor	2	0	0	2	0	0	0	0	0
	Dog Alert	1	0	0	1	0	0	0	0	0
	Incident to Arrest	25	4	4	19	6	0	0	0	0
	Plain View	3	0	0	1	2	0	0	0	0
	Tow/Inventory	22	2	4	16	4	0	0	0	1
	Consent	6	0	0	3	3	0	0	0	0
	Reasonable Suspicion	4	0	3	0	1	0	0	0	0

Racial Profiling Report (Non-Resident)

Date Range: 01/01/2016 - 12/31/2016

		Male	Female	African American	White	Hispanic	Asian	Native American	Middle Eastern	Race Known Prior to Stop
CONTRABAND FOUND	N/A	373	212	48	396	132	8	1	0	10
	Cocaine	0	0	0	0	0	0	0	0	0
	Currency	0	0	0	0	0	0	0	0	0
	None	32	2	8	20	6	0	0	0	0
	Dangerous Drugs	1	0	0	1	0	0	0	0	0
	Stolen Property	0	0	0	0	0	0	0	0	0
	Marijuana	5	1	1	4	1	0	0	0	0
	Weapons	1	1	0	2	0	0	0	0	0
	Other	4	0	1	0	3	0	0	0	0
	Alcohol	5	1	1	5	0	0	0	0	0

		Male	Female	African American	White	Hispanic	Asian	Native American	Middle Eastern	Race Known Prior to Stop
RESULT OF STOP	Advice/Warning	98	81	28	123	25	3	0	0	1
	Field Contact	0	0	0	0	0	0	0	0	0
	Citation	532	233	61	553	138	12	1	0	13
	Report	4	1	1	4	0	0	0	0	0
	Arrest	24	4	3	19	6	0	0	0	0

		Male	Female	African American	White	Hispanic	Asian	Native American	Middle Eastern	Race Known Prior to Stop
CHARGE	Warrant	5	2	1	4	2	0	0	0	0
	Property Crime	0	0	0	0	0	0	0	0	0
	Crime of Violence	3	0	1	2	0	0	0	0	1
	Traffic Violation	558	243	71	577	139	13	1	0	12
	DWI	6	1	0	6	1	0	0	0	0
	Not Charged	0	0	0	0	0	0	0	0	0
	Drug Violation	5	3	0	6	2	0	0	0	0

		Male	Female	African American	White	Hispanic	Asian	Native American	Middle Eastern	Race Known Prior to Stop
LOCATION	District 1	0	0	0	0	0	0	0	0	0
	District 2	0	0	0	0	0	0	0	0	0
	District 3	0	0	0	0	0	0	0	0	0
	District 4	0	0	0	0	0	0	0	0	0
	State Highway	187	85	19	213	34	6	0	0	7
	Residential	4	0	0	4	0	0	0	0	1
	Business	34	14	1	30	17	0	0	0	2

Racial Profiling Report (Resident)

Date Range: 01/01/2016 - 12/31/2016

TYPE OF STOP		Male	Female	African American	White	Hispanic	Asian	Native American	Middle Eastern	Race Known Prior to Stop
	Motor Vehicle	228	134	32	212	114	5	0	0	39
	Motorist Assistance	0	0	0	0	0	0	0	0	0
	Field Contact	1	3	0	3	1	0	0	0	1
	Passenger	0	0	0	0	0	0	0	0	0
	Bicyclist	0	1	0	1	0	0	0	0	0

REASON FOR STOP		Male	Female	African American	White	Hispanic	Asian	Native American	Middle Eastern	Race Known Prior to Stop
	Traffic Violation	9	11	1	13	5	1	0	0	6
	Unsafe Lane Change	0	0	0	0	0	0	0	0	0
	Penal Code Violation	0	0	0	0	0	0	0	0	0
	Call For Service	3	4	0	5	2	0	0	0	2
	Traffic/Equipment	10	3	2	5	6	0	0	0	0
	Ran Red Light	7	8	0	12	3	0	0	0	0
	Other	0	0	0	0	0	0	0	0	0
	Speeding	184	103	28	160	96	4	0	0	27
	MVI	18	8	3	20	3	0	0	0	5
	N/A	2	2	1	3	0	0	0	0	0

SEARCH CONDUCTED		Male	Female	African American	White	Hispanic	Asian	Native American	Middle Eastern	Race Known Prior to Stop
	NA	0	0	0	0	0	0	0	0	0
	Driver Searched	12	0	1	4	7	0	0	0	2
	Passenger Searched	0	0	0	0	0	0	0	0	0
	Vehicle Searched	12	1	2	5	6	0	0	0	1
	Property Searched	0	0	0	0	0	0	0	0	0
	No Search	215	137	30	211	107	5	0	0	38

SEARCH AUTHORITY		Male	Female	African American	White	Hispanic	Asian	Native American	Middle Eastern	Race Known Prior to Stop
	Probable Cause	2	0	0	1	1	0	0	0	0
	Odor	0	0	0	0	0	0	0	0	0
	Dog Alert	0	1	0	1	0	0	0	0	0
	Incident to Arrest	6	0	1	2	3	0	0	0	1
	Plain View	0	0	0	0	0	0	0	0	0
	Tow/Inventory	4	0	1	1	2	0	0	0	1
	Consent	7	0	1	3	3	0	0	0	0
	Reasonable Suspicion	0	0	0	0	0	0	0	0	0

Racial Profiling Report (Resident)

Date Range: 01/01/2016 - 12/31/2016

		Male	Female	African American	White	Hispanic	Asian	Native American	Middle Eastern	Race Known Prior to Stop
CONTRABAND FOUND	N/A	142	97	26	129	83	2	0	0	38
	Cocaine	0	0	0	0	0	0	0	0	0
	Currency	0	0	0	0	0	0	0	0	0
	None	9	0	2	2	5	0	0	0	1
	Dangerous Drugs	0	0	0	0	0	0	0	0	0
	Stolen Property	0	0	0	0	0	0	0	0	0
	Marijuana	3	1	0	2	2	0	0	0	1
	Weapons	0	0	0	0	0	0	0	0	0
	Other	1	0	0	1	0	0	0	0	0
	Alcohol	1	0	0	0	1	0	0	0	0

		Male	Female	African American	White	Hispanic	Asian	Native American	Middle Eastern	Race Known Prior to Stop
RESULT OF STOP	Advice/Warning	19	12	4	23	2	2	0	0	0
	Field Contact	0	1	0	1	0	0	0	0	0
	Citation	209	126	28	193	112	3	0	0	40
	Report	0	0	0	0	0	0	0	0	0
	Arrest	7	1	1	3	4	0	0	0	1

		Male	Female	African American	White	Hispanic	Asian	Native American	Middle Eastern	Race Known Prior to Stop
CHARGE	Warrant	1	0	0	0	1	0	0	0	0
	Property Crime	0	2	0	2	0	0	0	0	0
	Crime of Violence	0	0	0	0	0	0	0	0	0
	Traffic Violation	221	131	30	205	113	5	0	0	39
	DWI	0	0	0	0	0	0	0	0	0
	Not Charged	0	0	0	0	0	0	0	0	0
	Drug Violation	3	1	0	3	1	0	0	0	1

		Male	Female	African American	White	Hispanic	Asian	Native American	Middle Eastern	Race Known Prior to Stop
LOCATION	District 1	0	0	0	0	0	0	0	0	0
	District 2	0	0	0	0	0	0	0	0	0
	District 3	0	0	0	0	0	0	0	0	0
	District 4	0	0	0	0	0	0	0	0	0
	State Highway	4	7	0	10	1	0	0	0	0
	Residential	0	0	0	0	0	0	0	0	0
	Business	2	5	2	4	1	0	0	0	0

MEMORANDUM

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

From: Karen Schrom, City Secretary/Finance Director

Date: February 8, 2017

Subject: Amend Personnel Policy to require Driver's License checks on an annual basis rather than semi-annually

Current policy requires a driver's license check be conducted every 6 months on all employees or volunteers operating a City vehicle. City staff is asking Council to amend the policy to require an annual driver's license check.

City staff feels that an annual check is more than sufficient, especially since the Personnel Policy requires that anyone who operates a City vehicle must report any DWI violation(s), arrest(s), charges, or driver's license suspension to their supervisor immediately.

POLICY AND PROCEDURE MANUAL

Section: Employee Appointments
Policy: Texas Driver's Licenses & Driving Record
Policy #: 306
Effective: April 2014
Revised: February 2017

TEXAS DRIVER'S LICENSES AND DRIVING RECORD

The City of Richwood requires all employees driving and/or operating a City vehicle to have the appropriate valid driver's license with any endorsements as required by the City and/or the State of Texas.

Persons that apply for positions and/or transfers which require a valid Texas Class, A, B, C, or M license must obtain said license within three (3) months of appointment, and shall not be permitted to operate any vehicle until the appropriate license is obtained. Failure to obtain the appropriate license as outlined above may result in immediate termination.

Employees may be obligated to report any DWI violation(s), arrest(s), charges or driver's license suspension to their supervisor immediately. A driver's license check shall be conducted annually during the month of January by the respective Department Head to insure that employees maintain any required valid driver's license and a safe driving record. Employees who are convicted of at least three (3) moving violations and/or one or more DWI violations within the last three (3) years may be subject to disciplinary action and prohibited to drive any City vehicle. In the event the need to be able to drive is an essential job function for that position, the employee may be subject to termination of employment.

MEMORANDUM

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

From: Michael Coon, City Manager

Date: February 8, 2017

Subject: Vacation Policy Amendment

Richwood's current vacation policy allows employees to earn up to 320 hours, or the equivalent of eight 40-hour weeks, of vacation. The City's leadership team has expressed concerns that allowing that much leave can impact the level of service we can provide to our residents.

After reviewing the vacation policies of 11 cities in the greater Houston region, staff is recommending the policy be changed to allow employees to earn up to 200 hours, or the equivalent of five 40-hour work weeks.

Vacation Survey

City	Max Hours
Richwood (Current)	320
Clute	228
Deer Park	200
Houston	200
Richwood (Proposed)	200
West University	200
Webster	176
Freeport	160
Friendswood	160
Galveston	160
Lake Jackson	160
Nassu Bay	160
Pearland	160

POLICY AND PROCEDURE MANUAL

Section: Vacation Provisions
Policy: General Vacation Provisions
Policy #: 801
Effective: April 2014
Revised: February 2017

GENERAL VACATION PROVISIONS

Only Full-Time Employees are eligible for vacation time and only after the successful completion of the one hundred eighty (180) day probationary period.

Regular Employees

Vacation for the first year of employment will be prorated from the date of hire at 8 hours per month, not to exceed 80 hours.

Department Heads

Department Heads or higher with government experience may be eligible to accrue vacation based on their experience. The City Manager, at his discretion, may approve additional vacation up to the five year mark.

Vacation for the first year of employment will be prorated from the date of hire at 10 hours per month, not to exceed 80 hours.

All employees, hourly and exempt will then accrue an additional 8 hours per year until they have accrued 200 hours.

Any employee currently receiving over 200 hours at the time of this amendment will be grandfathered at their current vacation accrual.

MEMORANDUM

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

From: Michael Coon, City Manager

Date: February 8, 2017

Subject: Administrative Leave

This change to the Personnel Manual would grant 40 hours of administrative leave to each exempt employee. Exempt employees are not entitled to overtime. This policy change would allow the City to provide those employees with some form of compensation for their dedication and the many long hours that they put in.

The administrative leave would be granted at the beginning of each calendar year and cannot be rolled over from year to year nor could it be sold back. With these conditions, this proposal will not increase the City's personnel costs.

POLICY AND PROCEDURE MANUAL

Section: Absences from the Job other than Sick Leave
Policy: Additional Personal Leave without Pay
Policy #: 1005
Effective: February 2017
Revised: February 2017

ADMINISTRATIVE LEAVE

Exempt Employees and above will receive an 40 hours of Administrative Leave per year. Administrative Leave will be scheduled with the Employee's Department Head or City Manager so as not to cause interference with the normal functions of any City Department.

Employees shall not be paid for unused Administrative Leave days.

MEMORANDUM

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

From: Michael Coon, City Manager

Date: February 8, 2017

Subject: Streets Budget Amendment

After the recent construction of the apartments at Creekwood Landing, the entrance to Creekwood Landing off of B-288 is in disrepair. Mr. Helms and the 210 Development Group have agreed to reimburse the City for the complete cost of repairing that section of road, which is \$9,500.

To account for the reimbursement, this amendment would have the following impact on the General Fund:

- Increase the Street Projects budget by \$9,500, making the revised budget \$29,500.
- Increase the Miscellaneous Income budget by \$9,500, making the revised budget \$69,500.

MEMORANDUM

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

From: Michael Coon, City Manager

Date: February 8, 2017

Subject: Moving Karen to Part-Time

As many of you are aware, Karen Schrom has agreed to help with the training of her replacement. As a sign of appreciation towards Karen, I would like to re-hire her as a part-time employee until the new City Secretary is trained.

There would be a nominal additional cost to the City due to the payroll taxes. As a part-time employee that City would need to make contributions in Karen's behalf for Medicare, workers compensation insurance, and unemployment insurance. As a part-time employee, Karen would not receive any medical or retirement benefits.

The graphic to the right shows the estimated additional cost of Karen were to work 1,000 hours as a part-time employee, which is the maximum allowed before the City would have make TMRS retirement contributions in her behalf. The \$706.23 would be the maximum impact of making this change.

