



**City Council City Council Regular Meeting
Monday, February 11, 2019
6:00 PM**

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

AGENDA

BE IT KNOWN that the **City Council** of the City of Richwood will meet in **City Council Regular Meeting** on **Monday, February 11, 2019** at **6:00 PM** at 1800 N. Brazosport Blvd., Richwood, TX 77531 at the Richwood City Hall in the Council Chambers with the following agenda:

- I. CALL TO ORDER
- II. INVOCATION
- III. PLEDGES OF ALLEGIANCE
 - 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 Previous Meetings 5
 - B. Payment of Bills 10
- VII. DISCUSSION AND ACTION ITEMS
 - A. Discuss various alternatives for financing TCEQ utility infrastructure compliance projects and updates on associated engineering studies 31
 - B. Discuss and consider an ordinance calling a special election for May 4, 2019 for the consideration of the issuance of general obligation bonds in the amount of \$4,000,000 for water and wastewater facilities construction and improvements 32
 - C. Discuss future Town Hall meeting regarding the needed utility infrastructure improvements 38
 - D. Review and discuss the final recommendations for proposed amendments to the Charter 39
 - E. Discuss and consider an ordinance calling a special election for May 4, 2019 for the consideration of proposed amendments to the Richwood City Charter 50
 - F. Discuss and consider an ordinance calling a special election for May 4, 2019 for the reauthorization of the local sales and use tax at the rate of one-fourth of one percent to continue providing revenue for the maintenance and repair of municipal streets 63
 - G. Discuss and consider an ordinance calling the May 4, 2019 General Election and approving a joint election contract with Brazoria County 68
 - H. Discuss and consider an ordinance amending Section 17-5 Classification of 73

Signs to amend the definition and classification of political sign and creating Section 17-66 regulating political signs	
I. Discuss and consider an ordinance creating and designating a Capital Improvement Advisory Committee	80
1. Appoint Steve Cone to Capital Improvement Advisory Committee	
J. Discuss and consider ordinance amending Chapter 15 Planning and Development Article II	83
Planning And Zoning Commission for the purpose of amending the membership, organization, and powers thereof and adopting rules of procedure therefor	
K. Discuss and consider an ordinance amending Chapter 10 - Miscellaneous Provision and Offenses Section 10-7 Sale of Alcoholic Beverages for the purpose of regulating permitting and licensing for the sale of alcoholic beverages within the City of Richwood	89
L. Discuss and consider an ordinance amending Section 3-7 of the code of ordinances regarding animal bites; confinement, observation and destruction of biting animal	93
M. Discuss and consider a resolution amending the ammortization of the debt owed from the Utility Fund to General Fund; authorizing the initial payment be made and repealing the remaining ammortization schedule payments	96
N. Discuss and consider additional regularly scheduled meetings and resetting November 11, 2019 meeting date	99
O. Approve items removed from Consent Agenda	
VIII. REPORTS	
Reports that require no action.	
A. Update and review of Fiscal Year 2018-2019 Strategic Priorities scorecard	100
B. Financial Reports	124
IX. CITY MANAGER’S REPORT	
X. FUTURE AGENDA ITEMS	
XI. COMMITTEE REPORTS	
XII. COUNCIL MEMBER COMMENTS & REPORTS	
XIII. MAYOR’S REPORT	
XIV. ADJOURNMENT	

The City Council may go into Executive Session on any item listed on the Agenda in accordance with Section 551.071 of the Government Code (attorney-client privilege).

I, Giani B. Cantu, do hereby certify that I did, on 2/8/19 at _____ p.m., post this notice of meeting on the bulletin board at 1800 N. Brazosport Blvd., Richwood, TX, in compliance with the Texas Open Meetings Law.

Giani Cantu, City Secretary
City of Richwood

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Minutes of City Council Regular Meeting

The City Council City of Richwood

A City Council Regular Meeting of the City Council of City of Richwood was held Monday, December 10, 2018, beginning at 6:05 PM in the Richwood City Hall, 1800 N. Brazosport Blvd. Richwood, Texas.

CALL TO ORDER

The meeting was called to order at 6:07 p.m.

INVOCATION

Invocation was held during previous Planning meeting.

PLEDGES OF ALLEGIANCE

Pledge of Allegiance & Texas Pledge
Mark Guthrie led the pledges.

ROLL CALL OF COUNCIL MEMBERS

Mark Guthrie – Mayor
Mike Johnson – Council member - ABSENT
Frank Blanks – Council member - ABSENT
Sarah Reed – Council member
Mark Brown II – Council member
Katie Johnson – Council member

Others present: Michael Coon, City Manager; Giani Cantu, City Secretary; Clif Custer, Public Works Director; Lindsay Koskiniemi, Finance Director

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

No public comments.

PRESENTATION

No presentations were given.

CONSENT AGENDA

Approval of Minutes of Previous Meetings

Payment of Bills

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

DISCUSSION AND ACTION ITEMS

Resident request for refund of utility fees at 403 Wisteria – Daskocil

Mr. Daskocil stated he arrived at his home at 403 Wisteria and found that his water had been disconnected. Public Works was called out and found that the water meter had been shut off. He would like a refund of utility fees paid during the time his water had been disconnected unbeknown to him.

Mr. Custer stated that the Public Works Department is taking responsibility for shutting off the water at the vacant home, even though there is no record of a work order stating we turned off the water.

Discussion was held on history of the utility account at the address.

On motion by Mark Brown second by Sarah Reed with all present members voting “aye” Council approved a credit of water and sewer fees from date of May 8, 2018 through August 8, 2018.

Resident request for credit of outstanding utility fees at 736 Oyster Creek Ct – Jones

Mr. Jones did not appear. There was no discussion on this item.

Mayor Guthrie recessed the Council meeting at 6:26 p.m.

Mayor Guthrie recalled the Council meeting at 6:57 p.m.

Mayor Guthrie recessed the Council meeting at 6:57 p.m.

Mayor Guthrie recalled the Council meeting at 7:00 p.m.

Final review and action of replat of Lots 70-73, Block 1, Oakwood Shores, being the same property also known as 32410 Bayou Bend

On motion by Katie Johnson second by Sarah Brown with all present members voting “aye” final approval of replat of Lots 70-73, Block 1, Oakwood Shores, being the same property also known as 32410 Bayou Bend was granted.

Final review and action of replat of Lots 97 & 98, Block 3, Oakwood Shores, being the same properties also known as 31702 Amberjack Dr and 31710 Amberjack Dr

There was no discussion on this item.

Discuss and consider a resolution authorizing publication of notice of intent to issue Certificates of Obligations

On motion by Mark Brown II second by Sarah Reed, with all present members voting “aye”, the resolution authorizing publication of notice of intent to issue Certificates of Obligations was approved.

Discuss and consider approval and adoption of the Procurement Policies & Procedures plan as set forth by the Texas General Land Office (GLO) for the Community Development Block Grant Disaster Recovery (CDBG-DR) Program.

On motion by Sarah Reed second by Katie Johnson with all present members voting “aye” the Procurement Policies & Procedures plan as set forth by the Texas General Land Office (GLO) for the Community Development Block Grant Disaster Recovery (CDBG-DR) Program was approved and adopted.

Discuss and consider approval and adoption of the Citizens Participation Plan as set forth by the Texas General Land Office (GLO) for the Community Development Block Grant Recovery (CDBG-DR) Program

On motion by Mark Brown II second by Sarah Reed with all present members voting “aye” the Citizens Participation Plan as set forth by the Texas General Land Office (GLO) for the Community Development Block Grant Recovery (CDBG-DR) Program was approved and adopted.

Discuss and consider adoption and enforcement of the Excessive Force policy in accordance with 24 DFR 91.325(b)(6)

On motion by Katie Johnson second by Mark Brown II with all present members voting “aye” the Excessive Force policy in accordance with 24 DFR 91.325(b)(6) was adopted.

Discuss and consider a resolution amending the FY 2018 – 2019 Budget to increase Grant revenues and expenditures in the amount of \$20,000

On motion by Sarah Reed second by Mark Brown II with all present members voting “aye” the resolution amending the FY 2018 – 2019 Budget to increase Grant revenues and expenditures in the amount of \$20,000 was approved and adopted.

Discuss and consider additional regularly scheduled meetings and resetting November 11, 2019 meeting date

Sarah Reed stated she would like to discuss considering adding a second regularly scheduled meeting to help cut down on the number of lengthy meetings.

This item will be brought back on a future agenda.

Approve items removed from Consent Agenda

REPORTS

Reports that require no action.

Financial Reports

No reports were presented.

CITY MANAGER'S REPORT

Fire Department Christmas Dinner is on Thursday.

City Christmas Party is on Friday.

Christmas in Park is on Wednesday.

FUTURE AGENDA ITEMS

Review R-4 Residential Rural Zoning District for definition of builder, realtors, and zoning requirements.

COMMITTEE REPORTS

No reports given.

COUNCIL MEMBER COMMENTS & REPORTS

No reports given.

MAYOR'S REPORT

Invited Council to attend the upcoming Holiday events.

ADJOURNMENT

There being no further business, the meeting adjourned at 7:39 p.m.

These minutes were read and approved on this 14th day of January, 2019.

Mayor

ATTEST:

Giani Cantu
City Secretary

City of Richwood
Check Register
1 - Checking - Pooled Cash - 12/01/2018 to 12/31/2018

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account
INTERNAL REVENUE SERVICE		PR123118-4045	12/26/2018	12/28/2018	37.20	Social Security Tax	10292144 - Social Security Payable
INTERNAL REVENUE SERVICE		PR123118-4045	12/26/2018	12/28/2018	1,818.70	Medicare Tax	10292144 - Social Security Payable
INTERNAL REVENUE SERVICE		PR123118-4045	12/26/2018	12/28/2018	5,690.72	Federal Income Tax	10292131 - Federal W/H Payble
					\$7,546.62		
XPRESS BILL PAY	0	37106	12/06/2018	12/06/2018	325.50	eft web transaction fees	10015240 - Expendable Operating S
INTERNAL REVENUE SERVICE	0	december18-	12/14/2018	12/14/2018	1,633.04		10292144 - Social Security Payable
INTERNAL REVENUE SERVICE	0	december18-	12/14/2018	12/14/2018	4,359.82		10292131 - Federal W/H Payble
					\$6,318.36		
FIRST STATE BANK OF CLUTE	38609	december18	12/03/2018	12/03/2018	7,578.42	payoff loan payment on halmatro rescue tools	10075935 - Equipment - Time Paym
BAY STAR PRINTING	38610	1805094J	09/30/2018	12/05/2018	839.54	hurricane guide	10015685 - Publishing & Advertising
BERGEN, CINDY	38611	december18	12/05/2018	12/05/2018	100.00	deposit refund	10292133 - Facility Rental Deposits
C & S JANITORIAL SERVICES, IN	38612	30270	12/05/2018	12/05/2018	275.00	janitorial for december 18	10015102 - Contract Labor
CANTRELL, AMY	38613	december18	12/05/2018	12/05/2018	100.00	deposit refund	10292133 - Facility Rental Deposits
DELAGARZA, JAZMINE	38614	december18	12/05/2018	12/05/2018	100.00	deposit refund	10292133 - Facility Rental Deposits
EVR-GREEN	38615	23226	12/05/2018	12/05/2018	283.13	landscape at city hall	10025310 - Building & Grounds M&
LARA, ASHLEY	38616	december18	12/05/2018	12/05/2018	100.00	deposit refund	10292133 - Facility Rental Deposits
COMBINED INSURANCE CO. OF	38617	517426	12/06/2018	12/06/2018	74.48	insurance	10292136 - Insurance Payable
CUSTER, CLIFTON	38618	december18	12/06/2018	12/06/2018	40.60	mileage for 11/13/2018 thru 11/26/2018	30215230 - Gas, Oil, & Lubricants
CUSTER, CLIFTON	38618	december18	12/06/2018	12/06/2018	40.61	mileage for 11/13/2018 thru 11/26/2018	10025230 - Gas, Oil, & Lubricants
					\$81.21		
SCB CLINIC, PLLC	38619	4665-9182	12/06/2018	12/06/2018	63.00	pre employment drug screen	10015595 - Professional Services
SCB CLINIC, PLLC	38619	4665-9182	12/06/2018	12/06/2018	63.00	pre employment drug screen	10025595 - Professional Services
					\$126.00		
AT&T	38620	december18	12/06/2018	12/06/2018	926.23	acct# 409-116-6137-345-6	30215420 - Telephone
AT&T	38621	december18	12/06/2018	12/06/2018	280.63	acct# 979 265-8113 260 2	10075420 - Telephone
AT&T	38622	december18	12/06/2018	12/06/2018	118.83	internet	10025420 - Telephone
BBG CONSULTING, INC.	38623	1558	12/06/2018	12/06/2018	340.00	review of house plans	10105102 - Contract Labor
BRAZOSPORT AREA CHAMBER	38624	6018	12/06/2018	12/06/2018	250.00	membership	10015660 - Dues & Subscriptions
BROOKSIDE EQUIPMENT SALE	38625	ia99412	12/06/2018	12/06/2018	245.94	mower parts	10085365 - Other Equipment M&R
CHLORINATOR MAINTENANCE,	38626	35344	12/06/2018	12/06/2018	815.00	lmi metering pump	30215392 - Sewer Lines M&R
DE LAGE LANDEN FINANCIAL S	38627	61473212	12/06/2018	12/06/2018	63.98	contract # 25365801	10015935 - Equipment - Time Paym
DE LAGE LANDEN FINANCIAL S	38627	61470089	12/06/2018	12/06/2018	167.76	contract # 25340455	10055935 - Equipment - Time Paym
DE LAGE LANDEN FINANCIAL S	38627	61473212	12/06/2018	12/06/2018	331.17	contract # 25365801	30215935 - Equipment - Time Paym
					\$562.91		
H-GAC	38628	2019-66	12/06/2018	12/06/2018	200.00	membership dues	10015660 - Dues & Subscriptions
HTI CONSTRUCTION, INC.	38629	1838	12/06/2018	12/06/2018	31,250.00	sewer service repair	30215392 - Sewer Lines M&R
J S Sales	38630	1503	12/06/2018	12/06/2018	24.10	shipping	10075190 - Uniforms

City of Richwood
Check Register
1 - Checking - Pooled Cash - 12/01/2018 to 12/31/2018