According to my projections, adopting this change will not make Administration run over budget. Even after accounting for this change, the hiring of a new City Secretary, and compensating Chief Corb for his service during the transition period, there will be about \$4,500 left in the department's personnel budget.

Part-Time City Secretary		
Max Hours	1,000	
	Rate	Amount (\$)
Maximum Compensation	\$28.17	\$28,170.00
<i>Maximum Impact of P-T Status</i>		
Medicare	1.45%	\$408.47
Workers Comp	0.45%	\$126.77
Unemployment	1.90%	\$171.00
Total		\$706.23

MEMORANDUM

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

From: Michael Coon, City Manager

Date: February 8, 2017

Subject: Chief Corb Interim Pay

Chief Corb did a great job stepping up after Mr. Patton's retirement. He showed initiative and took the lead on numerous projects that were important to the City. In recognition of the Chief's dedicated service, the Mayor asked me to consider rewarding the Chief with some additional compensation.

My recommendation is that Chief Corb be recognized with a lump-sum payment equivalent to a 10 percent pay increase for his service during the transition, which would be from August 8, 2016 to January 20, 2017. The total cost to the City is estimated at \$3,854.

The costs associated with the recognition would be accounted for in Administration's budget. After projecting out Administration's personnel costs for the year, there would still be about \$4,500 of savings after accounting for this change, finding Karen's replacement, and temporarily bring Karen on as a part-time employee, which is discussed in the communications for the following agenda item.

Chief Corb Interim Pay		
Start Date:	8/8/2016	
End Date:	1/20/2017	
Interim Pay:	10%	
	Rate	Amount (\$)
Salary	\$34.30	\$3,293
Medicare	1.45%	\$48
Workers Comp	4.15%	\$137
Unemployment*	N/A	\$0
Retirement Contribution	11.43%	\$376
Total		\$3,854

* Unemployment is only paid on the first \$9,000 in wages.



1800 BRAZOSPORT BLVD.
RICHWOOD, TEXAS 77531
PHONE (979) 265-2082
FAX (979) 265-7345

February 13, 2017

The purpose of this letter is to formally and publicly commend, Bryan Corb, Police Chief; Karen Schrom, City Secretary; Clif Custer, Public Works Director; and Kenny Williams, Director of Permitting for the excellent service and support they provided during the recent transitional period.

Our remarkable team of Department Heads came together as a team. Their hard work and dedication allowed the City to move seamlessly as we conducted our search for the right fit for City Manager, which we found in Michael Coon.

We want each of you to know how much you are valued and appreciated. This past year has been difficult but we know it could have been far worse. Before and during this time, you worked tirelessly to keep your department and the City going. Your dedication to the City and your ability to work together as a team meant the residents of the City saw no disruption in the quality of service we provide. Furthermore, you did all this with a fantastic attitude and willing disposition.

Thank you for your hard work and dedication to the City of Richwood. We really do appreciate all that each of you do.

Sincerely,

Mark Guthrie
Mayor
City of Richwood

31-Jan-17

	BUDGET FY 2016/17	CURRENT FY 2016/17	BALANCE FY 2016/17	PERCENT REMAINING
ADMINISTRATION	642,070.00	103,228.15	538,841.85	83.92%
CITY MAINTENANCE	243,890.00	69,327.01	174,562.99	71.57%
STREETS & DRAINAGE	125,000.00	4.68	124,995.32	100.00%
SPECIAL REVENUES	18,400.00	740.65	17,659.35	95.97%
POLICE DEPARTMENT	839,555.00	305,033.16	534,521.84	63.67%
JUDICIAL	128,888.00	43,044.27	85,843.73	66.60%
FIRE DEPARTMENT	165,250.00	38,278.47	126,971.53	76.84%
PARKS & RECREATION	39,500.00	10,303.85	29,196.15	73.91%
CODE ENFORCEMENT	60,454.00	13,188.92	47,265.08	78.18%
PERMITTING	91,281.00	21,055.02	70,225.98	76.93%
TOTAL	2,354,288.00	604,204.18	1,750,083.82	
GENERAL FUND REVENUES	2,354,288.00	1,355,642.35	998,645.65	42.42%
		751,438.17	751,438.17	
DEBT SERVICE	171,594.00	5,347.16	166,246.84	96.88%
TOTAL	171,594.00	5,347.16	166,246.84	
DEBT SERVICE REVENUES	171,594.00	130,363.55	41,230.45	24.03%
		125,016.39	125,016.39	
WATER/SEWER	1,584,197.00	285,824.11	1,298,372.89	81.96%
TOTAL	1,584,197.00	285,824.11	1,298,372.89	
WATER/SEWER REVENUES	1,584,197.00	372,900.98	1,211,296.02	76.46%
		87,076.87	1,211,296.02	
DEBT SERVICE	168,210.00	106,565.55	61,644.45	36.65%
TOTAL	168,210.00	106,565.55	61,644.45	
DEBT SERVICE REVENUES	168,210.00	39,149.50	129,060.50	76.73%
		(67,416.05)	(67,416.05)	
TRANSPORTATION	116,000.00		116,000.00	100.00%
TOTAL	116,000.00	-	116,000.00	
TRANSPORTATION REV.	136,000.00	36,851.37	99,148.63	72.90%
		36,851.37	16,851.37	
INSURANCE CONTINGENCY	-	-	-	
TOTAL	-	-	-	
REPLACEMENT	-	-	-	#DIV/0!
TOTAL	-	-	-	
CRIME CONTROL & PREVEN	125,000.00	45,715.95	79,284.05	63.43%
TOTAL	125,000.00	45,715.95	79,284.05	
CRIME CONTROL REV.	125,000.00	25,730.62	99,269.38	79.42%
		(19,985.33)	(19,985.33)	
CAPITAL IMPROVEMENTS			-	#DIV/0!
TOTAL			-	
CAPITAL PROJECTS W/S			-	#DIV/0!
TOTAL			-	
CAPITAL PROJECTS GF			-	#DIV/0!
TOTAL			-	
GRAND TOTAL	4,519,289.00	1,047,656.95	3,355,632.05	

City of Richwood
Statement of Revenue and Expenditures
Revised Budget
For General Fund (10)
For the Fiscal Period 2017-4 Ending January 31, 2017

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues						
10-04-4250	Revenues - Festivals	\$ 0.00	\$ 0.00	\$ 7,000.00	\$ 0.00	100.00%
10-04-4251	Revenues - Police Officer Training	0.00	0.00	1,100.00	0.00	100.00%
10-04-4252	Revenues - Seizure & Forfeiture	0.00	0.00	0.00	0.00	0.00%
10-04-4253	Revenues - Court Security	0.00	0.00	3,300.00	0.00	100.00%
10-04-4254	Revenues - Court Technology	0.00	0.00	4,200.00	0.00	100.00%
10-04-4255	Revenues - Bobby Ford Park	0.00	0.00	5,000.00	0.00	100.00%
10-04-4256	K-9 Unit	0.00	0.00	0.00	0.00	0.00%
10-04-4257	Parks and Recreation	0.00	0.00	0.00	160.00	0.00%
10-29-4103	Ad Valorem Taxes	0.00	441,071.93	1,348,960.00	1,090,792.03	19.14%
10-29-4104	Delinquent Taxes	0.00	1,534.40	30,000.00	6,318.72	78.94%
10-29-4105	Penalty & Interest	0.00	362.38	22,000.00	1,505.34	93.16%
10-29-4106	Licenses & Permits	0.00	716.50	10,000.00	3,890.50	61.10%
10-29-4107	Building Permits	0.00	4,489.50	35,000.00	12,332.00	64.77%
10-29-4109	Municipal Court	0.00	11,684.23	115,000.00	52,223.85	54.59%
10-29-4110	Interest Earnings	0.00	397.18	1,000.00	421.67	57.83%
10-29-4111	Franchise Taxes	0.00	8,202.69	250,000.00	52,275.26	79.09%
10-29-4112	Miscellaneous Income	0.00	190.13	20,000.00	692.03	96.54%
10-29-4113	Intragovernmental Income	0.00	0.00	0.00	0.00	0.00%
10-29-4114	Animal Fines/Licenses	0.00	0.00	500.00	50.00	90.00%
10-29-4116	Sales Tax - Streets	0.00	7,627.55	125,000.00	26,415.20	78.87%
10-29-4117	Sales Tax	0.00	30,510.16	366,228.00	105,660.75	71.15%
10-29-4118	Municipal Building Rentals	0.00	690.00	0.00	2,305.00	0.00%
10-29-4120	Deferred Revenue	0.00	0.00	0.00	0.00	0.00%
10-29-4121	Parks & Recreation	0.00	200.00	10,000.00	600.00	94.00%
10-29-4123	Other Revenues	0.00	0.00	0.00	0.00	0.00%
10-29-4125	Transportation Fee	0.00	0.00	0.00	0.00	0.00%
10-29-4221	Bond Proceeds	0.00	0.00	0.00	0.00	0.00%
10-29-4435	Capital Contributions	0.00	0.00	0.00	0.00	0.00%
10-60-4250	Revenues - Festivals	0.00	0.00	0.00	0.00	0.00%
10-60-4251	Revenues - Police Officer Training	0.00	0.00	0.00	0.00	0.00%
10-60-4252	Revenues - Seizure & Forfeiture	0.00	0.00	0.00	0.00	0.00%
10-60-4253	Revenues - Court Security	0.00	0.00	0.00	0.00	0.00%
10-60-4254	Revenues - Court Technology	0.00	0.00	0.00	0.00	0.00%
10-61-4124	Beautification Revenues	0.00	0.00	0.00	0.00	0.00%
Total General Fund Revenues		\$ 0.00	\$ 507,676.65	\$ 2,354,288.00	\$ 1,355,642.35	42.42%
General Fund Excess of Revenues Over Expenditures		\$ 0.00	\$ 359,975.16	\$ (2,000.00)	\$ 743,307.78	37265.39%

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For Administration (01)

For the Fiscal Period 2017-4 Ending January 31, 2017

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaining % of Budget
10-01-5101	Administrative Expense	\$40,000.00	\$5,413.15	\$17,112.33	(\$178.60)	\$23,066.27	57.67%
10-01-5102	Contract Labor	\$4,000.00	\$2,512.99	\$11,081.71	\$0.00	(\$7,081.71)	(177.04%)
10-01-5103	Salaries & Wages	\$162,988.00	\$4,826.68	\$14,238.03	\$0.00	\$148,729.97	91.26%
10-01-5105	Retirement	\$29,180.00	\$1,031.31	\$2,919.56	\$0.00	\$26,260.44	89.99%
10-01-5110	Workmen's Compensation Ins	\$700.00	\$0.00	\$541.89	\$0.00	\$158.11	22.59%
10-01-5115	Hospitalization	\$35,360.00	\$1,411.86	\$4,377.14	\$0.00	\$30,982.86	87.62%
10-01-5120	Unemployment Insurance	\$1,500.00	\$201.33	\$201.33	\$0.00	\$1,298.67	86.58%
10-01-5130	Training & Travel	\$15,000.00	\$450.00	\$1,470.15	\$0.00	\$13,529.85	90.20%
10-01-5175	Employee Incentive	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	100.00%
Total Administration Personnel Costs		\$298,708.00	\$15,847.32	\$51,942.14	(\$178.60)	\$246,944.46	82.67%
10-01-5210	Office Supplies	\$30,000.00	\$4,368.40	\$14,003.59	(\$527.74)	\$16,524.15	55.08%
10-01-5215	Custodial Supplies	\$1,000.00	\$85.01	\$375.73	(\$50.41)	\$674.68	67.47%
10-01-5220	Tools	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-01-5240	Expendable Operating Supplies	\$25,000.00	\$3,113.22	\$7,184.15	\$0.00	\$17,815.85	71.26%
Total Administration Operating Supplies		\$56,000.00	\$7,566.63	\$21,563.47	(\$578.15)	\$35,014.68	62.53%
10-01-5310	Building & Grounds M&R	\$15,000.00	\$610.00	\$1,973.88	(\$42.65)	\$13,068.77	87.13%
10-01-5312	Contingency Fund M&R	\$10,000.00	\$0.00	\$3,000.00	\$0.00	\$7,000.00	70.00%
10-01-5320	Office Furniture/Fixture M&R	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-01-5365	Other Equipment M&R	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Administration Maintenance & Repair		\$25,000.00	\$610.00	\$4,973.88	(\$42.65)	\$20,068.77	80.28%
10-01-5410	Electricity	\$10,000.00	\$612.71	\$2,101.99	\$0.00	\$7,898.01	78.98%
10-01-5420	Telephone	\$2,500.00	\$141.75	\$527.55	\$0.00	\$1,972.45	78.90%
10-01-5430	Natural Gas	\$1,500.00	\$53.62	\$97.70	\$0.00	\$1,402.30	93.49%
Total Administration Utilities & Telephone		\$14,000.00	\$808.08	\$2,727.24	\$0.00	\$11,272.76	80.52%
10-01-5510	Elections	\$4,000.00	\$0.00	\$0.00	\$0.00	\$4,000.00	100.00%
10-01-5556	Contractual Services - Taxes	\$15,000.00	\$0.00	\$5,887.14	\$0.00	\$9,112.86	60.75%
10-01-5560	Engineering	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	100.00%
10-01-5570	Attorney's Fees	\$17,000.00	\$0.00	\$180.00	\$0.00	\$16,820.00	98.94%
10-01-5572	Economic Development	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	100.00%
10-01-5580	Auditor's Fees	\$25,000.00	\$0.00	\$8,682.74	\$0.00	\$16,317.26	65.27%
Total Administration Services		\$73,000.00	\$0.00	\$14,749.88	\$0.00	\$58,250.12	79.79%
10-01-5640	Insurance - Bldg/Liab/Bond	\$20,000.00	\$0.00	\$3,332.53	\$0.00	\$16,667.47	83.34%

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For Administration (01)

For the Fiscal Period 2017-4 Ending January 31, 2017

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaining % of Budget
10-01-5660	Dues & Subscriptions	\$8,000.00	\$85.00	\$535.00	\$972.00	\$6,493.00	81.16%
10-01-5685	Publishing & Advertising	\$6,000.00	\$395.00	\$1,749.03	(\$193.18)	\$4,444.15	74.07%
10-01-5695	Special Services - Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Administration Sundry		\$34,000.00	\$480.00	\$5,616.56	\$778.82	\$27,604.62	81.19%
10-01-5910	Office Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-01-5930	Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-01-5935	Equipment - Time Payments	\$5,500.00	\$621.24	\$1,675.56	\$0.00	\$3,824.44	69.54%
10-01-5940	Special Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-01-5950	Contingency Fund	\$130,862.00	\$0.00	\$0.00	\$0.00	\$130,862.00	100.00%
10-01-5960	Transfer to Capital Projects	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	100.00%
10-01-5961	Transfer to Water/Sewer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Administration Capital Outlay		\$141,362.00	\$621.24	\$1,675.56	\$0.00	\$139,686.44	98.81%
Total Administration Expense		\$642,070.00	\$25,933.27	\$103,248.73	(\$20.58)	\$538,841.85	83.92%

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For City Maintenance (02)

For the Fiscal Period 2017-4 Ending January 31, 2017

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaining % of Budget
10-02-5102	Contract Labor	\$7,000.00	\$300.00	\$1,450.00	\$0.00	\$5,550.00	79.29%
10-02-5103	Salaries & Wages	\$68,166.00	\$2,611.00	\$14,399.77	\$0.00	\$53,766.23	78.88%
10-02-5105	Retirement	\$11,000.00	\$423.53	\$1,590.13	\$0.00	\$9,409.87	85.54%
10-02-5110	Workmen's Compensation Ins	\$4,000.00	\$0.00	\$3,581.04	\$0.00	\$418.96	10.47%
10-02-5115	Hospitalization	\$17,670.00	\$1,411.12	\$6,352.06	\$0.00	\$11,317.94	64.05%
10-02-5120	Unemployment Insurance	\$500.00	\$60.06	\$60.06	\$0.00	\$439.94	87.99%
10-02-5130	Training & Travel	\$2,000.00	\$14.00	\$14.00	\$180.00	\$1,806.00	90.30%
10-02-5190	Uniforms	\$1,600.00	\$0.00	\$329.87	\$0.00	\$1,270.13	79.38%
Total City Maintenance Personnel Costs		\$111,936.00	\$4,819.71	\$27,776.93	\$180.00	\$83,979.07	75.02%
10-02-5210	Office Supplies	\$500.00	\$16.09	\$52.09	\$0.00	\$447.91	89.58%
10-02-5215	Custodial Supplies	\$500.00	\$0.00	\$445.75	(\$7.92)	\$62.17	12.43%
10-02-5220	Tools	\$2,000.00	\$108.16	\$994.69	\$534.09	\$471.22	23.56%
10-02-5230	Gas, Oil, & Lubricants	\$10,000.00	\$71.28	\$4,835.62	(\$293.21)	\$5,457.59	54.58%
10-02-5240	Expendable Operating Supplies	\$3,000.00	\$314.08	\$2,478.32	\$50.45	\$471.23	15.71%
10-02-5245	Dump Charges	\$2,700.00	\$244.23	\$2,009.20	\$0.00	\$690.80	25.59%
10-02-5270	Chemicals	\$2,000.00	\$0.00	\$45.93	(\$15.94)	\$1,970.01	98.50%
Total City Maintenance Operating Supplies		\$20,700.00	\$753.84	\$10,861.60	\$267.47	\$9,570.93	46.24%
10-02-5310	Building & Grounds M&R	\$1,000.00	\$3,455.96	\$3,651.36	(\$129.43)	(\$2,521.93)	(252.19%)
10-02-5320	Office Furniture/Fixture M&R	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-02-5340	Vehicle M&R	\$6,000.00	\$4,150.51	\$4,215.76	\$0.00	\$1,784.24	29.74%
10-02-5360	Radio M&R	\$5,000.00	\$0.00	\$714.00	\$0.00	\$4,286.00	85.72%
10-02-5365	Other Equipment M&R	\$4,000.00	\$0.00	\$2,241.94	(\$1,082.30)	\$2,840.36	71.01%
10-02-5376	Signs M&R	\$2,500.00	\$0.00	\$48.61	(\$10.48)	\$2,461.87	98.47%
Total City Maintenance Maintenance & Repair		\$18,500.00	\$7,606.47	\$10,871.67	(\$1,222.21)	\$8,850.54	47.84%
10-02-5410	Electricity	\$35,000.00	\$2,606.75	\$5,457.74	\$0.00	\$29,542.26	84.41%
10-02-5420	Telephone	\$3,000.00	\$621.87	\$1,865.61	\$0.00	\$1,134.39	37.81%
10-02-5430	Natural Gas	\$400.00	\$45.91	\$126.17	\$0.00	\$273.83	68.46%
Total City Maintenance Utilities & Telephone		\$38,400.00	\$3,274.53	\$7,449.52	\$0.00	\$30,950.48	80.60%
10-02-5560	Engineering	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-02-5570	Attorney's Fees	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	100.00%
Total City Maintenance Services		\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	100.00%
10-02-5630	Insurance - Motor Vehicles	\$2,000.00	\$0.00	\$1,436.61	\$0.00	\$563.39	28.17%

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For City Maintenance (02)

For the Fiscal Period 2017-4 Ending January 31, 2017

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaining % of Budget
10-02-5640	Insurance - Bldg/Liab/Bond	\$4,000.00	\$0.00	\$122.10	\$0.00	\$3,877.90	96.95%
10-02-5660	Dues & Subscriptions	\$9,000.00	\$1,009.55	\$3,394.82	\$0.00	\$5,605.18	62.28%
10-02-5685	Publishing & Advertising	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	100.00%
10-02-5695	Special Services - Miscellaneous	\$7,300.00	\$325.00	\$1,550.00	\$0.00	\$5,750.00	78.77%
Total City Maintenance Sundry		\$22,800.00	\$1,334.55	\$6,503.53	\$0.00	\$16,296.47	71.48%
10-02-5910	Office Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-02-5920	Motor Vehicles	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-02-5930	Equipment	\$26,554.00	\$0.00	\$0.00	\$0.00	\$26,554.00	100.00%
10-02-5935	Equipment - Time Payments	\$0.00	\$4,425.60	\$6,638.50	\$0.00	(\$6,638.50)	0.00%
10-02-5940	Special Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total City Maintenance Capital Outlay		\$26,554.00	\$4,425.60	\$6,638.50	\$0.00	\$19,915.50	75.00%
Total City Maintenance Expense		\$243,890.00	\$22,214.70	\$70,101.75	(\$774.74)	\$174,562.99	71.57%

City of Richwood
Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget
 For Streets And Drainage (03)
 For the Fiscal Period 2017-4 Ending January 31, 2017

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaining % of Budget
10-03-5380	Streets M&R	\$48,000.00	\$0.00	\$0.00	\$0.00	\$48,000.00	100.00%
10-03-5385	Drainage M&R	\$5,000.00	\$4.68	\$4.68	\$0.00	\$4,995.32	99.91%
Total Streets And Drainage Maintenance & Repair		\$53,000.00	\$4.68	\$4.68	\$0.00	\$52,995.32	99.99%
10-03-5560	Engineering	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	100.00%
Total Streets And Drainage Services		\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	100.00%
10-03-5965	Street Projects	\$60,000.00	\$0.00	\$0.00	\$0.00	\$60,000.00	100.00%
10-03-5975	Drainage	\$7,000.00	\$0.00	\$0.00	\$0.00	\$7,000.00	100.00%
Total Streets And Drainage Capital Outlay		\$67,000.00	\$0.00	\$0.00	\$0.00	\$67,000.00	100.00%
Total Streets And Drainage Expense		\$125,000.00	\$4.68	\$4.68	\$0.00	\$124,995.32	100.00%

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For Deferred Revenue Accounts (04)

For the Fiscal Period 2017-4 Ending January 31, 2017

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaining % of Budget
10-04-5102	Contract Labor	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Deferred Revenue Accounts Personnel Costs		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-04-5290	Festivals						
10-04-5291	Expenditures - Police Training	\$7,000.00	\$0.00	\$0.00	\$0.00	\$7,000.00	100.00%
10-04-5292	Expenditures - Seizure & Forfeiture	\$1,100.00	\$0.00	\$0.00	\$0.00	\$1,100.00	100.00%
10-04-5293	Expenditures - Court Security	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-04-5294	Expenditures - Court Tech	\$3,300.00	\$0.00	\$119.20	(\$119.20)	\$3,300.00	100.00%
10-04-5295	Expenditures - Bobby Ford Park	\$2,000.00	\$58.44	\$878.15	(\$137.50)	\$1,259.35	62.97%
10-04-5296	K-9 Unit	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	100.00%
10-04-5297	Parks and Recreation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Deferred Revenue Accounts Operating Supplies		\$18,400.00	\$58.44	\$997.35	(\$256.70)	\$17,659.35	95.97%
Total Deferred Revenue Accounts Expense		\$18,400.00	\$58.44	\$997.35	(\$256.70)	\$17,659.35	95.97%

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For Police Department (05)

For the Fiscal Period 2017-4 Ending January 31, 2017

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaining % of Budget
10-05-5102	Contract Labor	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-05-5103	Salaries & Wages	\$523,375.00	\$46,257.97	\$193,807.17	\$0.00	\$329,567.83	62.97%
10-05-5105	Retirement	\$62,000.00	\$4,643.90	\$18,913.83	\$0.00	\$43,086.17	69.49%
10-05-5110	Workmen's Compensation Ins	\$12,000.00	\$0.00	\$10,244.47	\$0.00	\$1,755.53	14.63%
10-05-5115	Hospitalization	\$69,000.00	\$6,387.32	\$25,559.50	\$0.00	\$43,440.50	62.96%
10-05-5120	Unemployment Insurance	\$2,000.00	\$1,129.70	\$1,309.60	\$0.00	\$690.40	34.52%
10-05-5130	Training & Travel	\$11,300.00	\$330.00	\$1,046.92	\$188.83	\$10,064.25	89.06%
10-05-5175	Education Incentive	\$8,200.00	\$650.00	\$2,600.00	\$0.00	\$5,600.00	68.29%
10-05-5190	Uniforms	\$3,800.00	\$13.30	\$2,104.45	(\$485.28)	\$2,180.83	57.39%
Total Police Department Personnel Costs		\$691,675.00	\$59,412.19	\$255,585.94	(\$296.45)	\$436,385.51	63.09%
10-05-5210	Office Supplies	\$5,000.00	\$866.99	\$9,472.33	\$69.88	(\$4,542.21)	(90.84%)
10-05-5215	Custodial Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-05-5220	Tools	\$1,500.00	\$5.03	\$104.03	\$0.00	\$1,395.97	93.06%
10-05-5230	Gas, Oil, & Lubricants	\$30,208.00	\$215.35	\$8,904.37	(\$3,622.00)	\$24,925.63	82.51%
10-05-5240	Expendable Operating Supplies	\$1,500.00	\$27.74	\$223.14	(\$542.27)	\$1,819.13	121.28%
Total Police Department Operating Supplies		\$38,208.00	\$1,115.11	\$18,703.87	(\$4,094.39)	\$23,598.52	61.76%
10-05-5310	Building & Grounds M&R	\$0.00	\$0.00	\$2.37	\$0.00	(\$2.37)	0.00%
10-05-5320	Office Furniture/Fixture M&R	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-05-5340	Vehicle M&R	\$11,000.00	\$1,226.00	\$2,506.59	\$0.00	\$8,493.41	77.21%
10-05-5350	Radar M&R	\$400.00	\$0.00	\$0.00	\$0.00	\$400.00	100.00%
10-05-5360	Radio M&R	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-05-5365	Other Equipment M&R	\$2,500.00	\$660.00	\$743.75	(\$83.75)	\$1,840.00	73.60%
Total Police Department Maintenance & Repair		\$13,900.00	\$1,886.00	\$3,252.71	(\$83.75)	\$10,731.04	77.20%
10-05-5420	Telephone	\$8,000.00	\$517.42	\$1,847.65	\$0.00	\$6,152.35	76.90%
Total Police Department Utilities & Telephone		\$8,000.00	\$517.42	\$1,847.65	\$0.00	\$6,152.35	76.90%
10-05-5540	Dispatch Services	\$45,000.00	\$10,750.00	\$10,750.00	\$0.00	\$34,250.00	76.11%
10-05-5542	Jail Expense	\$4,500.00	\$665.24	\$1,077.55	(\$12.31)	\$3,434.76	76.33%
10-05-5558	Animal Control	\$7,400.00	\$0.00	\$62.64	(\$620.00)	\$7,957.36	107.53%
10-05-5560	Engineering	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-05-5570	Attorney's Fees	\$0.00	\$0.00	\$125.00	\$0.00	(\$125.00)	0.00%
Total Police Department Services		\$56,900.00	\$11,415.24	\$12,015.19	(\$632.31)	\$45,517.12	79.99%
10-05-5630	Insurance - Motor Vehicles	\$6,000.00	\$0.00	\$6,079.38	\$0.00	(\$79.38)	(1.32%)