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account
J S Sales	38630	1503	12/06/2018	12/06/2018	1,185.00	HAIX FIRE EAGLE FIRE BOOT - 12, 13, 11.5	10075190 - Uniforms
					\$1,209.10		
KOSKINIEMI, LINDSAY	38631	december18	12/06/2018	12/06/2018	42.69	mileage from 11/9/2018 to 11/30/2018	10015130 - Training & Travel
L. F. MANUFACTURING INC.	38632	inv74183	12/06/2018	12/06/2018	3,035.00	60"x12' open bottom manhole	30215392 - Sewer Lines M&R
MCCOY'S BUILDING SUPPLY	38633	1305419	12/06/2018	12/06/2018	17.99	pvc boot black	30215240 - Expendable Operating S
MIKE SORRELL TRUCKING & MA	38634	6724	12/06/2018	12/06/2018	457.35	cement stabilized ssnd	30215392 - Sewer Lines M&R
OFFICE DEPOT	38635	232996932001	12/06/2018	12/06/2018	49.99	1099 misc forms	10015210 - Office Supplies
OFFICE DEPOT	38635	232993456001	12/06/2018	12/06/2018	73.78	office supplies	10015210 - Office Supplies
					\$123.77		
OPA CHEMICALS, LLC	38636	inv5533	12/06/2018	12/06/2018	418.77	citrus odor control	30215270 - Chemicals
P C CARE	38637	82847	12/06/2018	12/06/2018	357.50	computer repair	10055365 - Other Equipment M&R
PENNEY'S ELECTRIC	38638	19144	12/06/2018	12/06/2018	195.00	labor for electrical at ground storage #2	30215390 - Water Lines M&R
PERFORMANCE TRANS & AUTO	38639	51933	12/06/2018	12/06/2018	22.95	R134A OIL	10075340 - Vehicle M&R
PERFORMANCE TRANS & AUTO	38639	51933	12/06/2018	12/06/2018	112.00	freon	10075340 - Vehicle M&R
PERFORMANCE TRANS & AUTO	38639	51933	12/06/2018	12/06/2018	125.00	FREIGHT	10075340 - Vehicle M&R
PERFORMANCE TRANS & AUTO	38639	51933	12/06/2018	12/06/2018	440.00	compressor	10075340 - Vehicle M&R
PERFORMANCE TRANS & AUTO	38639	51933	12/06/2018	12/06/2018	945.00	LABOR	10075340 - Vehicle M&R
PERFORMANCE TRANS & AUTO	38639	51933	12/06/2018	12/06/2018	1,091.19	EVAPORATOR CORE	10075340 - Vehicle M&R
					\$2,736.14		
PRATHER & HARLAN AIR CONDI	38640	6502	12/06/2018	12/06/2018	375.00	qtrly maint and filter change	10025310 - Building & Grounds M&
R & M TELEPHONE SERVICE	38641	46395	12/06/2018	12/06/2018	98.79	PHONE LINE REPAIRS	10015550 - Information Technology
RICHWOOD BEAUTIFICATION	38642	december18	12/06/2018	12/06/2018	1,208.20	contributions for october	30302242 - Beautification Donations
SPRINT	38643	677639496-016	12/06/2018	12/06/2018	21.57	acct# 677639496	10015420 - Telephone
SPRINT	38643	677639496-016	12/06/2018	12/06/2018	21.57	acct# 677639496	30215420 - Telephone
					\$43.14		
STAPLES BUSINESS CREDIT	38644	1621972785	12/06/2018	12/06/2018	5.28	office supplies	10015210 - Office Supplies
STAPLES BUSINESS CREDIT	38644	1621972785	12/06/2018	12/06/2018	63.98	office supplies	10015210 - Office Supplies
STAPLES BUSINESS CREDIT	38644	1621972785	12/06/2018	12/06/2018	299.00	office supplies	10015660 - Dues & Subscriptions
					\$368.26		
STEELE FIRE APPARATUS LLC	38645	1482	12/06/2018	12/06/2018	217.50	HIGH BACK SUSPENDERS	10075190 - Uniforms
STEELE FIRE APPARATUS LLC	38645	1482	12/06/2018	12/06/2018	2,600.00	LION PPE BUNKER PANTS	10075190 - Uniforms
STEELE FIRE APPARATUS LLC	38645	1482	12/06/2018	12/06/2018	3,550.00	LION PPE BUNKER COAT	10075190 - Uniforms
					\$6,367.50		
STRAND & ASSOCIATES	38646	0143005	12/06/2018	12/06/2018	1,747.50	Engineering street assessment	25405380 - Streets M&R
STRAND & ASSOCIATES	38646	0143006	12/06/2018	12/06/2018	5,033.00	Engineering	25405382 - Sidewalks M&R
STRAND & ASSOCIATES	38646	0143003	12/06/2018	12/06/2018	18,790.25	Grant Management	10995595 - Professional Services
					\$25,570.75		
SUPERION	38647	217709	12/06/2018	12/06/2018	5,398.10	rms workstation annual fee	10055660 - Dues & Subscriptions
WALMART STORES, INC.	38648	p927300n00178	10/06/2018	12/06/2018	30.18	care baske for k williams	10015240 - Expendable Operating S

City of Richwood
Check Register
1 - Checking - Pooled Cash - 12/01/2018 to 12/31/2018

Payee Name		Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account
Y. TELLO FLOORCARE		38649	579422	12/06/2018	12/06/2018	80.00	floor maint	10085310 - Building & Grounds M&
YAKLIN BRAZOSPORT		38650	335535	12/06/2018	12/06/2018	25.50	VEHCILE MAINT	10055340 - Vehicle M&R
YAKLIN BRAZOSPORT		38650	335527	12/06/2018	12/06/2018	25.50	vehicle maint	10055340 - Vehicle M&R
						\$51.00		
ZEIGLER'S SCREEN PRINTING		38651	20868	12/06/2018	12/06/2018	37.50	christmas in the park banner and sign patches	10085851 - Parks & Recreation
CITY OF RICHWOOD	GENERA	38652	december18	12/11/2018	12/11/2018	6.65		10055542 - Jail Expense
CITY OF RICHWOOD	GENERA	38652	december18	12/11/2018	12/11/2018	9.74		10015240 - Expendable Operating S
CITY OF RICHWOOD	GENERA	38652	december18	12/11/2018	12/11/2018	10.01		10055558 - Animal Control
CITY OF RICHWOOD	GENERA	38652	december18	12/11/2018	12/11/2018	15.00		10055340 - Vehicle M&R
CITY OF RICHWOOD	GENERA	38652	december18	12/11/2018	12/11/2018	35.00		10085365 - Other Equipment M&R
CITY OF RICHWOOD	GENERA	38652	december18	12/11/2018	12/11/2018	51.15	petty cash replenish	10055210 - Office Supplies
						\$127.55		
CLUTE POSTMASTER		38653	december18	12/11/2018	12/11/2018	87.85	postage for late notices	30215210 - Office Supplies
EL TORO'S		38654	december18	12/11/2018	12/11/2018	816.19	catered food for christmas meal	10075201 - Food
APEX METAL SYSTEMS, INC.		38655	18065-02	12/12/2018	12/12/2018	19,600.00	Service Center Reskin	50545915 - Capital Expenditures
AT&T		38656	december18-	12/12/2018	12/12/2018	319.12	acct# 979 265-2222 236 3	10055420 - Telephone
BAY AREA FIRE & SAFETY INC.		38657	A33622	09/30/2018	12/12/2018	21.25	annual fire extinguisher inspection	10085310 - Building & Grounds M&
BAY AREA FIRE & SAFETY INC.		38657	A33622	09/30/2018	12/12/2018	36.25	annual fire extinguisher inspection	10055365 - Other Equipment M&R
BAY AREA FIRE & SAFETY INC.		38657	A33622	09/30/2018	12/12/2018	51.25	annual fire extinguisher inspection	10015310 - Building & Grounds M&
BAY AREA FIRE & SAFETY INC.		38657	A33622	09/30/2018	12/12/2018	330.25	annual fire extinguisher inspection	10025310 - Building & Grounds M&
						\$439.00		
BRAZORIA COUNTY CLERK		38658	december18	12/12/2018	12/12/2018	4,436.31	November 6, 2018 Bond Election - Final Paym	10015510 - Elections
BUDGET CARWASH		38659	1122	12/12/2018	12/12/2018	4.00	CARWASH - POLICE CARS	10055340 - Vehicle M&R
CUSTER, CLIFTON		38660	december18-	12/12/2018	12/12/2018	42.78	mileage for 11/27 thru 12/11	30252150 - Due to Water/Sewer
CUSTER, CLIFTON		38660	december18-	12/12/2018	12/12/2018	42.79	mileage for 11/27 thru 12/11	10025230 - Gas, Oil, & Lubricants
						\$85.57		
FIRST NATIONAL BANK OF LAKE		38661	december18	12/12/2018	12/12/2018	2,212.90	note# 966374	10025935 - Equipment - Time Paym
GALLS, LLC		38662	011386353	12/12/2018	12/12/2018	37.50	uniforms	10055190 - Uniforms
GALLS, LLC		38662	011386355	12/12/2018	12/12/2018	52.00	uniforms	10055190 - Uniforms
GALLS, LLC		38662	011386352	12/12/2018	12/12/2018	176.45	uniforms	10055190 - Uniforms
						\$265.95		
GARZA, GRECIA		38663	december18	12/12/2018	12/12/2018	100.00	deposit refund	10292133 - Facility Rental Deposits
JONES, IRMA		38664	december18	12/12/2018	12/12/2018	100.00	deposit refund	10292133 - Facility Rental Deposits
LAWMAN'S UNIFORM & EQUIPM		38665	46008	12/12/2018	12/12/2018	8.50	uniform	10055190 - Uniforms
MOMENTUM RENTAL & SALES		38666	67151-3	12/12/2018	12/12/2018	32.57	gloves	10025240 - Expendable Operating S
MOMENTUM RENTAL & SALES		38666	67151-3	12/12/2018	12/12/2018	32.57	gloves	30215240 - Expendable Operating S
						\$65.14		
P C CARE		38667	82596	12/12/2018	12/12/2018	55.00	it services	10055550 - Information Technology
P C CARE		38667	82576	12/12/2018	12/12/2018	247.50	it services	10055550 - Information Technology
						\$302.50		

City of Richwood
Check Register
1 - Checking - Pooled Cash - 12/01/2018 to 12/31/2018

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account
R & M TELEPHONE SERVICE	38668	46366	12/12/2018	12/12/2018	172.88	repair of phone lines	10055420 - Telephone
TEXAS MUNICIPAL CLERKS PR	38669	december18	12/12/2018	12/12/2018	20.00	training	10015130 - Training & Travel
WHITE, ELAINA	38670	december18	12/12/2018	12/12/2018	100.00	deposit refund	10292133 - Facility Rental Deposits
YAKLIN BRAZOSPORT	38671	336365	12/12/2018	12/12/2018	77.45	VEHCILE MAINT	10055340 - Vehicle M&R
YAKLIN BRAZOSPORT	38671	336399	12/12/2018	12/12/2018	77.45	VEHCILE MAINT	10055340 - Vehicle M&R
					\$154.90		
AUTRY, ROBERT	38673	100	12/13/2018	12/13/2018	300.00	santa services	10085851 - Parks & Recreation
OFFICE OF ATTORNEY GENERA	38675	PR121518-5136	12/13/2018	12/14/2018	343.50	Child Support	10292138 - Child Support Payable
ON THE RIVER RESTAURANT	38676	1212	12/14/2018	12/14/2018	830.00	Meal for Employee-Volunteer Christmas Banq	10015201 - Food
AFLAC INSURANCE	38677	PR111518-3703	11/14/2018	12/20/2018	14.03	AFLAC Non-Taxable	10292136 - Insurance Payable
AFLAC INSURANCE	38677	PR113018-3703	11/28/2018	12/20/2018	14.03	AFLAC Non-Taxable	10292136 - Insurance Payable
					\$28.06		
AIRGAS USA, LLC	38678	9958126453	12/20/2018	12/20/2018	59.98	acetylene and oxygen cylinder rental	10025240 - Expendable Operating S
AT&T	38679	december18	12/20/2018	12/20/2018	84.05	acct# 979 265-8113 260 2	10075420 - Telephone
AT&T	38680	december18-	12/20/2018	12/20/2018	128.90	acct# 286940408	10025420 - Telephone
AXON ENTERPRISE, INC.	38681	si-1563372	12/20/2018	12/20/2018	2,376.00	cust# 115376	10055935 - Equipment - Time Paym
BEST INSURANCE SERVICE	38682	december18	12/20/2018	12/20/2018	200.00	notary application	10015240 - Expendable Operating S
BEST INSURANCE SERVICE	38682	december18	12/20/2018	12/20/2018	200.00	notary application	10055240 - Expendable Operating S
					\$400.00		
BRAZORIA COUNTY	38683	december18	12/20/2018	12/20/2018	102.00	fy2019 annual radio fees	10025360 - Radio M&R
BRAZORIA COUNTY	38683	december18	12/20/2018	12/20/2018	714.00	fy2019 annual radio fees	30215360 - Radio M&R
BRAZORIA COUNTY	38683	december18	12/20/2018	12/20/2018	2,040.00	fy2019 annual radio fees	10055360 - Radio M&R
					\$2,856.00		
BRAZORIA COUNTY APPRAISAL	38684	december18	12/20/2018	12/20/2018	2,886.00	1st Quarter (Jan-Mar)	10015556 - Contractural Services -
BRAZORIA COUNTY WATER LAB	38685	20182830	09/14/2018	12/20/2018	90.00	water sample test	30215390 - Water Lines M&R
BRAZOSPORT WATER AUTHORI	38686	07-0454	12/20/2018	12/20/2018	21,996.00	water contract	30215995 - Brazosport Water Autho
BUSINESS CARD	38687	7521769833345	12/20/2018	12/20/2018	-48.75	credit credit	10035385 - Drainage M&R
BUSINESS CARD	38687	0541019831929	12/20/2018	12/20/2018	-29.99	credit	10055210 - Office Supplies
BUSINESS CARD	38687	0558745833300	12/20/2018	12/20/2018	-0.26	credit	15605130 - Training & Travel
BUSINESS CARD	38687	5549967833179	12/20/2018	12/20/2018	0.69	light switch supplies	30215392 - Sewer Lines M&R
BUSINESS CARD	38687	2553606831010	12/20/2018	12/20/2018	2.00	service fee for registration	30215340 - Vehicle M&R
BUSINESS CARD	38687	5549967832479	12/20/2018	12/20/2018	5.99	sewer adapter	30215310 - Building & Grounds M&
BUSINESS CARD	38687	5543286833920	12/20/2018	12/20/2018	6.83	supples for ls#1 repair	30215392 - Sewer Lines M&R
BUSINESS CARD	38687	0514048833271	12/20/2018	12/20/2018	7.09	meal	15605130 - Training & Travel
BUSINESS CARD	38687	2553606831010	12/20/2018	12/20/2018	8.25	vehicle registrations	30215340 - Vehicle M&R
BUSINESS CARD	38687	5549967833179	12/20/2018	12/20/2018	8.52	light switch supplies	30215320 - Office Furniture/Fixture
BUSINESS CARD	38687	5549967831879	12/20/2018	12/20/2018	8.58	spray bottle	30215220 - Tools
BUSINESS CARD	38687	0543684833200	12/20/2018	12/20/2018	9.08	meal	15605130 - Training & Travel
BUSINESS CARD	38687	0543684833230	12/20/2018	12/20/2018	9.08	meal	15605130 - Training & Travel