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For Police Department (05)

For the Fiscal Period 2017-4 Ending January 31, 2017

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaining % of Budget
10-05-5640	Insurance - Bldg/Liab/Bond	\$8,000.00	\$0.00	\$5,816.34	\$0.00	\$2,183.66	27.30%
10-05-5660	Dues & Subscriptions	\$1,900.00	\$50.00	\$50.00	\$50.00	\$1,800.00	94.74%
10-05-5685	Publishing & Advertising	\$4,000.00	\$0.00	\$1,210.59	(\$385.76)	\$3,175.17	79.38%
10-05-5695	Special Services - Miscellaneous	\$8,872.00	\$521.71	\$3,874.15	\$2,040.00	\$2,957.85	33.34%
Total Police Department Sundry		\$28,772.00	\$571.71	\$17,030.46	\$1,704.24	\$10,037.30	34.89%
10-05-5910	Office Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-05-5920	Motor Vehicles	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-05-5930	Equipment	\$0.00	\$0.00	\$119.20	(\$119.20)	\$0.00	0.00%
10-05-5935	Equipment - Time Payments	\$2,100.00	\$0.00	\$0.00	\$0.00	\$2,100.00	100.00%
10-05-5940	Special Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Police Department Capital Outlay		\$2,100.00	\$0.00	\$119.20	(\$119.20)	\$2,100.00	100.00%
Total Police Department Expense		\$839,555.00	\$74,917.67	\$308,555.02	(\$3,521.86)	\$534,521.84	63.67%

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For Judicial (06)

For the Fiscal Period 2017-4 Ending January 31, 2017

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaining % of Budget
10-06-5102	Contract Labor	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-06-5103	Salaries & Wages	\$81,438.00	\$6,689.60	\$27,590.10	\$0.00	\$53,847.90	66.12%
10-06-5105	Retirement	\$11,000.00	\$841.44	\$3,434.36	\$0.00	\$7,565.64	68.78%
10-06-5110	Workmen's Compensation Ins	\$300.00	\$0.00	\$355.99	\$0.00	(\$55.99)	(18.66%)
10-06-5115	Hospitalization	\$17,500.00	\$1,393.54	\$5,676.66	\$0.00	\$11,823.34	67.56%
10-06-5120	Unemployment Insurance	\$750.00	\$153.86	\$341.55	\$0.00	\$408.45	54.46%
10-06-5130	Training & Travel	\$2,000.00	\$35.00	\$1,123.83	(\$600.00)	\$1,476.17	73.81%
Total Judicial Personnel Costs		\$112,988.00	\$9,113.44	\$38,522.49	(\$600.00)	\$75,065.51	66.44%
10-06-5210	Office Supplies	\$5,200.00	\$1,997.81	\$4,290.95	(\$461.67)	\$1,370.72	26.36%
10-06-5240	Expendable Operating Supplies	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	100.00%
Total Judicial Operating Supplies		\$5,700.00	\$1,997.81	\$4,290.95	(\$461.67)	\$1,870.72	32.82%
10-06-5565	Jury Expense	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	100.00%
10-06-5570	Attorney's Fees	\$9,500.00	\$862.50	\$1,292.50	\$0.00	\$8,207.50	86.39%
Total Judicial Services		\$10,000.00	\$862.50	\$1,292.50	\$0.00	\$8,707.50	87.08%
10-06-5660	Dues & Subscriptions	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	100.00%
Total Judicial Sundry		\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	100.00%
10-06-5910	Office Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-06-5930	Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-06-5940	Special Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Judicial Capital Outlay		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Judicial Expense		\$128,888.00	\$11,973.75	\$44,105.94	(\$1,061.67)	\$85,843.73	66.60%

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For Fire Department (07)

For the Fiscal Period 2017-4 Ending January 31, 2017

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaining % of Budget
10-07-5106	Pension	\$16,200.00	\$0.00	\$3,000.00	\$0.00	\$13,200.00	81.48%
10-07-5110	Workmen's Compensation Ins	\$650.00	\$0.00	\$348.10	\$0.00	\$301.90	46.45%
10-07-5130	Training & Travel	\$500.00	\$0.00	\$296.18	\$0.00	\$203.82	40.76%
10-07-5190	Uniforms	\$8,000.00	\$0.00	\$280.00	\$0.00	\$7,720.00	96.50%
Total Fire Department Personnel Costs		\$25,350.00	\$0.00	\$3,924.28	\$0.00	\$21,425.72	84.52%
10-07-5210	Office Supplies	\$500.00	\$19.75	\$19.75	\$0.00	\$480.25	96.05%
10-07-5215	Custodial Supplies	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	100.00%
10-07-5220	Tools	\$12,000.00	\$0.00	\$3,810.00	(\$90.00)	\$8,280.00	69.00%
10-07-5230	Gas, Oil, & Lubricants	\$3,000.00	\$0.00	\$500.57	\$0.00	\$2,499.43	83.31%
10-07-5240	Expendable Operating Supplies	\$0.00	\$0.00	\$99.00	\$0.00	(\$99.00)	0.00%
10-07-5285	Fire Prevention Supplies	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	100.00%
Total Fire Department Operating Supplies		\$18,000.00	\$19.75	\$4,429.32	(\$90.00)	\$13,660.68	75.89%
10-07-5310	Building & Grounds M&R	\$3,000.00	\$195.35	\$3,275.35	\$0.00	(\$275.35)	(9.18%)
10-07-5340	Vehicle M&R	\$6,000.00	\$0.00	\$432.29	(\$17.25)	\$5,584.96	93.08%
10-07-5360	Radio M&R	\$500.00	\$0.00	\$389.95	\$0.00	\$110.05	22.01%
10-07-5365	Other Equipment M&R	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Fire Department Maintenance & Repair		\$9,500.00	\$195.35	\$4,097.59	(\$17.25)	\$5,419.66	57.05%
10-07-5410	Electricity	\$2,500.00	\$107.58	\$403.72	\$0.00	\$2,096.28	83.85%
10-07-5420	Telephone	\$1,400.00	\$107.43	\$647.91	\$0.00	\$752.09	53.72%
10-07-5430	Natural Gas	\$300.00	\$19.92	\$61.08	\$0.00	\$238.92	79.64%
Total Fire Department Utilities & Telephone		\$4,200.00	\$234.93	\$1,112.71	\$0.00	\$3,087.29	73.51%
10-07-5560	Engineering	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-07-5566	Contractual Services - Ambulance	\$80,000.00	\$0.00	\$18,750.00	\$0.00	\$61,250.00	76.56%
10-07-5570	Attorney's Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Fire Department Services		\$80,000.00	\$0.00	\$18,750.00	\$0.00	\$61,250.00	76.56%
10-07-5630	Insurance - Motor Vehicles	\$4,000.00	\$0.00	\$4,650.08	\$0.00	(\$650.08)	(16.25%)
10-07-5640	Insurance - Bldg/Liab/Bond	\$4,000.00	\$0.00	\$856.74	\$0.00	\$3,143.26	78.58%
10-07-5660	Dues & Subscriptions	\$2,200.00	\$565.00	\$565.00	\$0.00	\$1,635.00	74.32%
10-07-5685	Publishing & Advertising	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-07-5695	Special Services - Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Fire Department Sundry		\$10,200.00	\$565.00	\$6,071.82	\$0.00	\$4,128.18	40.47%

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For Fire Department (07)

For the Fiscal Period 2017-4 Ending January 31, 2017

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaining % of Budget
10-07-5910	Office Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-07-5920	Motor Vehicles	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-07-5930	Equipment	\$18,000.00	\$0.00	\$0.00	\$0.00	\$18,000.00	100.00%
10-07-5935	Equipment - Time Payments	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-07-5940	Special Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Fire Department Capital Outlay		\$18,000.00	\$0.00	\$0.00	\$0.00	\$18,000.00	100.00%
Total Fire Department Expense		\$165,250.00	\$1,015.03	\$38,385.72	(\$107.25)	\$126,971.53	76.84%

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget
For Parks and Recreation (08)
For the Fiscal Period 2017-4 Ending January 31, 2017

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaining % of Budget
10-08-5102	Contract Labor	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-08-5103	Salaries & Wages	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-08-5105	Retirement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-08-5110	Workmen's Compensation Ins	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-08-5120	Unemployment Insurance	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-08-5130	Training & Travel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Parks and Recreation Personnel Costs		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-08-5210	Office Supplies	\$0.00	\$0.00	\$162.83	\$0.00	(\$162.83)	0.00%
10-08-5215	Custodial Supplies	\$1,500.00	\$42.09	\$68.53	\$35.00	\$1,396.47	93.10%
10-08-5220	Tools	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-08-5240	Expendable Operating Supplies	\$2,000.00	\$0.00	\$139.24	\$0.00	\$1,860.76	93.04%
10-08-5270	Chemicals	\$2,000.00	\$0.00	\$615.48	\$0.00	\$1,384.52	69.23%
Total Parks and Recreation Operating Supplies		\$5,500.00	\$42.09	\$986.08	\$35.00	\$4,478.92	81.43%
10-08-5310	Building & Grounds M&R	\$15,000.00	\$415.16	\$2,822.41	\$38.44	\$12,139.15	80.93%
10-08-5365	Other Equipment M&R	\$2,000.00	\$21.46	\$3,314.16	\$0.00	(\$1,314.16)	(65.71%)
Total Parks and Recreation Maintenance & Repair		\$17,000.00	\$436.62	\$6,136.57	\$38.44	\$10,824.99	63.68%
10-08-5410	Electricity	\$2,500.00	\$69.20	\$284.10	\$0.00	\$2,215.90	88.64%
10-08-5420	Telephone	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Parks and Recreation Utilities & Telephone		\$2,500.00	\$69.20	\$284.10	\$0.00	\$2,215.90	88.64%
10-08-5560	Engineering	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-08-5570	Attorney's Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Parks and Recreation Services		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-08-5640	Insurance - Bldg/Liab/Bond	\$5,500.00	\$0.00	\$600.09	\$0.00	\$4,899.91	89.09%
10-08-5660	Dues & Subscriptions	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-08-5685	Publishing & Advertising	\$1,000.00	\$0.00	\$841.68	(\$841.68)	\$1,000.00	100.00%
10-08-5695	Special Services - Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Parks and Recreation Sundry		\$6,500.00	\$0.00	\$1,441.77	(\$841.68)	\$5,899.91	90.77%
10-08-5850	Beautification	\$1,000.00	\$516.00	\$516.00	\$0.00	\$484.00	48.40%
10-08-5851	Parks & Recreation	\$7,000.00	\$787.90	\$2,026.92	(\$319.35)	\$5,292.43	75.61%
Total Parks and Recreation Parks and Recreation		\$8,000.00	\$1,303.90	\$2,542.92	(\$319.35)	\$5,776.43	72.21%
10-08-5930	Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

City of Richwood
Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget
 For Parks and Recreation (08)
 For the Fiscal Period 2017-4 Ending January 31, 2017

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaining % of Budget
10-08-5940	Special Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-08-5962	Transfer to Replacement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Parks and Recreation Capital Outlay		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Parks and Recreation Expense		\$39,500.00	\$1,851.81	\$11,391.44	(\$1,087.59)	\$29,196.15	73.91%

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For Code Enforcement (09)

For the Fiscal Period 2017-4 Ending January 31, 2017

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaining % of Budget
10-09-5103	Salaries & Wages	\$31,200.00	\$2,587.50	\$8,667.50	\$0.00	\$22,532.50	72.22%
10-09-5105	Retirement	\$5,000.00	\$419.72	\$1,400.96	\$0.00	\$3,599.04	71.98%
10-09-5110	Workmen's Compensation Ins	\$1,000.00	\$0.00	\$216.40	\$0.00	\$783.60	78.36%
10-09-5115	Hospitalization	\$9,450.00	\$707.44	\$1,415.02	\$0.00	\$8,034.98	85.03%
10-09-5120	Unemployment Insurance	\$400.00	\$59.51	\$199.35	\$0.00	\$200.65	50.16%
10-09-5130	Training & Travel	\$2,000.00	\$0.00	\$614.15	\$0.00	\$1,385.85	69.29%
10-09-5175	Education Incentive	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-09-5190	Uniforms	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	100.00%
Total Code Enforcement Personnel Costs		\$49,550.00	\$3,774.17	\$12,513.38	\$0.00	\$37,036.62	74.75%
10-09-5210	Office Supplies	\$1,500.00	\$0.00	\$129.00	\$0.00	\$1,371.00	91.40%
10-09-5215	Custodial Supplies	\$0.00	\$0.00	\$6.99	\$0.00	(\$6.99)	0.00%
10-09-5220	Tools	\$2,000.00	\$22.28	\$22.28	\$0.00	\$1,977.72	98.89%
10-09-5230	Gas, Oil, & Lubricants	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-09-5240	Expendable Operating Supplies	\$904.00	\$0.00	\$0.00	\$0.00	\$904.00	100.00%
Total Code Enforcement Operating Supplies		\$4,404.00	\$22.28	\$158.27	\$0.00	\$4,245.73	96.41%
10-09-5320	Office Furniture/Fixture M&R	\$0.00	\$0.00	\$644.65	\$0.00	(\$644.65)	0.00%
10-09-5340	Vehicle M&R	\$3,000.00	\$25.50	\$784.30	(\$1,300.00)	\$3,515.70	117.19%
Total Code Enforcement Maintenance & Repair		\$3,000.00	\$25.50	\$1,428.95	(\$1,300.00)	\$2,871.05	95.70%
10-09-5570	Attorney's Fees	\$3,500.00	\$0.00	\$0.00	\$0.00	\$3,500.00	100.00%
Total Code Enforcement Services		\$3,500.00	\$0.00	\$0.00	\$0.00	\$3,500.00	100.00%
10-09-5630	Insurance - Motor Vehicles	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	100.00%
10-09-5660	Dues & Subscriptions	\$500.00	\$0.00	\$99.00	\$0.00	\$401.00	80.20%
10-09-5685	Publishing & Advertising	\$500.00	\$0.00	\$289.32	\$0.00	\$210.68	42.14%
Total Code Enforcement Sundry		\$2,000.00	\$0.00	\$388.32	\$0.00	\$1,611.68	80.58%
10-09-5920	Motor Vehicles	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-09-5930	Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
10-09-5940	Special Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Code Enforcement Capital Outlay		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Code Enforcement Expense		\$62,454.00	\$3,821.95	\$14,488.92	(\$1,300.00)	\$49,265.08	78.88%