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Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account
BUSINESS CARD	38687	5543286833420	12/20/2018	12/20/2018	10.46	meal	15605130 - Training & Travel
BUSINESS CARD	38687	5549967831779	12/20/2018	12/20/2018	11.07	utility knives	30215220 - Tools
BUSINESS CARD	38687	7520797831200	12/20/2018	12/20/2018	12.99	hotel booking fee	15605130 - Training & Travel
BUSINESS CARD	38687	5531020832908	12/20/2018	12/20/2018	13.59	gulf coast training fee	10015240 - Expendable Operating S
BUSINESS CARD	38687	5543286832420	12/20/2018	12/20/2018	14.06	amazon prime membership	10025660 - Dues & Subscriptions
BUSINESS CARD	38687	5531020831008	12/20/2018	12/20/2018	14.58	cord for computer	10015210 - Office Supplies
BUSINESS CARD	38687	5542950833089	12/20/2018	12/20/2018	15.00	training	10065130 - Training & Travel
BUSINESS CARD	38687	5543286831420	12/20/2018	12/20/2018	15.14	office supplies	10055210 - Office Supplies
BUSINESS CARD	38687	5531020831708	12/20/2018	12/20/2018	15.81	office supplies	10055210 - Office Supplies
BUSINESS CARD	38687	5531020833302	12/20/2018	12/20/2018	16.23	adobe	30215210 - Office Supplies
BUSINESS CARD	38687	5549967833379	12/20/2018	12/20/2018	20.97	staples	10025220 - Tools
BUSINESS CARD	38687	7514051831890	12/20/2018	12/20/2018	25.65	food	10015201 - Food
BUSINESS CARD	38687	5530876833154	12/20/2018	12/20/2018	26.06	travel fuel	15605130 - Training & Travel
BUSINESS CARD	38687	5543286832520	12/20/2018	12/20/2018	26.94	gulf coast training fee	10015240 - Expendable Operating S
BUSINESS CARD	38687	55499678311796	12/20/2018	12/20/2018	26.97	supplies for sewer tap	30215392 - Sewer Lines M&R
BUSINESS CARD	38687	5531020833808	12/20/2018	12/20/2018	29.98		10015225 - Books & Periodicals
BUSINESS CARD	38687	0514019831829	12/20/2018	12/20/2018	29.99	office supplies	10055210 - Office Supplies
BUSINESS CARD	38687	5531020833808	12/20/2018	12/20/2018	30.00		10015240 - Expendable Operating S
BUSINESS CARD	38687	5542950833363	12/20/2018	12/20/2018	30.00	membership	10015130 - Training & Travel
BUSINESS CARD	38687	0543684831330	12/20/2018	12/20/2018	30.87	meal	14015201 - Food
BUSINESS CARD	38687	5543286832520	12/20/2018	12/20/2018	34.99	stamps.com	10015240 - Expendable Operating S
BUSINESS CARD	38687	0543684831830	12/20/2018	12/20/2018	38.90	food for thanksgiving	14015201 - Food
BUSINESS CARD	38687	5549967832379	12/20/2018	12/20/2018	41.86	well #1 drainage supplies	30215310 - Building & Grounds M&
BUSINESS CARD	38687	8530961831298	12/20/2018	12/20/2018	42.05	food	10015201 - Food
BUSINESS CARD	38687	5549967833379	12/20/2018	12/20/2018	42.44	supplies for truck tool boxes	30215220 - Tools
BUSINESS CARD	38687	5543286831820	12/20/2018	12/20/2018	49.00	flow test	30215240 - Expendable Operating S
BUSINESS CARD	38687	5549967831279	12/20/2018	12/20/2018	54.75	sewer line parts	30215392 - Sewer Lines M&R
BUSINESS CARD	38687	5549967831779	12/20/2018	12/20/2018	55.94	mower parts	30215390 - Water Lines M&R
BUSINESS CARD	38687	5543286831920	12/20/2018	12/20/2018	63.60	light bulbs	10025310 - Building & Grounds M&
BUSINESS CARD	38687	75191168317900	12/20/2018	12/20/2018	70.50	mower parts	10085365 - Other Equipment M&R
BUSINESS CARD	38687	0543684833100	12/20/2018	12/20/2018	72.96	animal supplies	10055558 - Animal Control
BUSINESS CARD	38687	5554742832540	12/20/2018	12/20/2018	83.00	puppy exam	10055558 - Animal Control
BUSINESS CARD	38687	8550499833690	12/20/2018	12/20/2018	86.35	test strips	10055210 - Office Supplies
BUSINESS CARD	38687	5542950831063	12/20/2018	12/20/2018	95.00	usdot stickers	10055340 - Vehicle M&R
BUSINESS CARD	38687	0543684832450	12/20/2018	12/20/2018	100.00	stamps	10025240 - Expendable Operating S
BUSINESS CARD	38687	5554742833140	12/20/2018	12/20/2018	112.00	animal supplies	10055558 - Animal Control
BUSINESS CARD	38687	35187428311000	12/20/2018	12/20/2018	120.00	cleaner for lift stations	30215220 - Tools
BUSINESS CARD	38687	0230096832030	12/20/2018	12/20/2018	170.00	dues and subscriptions	10015660 - Dues & Subscriptions
BUSINESS CARD	38687	5531020831608	12/20/2018	12/20/2018	178.88	office supplies	10055210 - Office Supplies
BUSINESS CARD	38687	5531020833808	12/20/2018	12/20/2018	180.76		10015240 - Expendable Operating S
BUSINESS CARD	38687	8536385832000	12/20/2018	12/20/2018	189.87	food	10015201 - Food
BUSINESS CARD	38687	5541734831013	12/20/2018	12/20/2018	210.00	registration for election law seminar	10015130 - Training & Travel
BUSINESS CARD	38687	5542950832589	12/20/2018	12/20/2018	212.98	repair at ls#3	30215392 - Sewer Lines M&R
BUSINESS CARD	38687	0543684832660	12/20/2018	12/20/2018	291.02	equipment for sink hole repair	30215392 - Sewer Lines M&R
BUSINESS CARD	38687	7521769833345	12/20/2018	12/20/2018	292.50	herbacid	10035385 - Drainage M&R
BUSINESS CARD	38687	5542135832562	12/20/2018	12/20/2018	295.00	election law seminar	10015130 - Training & Travel
BUSINESS CARD	38687	5546315832508	12/20/2018	12/20/2018	325.00	training	15605130 - Training & Travel
BUSINESS CARD	38687	0543684832600	12/20/2018	12/20/2018	329.99	air compressor	10025220 - Tools

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BUSINESS CARD	38687	5546315831608	12/20/2018	12/20/2018	350.00	training	15605130 - Training & Travel
BUSINESS CARD	38687	5546315831908	12/20/2018	12/20/2018	350.00	training	15605130 - Training & Travel
BUSINESS CARD	38687	5543286831220	12/20/2018	12/20/2018	360.76	hotel	15605130 - Training & Travel
BUSINESS CARD	38687	7545491831890	12/20/2018	12/20/2018	368.95	window replacement	30215340 - Vehicle M&R
BUSINESS CARD	38687	5550036831220	12/20/2018	12/20/2018	399.00	training	15605130 - Training & Travel
BUSINESS CARD	38687	5550036833320	12/20/2018	12/20/2018	399.00	training	15605130 - Training & Travel
BUSINESS CARD	38687	5543286830920	12/20/2018	12/20/2018	449.99	laptop for finance director	10015910 - Office Equipment
BUSINESS CARD	38687	5542950831263	12/20/2018	12/20/2018	462.38	hotel	15605130 - Training & Travel
BUSINESS CARD	38687	8550647833670	12/20/2018	12/20/2018	488.69	chlorine	30215270 - Chemicals
BUSINESS CARD	38687	5546315831908	12/20/2018	12/20/2018	525.00	training	15605130 - Training & Travel
BUSINESS CARD	38687	5546315831908	12/20/2018	12/20/2018	525.00	training	15605130 - Training & Travel
BUSINESS CARD	38687	7545345833690	12/20/2018	12/20/2018	537.80	staples	10085310 - Building & Grounds M&
BUSINESS CARD	38687	75134258311900	12/20/2018	12/20/2018	734.76	brake job	10025340 - Vehicle M&R
BUSINESS CARD	38687	5543286832020	12/20/2018	12/20/2018	3,856.00	tool boxes	30985967 - Transfer to Equipment R
					\$14,050.14		
CENTERPOINT ENERGY	38688	december18---	12/20/2018	12/20/2018	69.83	acct #10010690-5	10015430 - Natural Gas
CENTERPOINT ENERGY	38689	december18	12/20/2018	12/20/2018	19.98	acct# 4785754-5	10025430 - Natural Gas
CENTERPOINT ENERGY	38689	december18-	12/20/2018	12/20/2018	20.63	acct# 8112241-8	10075430 - Natural Gas
CENTERPOINT ENERGY	38689	december18--	12/20/2018	12/20/2018	24.53	acct# 4813845-7	30215430 - Natural Gas
					\$65.14		
CITY OF IOWA COLONY	38690	DECEMBER18	12/20/2018	12/20/2018	20.00	bcca dinner	10015103 - Salaries & Wages
COMCAST	38691	december18-	12/20/2018	12/20/2018	55.08	acct# 8777 70 180 000819	10075420 - Telephone
COMCAST	38691	DECEMBER18	12/20/2018	12/20/2018	279.47	acct# 8777 70 180 0178847	10075420 - Telephone
					\$334.55		
COMCAST	38692	73130795	12/20/2018	12/20/2018	41.72	acct# 904897982	30215420 - Telephone
COMCAST	38692	73130795	12/20/2018	12/20/2018	83.44	acct# 904897982	10015420 - Telephone
COMCAST	38692	73130795	12/20/2018	12/20/2018	208.66	acct# 904897982	10055420 - Telephone
					\$333.82		
COMCAST	38693	december18	12/20/2018	12/20/2018	64.51	acct# 8/777 70 113 0202267	10015420 - Telephone
COMCAST	38693	december18	12/20/2018	12/20/2018	64.52	acct# 8/777 70 113 0202267	10045225 - Books & Periodicals
COMCAST	38693	december18	12/20/2018	12/20/2018	239.62	acct# 8/777 70 113 0202267	10055420 - Telephone
					\$368.65		
CORDOBA LAW FIRM. P.L.L.C.	38694	46058	12/20/2018	12/20/2018	300.00	ACCT# 358-16175M	10015570 - Attorney's Fees
DXI INDUSTRIES, INC.	38695	de05009830-18	12/20/2018	12/20/2018	10.00	chlorine	30215270 - Chemicals
DXI INDUSTRIES, INC.	38695	de05009873-18	12/20/2018	12/20/2018	10.00	chlorine	30215270 - Chemicals
DXI INDUSTRIES, INC.	38695	de05009832-18	12/20/2018	12/20/2018	30.00	chlorine	30215270 - Chemicals
DXI INDUSTRIES, INC.	38695	de05009306-18	12/20/2018	12/20/2018	40.00	chlorine	30215270 - Chemicals
DXI INDUSTRIES, INC.	38695	de05009831-18	12/20/2018	12/20/2018	40.00	chlorine	30215270 - Chemicals
DXI INDUSTRIES, INC.	38695	055021393-18	12/20/2018	12/20/2018	113.53	chlorine	30215270 - Chemicals
DXI INDUSTRIES, INC.	38695	055021394-18	12/20/2018	12/20/2018	118.78	chlorine	30215270 - Chemicals
DXI INDUSTRIES, INC.	38695	055021395-18	12/20/2018	12/20/2018	118.78	chlorine	30215270 - Chemicals
					\$481.09		
FACTS, THE	38696	16596-1118	12/20/2018	12/20/2018	80.80	article for ordinances	10015685 - Publishing & Advertising

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Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account
FACTS, THE	38696	16596-1118	12/20/2018	12/20/2018	280.00	article for christmas in the park	10085851 - Parks & Recreation
					\$360.80		
FERGUSON WATERWORKS SUP	38697	0990623	12/20/2018	12/20/2018	37.16	water line supplies	30215390 - Water Lines M&R
KILLUM PEST CONTROL	38698	184004	12/20/2018	12/20/2018	10.00	pest control	10085310 - Building & Grounds M&
KILLUM PEST CONTROL	38698	184003	12/20/2018	12/20/2018	50.00	pest control	10085310 - Building & Grounds M&
					\$60.00		
MCCOY'S BUILDING SUPPLY	38699	1306192	12/20/2018	12/20/2018	48.89	rope and electrical tape	30215240 - Expendable Operating S
MIKE SORRELL TRUCKING & MA	38700	6796	12/20/2018	12/20/2018	200.00	sandy clay for sindk hole repair	30215392 - Sewer Lines M&R
MIKE SORRELL TRUCKING & MA	38700	6800	12/20/2018	12/20/2018	544.92	cement stabilized sand for sink hole repair	30215392 - Sewer Lines M&R
					\$744.92		
PARK PLACE	38701	11236	12/20/2018	12/20/2018	252.32	employee and volunteer of year awards	10015240 - Expendable Operating S
TEXAS SOCIAL SECURITY PRO	38702	december18	12/20/2018	12/20/2018	35.00	annual fee	10015660 - Dues & Subscriptions
THE POLICE AND SHERIFFS PR	38703	114615	12/20/2018	12/20/2018	17.49	id cards	10055190 - Uniforms
THE SOURCE WEEKLY	38704	december18	12/20/2018	12/20/2018	70.00	newspaper article	10085685 - Publishing & Advertising
TXU ENERGY	38705	056376396661	12/20/2018	12/20/2018	100.44	acct# 100051947287	10075410 - Electricity
TXU ENERGY	38705	056376396661	12/20/2018	12/20/2018	160.25	acct# 100051947287	10085410 - Electricity
TXU ENERGY	38705	056376396661	12/20/2018	12/20/2018	679.34	acct#100051947287	10015410 - Electricity
TXU ENERGY	38705	056376396661	12/20/2018	12/20/2018	2,681.61	acct#100051947287	10025410 - Electricity
TXU ENERGY	38705	056376396661	12/20/2018	12/20/2018	4,195.27	acct# 100051947287	30215410 - Electricity
					\$7,816.91		
WASTE CONNECTIONS OF TX, L	38706	1810955	12/20/2018	12/20/2018	244.23	acct# 5131-7714679-001	10025245 - Dump Charges
WASTE CONNECTIONS OF TX, L	38706	1810956	12/20/2018	12/20/2018	22,559.70	acct# 5131-7714762-001	30215994 - Solide Waste Charges
					\$22,803.93		
WOODMAN LIFE	38707	december18	12/20/2018	12/20/2018	100.00	deposit refund	10294118 - Municipal Building Renta
YAKLIN BRAZOSPORT	38708	229152f	12/20/2018	12/20/2018	23.76	fuel	10075340 - Vehicle M&R
YAKLIN BRAZOSPORT	38708	336515	12/20/2018	12/20/2018	77.45	oil change	10055340 - Vehicle M&R
YAKLIN BRAZOSPORT	38708	336426	12/20/2018	12/20/2018	225.40	battery and oil change	10055340 - Vehicle M&R
					\$326.61		
CLUTE POSTMASTER	38709	december18-	12/26/2018	12/26/2018	373.80	postage for utility bills	30215240 - Expendable Operating S
OFFICE OF ATTORNEY GENERA	38710	PR123118-5136	12/26/2018	12/31/2018	343.50	Child Support	10292138 - Child Support Payable
INTERNAL REVENUE SERVICE	ach	december18	12/03/2018	12/03/2018	2,774.35	penalty payment for 3rd qtr.941	10015240 - Expendable Operating S
INTERNAL REVENUE SERVICE	ach	PR121518-4045	12/13/2018	12/14/2018	37.20	Social Security Tax	10292144 - Social Security Payable
INTERNAL REVENUE SERVICE	ach	PR121518-4045	12/13/2018	12/14/2018	1,595.84	Medicare Tax	10292144 - Social Security Payable
INTERNAL REVENUE SERVICE	ach	PR121518-4045	12/13/2018	12/14/2018	4,359.82	Federal Income Tax	10292131 - Federal W/H Payble
					\$8,767.21		
MALONE, DON	ACH.3803.120	december18-	12/06/2018	12/06/2018	250.00	inspections week ending 12/01/2018	10105102 - Contract Labor
MALONE, DON	ACH.3803.122	december18	12/20/2018	12/21/2018	525.00	inspections for 12-9-18 thru 12-15-2018	10105102 - Contract Labor
MALONE, DON	ACH.3803.122	december18--	12/20/2018	12/21/2018	700.00	inspection for week ending 12-09-2018	10105102 - Contract Labor
					\$1,225.00		

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PACE, LINDA	ACH.3817.120	december18	12/06/2018	12/06/2018	30.93	meal while attending election law seminar	10015130 - Training & Travel
RICHWOOD V.F.D.	ACH.3834.120	december18	12/06/2018	12/06/2018	1,838.52	contributions for october 2018	30302241 - Fire Department Donati
TEXAS MUNICIPAL RETIREMEN	ACH.3855.121	PR111518-3855	11/14/2018	12/12/2018	10,304.87	TMRS	10292132 - Retirement Payable
TEXAS MUNICIPAL RETIREMEN	ACH.3855.121	PR113018-3855	11/28/2018	12/12/2018	10,453.50	TMRS	10292132 - Retirement Payable
					\$20,758.37		
WHOLESALE ELECTRIC SUPPLY	ACH.3880.121	0071-1021000	12/12/2018	12/12/2018	260.69	power cable for ls#1	30215392 - Sewer Lines M&R
KEY, JASON	ACH.4180.121	cor158	12/12/2018	12/12/2018	289.00	monthly hosted exchange mailbox	10015240 - Expendable Operating S
BCOS OFFICE TECHNOLOGIES	ACH.4485.122	ar244547	12/20/2018	12/21/2018	12.93	acct# c022	10015210 - Office Supplies
BCOS OFFICE TECHNOLOGIES	ACH.4485.122	ar244547	12/20/2018	12/21/2018	12.93	acct# c022	30215210 - Office Supplies
BCOS OFFICE TECHNOLOGIES	ACH.4485.122	ar244496	12/20/2018	12/21/2018	42.71	copier	10055210 - Office Supplies
					\$68.57		
DAHILL	ACH.4802.120	in1848420	12/06/2018	12/06/2018	97.00	printer lease	10065210 - Office Supplies
DAHILL	ACH.4802.120	in1848420	12/06/2018	12/06/2018	103.26	printer lease	30215210 - Office Supplies
DAHILL	ACH.4802.120	in1848420	12/06/2018	12/06/2018	190.26	printer lease	10015210 - Office Supplies
					\$390.52		
ICMA-RC PLAN #307447	ACH.5050.121	PR113018-5050	11/28/2018	12/12/2018	688.16	Def 457	10292132 - Retirement Payable
ICMA-RC PLAN #307447	ACH.5050.121	PR111518-5050	11/14/2018	12/12/2018	712.00	Def 457	10292132 - Retirement Payable
					\$1,400.16		
ICMA-RC PLAN #706183	ACH.5054.121	PR111518-5054	11/14/2018	12/12/2018	50.00	Roth IRA	10292132 - Retirement Payable
ICMA-RC PLAN #706183	ACH.5054.121	PR113018-5054	11/28/2018	12/12/2018	50.00	Roth IRA	10292132 - Retirement Payable
					\$100.00		
BRAZOS RIVER FUELING	ACH.5094.122	50026410	12/20/2018	12/21/2018	93.69	fuel	10075230 - Gas, Oil, & Lubricants
BRAZOS RIVER FUELING	ACH.5094.122	50026410	12/20/2018	12/21/2018	125.94	fuel	10105230 - Gas, Oil, & Lubricants
BRAZOS RIVER FUELING	ACH.5094.122	50026410	12/20/2018	12/21/2018	738.78	fuel	10025230 - Gas, Oil, & Lubricants
BRAZOS RIVER FUELING	ACH.5094.122	50026410	12/20/2018	12/21/2018	738.78	fuel	30215230 - Gas, Oil, & Lubricants
BRAZOS RIVER FUELING	ACH.5094.122	50026410	12/20/2018	12/21/2018	3,422.57	fuel	10055230 - Gas, Oil, & Lubricants
					\$5,119.76		
PELORUS METHODS INC.	ACH.5153.122	190101	12/20/2018	12/21/2018	2,500.00	Software Maintenance and Support	10015550 - Information Technology
NETPROTEC LLC	ACH.5179.120	1031	12/06/2018	12/06/2018	295.00	Video Magistrate Subscription	10055542 - Jail Expense
NETPROTEC LLC	ACH.5179.122	1040	12/20/2018	12/21/2018	295.00	Video Magistrate Subscription	10055542 - Jail Expense
					\$261,534.16		

City of Richwood
Check Register
3 - Checking - Beautification - 12/01/2018 to 12/31/2018

<u>Payee Name</u>	<u>Reference Number</u>	<u>Invoice Number</u>	<u>Invoice Ledger Date</u>	<u>Payment Date</u>	<u>Amount</u>	<u>Description</u>	<u>Ledger Account</u>
GREEN, DENISE	1431	december18	12/06/2018	12/06/2018	400.00	contract labor for october and november	20615102 - Contract Labor
REYES, ADAN	1432	028065	12/06/2018	12/06/2018	275.00	flower bed maint. on 11/21/2018	20615102 - Contract Labor
THE SOURCE WEEKLY	1433	december18-	12/20/2018	12/20/2018	70.00	article for cleanup	20615685 - Publishing & Advertising
					<u><u>\$745.00</u></u>		

City of Richwood
Check Register
4 - Checking - Seizure and Forfeiture - 12/01/2018 to 12/31/2018

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

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

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account
AFLAC INSURANCE	38711	PR121518-3703	12/13/2018	01/04/2019	14.03	AFLAC Non-Taxable	10292136 - Insurance Payable
AFLAC INSURANCE	38711	PR123118-3703	12/26/2018	01/04/2019	14.03	AFLAC Non-Taxable	10292136 - Insurance Payable
					\$28.06		
BRAZORIA COUNTY WATER LAB	38712	20183675	01/03/2019	01/04/2019	30.00	water sample test	30215390 - Water Lines M&R
BRAZORIA COUNTY WATER LAB	38712	20183830	01/03/2019	01/04/2019	30.00	water sample test	30215390 - Water Lines M&R
BRAZORIA COUNTY WATER LAB	38712	20183886	01/03/2019	01/04/2019	30.00	water sample test	30215390 - Water Lines M&R
BRAZORIA COUNTY WATER LAB	38712	20183730	01/03/2019	01/04/2019	90.00	water sample test	30215390 - Water Lines M&R
					\$180.00		
C & S JANITORIAL SERVICES, IN	38713	30554	01/03/2019	01/04/2019	275.00	custodial services city hall	10015102 - Contract Labor
CARROT-TOP INDUSTRIES	38714	25895	01/03/2019	01/04/2019	10.80	Shipping	10085310 - Building & Grounds M&
CARROT-TOP INDUSTRIES	38714	25895	01/03/2019	01/04/2019	67.38	Nylon US Flag 3x5	10085310 - Building & Grounds M&
CARROT-TOP INDUSTRIES	38714	25895	01/03/2019	01/04/2019	87.33	Nylon Texas Flag 3X5	10085310 - Building & Grounds M&
					\$165.51		
COMBINED INSURANCE CO. OF	38715	519824	01/03/2019	01/04/2019	74.48	insurance	10292136 - Insurance Payable
DE LAGE LANDEN FINANCIAL S	38716	61834178	01/03/2019	01/04/2019	63.98	contract # 25365801	10015935 - Equipment - Time Paym
DE LAGE LANDEN FINANCIAL S	38716	61834178	01/03/2019	01/04/2019	331.17	contract # 25365801	30215935 - Equipment - Time Paym
					\$395.15		
DEPT. OF STATE HEALTH SERVI	38717	january19	01/03/2019	01/04/2019	315.20	water test	30215390 - Water Lines M&R
EVR-GREEN	38718	23510	01/03/2019	01/04/2019	126.56	landscape at city hall	10025310 - Building & Grounds M&
FREESE AND NICHOLS, INC.	38719	1291607	01/03/2019	01/04/2019	21,319.27	Impact Fee Study Engineering	11555560 - Engineering
JIMENEZ, MARY	38720	january19	01/03/2019	01/04/2019	100.00	deposit refund	10292133 - Facility Rental Deposits
K. Hovnanian	38721	Refund: 1728000	12/28/2018	01/04/2019	80.69	Refund: 17280000 - K. Hovnanian	30301230 - Utility Receivables
KILLUM PEST CONTROL	38722	185103	01/03/2019	01/04/2019	117.50	pest control	10015310 - Building & Grounds M&
KILLUM PEST CONTROL	38722	185103	01/03/2019	01/04/2019	117.50	pest control	10055310 - Building & Grounds M&
					\$235.00		
KONA ICE	38723	inv-0080	01/03/2019	01/04/2019	357.50	kona ice and hot chocolate for Christmas in th	10085851 - Parks & Recreation
KORNEGAY, JONATHAN	38724	january19	01/03/2019	01/04/2019	100.00	deposit refund	10292133 - Facility Rental Deposits
KOSKINIEMI, LINDSAY	38725	january19	01/03/2019	01/04/2019	58.58	travel expense	10015130 - Training & Travel
MATA, DIANA	38726	january19	01/03/2019	01/04/2019	100.00	deposit refund	10292133 - Facility Rental Deposits
MCCOY'S BUILDING SUPPLY	38727	1306932	01/03/2019	01/04/2019	2.99	key axx rubberhead	10055340 - Vehicle M&R
MCCOY'S BUILDING SUPPLY	38727	1307289	01/03/2019	01/04/2019	7.32	toggle bolts	10025310 - Building & Grounds M&
					\$10.31		
MOMENTUM RENTAL & SALES	38728	66913-3	01/03/2019	01/04/2019	3,569.20	Dozer	10035380 - Streets M&R
MOSQUEDA, TERESA	38729	january19	01/03/2019	01/04/2019	100.00	deposit refund	10292133 - Facility Rental Deposits
OFFICE DEPOT	38730	224255016001	01/03/2019	01/04/2019	23.99	office supplies	10015210 - Office Supplies
OFFICE DEPOT	38730	224917994001	01/03/2019	01/04/2019	93.47	office supplies	10015210 - Office Supplies
OFFICE DEPOT	38730	224253954001	01/03/2019	01/04/2019	171.56	office supplies	10015210 - Office Supplies
					\$289.02		

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1 - Checking - Pooled Cash - 01/01/2019 to 01/31/2019