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget
For Permitting & Inspections (10)
For the Fiscal Period 2017-4 Ending January 31, 2017

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaining % of Budget
10-10-5103	Salaries & Wages	\$53,601.00	\$4,511.80	\$16,301.30	\$0.00	\$37,299.70	69.59%
10-10-5105	Retirement	\$6,500.00	\$447.62	\$1,566.78	\$0.00	\$4,933.22	75.90%
10-10-5110	Workmen's Compensation Ins	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	100.00%
10-10-5115	Hospitalization	\$8,250.00	\$699.58	\$2,779.76	\$0.00	\$5,470.24	66.31%
10-10-5120	Unemployment Insurance	\$120.00	\$103.78	\$103.78	\$0.00	\$16.22	13.52%
10-10-5130	Training & Travel	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	100.00%
10-10-5190	Uniforms	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	100.00%
Total Permitting & Inspections Personnel Costs		\$71,671.00	\$5,762.78	\$20,751.62	\$0.00	\$50,919.38	71.05%
10-10-5210	Office Supplies	\$100.00	\$0.00	\$7.50	\$0.00	\$92.50	92.50%
10-10-5220	Tools	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	100.00%
10-10-5230	Gas, Oil, & Lubricants	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	100.00%
10-10-5240	Expendable Operating Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Permitting & Inspections Operating Supplies		\$7,100.00	\$0.00	\$7.50	\$0.00	\$7,092.50	99.89%
10-10-5340	Vehicle M&R	\$1,000.00	\$0.00	\$46.49	\$0.00	\$953.51	95.35%
10-10-5360	Radio M&R	\$110.00	\$0.00	\$102.00	\$0.00	\$8.00	7.27%
Total Permitting & Inspections Maintenance & Repair		\$1,110.00	\$0.00	\$148.49	\$0.00	\$961.51	86.62%
10-10-5570	Attorney's Fees	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	100.00%
Total Permitting & Inspections Services		\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	100.00%
10-10-5630	Insurance - Motor Vehicles	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	100.00%
10-10-5660	Dues & Subscriptions	\$10,400.00	\$100.00	\$100.00	\$0.00	\$10,300.00	99.04%
Total Permitting & Inspections Sundry		\$10,900.00	\$100.00	\$100.00	\$0.00	\$10,800.00	99.08%
10-10-5950	Contingency Fund	\$0.00	\$47.41	\$47.41	\$0.00	(\$47.41)	0.00%
Total Permitting & Inspections Capital Outlay		\$0.00	\$47.41	\$47.41	\$0.00	(\$47.41)	0.00%
Total Permitting & Inspections Expense		\$91,281.00	\$5,910.19	\$21,055.02	\$0.00	\$70,225.98	76.93%

City of Richwood**Balance Sheet****For General Fund (10)****January 31, 2017****Assets**

10-29-1101	Cash	461,498.68
10-29-1103	Cash in bank - Beautification	.00
10-29-1105	Seizure and Forfeiture Fund	1,016.16
10-29-1106	TexPool Investments	387,301.99
10-29-1107	Petty Cash	800.00
10-29-1108	TexStar Investments	128,203.82
10-29-1109	Logic Investments	56,504.56
10-29-1110	WCMA - Merrill Lynch Investments	.00
10-29-1111	Certificates of Deposit	187,717.46
10-29-1112	Tax Receivable	(1,021,784.47)
10-29-1113	Accrued Interest Receivable	80.42
10-29-1114	Sales Tax Receivable	47,277.01
10-29-1115	Due from Fire Department	.00
10-29-1116	Due from Enterprise Fund	722,363.68
10-29-1118	Due from Capital Construction Fund	.00
10-29-1119	Due from Replacment	.00
10-29-1120	Allowance for Uncollectibles	(17,098.78)
10-29-1121	Due from Insurance Contingency	.00
10-29-1122	Accounts Receivable - Other	14,472.06
10-29-1123	Deferred Taxes	(18,368.20)
10-29-1125	Prepaid Expenditures	1,875.00
10-29-1127	Investments - Merrill Lynch	.00
10-29-1129	Delinquent Taxes	(17,765.37)
10-29-1130	Accounts Rec/NSF checks	1,386.97
10-29-1131	Due from Other Governments	(16,679.99)
10-29-1133	Reserve for Ad Valorem Taxes	1,074,914.86
10-29-1134	Reserve for Delinquent Taxes	17,783.97
10-29-1140	Due from Capital Improvements	.00
10-29-1141	Due From Debt Service	.00
10-29-1142	Due from General - Replacement	.00
10-29-1143	Due from Seizure and Forfeiture	.00
10-29-1144	Due from Crime Control and Prevention	45,715.95
10-29-1145	Due from Beautification	.00
10-29-1146	Due from Transportation Fund	3,907.90
10-29-1147	Due from General (Seizure)	.00
10-29-1150	Loan receivable	100,896.00
10-29-1261	Land	.00
10-29-1262	Buildings	.00
10-29-1263	Vehicles	.00
10-29-1264	Office Equipment	.00
10-29-1265	Equipment	.00
Total		2,162,019.68
Total Assets		\$ 2,162,019.68

Liabilities and Fund Balance

City of Richwood**Balance Sheet****For General Fund (10)****January 31, 2017**

10-29-2125	Cash Over/Under	\$	(118.49)
10-29-2127	Municipal Court Bonds		568.69
10-29-2129	Accts Payble - Other		2,398.75
10-29-2130	Accounts Payable		55,974.30
10-29-2131	Federal W/H Payble		8,503.71
10-29-2132	Retirement Payable		4,931.34
10-29-2134	Due to Debt Service Fund		.00
10-29-2135	Blue Santa Program Payable		1,856.50
10-29-2136	Insurance Payable		(2,095.92)
10-29-2137	Credit Union Payable		(425.00)
10-29-2138	Child Support Payable		.00
10-29-2139	Festivals		(6.87)
10-29-2140	Municipal Court Costs		14,453.86
10-29-2141	Overdrawn		.00
10-29-2142	Student Loan		.00
10-29-2144	Social Security Payable		(469.15)
10-29-2145	Special Police Training Fund		(250.00)
10-29-2146	Deferred Police Forfeitures		.00
10-29-2149	Due to Capital Projects		.00
10-29-2150	Due to Water/Sewer		169,496.77
10-29-2151	Due to Insurance Contingency		.00
10-29-2153	Due to Water Meter Deposit		.00
10-29-2155	Due to Replacement		1,700.00
10-29-2156	Due to Revenue Bond I&S		.00
10-29-2157	Court Security Fund		.00
10-29-2158	Due to Capital Improvement		.00
10-29-2159	Due to Crime Control and Prevention District		34,607.58
10-29-2160	Due to Reserve Fund		.00
10-29-2161	Due to Beautification		.00
10-29-2162	Due to Transportation Fund		.00
10-29-2165	Accounts Payable - Debt Service		120,553.55
10-29-2166	Due to Seizure & Forfeiture		.00
10-29-2170	Tax Escrow Account		.00
10-29-2172	Due to General from Seizure and Forfeiture		.00
10-29-2175	AFU Account		.00
10-61-2221	Due to General		.00
Total			411,679.62
Total Liabilities			411,679.62

10-29-3103	Fund Balance	1,013,870.81
10-29-3105	Reserved for Investment in Inventory	.00
10-29-3110	Encumbrance Account	(16,653.41)
10-29-3190	Seizure and Forfeiture Fund	858.60
10-29-3191	Reserve - Festival	1,989.38
10-29-3192	Reserve - Police Training	747.97
10-29-3198	Reserve - Municipal Court Security	1,779.26

City of Richwood**Balance Sheet****For General Fund (10)****January 31, 2017**

10-29-3199	Reserve for Municipal Court Technology	4,439.67
	Total	1,007,032.28
	Excess of Revenue Over Expenditures	743,307.78
	Total Fund Balances	1,750,340.06
	Total Liabilities and Fund Balances	\$ 2,162,019.68

City of Richwood
Statement of Revenue and Expenditures
Revised Budget
For Enterprise (30)
For the Fiscal Period 2017-4 Ending January 31, 2017

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues						
30-25-4113 Intragovernmental Income	\$	0.00	\$ 0.00	\$ 0.00	0.00	0.00%
30-25-4410 Water Fees		0.00	5,521.18	88,061.00	21,101.65	76.04%
30-25-4420 Sewer Fees		0.00	4,808.74	80,149.00	18,047.85	77.48%
30-30-4110 Interest Earnings		0.00	86.81	300.00	86.81	71.06%
30-30-4112 Miscellaneous Income		0.00	(89.35)	6,000.00	(71.83)	101.20%
30-30-4113 Intragovernmental Income		0.00	0.00	0.00	0.00	0.00%
30-30-4120 Deferred Revenue		0.00	0.00	0.00	0.00	0.00%
30-30-4123 Other Revenues		0.00	0.00	0.00	0.00	0.00%
30-30-4221 Bond Proceeds		0.00	0.00	0.00	0.00	0.00%
30-30-4410 Water Fees		0.00	49,668.81	775,723.00	192,121.55	75.23%
30-30-4420 Sewer Fees		0.00	43,256.24	755,174.00	165,426.85	78.09%
30-30-4430 Delinquent Charges		0.00	3,186.07	25,000.00	9,812.60	60.75%
30-30-4435 Capital Contributions		0.00	0.00	0.00	0.00	0.00%
30-30-4440 Water Taps		0.00	2,000.00	8,000.00	3,500.00	56.25%
30-30-4450 Sewer Taps		0.00	500.00	2,000.00	1,000.00	50.00%
30-30-4460 Reconnect Fees		0.00	225.00	7,000.00	1,025.00	85.36%
30-30-4470 Garbage Receipts		0.00	0.00	5,000.00	0.00	100.00%
Total Enterprise Revenues	\$	0.00	\$ 109,163.50	\$ 1,752,407.00	\$ 412,050.48	76.49%
Enterprise Excess of Revenues Over Expenditures	\$	0.00	\$ (70,468.53)	\$ 0.00	\$ 17,140.23	0.00%

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget
For Water/Sewer (21)
For the Fiscal Period 2017-4 Ending January 31, 2017