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account
PERDUE, BRANDON, FIELDER,	38731	ivc00043135	01/03/2019	01/04/2019	766.99	attorney fees for fine collection	10292140 - Municipal Court Costs
SPRINT	38732	677639496-017	01/03/2019	01/04/2019	21.57	acct# 677639496	10015420 - Telephone
SPRINT	38732	677639496-017	01/03/2019	01/04/2019	21.57	acct# 677639496	30215420 - Telephone
					\$43.14		
STRAND & ASSOCIATES	38733	0144539	01/03/2019	01/04/2019	2,975.00	Grant Management	10995595 - Professional Services
STRAND & ASSOCIATES	38733	0144388	01/03/2019	01/04/2019	4,890.25	Engineering	25405382 - Sidewalks M&R
					\$7,865.25		
TCEQ	38734	gps0216972	01/03/2019	01/04/2019	100.00	stormwater permit for fy2019	10105660 - Dues & Subscriptions
THE BANK OF NEW YORK MELL	38735	january19	01/03/2019	01/04/2019	14,025.00	combination tax and revenue certificates of obl	10292165 - Accounts Payable - Deb
THE POLICE AND SHERIFFS PR	38736	114419	01/03/2019	01/04/2019	153.21	id cards	10015210 - Office Supplies
THE SOURCE WEEKLY	38737	131200	01/03/2019	01/04/2019	70.00	ad for christmas in the park	10085685 - Publishing & Advertising
WHITE, DAVID	38738	january19	01/03/2019	01/04/2019	100.00	deposit refund	10292133 - Facility Rental Deposits
CLUTE POSTMASTER	38739	january19	01/11/2019	01/11/2019	76.30	postage for late notices	30215210 - Office Supplies
FIRST NATIONAL BANK OF LAKE	38740	january19	01/11/2019	01/11/2019	2,212.90	Monthly Loan Payment - Loan #966374	10025935 - Equipment - Time Paym
FIRST NATIONAL BANK OF LAKE	38740	january19-	01/11/2019	01/11/2019	5,347.16	Quarterly payment - City Hall Loan # 961342	40505960 - Bank Note
					\$7,560.06		
2 CITY OF LAKE JACKSON	38741	30069	01/11/2019	01/11/2019	10,750.00	Quarterly Dispatch Services	10055540 - Dispatch Services
COMCAST	38742	january19	01/11/2019	01/11/2019	46.10	acct8777 70 113 0202267	30215420 - Telephone
COMCAST	38742	january19	01/11/2019	01/11/2019	92.18	acct8777 70 113 0202267	10015420 - Telephone
COMCAST	38742	january19-	01/11/2019	01/11/2019	92.50	acct# 8777 70 180 0178847	10075420 - Telephone
COMCAST	38742	january19	01/11/2019	01/11/2019	230.45	acct8777 70 113 0202267	10055420 - Telephone
					\$461.23		
DE LAGE LANDEN FINANCIAL S	38743	61831483	01/11/2019	01/11/2019	167.76	copier	10055935 - Equipment - Time Paym
FACTS, THE	38744	16596-1218	01/11/2019	01/11/2019	70.00	ads	10085851 - Parks & Recreation
FACTS, THE	38744	16596-1218	01/11/2019	01/11/2019	451.20	ads	10015685 - Publishing & Advertising
					\$521.20		
GALLS, LLC	38745	011486255	01/11/2019	01/11/2019	13.80	uniforms	10055190 - Uniforms
GALLS, LLC	38745	011486232	01/11/2019	01/11/2019	76.50	uniforms	10055190 - Uniforms
GALLS, LLC	38745	011497959	01/11/2019	01/11/2019	104.00	uniforms	10055190 - Uniforms
					\$194.30		
TEXAS SELECT UPFITTERS, LL	38746	288	01/11/2019	01/11/2019	5,617.00	Canine Vehicle Outfit	15605930 - Equipment
UTILITY SERVICE CO., INC.	38747	465320	01/11/2019	01/11/2019	1,143.96	75,000 ELEVATED WATER TANK MAINTENA	30215595 - Professional Services
UTILITY SERVICE CO., INC.	38747	465321	01/11/2019	01/11/2019	1,437.51	250,000 ELEVATED PLANT TOWER 3 TANK	30215595 - Professional Services
UTILITY SERVICE CO., INC.	38747	465319	01/11/2019	01/11/2019	2,254.86	330,000 ELEVATED WATER TANK MAINTEN	30215595 - Professional Services
					\$4,836.33		
VERIZON WIRELESS	38748	9819431233	01/11/2019	01/11/2019	303.94	10055420	10055420 - Telephone
YAKLIN BRAZOSPORT	38749	336511	01/11/2019	01/11/2019	2,088.18	VEHCILE MAINT	10055340 - Vehicle M&R
YAKLIN BRAZOSPORT	38749	336663	01/11/2019	01/11/2019	2,121.67	VEHCILE MAINT	10055340 - Vehicle M&R
					\$4,209.85		

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1 - Checking - Pooled Cash - 01/01/2019 to 01/31/2019

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account
ZEIGLER'S SCREEN PRINTING	38750	20971	01/11/2019	01/11/2019	132.00	signs and stakes	10055685 - Publishing & Advertising
OFFICE OF ATTORNEY GENERA	38751	PR011519-5136	01/14/2019	01/16/2019	343.50	Child Support	10292138 - Child Support Payable
TEX-CON SERVICES	38752	193a	01/16/2019	01/16/2019	17,826.00	FEMA Road Work	70795965 - Street Projects
TEX-CON SERVICES	38752	193b	01/16/2019	01/16/2019	22,719.00	Road repair	10035380 - Streets M&R
					\$40,545.00		
AIRGAS USA, LLC	38753	9958873284	01/18/2019	01/18/2019	61.75	acetylene and oxygen	10025240 - Expendable Operating S
AQUA METRIC SALES, CO.	38754	prf000096	01/18/2019	01/18/2019	5,463.64	annual maint and support	30215595 - Professional Services
AT&T	38755	january19	01/18/2019	01/18/2019	926.23	acct# 409 116-6137 345 6	30215420 - Telephone
BAYVIEW LOAN SERVICING LLC	38756	13870007.01151	01/15/2019	01/18/2019	20.24	Deposit Refund: 13870007 - BAYVIEW LOAN	30302220 - Customer Meter Deposit
BRAZORIA COUNTY WATER LAB	38757	20184177	01/17/2019	01/18/2019	15.00	water sample test	30215390 - Water Lines M&R
BRAZORIA COUNTY WATER LAB	38757	20183960	01/17/2019	01/18/2019	30.00	water sample test	30215390 - Water Lines M&R
BRAZORIA COUNTY WATER LAB	38757	20184060	01/18/2019	01/18/2019	90.00	water sample test	30215390 - Water Lines M&R
					\$135.00		
BRAZOSPORT TIRE	38758	467692	01/18/2019	01/18/2019	138.44	Trailer tires	30215365 - Other Equipment M&R
BRAZOSPORT WATER AUTHORI	38759	07-0455	01/18/2019	01/18/2019	22,729.20	water contract	30215995 - Brazosport Water Autho
BUDGET CARWASH	38760	1130	01/18/2019	01/18/2019	8.00	car wash	10055340 - Vehicle M&R
CENTERPOINT ENERGY	38761	january19	01/18/2019	01/18/2019	20.63	acct# 8112241-8	10075430 - Natural Gas
CENTERPOINT ENERGY	38761	january19--	01/18/2019	01/18/2019	102.14	acct# 10010690-5	10015430 - Natural Gas
					\$122.77		
COMCAST	38762	january19--	01/18/2019	01/18/2019	10.77	internet	10075420 - Telephone
COMCAST	38763	74458610	01/18/2019	01/18/2019	42.08	telephone	30215420 - Telephone
COMCAST	38763	74458610	01/18/2019	01/18/2019	84.10	acct# 904897982	10015420 - Telephone
COMCAST	38763	74458610	01/18/2019	01/18/2019	210.25	telephone	10055420 - Telephone
					\$336.43		
CORE & MAIN	38764	j889156	01/18/2019	01/18/2019	75.48	corp stop, inserts, wrench, meter washer	30215220 - Tools
CORE & MAIN	38764	j889156	01/18/2019	01/18/2019	1,293.69	corp stop, inserts, wrench, meter washer	30215390 - Water Lines M&R
CORE & MAIN	38764	j753127	01/18/2019	01/18/2019	2,110.60	meter nuts and couplings	30215390 - Water Lines M&R
					\$3,479.77		
GALLS, LLC	38765	011295409	01/18/2019	01/18/2019	47.25	Medium 1/4 zip job shirt jacket	10075190 - Uniforms
GALLS, LLC	38765	011295409	01/18/2019	01/18/2019	141.75	XL 1/4 zip job shirt jacket	10075190 - Uniforms
GALLS, LLC	38765	011295409	01/18/2019	01/18/2019	189.00	Large 1/4 zip job shirt jacket	10075190 - Uniforms
GALLS, LLC	38765	011295409	01/18/2019	01/18/2019	283.50	2xl 1/4 zip job shirt jacket	10075190 - Uniforms
					\$661.50		
INDUSTRIAL CHEM LAB & SERVI	38766	269905	01/18/2019	01/18/2019	321.82	pine odor control	30215270 - Chemicals
MERCER CONTROLS	38767	17169	01/18/2019	01/18/2019	14,500.00	well maint	30215390 - Water Lines M&R
OFFICE DEPOT	38768	251758829001	01/18/2019	01/18/2019	12.76	pens	10065210 - Office Supplies
OFFICE DEPOT	38768	251760722001	01/18/2019	01/18/2019	19.79	calendar	10015210 - Office Supplies
OFFICE DEPOT	38768	251760673001	01/18/2019	01/18/2019	27.44	dry erase board	10065210 - Office Supplies
					\$59.99		

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1 - Checking - Pooled Cash - 01/01/2019 to 01/31/2019

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account
P C CARE	38769	83283	01/18/2019	01/18/2019	-432.00	credit for invoice# 83094	10015550 - Information Technology
P C CARE	38769	83179	01/18/2019	01/18/2019	55.00	it services	10015550 - Information Technology
P C CARE	38769	83094	01/18/2019	01/18/2019	432.00	it services	10015550 - Information Technology
P C CARE	38769	83173	01/18/2019	01/18/2019	450.00	MigrationWiz-Mailbox	10015550 - Information Technology
P C CARE	38769	83093	01/18/2019	01/18/2019	1,248.00	Microsoft Office 365 Business Essentials - An	10015660 - Dues & Subscriptions
P C CARE	38769	83173	01/18/2019	01/18/2019	2,800.00	migration of outlook accounts	10015550 - Information Technology
P C CARE	38769	83093	01/18/2019	01/18/2019	3,720.00	Micrososft Office 365 Premium Annual w/archi	10015660 - Dues & Subscriptions
					\$8,273.00		
Peltier Builders,	38770	70037500.01151	01/15/2019	01/18/2019	75.60	Deposit Refund: 70037500 - Peltier Builders,	30302220 - Customer Meter Deposit
PENNEY'S ELECTRIC	38771	19218	01/18/2019	01/18/2019	292.50	labor for ls#5 repair	30215392 - Sewer Lines M&R
PEREZ, CASSANDRA	38772	january19	01/18/2019	01/18/2019	100.00	deposit refund	10292133 - Facility Rental Deposits
PHAM, THUY	38773	Refund: 2074000	01/09/2019	01/18/2019	19.72	Refund: 20740002 - PHAM, THUY	30301230 - Utility Receivables
RICHWOOD BEAUTIFICATION	38775	january19-	01/18/2019	01/18/2019	1,165.71	contributions for dec/18	30302242 - Beautification Donations
RICHWOOD BEAUTIFICATION	38775	january19	01/18/2019	01/18/2019	1,176.94	contributions for nov/18	30302242 - Beautification Donations
					\$2,342.65		
RIPPLE, MARIA	38776	january19	01/18/2019	01/18/2019	100.00	deposit refund	10292133 - Facility Rental Deposits
RO'VIN GARRETT, RTA	38777	91--	01/18/2019	01/18/2019	609.92	yeary tax commision - 2018	10015556 - Contractural Services -
T.J.'S LUBE STOP	38778	184343	01/18/2019	01/18/2019	7.00	inspection	10075340 - Vehicle M&R
T.J.'S LUBE STOP	38778	184348	01/18/2019	01/18/2019	7.00	inspection	10075340 - Vehicle M&R
					\$14.00		
THE POLICE AND SHERIFFS PR	38779	108728	01/18/2019	01/18/2019	17.49	id cards	10015210 - Office Supplies
TML - IEBP	38780	7071901a	01/18/2019	01/18/2019	25,736.40	insurance	10292136 - Insurance Payable
TX COMPTROLLER OF PUBLIC	38781	january19-	01/18/2019	01/18/2019	125.90	child safety and seat belt violations fines	10292140 - Municipal Court Costs
TX COMPTROLLER OF PUBLIC	38781	january19	01/18/2019	01/18/2019	10,300.06	state criminal costs and fees for qtr ending 12/	10292140 - Municipal Court Costs
					\$10,425.96		
TXU ENERGY	38782	054927251597	01/18/2019	01/18/2019	111.97	electricity	10075410 - Electricity
TXU ENERGY	38782	054927251597	01/18/2019	01/18/2019	169.54	electricity	10085410 - Electricity
TXU ENERGY	38782	054927251597	01/18/2019	01/18/2019	695.57	electricity	10015410 - Electricity
TXU ENERGY	38782	054927251597	01/18/2019	01/18/2019	2,643.91	electricity	10025410 - Electricity
TXU ENERGY	38782	054927251597	01/18/2019	01/18/2019	4,150.01	electricity	30215410 - Electricity
					\$7,771.00		
WELLS FARGO BANK, N.A.	38783	rich715022019	01/18/2019	01/18/2019	36,487.50	tax a rev cert of abl	30255991 - RB I&S Series 2004
Y. TELLO FLOORCARE	38784	579443	01/18/2019	01/18/2019	80.00	floor maint for community building	10085310 - Building & Grounds M&
YAKLIN BRAZOSPORT	38785	337125	01/18/2019	01/18/2019	1,258.32	VEHCILE MAINT	10055340 - Vehicle M&R
CANTU, GIANI	38786	january19	01/22/2019	01/22/2019	372.36	travel to frisco for training	10015130 - Training & Travel
AT&T	38787	january19	01/24/2019	01/24/2019	128.90	acct# 286940408	10025420 - Telephone
AT&T	38788	january19-	01/24/2019	01/24/2019	383.63	dispatch phone	10055420 - Telephone
BUSINESS CARD	38789	5531020835160	01/24/2019	01/24/2019	-42.24	credit	10085310 - Building & Grounds M&

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Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account
BUSINESS CARD	38789	5549967834879	01/24/2019	01/24/2019	-26.97	credit	10025310 - Building & Grounds M&
BUSINESS CARD	38789	5544641836208	01/24/2019	01/24/2019	-22.26	credit	30215390 - Water Lines M&R
BUSINESS CARD	38789	7530637834016	01/24/2019	01/24/2019	1.00	filing fee	10015240 - Expendable Operating S
BUSINESS CARD	38789	5549967836179	01/24/2019	01/24/2019	2.97	chip bursh for paint on BFP sign	10085310 - Building & Grounds M&
BUSINESS CARD	38789	2526508834000	01/24/2019	01/24/2019	3.00	vehicle registration fee	30215935 - Equipment - Time Paym
BUSINESS CARD	38789	2553606836210	01/24/2019	01/24/2019	3.32		30215130 - Training & Travel
BUSINESS CARD	38789	2553606836210	01/24/2019	01/24/2019	3.32		30215130 - Training & Travel
BUSINESS CARD	38789	5530959835783	01/24/2019	01/24/2019	3.99	mirror adhesive	10055340 - Vehicle M&R
BUSINESS CARD	38789	2553606834610	01/24/2019	01/24/2019	4.00	vehicle registration	10055340 - Vehicle M&R
BUSINESS CARD	38789	5549967836079	01/24/2019	01/24/2019	5.54		30215392 - Sewer Lines M&R
BUSINESS CARD	38789	0543684834800	01/24/2019	01/24/2019	5.68	stamps	10055210 - Office Supplies
BUSINESS CARD	38789	5549967834579	01/24/2019	01/24/2019	6.04	park restroom electrical repair	10025310 - Building & Grounds M&
BUSINESS CARD	38789	0543684834740	01/24/2019	01/24/2019	8.87	door prizes	14015240 - Expendable Operating S
BUSINESS CARD	38789	5530959834683	01/24/2019	01/24/2019	9.48	fuses	10025365 - Other Equipment M&R
BUSINESS CARD	38789	5530959834283	01/24/2019	01/24/2019	9.98	automotive supplies	10025215 - Custodial Supplies
BUSINESS CARD	38789	0541019834009	01/24/2019	01/24/2019	10.76	door prizes, candy, candy canes	10085851 - Parks & Recreation
BUSINESS CARD	38789	2526508834000	01/24/2019	01/24/2019	12.50	vehicle registration	30215935 - Equipment - Time Paym
BUSINESS CARD	38789	0541019834009	01/24/2019	01/24/2019	12.54	door prizes, candy, candy canes	10015201 - Food
BUSINESS CARD	38789	0543684834830	01/24/2019	01/24/2019	12.74	volunteer of the year gift and christmas food	10015201 - Food
BUSINESS CARD	38789	5530959834783	01/24/2019	01/24/2019	12.87	carb cleaner	10025270 - Chemicals
BUSINESS CARD	38789	5543286835420	01/24/2019	01/24/2019	14.06	amazon prime membership	10025660 - Dues & Subscriptions
BUSINESS CARD	38789	5531020836302	01/24/2019	01/24/2019	16.23	adobe	30215210 - Office Supplies
BUSINESS CARD	38789	2553606834610	01/24/2019	01/24/2019	16.50	vehicle registration	10055340 - Vehicle M&R
BUSINESS CARD	38789	0543684834950	01/24/2019	01/24/2019	17.95	kids food for christmas	10015201 - Food
BUSINESS CARD	38789	5549967835479	01/24/2019	01/24/2019	18.98	restroom door knob for bfp	10085310 - Building & Grounds M&
BUSINESS CARD	38789	75191168344900	01/24/2019	01/24/2019	20.52	mower rotay switch	10085365 - Other Equipment M&R
BUSINESS CARD	38789	5549967834779	01/24/2019	01/24/2019	23.98	blades	30215220 - Tools
BUSINESS CARD	38789	7526586833951	01/24/2019	01/24/2019	25.18	christmas decoration	14015240 - Expendable Operating S
BUSINESS CARD	38789	7530637834016	01/24/2019	01/24/2019	30.00	deed filing fee	10015240 - Expendable Operating S
BUSINESS CARD	38789	8545667834590	01/24/2019	01/24/2019	30.00	membership luncheon	10015130 - Training & Travel
BUSINESS CARD	38789	0543684834040	01/24/2019	01/24/2019	31.93	cd supplies	10055930 - Equipment
BUSINESS CARD	38789	8550499834090	01/24/2019	01/24/2019	31.96	sexual assault kit	10055240 - Expendable Operating S
BUSINESS CARD	38789	5549967834879	01/24/2019	01/24/2019	33.96	bulbs	10025310 - Building & Grounds M&
BUSINESS CARD	38789	5549967835379	01/24/2019	01/24/2019	34.58	supplies to change light fixtures at service cen	10025310 - Building & Grounds M&
BUSINESS CARD	38789	5543286835520	01/24/2019	01/24/2019	34.99	postage fee	10015240 - Expendable Operating S
BUSINESS CARD	38789	0543684834610	01/24/2019	01/24/2019	37.99	business card	10055210 - Office Supplies
BUSINESS CARD	38789	5531020834308	01/24/2019	01/24/2019	39.92	computer adapter	10055550 - Information Technology
BUSINESS CARD	38789	5531020834860	01/24/2019	01/24/2019	42.24	prefab conduit for led fixtures	10025310 - Building & Grounds M&
BUSINESS CARD	38789	5549967834779	01/24/2019	01/24/2019	42.51	cable ties and concrete mix	30215390 - Water Lines M&R
BUSINESS CARD	38789	5544732900263	01/24/2019	01/24/2019	46.40	hose and cuff, hardhat strap, gas detector, sce	10025240 - Expendable Operating S
BUSINESS CARD	38789	0543684834830	01/24/2019	01/24/2019	54.95	volunteer of the year gift and christmas food	10015240 - Expendable Operating S
BUSINESS CARD	38789	0543684834240	01/24/2019	01/24/2019	58.96	door prizes	14015240 - Expendable Operating S
BUSINESS CARD	38789	5543286834720	01/24/2019	01/24/2019	58.96	tools	10015220 - Tools
BUSINESS CARD	38789	5549967834681	01/24/2019	01/24/2019	59.45	door prizes	14015240 - Expendable Operating S
BUSINESS CARD	38789	5530959834283	01/24/2019	01/24/2019	69.12	automotive supplies	10025365 - Other Equipment M&R
BUSINESS CARD	38789	5543286834520	01/24/2019	01/24/2019	70.30	pavilion lights	10085310 - Building & Grounds M&
BUSINESS CARD	38789	5530959834683	01/24/2019	01/24/2019	73.98	hitch for new truck	30985967 - Transfer to Equipment R
BUSINESS CARD	38789	7526586833951	01/24/2019	01/24/2019	74.91	christmas decoration	10085851 - Parks & Recreation

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BUSINESS CARD	38789	0543684834730	01/24/2019	01/24/2019	76.40	christmas dinner	10015201 - Food
BUSINESS CARD	38789	5531020834860	01/24/2019	01/24/2019	78.98	pre fab conduit for lights at service center	10025310 - Building & Grounds M&
BUSINESS CARD	38789	5531020836220	01/24/2019	01/24/2019	79.00	schedule 40 pipe	30215220 - Tools
BUSINESS CARD	38789	5543286900320	01/24/2019	01/24/2019	80.91	tools	10025220 - Tools
BUSINESS CARD	38789	5543286900320	01/24/2019	01/24/2019	80.91	tools	30215220 - Tools
BUSINESS CARD	38789	5549967900420	01/24/2019	01/24/2019	100.00	dues	10015660 - Dues & Subscriptions
BUSINESS CARD	38789	0543684834150	01/24/2019	01/24/2019	100.00	postage stamps	10015240 - Expendable Operating S
BUSINESS CARD	38789	0543684834850	01/24/2019	01/24/2019	100.00	postage stamps	10015240 - Expendable Operating S
BUSINESS CARD	38789	75191168346900	01/24/2019	01/24/2019	106.74	mower blades	10085365 - Other Equipment M&R
BUSINESS CARD	38789	2553606836210	01/24/2019	01/24/2019	111.00	exam fees	30215130 - Training & Travel
BUSINESS CARD	38789	2553606836210	01/24/2019	01/24/2019	111.00	exam fees	30215130 - Training & Travel
BUSINESS CARD	38789	2553606836210	01/24/2019	01/24/2019	111.00	water exam fees	30215130 - Training & Travel
BUSINESS CARD	38789	5543286834220	01/24/2019	01/24/2019	114.66	pavilion lights	10085310 - Building & Grounds M&
BUSINESS CARD	38789	5543286900320	01/24/2019	01/24/2019	116.47	business card	10015210 - Office Supplies
BUSINESS CARD	38789	5530959834683	01/24/2019	01/24/2019	122.83	battery	10025340 - Vehicle M&R
BUSINESS CARD	38789	5549967900420	01/24/2019	01/24/2019	125.00	conference fee	10015130 - Training & Travel
BUSINESS CARD	38789	0543684834700	01/24/2019	01/24/2019	135.99	fuel pump and jack	10025220 - Tools
BUSINESS CARD	38789	0522702900460	01/24/2019	01/24/2019	137.70	discharge hose	30215390 - Water Lines M&R
BUSINESS CARD	38789	0541019834009	01/24/2019	01/24/2019	139.15	door prizes, candy, candy canes	14015240 - Expendable Operating S
BUSINESS CARD	38789	5544732900263	01/24/2019	01/24/2019	139.20	hose and cuff, hardhat strap, gas detector, sce	30215240 - Expendable Operating S
BUSINESS CARD	38789	5544641900175	01/24/2019	01/24/2019	174.11	adobe	10025240 - Expendable Operating S
BUSINESS CARD	38789	5549967835279	01/24/2019	01/24/2019	193.13	supplies to change light fixtures at service cen	10025310 - Building & Grounds M&
BUSINESS CARD	38789	5544732900263	01/24/2019	01/24/2019	206.62	deodorant blocks and first aid kit	30215240 - Expendable Operating S
BUSINESS CARD	38789	5544732900263	01/24/2019	01/24/2019	206.63	deodorant blocks and first aid kit	10025240 - Expendable Operating S
BUSINESS CARD	38789	0522702834260	01/24/2019	01/24/2019	240.00	truck logos	30215340 - Vehicle M&R
BUSINESS CARD	38789	5548382834109	01/24/2019	01/24/2019	242.28	door prizes	14015240 - Expendable Operating S
BUSINESS CARD	38789	5543286900320	01/24/2019	01/24/2019	275.00	exam fees	30215130 - Training & Travel
BUSINESS CARD	38789	5543286900320	01/24/2019	01/24/2019	275.00	exam fees	30215130 - Training & Travel
BUSINESS CARD	38789	5543286900420	01/24/2019	01/24/2019	275.00	exam fees	30215130 - Training & Travel
BUSINESS CARD	38789	5543286900420	01/24/2019	01/24/2019	275.00	exam fees	30215130 - Training & Travel
BUSINESS CARD	38789	5543286900420	01/24/2019	01/24/2019	275.00	exam fees	30215130 - Training & Travel
BUSINESS CARD	38789	0543684900330	01/24/2019	01/24/2019	276.00	hotel	10015130 - Training & Travel
BUSINESS CARD	38789	0543684834700	01/24/2019	01/24/2019	279.99	fuel pump and jack	10025365 - Other Equipment M&R
BUSINESS CARD	38789	5543286900320	01/24/2019	01/24/2019	300.00	hp 200	30215392 - Sewer Lines M&R
BUSINESS CARD	38789	5544732900263	01/24/2019	01/24/2019	473.00	hose and cuff, hardhat strap, gas detector, sce	30215392 - Sewer Lines M&R
BUSINESS CARD	38789	5544732900263	01/24/2019	01/24/2019	493.35	deodorant blocks and first aid kit	30215392 - Sewer Lines M&R
BUSINESS CARD	38789	5543286835220	01/24/2019	01/24/2019	497.28	led light fixtures	10025310 - Building & Grounds M&
BUSINESS CARD	38789	5544732900263	01/24/2019	01/24/2019	1,100.45	hose and cuff, hardhat strap, gas detector, sce	30215220 - Tools
BUSINESS CARD	38789	7541823834106	01/24/2019	01/24/2019	2,699.99	builidng	70795310 - Buildings & Grounds M&
					\$12,072.41		
CENTERPOINT ENERGY	38790	january19---	01/24/2019	01/24/2019	19.98	natural gas	10025430 - Natural Gas
CENTERPOINT ENERGY	38790	january19-	01/24/2019	01/24/2019	22.57	natural gas	30215430 - Natural Gas
					\$42.55		
COMCAST	38791	january19---	01/24/2019	01/24/2019	46.15	acct8777 70 113 0202267	30215420 - Telephone
COMCAST	38791	january19---	01/24/2019	01/24/2019	92.18	acct8777 70 113 0202267	10015420 - Telephone
COMCAST	38791	january19---	01/24/2019	01/24/2019	230.45	acct8777 70 113 0202267	10055420 - Telephone
					\$368.78		