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaining % of Budget
30-21-5102	Contract Labor	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	100.00%
30-21-5103	Salaries & Wages	\$202,671.00	\$19,555.33	\$75,996.81	\$0.00	\$126,674.19	62.50%
30-21-5105	Retirement	\$24,100.00	\$1,607.25	\$6,289.99	\$0.00	\$17,810.01	73.90%
30-21-5110	Workmen's Compensation Ins	\$4,000.00	\$65.00	\$3,646.03	\$0.00	\$353.97	8.85%
30-21-5115	Hospitalization	\$36,740.00	\$2,815.45	\$9,737.36	\$0.00	\$27,002.64	73.50%
30-21-5120	Unemployment Insurance	\$1,000.00	\$484.00	\$622.21	\$0.00	\$377.79	37.78%
30-21-5130	Training & Travel	\$4,000.00	\$29.39	\$807.77	\$9.69	\$3,182.54	79.56%
30-21-5190	Uniforms	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Water/Sewer Personnel Costs		\$273,511.00	\$24,556.42	\$97,100.17	\$9.69	\$176,401.14	64.50%
30-21-5210	Office Supplies	\$15,000.00	\$1,036.75	\$3,056.74	\$0.00	\$11,943.26	79.62%
30-21-5215	Custodial Supplies	\$300.00	\$7.99	\$7.99	\$30.00	\$262.01	87.34%
30-21-5220	Tools	\$2,000.00	\$0.00	\$239.75	(\$226.16)	\$1,986.41	99.32%
30-21-5230	Gas, Oil, & Lubricants	\$15,000.00	\$0.00	\$2,183.08	\$0.00	\$12,816.92	85.45%
30-21-5240	Expendable Operating Supplies	\$2,200.00	\$216.53	\$237.29	\$0.00	\$1,962.71	89.21%
30-21-5270	Chemicals	\$5,000.00	\$1,473.85	\$4,606.88	\$0.00	\$393.12	7.86%
Total Water/Sewer Operating Supplies		\$39,500.00	\$2,735.12	\$10,331.73	(\$196.16)	\$29,364.43	74.34%
30-21-5310	Building & Grounds M&R	\$2,000.00	\$588.03	\$729.52	\$146.57	\$1,123.91	56.20%
30-21-5320	Office Furniture/Fixture M&R	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
30-21-5340	Vehicle M&R	\$3,000.00	\$34.99	\$34.99	\$0.00	\$2,965.01	98.83%
30-21-5360	Radio M&R	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
30-21-5365	Other Equipment M&R	\$0.00	\$63.59	\$93.91	\$368.07	(\$461.98)	0.00%
30-21-5390	Water Lines M&R	\$45,000.00	\$4,752.71	\$23,986.05	(\$1,590.33)	\$22,604.28	50.23%
30-21-5392	Sewer Lines M&R	\$72,200.00	\$0.00	\$21,901.62	(\$1,208.43)	\$51,506.81	71.34%
Total Water/Sewer Maintenance & Repair		\$122,200.00	\$5,439.32	\$46,746.09	(\$2,284.12)	\$77,738.03	63.62%
30-21-5410	Electricity	\$45,000.00	\$3,710.13	\$10,704.61	\$0.00	\$34,295.39	76.21%
30-21-5420	Telephone	\$2,500.00	\$160.50	\$523.64	\$0.00	\$1,976.36	79.05%
30-21-5430	Natural Gas	\$600.00	\$0.00	\$0.00	\$0.00	\$600.00	100.00%
Total Water/Sewer Utilities & Telephone		\$48,100.00	\$3,870.63	\$11,228.25	\$0.00	\$36,871.75	76.66%
30-21-5505	Lease expense	\$135,911.00	\$0.00	\$33,658.75	\$0.00	\$102,252.25	75.23%
30-21-5560	Engineering	\$2,500.00	\$225.00	\$4,050.00	\$0.00	(\$1,550.00)	(62.00%)
30-21-5570	Attorney's Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
30-21-5580	Auditor's Fees	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

City of Richwood
Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget
For Water/Sewer (21)
For the Fiscal Period 2017-4 Ending January 31, 2017

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaining % of Budget
Total Water/Sewer Services		\$138,411.00	\$225.00	\$37,708.75	\$0.00	\$100,702.25	72.76%
30-21-5630	Insurance - Motor Vehicles	\$2,000.00	\$0.00	\$1,436.61	\$0.00	\$563.39	28.17%
30-21-5640	Insurance - Bldg/Liab/Bond	\$25,000.00	\$0.00	\$3,388.83	\$0.00	\$21,611.17	86.44%
30-21-5660	Dues & Subscriptions	\$2,500.00	\$50.79	\$135.34	\$0.00	\$2,364.66	94.59%
30-21-5685	Publishing & Advertising	\$500.00	\$1,176.00	\$1,465.32	(\$50.00)	(\$915.32)	(183.06%)
30-21-5695	Special Services - Miscellaneous	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Water/Sewer Sundry		\$30,000.00	\$1,226.79	\$6,426.10	(\$50.00)	\$23,623.90	78.75%
30-21-5910	Office Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
30-21-5920	Motor Vehicles	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
30-21-5930	Equipment	\$0.00	\$0.00	\$208.00	\$0.00	(\$208.00)	0.00%
30-21-5935	Equipment - Time Payments	\$20,000.00	\$13,595.30	\$15,032.81	\$0.00	\$4,967.19	24.84%
30-21-5940	Special Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
30-21-5950	Contingency Fund	\$71,323.00	\$0.00	\$0.00	\$0.00	\$71,323.00	100.00%
30-21-5963	Transfer to General Fund	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
30-21-5990	Sewage Treatment Plant	\$279,000.00	\$0.00	\$0.00	\$0.00	\$279,000.00	100.00%
30-21-5995	Brazosport Water Authority	\$230,000.00	\$21,417.90	\$63,562.80	\$0.00	\$166,437.20	72.36%
30-21-5996	Transfer to Capital Improvement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
30-21-5999	Depreciation	\$332,152.00	\$0.00	\$0.00	\$0.00	\$332,152.00	100.00%
Total Water/Sewer Capital Outlay		\$932,475.00	\$35,013.20	\$78,803.61	\$0.00	\$853,671.39	91.55%
Total Water/Sewer Expense		\$1,584,197.00	\$73,066.48	\$288,344.70	(\$2,520.59)	\$1,298,372.89	81.96%

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget
For Revenue Bond I&S (25)
For the Fiscal Period 2017-4 Ending January 31, 2017

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaining % of Budget
30-25-5240	Expendable Operating Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Revenue Bond I&S Operating Supplies		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
30-25-5960	CO Series 2013	\$73,791.00	\$73,790.55	\$73,790.55	\$0.00	\$0.45	0.00%
30-25-5970	Certificates of Obligation Series 2011	\$54,507.00	\$0.00	\$0.00	\$0.00	\$54,507.00	100.00%
30-25-5989	RB I&S Series 1980	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
30-25-5991	RB I&S Series 2004	\$39,912.00	\$32,775.00	\$32,775.00	\$0.00	\$7,137.00	17.88%
30-25-5992	Loan Interest	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Revenue Bond I&S Capital Outlay		\$168,210.00	\$106,565.55	\$106,565.55	\$0.00	\$61,644.45	36.65%
Total Revenue Bond I&S Expense		\$168,210.00	\$106,565.55	\$106,565.55	\$0.00	\$61,644.45	36.65%

City of Richwood**Balance Sheet****For Enterprise (30)****January 31, 2017****Assets**

30-23-1101	Cash	.00
30-24-1101	Reserve Cash	.00
30-25-1101	Cash - Revenue Bond	.00
30-30-1101	Cash	(32,238.63)
30-23-1106	TexPool Investments	65,027.56
30-25-1106	TexPool Investments	.00
30-30-1106	TexPool Investments	.00
30-54-1106	TexPool Investments	.00
30-30-1107	Petty Cash	.00
30-25-1109	Logic Investments	811.07
30-30-1109	Logic Investments	(.39)
30-24-1110	Reserve - WCMA	.00
30-25-1110	WCMA - Merrill Lynch Investments	.00
30-30-1110	WCMA - Merrill Lynch Investments	.00
30-23-1111	Certificates of Deposit	28,239.08
30-25-1111	Certificates of Deposit	.00
30-30-1111	Certificates of Deposit	71,755.23
30-30-1113	Accrued Interest Receivable	28.62
30-30-1118	Due from Capital Construction Fund	.00
30-30-1119	Due from Replacment	.00
30-30-1120	Allowance for Uncollectibles	.00
30-30-1121	Due from Insurance Contingency	.00
30-30-1122	Accounts Receivable - Other	.00
30-24-1125	Prepaid Expenditures	.00
30-25-1125	Prepaid Expenditures	.00
30-30-1125	Prepaid Expenditures	.00
30-24-1127	Investments - Merrill Lynch	.00
30-25-1127	Investments - Merrill Lynch	.00
30-30-1127	Investments - Merrill Lynch	.00
30-30-1130	Accounts Rec/NSF checks	569.98
30-30-1131	Due from Other Governments	.00
30-30-1140	Due from Capital Improvements	.00
30-30-1141	Due From Debt Service	.00
30-30-1159	Deferred Outflow - TMRS	2,462.00
30-30-1160	Deferred Outflow - Contribution	14,187.48
30-30-1207	Bond Issuance Cost	.00
30-30-1208	Accumulated amortization of bond	.00
30-30-1209	2011 CO Bond Issuance Costs	.00
30-30-1210	2011 CO Accumulated Amortization	.00
30-30-1227	Construction in Progress - CDBG	.00
30-30-1228	Construction in Progress - Water Wells	147,224.85
30-30-1229	Construction in Progress - Sewer Lift Stations	.00
30-30-1230	Utility Receivables	155,391.62
30-30-1231	Reserve for Uncollectables	.00
30-30-1232	Unbilled utility	66,761.48
30-30-1239	Due from Bond	.00

City of Richwood**Balance Sheet****For Enterprise (30)****January 31, 2017**

30-30-1240	Due from General Water/Sewer	169,496.97
30-30-1241	Due from General - Water/Meter	.00
30-30-1242	Due from General - Capital	.00
30-30-1245	Due from Capital Projects	.00
30-30-1250	Due from General - Reserve	.00
30-25-1252	Due from W/S - Revenue Bond	.00
30-30-1252	Due from W/S - Revenue Bond	.00
30-23-1253	Due from W/S for W/M	.00
30-30-1253	Due from W/S for W/M	.00
30-30-1259	Deferred inflow-TMRS	(6,593.00)
30-30-1261	Land	122,580.00
30-30-1262	Buildings	193,270.01
30-30-1263	Vehicles	100,396.99
30-30-1264	Office Equipment	.00
30-30-1265	Equipment	203,130.25
30-30-1266	Water System	5,776,307.06
30-30-1267	Sewer System	5,127,859.10
30-30-1269	Accumulated Depreciation	(4,704,009.09)
30-25-1325	Due from General Fund	.00
Total		7,502,658.24
Total Assets		\$ 7,502,658.24

Liabilities and Fund Balance

30-30-2125	Cash Over/Under	.00
30-30-2129	Accts Payble - Other	630.23
30-30-2130	Accounts Payable	(3,011.59)
30-30-2131	Federal W/H Payble	1,190.61
30-30-2132	Retirement Payable	1,828.40
30-30-2134	Due to Debt Service Fund	.00
30-30-2136	Insurance Payable	996.35
30-30-2137	Credit Union Payable	.00
30-30-2138	Child Support Payable	.00
30-30-2144	Social Security Payable	(610.94)
30-30-2149	Due to Capital Projects	.00
30-25-2150	Due to Water/Sewer	.00
30-54-2150	Due to Water/Sewer	.00
30-30-2151	Due to Insurance Contingency	.00
30-30-2153	Due to Water Meter Deposit	.00
30-30-2155	Due to Replacement	.00
30-30-2156	Due to Revenue Bond I&S	.00
30-24-2158	Due to Capital Improvement	.00
30-30-2158	Due to Capital Improvement	.00
30-54-2158	Due to Capital Improvement	.00
30-30-2160	Due to Reserve Fund	.00
30-30-2162	Due to Transportation Fund	36,732.92

City of Richwood

Balance Sheet

For Enterprise (30)

January 31, 2017

30-30-2175	AFU Account	.00
30-30-2220	Customer Meter Deposits	121,194.14
30-30-2221	Due to General	725,949.38
30-30-2222	Due to Debt Service	.00
30-30-2224	Due to W/S from Water/Meter	.00
30-30-2225	Due to Transportation Fund	.00
30-30-2228	Due to Revenue Bond from W/S	.00
30-30-2235	Sales Tax Payable	1,763.90
30-30-2240	Sanitation Payable	27,384.05
30-30-2241	Fire Department Donations	5,202.99
30-30-2242	Beautification Donations	3,422.21
30-30-2243	Transportation Fees	10,305.00
30-30-2244	Inspection fee payable	7,840.00
30-25-2248	Accrued int payable - Capital Loan	14,401.60
30-25-2249	Accrued Revenue Bond Int. Payable	7,742.86
30-30-2249	Accrued Revenue Bond Int. Payable	.00
30-25-2250	Revenue Bonds Payable - 1980	.00
30-30-2250	Revenue Bonds Payable - 1980	.00
30-25-2255	Loan Payable	549,909.45
30-30-2255	Loan Payable	100,896.00
30-25-2256	Certificates Payable	310,000.00
30-30-2256	Certificates Payable	.00
30-25-2257	2011 Certificates of Obligation Bond	660,000.00
30-25-2280	Net Pension Liability	56,846.40
Total		2,640,613.96
Total Liabilities		2,640,613.96
30-30-3110	Encumbrance Account	.00
30-30-3201	Retained Earnings	3,527,354.41
30-25-3205	Retained Earnings - Bonds	566,267.85
30-25-3206	Reserve - Construction	751,281.79
Total		4,844,904.05
Excess of Revenue Over Expenditures		17,140.23
Total Fund Balances		4,862,044.28
Total Liabilities and Fund Balances		\$ 7,502,658.24

City of Richwood
Statement of Revenue and Expenditures
Revised Budget
For Capital Improvements (11)
For the Fiscal Period 2017-4 Ending January 31, 2017

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
11-55-4110 Interest Earnings	\$ 0.00	\$ 40.19	\$ 65.00	\$ 40.19	38.17%
11-55-4113 Intragovernmental Income	0.00	0.00	0.00	0.00	0.00%
Total Capital Improvements Revenues	\$ 0.00	\$ 40.19	\$ 65.00	\$ 40.19	38.17%
 Capital Improvements Excess of Revenues Over Expen					
	\$ 0.00	\$ 40.19	\$ 65.00	\$ 40.19	38.17%

City of Richwood
Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget
 For Capital Improvements (55)
 For the Fiscal Period 2017-4 Ending January 31, 2017

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaining % of Budget
11-55-5240	Expendable Operating Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Capital Improvements Operating Supplies		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
11-55-5365	Other Equipment M&R	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Capital Improvements Maintenance & Repair		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
11-55-5915	Capital Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Capital Improvements Capital Outlay		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Capital Improvements Expense		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

City of Richwood
Balance Sheet
For Capital Improvements (11)
January 31, 2017

Assets

11-55-1101	Cash	.00
11-55-1106	TexPool Investments	31,718.92
11-55-1109	Logic Investments	2,263.85
11-55-1110	WCMA - Merrill Lynch Investments	.00
11-55-1111	Certificates of Deposit	39,866.06
11-55-1113	Accrued Interest Receivable	10.90
11-55-1116	Due from Enterprise Fund	.00
11-55-1118	Due from Capital Construction Fund	.00
11-55-1119	Due from Replacement	.00
11-55-1125	Prepaid Expenditures	.00
11-55-1127	Investments - Merrill Lynch	.00
11-55-1140	Due from Capital Improvements	.00
11-55-1325	Due from General Fund	.00
Total		<u>73,859.73</u>
Total Assets		<u>\$ 73,859.73</u>

Liabilities and Fund Balance

11-55-2149	Due to Capital Projects	.00
11-55-2150	Due to Water/Sewer	.00
11-55-2155	Due to Replacement	.00
11-55-2158	Due to Capital Improvement	.00
11-55-2221	Due to General	.00
Total		<u>.00</u>
Total Liabilities		<u>.00</u>
11-55-3103	Fund Balance	73,819.54
11-55-3110	Prior Year Encumbrance Account	.00
Total		<u>73,819.54</u>
Excess of Revenue Over Expenditures		40.19
Total Fund Balances		<u>73,859.73</u>
Total Liabilities and Fund Balances		<u>\$ 73,859.73</u>

City of Richwood
Statement of Revenue and Expenditures
Revised Budget
For Insurance (12)
For the Fiscal Period 2017-4 Ending January 31, 2017

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
12-53-4110 Interest Earnings	\$ 0.00	\$ 16.56	\$ 110.00	\$ 16.56	84.95%
12-53-4113 Intragovernmental Income	0.00	0.00	0.00	0.00	0.00%
Total Insurance Revenues	\$ 0.00	\$ 16.56	\$ 110.00	\$ 16.56	84.95%
Insurance Excess of Revenues Over Expenditures	\$ 0.00	\$ 16.56	\$ 110.00	\$ 16.56	84.95%

City of Richwood
Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget
 For Insurance (53)
 For the Fiscal Period 2017-4 Ending January 31, 2017

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaining % of Budget
12-53-5240	Expendable Operating Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Insurance Operating Supplies		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Insurance Expense		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

City of Richwood
Balance Sheet

For Insurance (12)
January 31, 2017

Assets

12-53-1111	Certificates of Deposit	13,445.50
12-53-1113	Accrued Interest Receivable	17.60
12-53-1325	Due from General Fund	.00
Total		13,463.10
Total Assets		\$ 13,463.10

Liabilities and Fund Balance

12-53-2221	Due to General	.00
Total		.00
Total Liabilities		.00
12-53-3103	Fund Balance	13,446.54
12-53-3110	Prior Year Encumbrance Account	.00
12-55-3110	Prior Year Encumbrance Account	.00
Total		13,446.54
	Excess of Revenue Over Expenditures	16.56
Total Fund Balances		13,463.10
Total Liabilities and Fund Balances		\$ 13,463.10

City of Richwood
Statement of Revenue and Expenditures
Revised Budget
For Replacements (13)
For the Fiscal Period 2017-4 Ending January 31, 2017

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues						
13-52-4110 Interest Earnings	\$	0.00	\$ 19.83	\$ 35.00	\$ 19.83	43.34%
13-52-4112 Miscellaneous Income		0.00	0.00	0.00	1,700.00	0.00%
13-52-4113 Intragovernmental Income		0.00	0.00	0.00	0.00	0.00%
Total Replacements Revenues	\$	0.00	\$ 19.83	\$ 35.00	\$ 1,719.83	(4813.80%)
Replacements Excess of Revenues Over Expenditures	\$	0.00	\$ 19.83	\$ 35.00	\$ 1,719.83	(4813.80%)

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget
For Replacement (52)
For the Fiscal Period 2017-4 Ending January 31, 2017

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaining % of Budget
13-52-5240	Expendable Operating Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Replacement Operating Supplies		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
13-52-5310	Building & Grounds M&R	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Replacement Maintenance & Repair		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
13-52-5910	Office Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
13-52-5915	Capital Expenditures	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
13-52-5920	Motor Vehicles	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
13-52-5930	Equipment	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Replacement Capital Outlay		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Replacement Expense		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%

City of Richwood**Balance Sheet****For Replacements (13)****January 31, 2017****Assets**

13-52-1106	TexPool Investments	.00
13-52-1108	TexStar Investments	6,893.35
13-52-1109	Logic Investments	5,564.35
13-52-1110	WCMA - Merrill Lynch Investments	.00
13-52-1111	Certificates of Deposit	601.69
13-52-1113	Accrued Interest Receivable	9.07
13-52-1116	Due from Enterprise Fund	.00
13-52-1119	Due from Replacment	.00
13-52-1125	Prepaid Expenditures	.00
13-52-1127	Investments - Merrill Lynch	.00
13-52-1140	Due from Capital Improvements	.00
13-52-1325	Due from General Fund	1,700.00
Total		14,768.46
Total Assets		\$ 14,768.46

Liabilities and Fund Balance

13-52-2150	Due to Water/Sewer	.00
13-52-2155	Due to Replacement	.00
13-52-2158	Due to Capital Improvement	.00
13-52-2221	Due to General	.00
Total		.00
Total Liabilities		.00
13-52-3103	Fund Balance	13,048.63
13-52-3110	Prior Year Encumbrance Account	.00
13-55-3110		.00
Total		13,048.63
Excess of Revenue Over Expenditures		1,719.83
Total Fund Balances		14,768.46
Total Liabilities and Fund Balances		\$ 14,768.46

City of Richwood
Statement of Revenue and Expenditures
Revised Budget
For Crime Control and Prevention (15)
For the Fiscal Period 2017-4 Ending January 31, 2017

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues						
15-60-4110 Interest Earnings	\$	0.00	\$ 35.91	\$ 0.00	35.91	0.00%
15-60-4112 Miscellaneous Income		0.00	0.00	0.00	0.00	0.00%
15-60-4117 Sales Tax		0.00	7,426.25	125,000.00	25,694.71	79.44%
Total Crime Control and Prevention Revenues	\$	0.00	\$ 7,462.16	\$ 125,000.00	\$ 25,730.62	79.42%
Crime Control and Prevention Excess of Revenues Over \$		0.00	\$ 5,252.16	\$ 0.00	\$ (19,985.33)	0.00%

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For Crime Control and Prevention (60)

For the Fiscal Period 2017-4 Ending January 31, 2017

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaining % of Budget
15-60-5103	Salaries & Wages	\$11,724.00	\$2,210.00	\$2,210.00	\$0.00	\$9,514.00	81.15%
Total Crime Control and Prevention Personnel Costs		\$11,724.00	\$2,210.00	\$2,210.00	\$0.00	\$9,514.00	81.15%
15-60-5220	Tools	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
15-60-5240	Expendable Operating Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Crime Control and Prevention Operating Supplies		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
15-60-5310	Building & Grounds M&R	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
15-60-5365	Other Equipment M&R	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Crime Control and Prevention Maintenance & Repair		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
15-60-5920	Motor Vehicles	\$50,000.00	\$0.00	\$43,505.95	\$0.00	\$6,494.05	12.99%
15-60-5930	Equipment	\$63,276.00	\$0.00	\$0.00	\$0.00	\$63,276.00	100.00%
Total Crime Control and Prevention Capital Outlay		\$113,276.00	\$0.00	\$43,505.95	\$0.00	\$69,770.05	61.59%
Total Crime Control and Prevention Expense		\$125,000.00	\$2,210.00	\$45,715.95	\$0.00	\$79,284.05	63.43%

City of Richwood
Balance Sheet
For Crime Control and Prevention (15)
January 31, 2017

Assets

15-60-1106	TexPool Investments	18,942.29
15-60-1108	TexStar Investments	14,451.13
15-60-1110	WCMA - Merrill Lynch Investments	.00
15-60-1111	Certificates of Deposit	66,493.54
15-60-1113	Accrued Interest Receivable	2.06
15-60-1114	Sales Tax Receivable	9,423.33
15-60-1127	Investments - Merrill Lynch	.00
15-60-1325	Due from General Fund	34,607.58
Total		143,919.93
Total Assets		\$ 143,919.93

Liabilities and Fund Balance

15-60-2221	Due to General	45,715.95
Total		45,715.95
Total Liabilities		45,715.95
15-60-3103	Fund Balance	118,189.31
15-60-3110	Prior Year Encumbrance Account	.00
Total		118,189.31
Excess of Revenue Over Expenditures		(19,985.33)
Total Fund Balances		98,203.98
Total Liabilities and Fund Balances		\$ 143,919.93

City of Richwood
Statement of Revenue and Expenditures
Revised Budget
For Transportation Fund (25)
For the Fiscal Period 2017-4 Ending January 31, 2017

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues						
25-40-4110 Interest Earnings	\$	0.00	\$ 118.45	\$ 0.00	\$ 118.45	0.00%
25-40-4112 Miscellaneous Income		0.00	0.00	0.00	0.00	0.00%
25-40-4125 Transportation Fee		0.00	19,095.00	136,000.00	36,732.92	72.99%
Total Transportation Fund Revenues	\$	0.00	\$ 19,213.45	\$ 136,000.00	\$ 36,851.37	72.90%
Transportation Fund Excess of Revenues Over Expenditures	\$	0.00	\$ 19,213.45	\$ 20,000.00	\$ 36,851.37	(84.26%)

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget
For Transportation (40)
For the Fiscal Period 2017-4 Ending January 31, 2017

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaining % of Budget
25-40-5240	Expendable Operating Supplies	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Transportation Operating Supplies		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
25-40-5380	Streets M&R	\$41,000.00	\$0.00	\$0.00	\$0.00	\$41,000.00	100.00%
25-40-5382	Sidewalks M&R	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
25-40-5385	Drainage M&R	\$75,000.00	\$0.00	\$0.00	\$0.00	\$75,000.00	100.00%
Total Transportation Maintenance & Repair		\$116,000.00	\$0.00	\$0.00	\$0.00	\$116,000.00	100.00%
25-40-5965	Street Projects	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
25-40-5975	Drainage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
25-40-5985	Sidewalk Projects	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Transportation Capital Outlay		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
Total Transportation Expense		\$116,000.00	\$0.00	\$0.00	\$0.00	\$116,000.00	100.00%

City of Richwood
Balance Sheet
For Transportation Fund (25)
January 31, 2017

Assets

25-40-1106	TexPool Investments	.00
25-40-1108	TexStar Investments	1,743.49
25-40-1109	Logic Investments	54,686.85
25-40-1111	Certificates of Deposit	4,325.19
25-40-1116	Due from Enterprise Fund	36,732.92
25-40-1122	Accounts Receivable - Other	.00
25-40-1325	Due from General Fund	.00
Total		<u>97,488.45</u>
Total Assets		\$ <u>97,488.45</u>

Liabilities and Fund Balance

25-40-2221	Due to General	.00
Total		<u>.00</u>
Total Liabilities		<u>.00</u>
25-40-3103	Fund Balance	60,636.08
25-40-3110	Prior Year Encumbrance Account	.00
Total		<u>60,636.08</u>
Excess of Revenue Over Expenditures		<u>36,851.37</u>
Total Fund Balances		<u>97,487.45</u>
Total Liabilities and Fund Balances		\$ <u>97,487.45</u>

City of Richwood
Statement of Revenue and Expenditures
 Revised Budget
 For General Obligation I&S (40)
 For the Fiscal Period 2017-4 Ending January 31, 2017

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues						
40-50-4103 Ad Valorem Taxes	\$	0.00	\$ 52,512.49	\$ 171,394.00	\$ 106,619.25	37.79%
40-50-4104 Delinquent Taxes		0.00	0.00	0.00	23,656.58	0.00%
40-50-4110 Interest Earnings		0.00	87.72	200.00	87.72	56.14%
40-50-4112 Miscellaneous Income		0.00	0.00	0.00	0.00	0.00%
40-50-4113 Intragovernmental Income		0.00	0.00	0.00	0.00	0.00%
40-50-4221 Bond Proceeds		0.00	0.00	0.00	0.00	0.00%
40-50-4222 Bond Premium		0.00	0.00	0.00	0.00	0.00%
Total General Obligation I&S Revenues	\$	0.00	\$ 52,600.21	\$ 171,594.00	\$ 130,363.55	24.03%
General Obligation I&S Excess of Revenues Over Expe	\$	0.00	\$ 52,600.21	\$ 200.00	\$ 125,016.39	(62408.20%)

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For General Obligation I&S (50)

For the Fiscal Period 2017-4 Ending January 31, 2017

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaining % of Budget
40-50-5240	Expendable Operating Supplies	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	100.00%
Total General Obligation I&S Operating Supplies		\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	100.00%
40-50-5960	Bank Note	\$21,390.00	\$0.00	\$5,347.16	\$0.00	\$16,042.84	75.00%
40-50-5970	1999 Certificates of Obligation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%
40-50-5980	Certificates of Obligation - 2012	\$78,510.00	\$0.00	\$0.00	\$0.00	\$78,510.00	100.00%
40-50-5992	CO Series 2011 Refunding	\$70,494.00	\$0.00	\$0.00	\$0.00	\$70,494.00	100.00%
Total General Obligation I&S Capital Outlay		\$170,394.00	\$0.00	\$5,347.16	\$0.00	\$165,046.84	96.86%
Total General Obligation I&S Expense		\$171,394.00	\$0.00	\$5,347.16	\$0.00	\$166,046.84	96.88%