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COON, MICHAEL	38792	january19	01/24/2019	01/24/2019	364.24	travel pay	10015130 - Training & Travel
CORDOBA LAW FIRM. P.L.L.C.	38793	46496	01/24/2019	01/24/2019	972.50	attorney	10015570 - Attorney's Fees
DXI INDUSTRIES, INC.	38794	de05010746-18	01/24/2019	01/24/2019	10.00	chlorine	30215270 - Chemicals
DXI INDUSTRIES, INC.	38794	de05010789-18	01/24/2019	01/24/2019	10.00	chlorine	30215270 - Chemicals
DXI INDUSTRIES, INC.	38794	de05010748-18	01/24/2019	01/24/2019	30.00	chlorine	30215270 - Chemicals
DXI INDUSTRIES, INC.	38794	de05010220-18	01/24/2019	01/24/2019	40.00	chlorine	30215270 - Chemicals
DXI INDUSTRIES, INC.	38794	de05010747-18	01/24/2019	01/24/2019	40.00	chlorine	30215270 - Chemicals
DXI INDUSTRIES, INC.	38794	055000364-19	01/24/2019	01/24/2019	118.78	chlorine cylinder	30215270 - Chemicals
					\$248.78		
GARCIA, KIRSTEN	38795	january19	01/24/2019	01/24/2019	222.72	travel pay	10065130 - Training & Travel
OMNIBASE SERVICES OF TEXA	38796	418-111020	01/24/2019	01/24/2019	24.00	4th qtr. fees	10292140 - Municipal Court Costs
STARK, ROBERT	38797	217380	01/24/2019	01/24/2019	250.00	inspections	10105102 - Contract Labor
VERIZON WIRELESS	38798	9821364162	01/24/2019	01/24/2019	607.86	broadband	10055550 - Information Technology
WASTE CONNECTIONS OF TX, L	38799	1833472	01/24/2019	01/24/2019	244.23	dump fees	10025245 - Dump Charges
WASTE CONNECTIONS OF TX, L	38799	1833473	01/24/2019	01/24/2019	20,840.38	residential trash	30215994 - Solide Waste Charges
					\$21,084.61		
CLUTE POSTMASTER	38800	january19-	01/25/2019	01/25/2019	374.15	postage for utility bills	30215240 - Expendable Operating S
ALPHA MEDIA GROUP	38801	1193	01/30/2019	01/30/2019	872.25	EMBROIDERY FOR UNIFORMS	10075190 - Uniforms
BB&T GOVERNMENTAL FINANC	38802	january19-	01/30/2019	01/30/2019	5,947.00	loan# 9943000600000001	40505992 - CO Series 2011 Refundi
BB&T GOVERNMENTAL FINANC	38802	january19	01/30/2019	01/30/2019	11,086.51	loan# 9943000600000002	30255960 - CO Series 2013
					\$17,033.51		
BRAZORIA COUNTY GROUNDW	38803	january19	01/30/2019	01/30/2019	100.00	for well# 20130807000785	30215660 - Dues & Subscriptions
BRYANT, LEE	38804	13866100.01281	01/28/2019	01/30/2019	16.20	Deposit Refund: 13866100 - BRYANT, LEE	30302220 - Customer Meter Deposit
BRYANT, LEE	38804	13866100.01281	01/28/2019	01/30/2019	50.00	Deposit Refund: 13866100 - BRYANT, LEE	30302220 - Customer Meter Deposit
					\$66.20		
CDW-Government	38805	qtj5446	01/30/2019	01/30/2019	780.67	Annual Adobe License	10015660 - Dues & Subscriptions
CORDOBA LAW FIRM. P.L.L.C.	38806	46059	01/30/2019	01/30/2019	410.00	attorney	10065570 - Attorney's Fees
CORDOBA LAW FIRM. P.L.L.C.	38806	46497	01/30/2019	01/30/2019	800.00	attorney	10065570 - Attorney's Fees
					\$1,210.00		
FLEET SAFETY EQUIPMENT, IN	38807	538556	01/30/2019	01/30/2019	150.00	Freight	15605930 - Equipment
FLEET SAFETY EQUIPMENT, IN	38807	538556	01/30/2019	01/30/2019	8,950.00	Watchguard VIS-CAM-EXT-002	15605930 - Equipment
					\$9,100.00		
GALLS, LLC	38808	011636643	01/30/2019	01/30/2019	37.50	uniforms	10055190 - Uniforms
JONES, K.D.	38810	22510008.01181	01/18/2019	01/30/2019	80.29	Deposit Refund: 22510008 - JONES, K.D.	30302220 - Customer Meter Deposit
MEMORIAL HERMANN HOSPITA	38811	january19	01/30/2019	01/30/2019	703.00	acct# 46588595-7500	10055240 - Expendable Operating S
OFFICE DEPOT	38812	258888077001	01/11/2019	01/30/2019	42.20	BINDERS	10015210 - Office Supplies
OFFICE OF ATTORNEY GENERA	38813	PR013119-5136	01/30/2019	01/30/2019	343.50	Child Support	10292138 - Child Support Payable

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Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account
PERDUE, BRANDON, FIELDER,	38814	ivc00044300	01/30/2019	01/30/2019	807.41	fine collection	10292140 - Municipal Court Costs
SCB CLINIC, PLLC	38815	4665-9268	01/30/2019	01/30/2019	63.00	drug screen for j dixie	10055240 - Expendable Operating S
STRAND & ASSOCIATES	38816	0145449	01/30/2019	01/30/2019	758.75	Engineering street assessment	25405380 - Streets M&R
STRAND & ASSOCIATES	38816	0145445	01/30/2019	01/30/2019	7,457.25	Engineering	25405382 - Sidewalks M&R
					\$8,216.00		
VILLAGE OF JONES CREEK	38817	january19	01/30/2019	01/30/2019	20.00	bcca dinner	10015101 - Administrative Expense
BANCORPSOUTH EQUIPMENT F	38819	657480	01/31/2019	01/31/2019	73,790.55	0070786-001 Loan Payment - Water Meter Eq	30215505 - Lease expense
INTERNAL REVENUE SERVICE	ach	PR013119-4045	01/30/2019	01/30/2019	37.20	Social Security Tax	10292144 - Social Security Payable
XPRESS BILL PAY	ACH	37680	01/30/2019	01/30/2019	330.70	Maintenance and Fees forXpress Billpay	10015240 - Expendable Operating S
INTERNAL REVENUE SERVICE	ach	PR013119-4045	01/30/2019	01/30/2019	1,809.96	Medicare Tax	10292144 - Social Security Payable
INTERNAL REVENUE SERVICE	ach	PR013119-4045	01/30/2019	01/30/2019	5,421.69	Federal Income Tax	10292131 - Federal W/H Payble
					\$7,231.65		
INTERNAL REVENUE SERVICE	ACH	PR013119-4045	01/30/2019	01/31/2019	1.28	Medicare Tax	10292144 - Social Security Payable
INTERNAL REVENUE SERVICE	ACH	PR013119-4045	01/31/2019	01/31/2019	2.98	Medicare Tax	10292144 - Social Security Payable
					\$4.26		
AUL AMERICAN UNITED LIFE IN	ACH.3714.011	january19	01/11/2019	01/18/2019	240.00	acct# g 000 30348-0000-000	10292136 - Insurance Payable
AUL AMERICAN UNITED LIFE IN	ACH.3714.013	january19-	01/30/2019	01/30/2019	250.00	group policy# g00030348-0001-000	10292136 - Insurance Payable
MALONE, DON	ACH.3803.010	january19-	01/03/2019	01/04/2019	250.00	inspection ending 12-29-2018	10105102 - Contract Labor
MALONE, DON	ACH.3803.010	january19	01/03/2019	01/04/2019	550.00	inspection week ending 12/22/2018	10105102 - Contract Labor
					\$800.00		
MALONE, DON	ACH.3803.011	january19--	01/11/2019	01/11/2019	125.00	inspection for week ending 01-05-2019	10105102 - Contract Labor
MALONE, DON	ACH.3803.011	january19---	01/18/2019	01/18/2019	450.00	inspection week ending 01-12-19	10105102 - Contract Labor
MALONE, DON	ACH.3803.013	january19----	01/30/2019	01/30/2019	275.00	inspection for week ending 01-26-2019	10105102 - Contract Labor
QUILL CORPORATION	ACH.3829.010	3456784	01/03/2019	01/04/2019	360.00	office supplies	10015210 - Office Supplies
RICHWOOD V.F.D.	ACH.3834.011	january19-	01/18/2019	01/18/2019	1,766.90	contribution for dec/18	30302241 - Fire Department Donati
RICHWOOD V.F.D.	ACH.3834.011	january19	01/18/2019	01/18/2019	1,787.84	contributions for nov/18	30302241 - Fire Department Donati
					\$3,554.74		
TEXAS MUNICIPAL RETIREMEN	ACH.3855.010	PR121518-3855	12/13/2018	01/04/2019	8,966.80	TMRS	10292132 - Retirement Payable
TEXAS MUNICIPAL RETIREMEN	ACH.3855.010	PR123118-3855	12/26/2018	01/04/2019	10,225.21	TMRS	10292132 - Retirement Payable
					\$19,192.01		
UTILITY DATA SYSTEMS OF TEX	ACH.3867.013	17626	01/30/2019	01/30/2019	1,781.00	license # 3227	10065565 - Jury Expense
VERNOR MATERIAL & EQUIPME	ACH.3869.011	inv0149613	01/18/2019	01/18/2019	470.74	limestone	10035380 - Streets M&R
BCOS OFFICE TECHNOLOGIES	ACH.4485.011	ar244739	01/11/2019	01/11/2019	25.39	copier	10055210 - Office Supplies
BCOS OFFICE TECHNOLOGIES	ACH.4485.011	ar245392	01/11/2019	01/11/2019	63.20	copier	10015210 - Office Supplies
BCOS OFFICE TECHNOLOGIES	ACH.4485.011	ar245392	01/11/2019	01/11/2019	63.20	copier	30215210 - Office Supplies
					\$151.79		
BCOS OFFICE TECHNOLOGIES	ACH.4485.011	ar245635	01/18/2019	01/18/2019	30.48	acct # c022	10015210 - Office Supplies

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BCOS OFFICE TECHNOLOGIES	ACH.4485.013	ar245861	01/30/2019	01/30/2019	65.81	copier	10055550 - Information Technology
DAHILL	ACH.4802.010	in1876030	01/03/2019	01/04/2019	97.00	printer lease	10065210 - Office Supplies
DAHILL	ACH.4802.010	in1876030	01/03/2019	01/04/2019	103.26	printer lease	30215210 - Office Supplies
DAHILL	ACH.4802.010	in1876030	01/03/2019	01/04/2019	190.26	printer lease	10015210 - Office Supplies
					\$390.52		
DAHILL	ACH.4802.013	389377	01/30/2019	01/30/2019	-273.00	credit	10015240 - Expendable Operating S
DAHILL	ACH.4802.013	in1905935	01/30/2019	01/30/2019	97.00	printer lease	10065210 - Office Supplies
DAHILL	ACH.4802.013	in1905935	01/30/2019	01/30/2019	103.26	printer lease	30215210 - Office Supplies
DAHILL	ACH.4802.013	in1905935	01/30/2019	01/30/2019	190.26	printer lease	10015210 - Office Supplies
					\$117.52		
ICMA-RC PLAN #307447	ACH.5050.011	PR121518-5050	12/13/2018	01/16/2019	678.27	Def 457	10292132 - Retirement Payable
ICMA-RC PLAN #307447	ACH.5050.011	PR123118-5050	12/26/2018	01/16/2019	688.16	Def 457	10292132 - Retirement Payable
					\$1,366.43		
ICMA-RC PLAN #706183	ACH.5054.011	PR121518-5054	12/13/2018	01/16/2019	50.00	Roth IRA	10292132 - Retirement Payable
ICMA-RC PLAN #706183	ACH.5054.011	PR123118-5054	12/26/2018	01/16/2019	50.00	Roth IRA	10292132 - Retirement Payable
					\$100.00		
EXECUTECH UTAH, INC.	ACH.5112.010	61581	01/03/2019	01/04/2019	9.95	365 business	10065550 - Information Technology
EXECUTECH UTAH, INC.	ACH.5112.010	61581	01/03/2019	01/04/2019	9.95	365 business	10095550 - Information Technology
EXECUTECH UTAH, INC.	ACH.5112.010	61581	01/03/2019	01/04/2019	9.95	365 business	30215550 - Information Technology
EXECUTECH UTAH, INC.	ACH.5112.010	61581	01/03/2019	01/04/2019	29.85	365 business	10015550 - Information Technology
EXECUTECH UTAH, INC.	ACH.5112.010	61581	01/03/2019	01/04/2019	69.65	365 business	10055550 - Information Technology
					\$129.35		
EXECUTECH UTAH, INC.	ACH.5112.011	125508	01/18/2019	01/18/2019	9.95	365 business	10065550 - Information Technology
EXECUTECH UTAH, INC.	ACH.5112.011	125508	01/18/2019	01/18/2019	9.95	365 business	10095550 - Information Technology
EXECUTECH UTAH, INC.	ACH.5112.011	125508	01/18/2019	01/18/2019	9.95	365 business	30215550 - Information Technology
EXECUTECH UTAH, INC.	ACH.5112.011	125508	01/18/2019	01/18/2019	29.85	365 business	10015550 - Information Technology
EXECUTECH UTAH, INC.	ACH.5112.011	125508	01/18/2019	01/18/2019	69.65	365 business	10055550 - Information Technology
					\$129.35		
AVENU INSIGHTS & ANALYTICS,	ACH.5154.010	inv06-004784	01/03/2019	01/04/2019	3,709.89	Sales & Use Tax Compliance Reviews	10015695 - Special Services - Misce
NETPROTEC LLC	ACH.5179.011	1124	01/18/2019	01/18/2019	295.00	Video Magistrate Subscription	10055542 - Jail Expense
Vehicle Reman LLC	ACH.5376.011	1861	01/18/2019	01/18/2019	9,835.67	Remanufacture of 2008 Ford Crown Victoria	15605340 - Vehicle M&R
INTERNAL REVENUE SERVICE	EFT	PR011519-4045	01/14/2019	01/16/2019	37.20	Social Security Tax	10292144 - Social Security Payable
INTERNAL REVENUE SERVICE	EFT	PR011519-4045	01/14/2019	01/16/2019	1,690.70	Medicare Tax	10292144 - Social Security Payable
INTERNAL REVENUE SERVICE	EFT	PR011519-4045	01/14/2019	01/16/2019	4,924.68	Federal Income Tax	10292131 - Federal W/H Payble
					\$6,652.58		
CHASE PAYMENTECH	EFT9999	6286512-Dec	01/30/2019	01/30/2019	107.59	Merchant Fees	10015240 - Expendable Operating S
CHASE PAYMENTECH	EFT9999	6286541-Dec	01/30/2019	01/30/2019	581.79	Merchant Fees	30215240 - Expendable Operating S
					\$689.38		
					\$478,850.84		

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

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account
REYES, ADAN	1434	028066	01/03/2019	01/04/2019	275.00	contact labor	20615102 - Contract Labor
GREEN, DENISE	1435	january19	01/11/2019	01/11/2019	200.00	contract labor for december 2018	20615102 - Contract Labor
REYES, ADAN	1436	028067	01/18/2019	01/18/2019	275.00	labor for lawn maint	20615102 - Contract Labor
REYES, ADAN	1437	january19	01/30/2019	01/30/2019	275.00	flower bed maint. on 01/25/2019	20615102 - Contract Labor
					\$1,025.00		

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

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

MEMORANDUM

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

From: Michael Coon, City Manager

Date: February 8, 2019

Subject: Discuss various alternatives for financing TCEQ utility infrastructure compliance projects and updates on associated engineering studies

During this meeting the City Council will have the opportunity to place the TCEQ utility infrastructure compliance projects on the May ballot. However, staff is also preparing an application to apply for funding with the Texas Water Development Board's subsidized loan program. Another alternative available to the City would be to issue revenue bonds directly from the Utility Fund. Issuing revenue bonds would be the most expensive option and staff would only recommend it as a last resort.