City of Richwood
Balance Sheet
For General Obligation I&S (40)
January 31, 2017

Assets

40-50-1101	Cash	.00
40-50-1106	TexPool Investments	.00
40-50-1109	Logic Investments	1,436.03
40-50-1110	WCMA - Merrill Lynch Investments	.00
40-50-1111	Certificates of Deposit	92,820.18
40-50-1112	Tax Receivable	(122,192.00)
40-50-1113	Accrued Interest Receivable	65.72
40-50-1116	Due from Enterprise Fund	.00
40-50-1118	Due from Capital Construction Fund	.00
40-50-1120	Allowance for Uncollectibles	(1,987.16)
40-50-1122	Accounts Receivable - Other	141,555.36
40-50-1123	Deferred Taxes	(2,430.55)
40-50-1127	Investments - Merrill Lynch	.00
40-50-1131	Due from Other Governments	.00
40-50-1133	Reserve for Ad Valorem Taxes	131,852.81
40-50-1245	Due from Capital Projects	.00
40-50-1325	Due from General Fund	.00
Total		<u>241,120.39</u>
Total Assets		<u>\$ 241,120.39</u>

Liabilities and Fund Balance

40-50-2150	Due to Water/Sewer	.00
40-50-2221	Due to General	.00
40-50-2249	Accrued Int. Payable	.00
Total		<u>.00</u>
Total Liabilities		<u>.00</u>
40-50-3103	Fund Balance	116,104.00
40-50-3110	Prior Year Encumbrance Account	.00
Total		<u>116,104.00</u>
Excess of Revenue Over Expenditures		<u>125,016.39</u>
Total Fund Balances		<u>241,120.39</u>
Total Liabilities and Fund Balances		<u>\$ 241,120.39</u>

CONFIDENTIAL MATERIAL
CITY MANAGER'S INTRA-AGENCY INFORMATION
DISCLOSURE PROHIBITED AND PUNISHABLE
UNDER SECTION 552.352 OF THE
TEXAS GOVERNMENT CODE

Manager's Letter

02/13/2017

Consent

Approval of Minutes

No comment.

Payment of Bills

No comment.

Appoint Members of Keep Richwood Beautiful

Members of KRB serve a one-year term and five of the six appointments are re-appointments from last year's committee. There are two new appointments, Megan Leonard & Tasha Bayes, both are moving over from the Parks & Recreation Committee since that board is being put on hiatus due to its low membership. By not re-appointing anyone to Parks & Recreation, all the previous members are automatically released.

Order May Election

This sets the time, date, and locations for the May Election.

Joint Election Agreement & Contract

This agreement allows the County Clerk to administer the voting for our election.

Regular Agenda

Vernor Property

The Vernor family has owned several pieces of property on and surrounding Cypress Ct. for about 50 years. The family owns several rental houses on this property, most of which are in disrepair. Recently two of the adult children, Patricia Mayes & Mike Vernor, have taken over managing the properties.

Patricia reached out to me last week to discuss potential uses for the property at 1620 Brazosport Blvd. N. At first that family was considering lease the property for a laydown yard. However, the family is no considering turning all their property into a trailer or mobile home park. I informed Ms. Mayes that Council would probably not approve the necessary zoning change for that type of project. So, she asked to come speak to Council to get your ideas on the types of projects you may be willing to allow.

I think it is important for the Council to know that the property at 1620 Brazosport Blvd. N. is zoned C-1. There is a house sitting on the property and since it was there before the C-1 zoning was applied, the residential dwelling has been grandfathered. However, as of Wednesday, February 15, 2017 the house will have sat vacant for six months. If the house is not occupied by Wednesday, then that property will lose the ability to be used as a residential dwelling. I have informed the Vernor family of the six-month rule.

This is a tough issue because we would all like to see some improvements made to that property. I think the ideal use of the residential property on Cypress Ct. would be for some town homes or patio homes. A trailer park would be better than a mobile home park; however, I would recommend that neither of those options be considered at this point. For the commercial piece of property, I would also recommend that a trailer park or mobile home be considered and that the property is best suited for commercial interests.

Partial Closure of 288B & FM 2004 for Triathlon

I recommend that the Triathlon's request be approved. Onurmark Productions has a lot of experience running these types of events and their plan to create a safety zone on FM 2004 using cones looks like it will provide enough room for the cyclists to safely pass each other. The Chief will continue to work with the event organizers to ensure the event is as safe as possible.

Request to Close Portion of Audubonwoods Drive for BBQ Cookoff

Giving the Cookoff permission to close the road will allow them to have an alternative location to park the teams if the soccer field is too wet to drive on. I recommend this be approved.

ICMA-RC Resolution

Historically the City has not offered the employees the option to enroll in any supplemental retirement plans. TMRS is a great retirement system; allowing these additional options will give the employees more opportunities to save for their future and to reduce their current income tax liabilities.

I have worked with ICMA-RC in my two previous cities and have not run into any problems with their services. I recommend that Council approve the resolution to allow ICMA-RC to offer their services to our employees.

Resolution In Opposition to Legislative Interference with Local Services

There are currently a lot of State Officials that would love to reduce the powers wielded by home-rule cities. They are entitled to their opinion and I respect that. However, I feel that local governments are a lot more efficient than the State and that we tend to have a much better grasp of our residents' needs and desires.

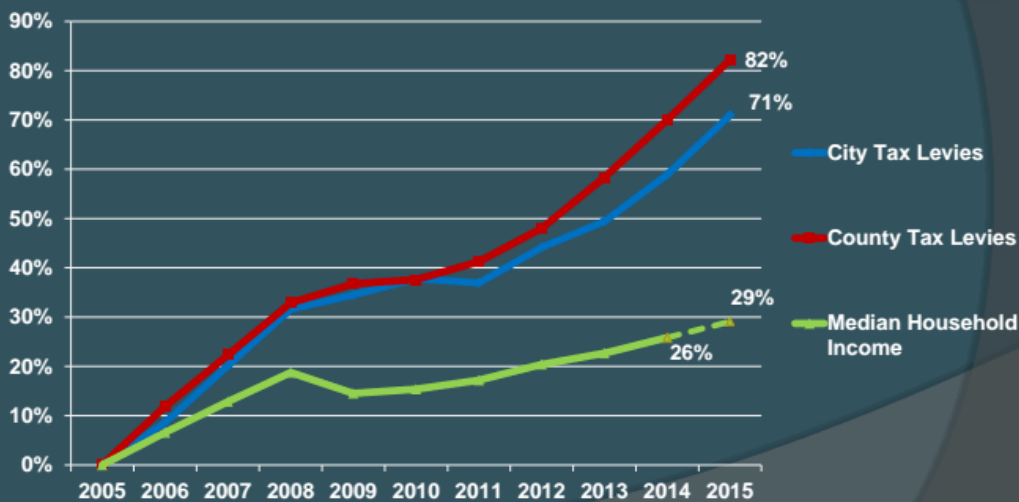
When it comes to the issue of the proposed revenue caps on property tax, I do not have as much respect for the opinions of some State Officials that are spreading misleading information to accomplish their political agendas. There have been articles in newspapers across the state that discredit the claim being made by Senator Bettencourt, among others, stating that in Texas property tax levies are growing faster than the median household income. One newspaper article I found particularly interesting was in the Dallas News a couple of weeks ago. ([Misleading Stats Fuel Republicans Effort to Cap Local Property Taxes](#))

I have included two graphics on the next page that demonstrate how some are using misleading information to push for the cap on property taxes. The first graphic is being used by Senator Bettencourt to suggest that property taxes are growing at a faster rate than household income. The second graphic was produced by the Dallas News to show the correct way to compare household income with property tax levies. Senator Bettencourt tries to compare total property tax levies to average household income and comparing an aggregate to an average is like comparing apples to oranges. The correct way to show the information is to compare the average property tax levy to the average household income.

LOCAL TAXES VS. HOUSEHOLD INCOMES

Statewide

Since 2005, city and county property tax levies have increased much faster than median household incomes



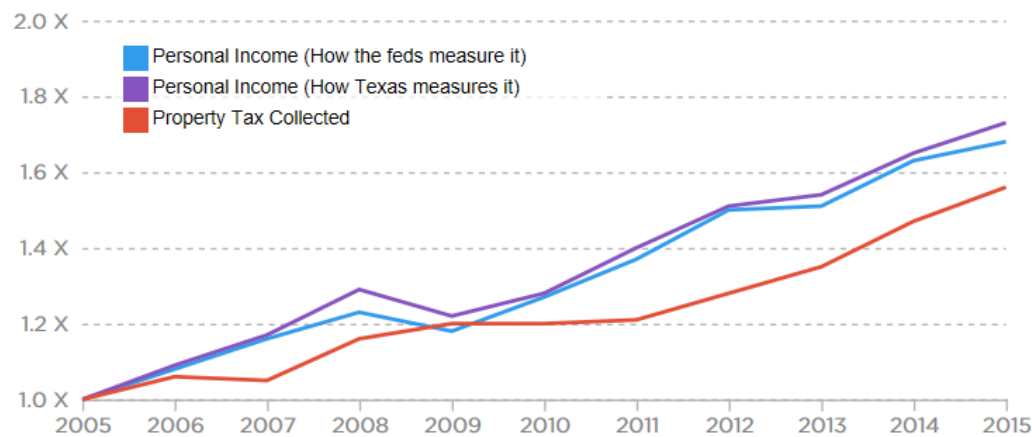
Sources: Texas Comptroller of Public Accounts; U.S. Census American Community Survey (ACS) Historical Nominal Median Household Income, 2015 Median Income estimated using rate of growth from 2013 to 2014

This is the misleading graphic that compares total property tax levies to the average household income.

Taxes vs. Income since 2005

The growth of personal income has slightly outpaced property tax growth.

Growth since 2005



SOURCE: U.S. Bureau of Economic Analysis/Texas Comptroller of Public Accounts

J. David McSwane / DMN

This graphic correctly compares the average property tax collected to the average personal income.

As you can see above, the two graphs paint a drastically different picture. In reality, property taxes across the state are growing at about the same rate as income.

I believe that it is important to pass a resolution letting our local representatives know the City's stance on these key issues. Rep. Bonnen has mentioned to me that he does not support a lot of these bills, but that to fight them he needs our support. Particularly when it comes to reaching out to members of the State Senate, like Senator Huffman.

Suspect Identification Technology

This piece of equipment would be a great asset for our Police Department, as explained in the Chief's communication. Chief Corb has been working hard to get the JAG Grant so that the City does not have to bear the full cost of this system.

I recommend that the City Council approve the matching funds for this grant and then we can incorporate the City's matching funds into next year's budget.

Racial Profiling Report

The Chief will present the annual report and be ready to answer any questions that you may have.

Amend Personnel Policy to Require Annual Drivers' License Checks

Chief Corb and Karen have pointed it that it can be burdensome on staff to run these reports every six months and that it is particularly challenging when dealing with the volunteer firefighters. Staff feels that performing the checks on an annual basis will still provide the City with adequate information for those people that drive City vehicles.

Amend Personnel Policy to Cap Vacation at 200 hours

The Department Heads have expressed their concerns that the City's current vacation policy provides too much vacation time. Currently an employee can earn up to 320 hours of vacation, which if completely used places a heavy burden on the departments to cover for that employee. I agree with their concerns and recommend that the maximum number of hours be reduced to 200. After this change, it would take 15 years of service to max out on vacation hours.

The policy would also be changed to allow department heads or hire to be credited with up to five years of service upon being hired. I would like to retroactively apply this to our current department heads. Kenny and Clif would not be impacted by this change because Kenny is already receiving 216 hours of vacation and Clif did not have any previous municipal experience prior to starting with the City. Chief Corb would receive the maximum five years of service for his previous experience and I would receive four years for mine.

There are currently two employees that receive 216 hours of vacation. Those two employees will be grandfathered in and capped at their current rate of 216 hours.

Amend Personnel Policy to Include Administrative Leave

The purpose of adding administrative leave for exempt employees is to provide them with a small form of compensation for those hours that they work above the regular 40-hour week. This leave could not be accrued and is not eligible for sellback.

If this policy is adopted, I would recommend that we look at changing the language in my employment contract to remove the section granting me administrative leave. I wouldn't want to double dip on the administrative leave. Another, option would be to amend the policy to exclude the City Manager, but in the long-run I think the first option would be cleaner.

Road Repair Amendment

Clif did a great job working with 210 Developers to make sure that the entry onto Creekwood Landing is repaired. The City will hire a local contractor to perform the work and the development company will reimburse us for the expanse. The budget amendment is to properly account for the additional \$9,500 in expenditures and revenues.

Authorization to Hire Karen Part-Time

This would allow me to move Karen from a contract employee to a part-time employee. As a part-time employee she would not be entitled to health insurance, retirement benefits, or vacation. Your meeting packets provide a breakdown of the fiscal impact to the City, which would be about \$700.

Recognition of Staff

Staff did a great job helping each other out and keeping the City running after Mr. Patton's retirement. There is a brief letter from the Mayor to the Directors and I am also recommending Chief Corb retroactively receive interim pay for his leadership during the transition. Your meeting packet includes more information on my recommendation for Chief Corb.