Freese & Nichols continues to make progress with the water and wastewater masterplan and impact fee study. They will be making their first presentation to the City Council during the meeting in March. At this point Strand Engineering has taken over the engineering and design of the infrastructure compliance projects. As Strand Engineering moves forward they will also be looking for lower cost options than what has currently been proposed.

ORDINANCE NUMBER 19-443

AN ORDINANCE CALLING A BOND ELECTION TO BE HELD IN THE CITY OF RICHWOOD, TEXAS; MAKING PROVISION FOR THE CONDUCT OF THE ELECTION; RESOLVING OTHER MATTERS INCIDENT AND RELATED TO SUCH ELECTION; AND PROVIDING AN EFFECTIVE DATE

* * * * *

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

SECTION 1. An election shall be held on May 4, 2019, in the CITY OF RICHWOOD, TEXAS, which date is not less than 78 days nor more than 90 days from the date of the adoption of this ordinance (this “*Ordinance*”), for the purpose of submitting the following propositions to the qualified voters of the City:

CITY OF RICHWOOD, TEXAS PROPOSITION NO. 1

“SHALL THE GOVERNING BODY OF THE CITY OF RICHWOOD, TEXAS, BE AUTHORIZED TO ISSUE AND SELL GENERAL OBLIGATION BONDS OF THE CITY IN THE PRINCIPAL AMOUNT OF \$4,000,000 FOR THE PURPOSE OF WATER AND WASTEWATER FACILITIES CONSTRUCTION AND IMPROVEMENTS, SUCH BONDS TO MATURE SERIALY OR OTHERWISE NOT MORE THAN 40 YEARS FROM THEIR DATE; AND ANY ISSUE OR SERIES OF SAID BONDS TO BEAR INTEREST AT SUCH RATE OR RATES (FIXED, FLOATING, VARIABLE OR OTHERWISE) AS MAY BE DETERMINED WITHIN THE DISCRETION OF THE GOVERNING BODY, PROVIDED THAT SUCH RATE OF INTEREST SHALL NOT EXCEED THE MAXIMUM RATE PER ANNUM AUTHORIZED BY LAW AT THE TIME OF THE ISSUANCE OF ANY ISSUE OR SERIES OF SAID BONDS; AND SHALL THE GOVERNING BODY OF THE CITY BE AUTHORIZED TO LEVY AND PLEDGE, AND CAUSE TO BE ASSESSED AND COLLECTED, ANNUAL AD VALOREM TAXES, WITHIN THE LIMITATIONS PRESCRIBED BY LAW, ON ALL TAXABLE PROPERTY IN SAID CITY SUFFICIENT TO PAY THE PRINCIPAL OF AND ANNUAL INTEREST ON THE BONDS AND PROVIDE A SINKING FUND TO PAY THE BONDS AT MATURITY, AND THAT SUCH AD VALOREM TAXES TO PAY THE ANNUAL PRINCIPAL AND INTEREST ON SUCH BONDS MAY BE IMPOSED?”

SECTION 2. The Governing Body of the City, pursuant to Chapter 271, Texas Election Code, is entering into a contract for election services (the “*Joint Election Agreement*”) with the county election officer (the “*Administrator*”) for Brazoria County, Texas (the “*County*”), to provide election administration services on behalf of the City. The Joint Election Agreement is hereby authorized by the Governing Body of the City. Finding that the countywide polling places

designated by the County pursuant to Texas Election Code section 43.007 can adequately and conveniently serve the affected voters, the City election precincts established for this election shall be the precincts disclosed on **Exhibit A** attached hereto, which are the polling places designated by the County, or as otherwise designated from time to time by the County. The City shall be a single precinct for purposes of the election, and pursuant to the designation of countywide voting locations, City voters may vote in any polling place for early voting or on election day. The City authorizes appointment of a Presiding Judge and an Alternate Presiding Judge by the County for each election precinct as provided in the Texas Election Code.

Each Presiding Judge shall appoint not less than two resident qualified electors of the City to act as clerks to properly conduct the election. However, if the Presiding Judge appointed actually serves, the Alternate Presiding Judge shall serve as one of the clerks. The appointment of such clerks may include a person fluent in the Spanish language to serve as a clerk to render oral aid in the Spanish language to any voter desiring such aid at the polls on the day of the election. In the absence of the Presiding Judge named above, the Alternate Presiding Judge shall perform the duties of the Presiding Judge.

The election shall be held as prescribed by applicable law and on the day of the election, the polls shall be open from 7:00 a.m. to 7:00 p.m.

Early voters may vote at any of Early Voting Locations as designated by the County disclosed on **Exhibit B** attached hereto. The Early Voting Clerk and Deputy Early Voting Clerks shall be designated by the County. Applications for early voting ballots may be directed to the County Clerk at 111 E. Locust, Suite 200, Angleton, TX 77515, no later than close of business on April 23, 2019. Early voting shall be conducted at the times established by the County and as set forth in **Exhibit B** attached hereto.

SECTION 3. In accordance with Section 61.012(a), voting shall be conducted by an electronic voting system adopted by resolution of the Commissioners Court of the County, which has been certified by the Texas Secretary of State as complying with the requirement for an accessible voting system. Such voting system is described in the Joint Election Agreement and by this reference made a part hereof. The Board hereby adopts the use of the accessible voting system described above as part of its election practices for this election and subsequent elections, until and unless such procedure is changed by formal action of the Board.

SECTION 4. The official ballots shall be prepared in accordance with the Texas Election Code, as amended, so as to permit electors to vote “FOR” or “AGAINST” the aforesaid proposition which shall appear on the ballot substantially as follows:

CITY OF RICHWOOD, TEXAS PROPOSITION NO. 1

“THE ISSUANCE OF \$4,000,000 OF GENERAL OBLIGATION BONDS FOR WATER AND WASTEWATER FACILITIES CONSTRUCTION AND IMPROVEMENTS AND THE LEVY OF A TAX THEREFOR.”

SECTION 5. All resident qualified electors of the City shall be permitted to vote at the election and on the day of the election, such electors shall vote at a designated polling place. The election shall be held and conducted in accordance with the provisions of the Texas Election

Code, as amended, Chapter 1331, as amended, Texas Government Code, and as may be required by any other law. All election materials and proceedings shall be printed in both English and Spanish.

SECTION 6. A substantial copy of this Ordinance shall serve as a proper notice of the Election. This notice, including a Spanish translation thereof, shall be posted (i) at three public places within the City and at the City Hall on the bulletin board used to post notice of meetings not less than 21 days prior to Election Day, and in each voting precinct of the City, (ii) in a prominent location at each polling place on election day and during early voting, and shall be published on the same day in each of two successive weeks in a newspaper of general circulation in the City, the first of these publications to appear in such newspaper not more than 30 days, and not less than 14 full days prior to election day. In addition, during the 21 days prior to election day, the City shall, in a prominent manner, maintain such notice on its internet website.

SECTION 7. As required by and in accordance with Texas Election Code section 3.009(b)(5) and (7) through (9), the City, as of its fiscal year beginning October 1, 2018, had outstanding an aggregate principal amount of debt equal to \$2,345,473; the aggregate amount of the interest owed on such City debt obligations, through respective maturity, totaled \$495,264; and the City most recently levied an ad valorem debt service tax rate for its outstanding debt obligations of \$0.060577 per \$100 of taxable assessed valuation. The City estimates an ad valorem debt service tax rate of \$0.060577 per \$100 of taxable assessed valuation if the bonds that are the subject of the Election are approved and are issued (taking into account the outstanding City bonds and bonds that are the subject of this Election, but not future bond authorizations of the City). The bonds that are the subject of this Election shall mature serially or otherwise over a specified number of years (but not more than 40 years from their date), as prescribed by applicable Texas law, though the City estimates that, based on current bond market conditions, such bonds will amortize over a 30-year period from their respective date of issue. The foregoing estimated tax rate and amortization period are only estimates, provided for Texas statutory compliance, and do not serve as a cap on any City ad valorem tax rate or the amortization period for bonds that are the subject of this Election.

SECTION 8. Pursuant to Texas Election Code section 127.001 (b), the City designates as its Counting Station (the “*Station*”) the Counting Stations established by Brazoria County, and provides that pursuant to the Joint Election Agreement the Counting Station shall be operated by the Administrator.

SECTION 9. All ordinances and resolutions, or parts thereof, which are in conflict or inconsistent with any provision of this Ordinance are hereby repealed to the extent of such conflict, and the provisions of this Ordinance shall be and remain controlling as to the matters ordained herein.

SECTION 10. This Ordinance shall be construed and enforced in accordance with the laws of the State of Texas and the United States of America.

SECTION 11. It is officially found, determined, and declared that the meeting at which this Ordinance is adopted was open to the public and public notice of the time, place, and subject

matter of the public business to be considered at such meeting, including this Ordinance, was given, all as required by Chapter 551, as amended, Texas Government Code.

SECTION 12. If any provision of this Ordinance or the application thereof to any person or circumstance shall be held to be invalid, the remainder of this Ordinance and the application of such provision to other persons and circumstances shall nevertheless be valid, and the Governing Body hereby declares that this Ordinance would have been enacted without such invalid provision.

SECTION 13. Pursuant to the provisions of Section 1201.028, as amended, Texas Government Code, this Ordinance shall be effective immediately upon adoption, notwithstanding any local provision to the contrary concerning a multiple reading requirement for the adoption of ordinances.

* * *

PASSED AND APPROVED on this 11th day of February 2019.

Mayor

ATTEST:

City Secretary

EXHIBIT A
(Election Day Polling Locations)
(Subject to Change)

Election Day Hours

Date

Saturday, May 4, 2019

Time

7:00 a.m. to 7:00 p.m.

Alvin	Alvin Library	105 S Gordon	
Alvin	Nolan Ryan Center	2925 South Bypass 35	
Angleton	East Annex (Old Walmart)	1524 E Mulberry, Room 144	
Angleton	West Annex	451 N Velasco	
Bonney	Bonney Annex Building	19025 FM 521	
Brazoria	Brazoria Library	620 S Brooks	
Brazoria	Mims Community Center	4283 FM 521	
Clute	Clute City Hall	108 E Main	
Damon	Damon Elementary School	1211 Mulcahy	
Danbury	Danbury Community Center	6115 5th St	
Freeport	Freeport Library	410 Brazosport Blvd	
Jones Creek	Jones Creek Community House	7207 Stephen F Austin Rd	
Lake Jackson	Lake Jackson Civic Center	333 Hwy 332 East	
Manvel	North Annex	7313 Corporate Dr	
Manvel	Pct 4 North Annex	3633 CR 58	
Oyster Creek	Oyster Creek City Hall	3210 FM 523	
Pearland	Drainage District #4 Building	4805 W Broadway	
Pearland	Pearland Recreation Center	4141 Bailey Rd	
Pearland	Pearland Westside Library	2803 Business Center Dr #101	
Pearland	First Church of Pearland	1850 Broadway	
Pearland	Silverlake Recreation Center	2715 Southwyck Pkwy	
Pearland	Tom Reid Library	3522 Liberty Dr	
Pearland	Westside Event Center	2150 Countryplace Pkwy	
Richwood	Richwood City Hall	1800 N Brazosport Blvd	
Sweeny	Sweeny Community Center	205 W Ashley Wilson Rd	
West Columbia	Precinct 4 Building	121 N 10th St, Building 2	

EXHIBIT B
(Early Voting Polling Locations)
(Subject to Change)

Early Voting Hours

Dates

Tuesday, April 23, 2019 through Friday, April 26, 2019
Saturday, April 27, 2019
Monday, April 29, 2019 through Tuesday, April 30, 2019

Times

8:00 a.m. to 5:00 p.m.
7:00 a.m. to 7:00 p.m.
7:00 a.m. to 7:00 p.m.

Polling Places

Brazoria County East Annex, 1524 E. Mulberry St.,
Angleton, TX 77515
Alvin Library, 105 S. Gordon St.,
Alvin, TX 77511
Brazoria Library, 620 S. Brooks St.,
Brazoria, TX 77422
Freeport Library, 410 N. Brazosport Blvd.,
Freeport, TX 77541
Lake Jackson Library, 250 Circle Way St.,
Lake Jackson, TX 77566
Brazoria County North Annex, 7313 Corporate Dr.,
Manvel, TX 77578
Tom Reid Library, 3522 Liberty Dr.,
Pearland, TX 77581
Westside Event Center, 2150 Countryplace Pkwy.,
Pearland, TX 77584
Pearland Westside Library, 2803 Business Center Dr., Suite 101,
Pearland, TX 77584
Sweeny Community Center, 205 W. Ashley Wilson Rd.,
Sweeny, TX 77480
Brazoria County Annex West, Building 2, 121 N. 10th St.,
West Columbia, TX 77486

MEMORANDUM

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

From: Michael Coon, City Manager

Date: February 8, 2019

Subject: Discuss future Town Hall meeting regarding the needed utility infrastructure improvements

Staff would like to discuss holding a Town Hall meeting before the May election to discuss the needed utility improvements. If Council is in favor of holding a meeting, it would be scheduled in coordination with Strand Engineering. The meeting would ideally be held after Strand completes their review of Freese & Nichols; water modeling and recommend solutions.

CITY OF RICHWOOD CHARTER REVIEW COMMISSION 2018

MEMBERS:

Clint Kocurek – Chair
Warren Allen – Vice Chair
Patty Guthrie – Member
Lauren LaCount – Member
Frank Blanks – Member/Council Liaison

Staff Liaisons: Michael Coon, City Manager and Giani Cantu, City Secretary

General Comments:

The 2018 Charter Review Commission was appointed in October 2018. They met as available in five separate meetings beginning October 25, 2018 through January 29, 2019. The Commission was supported by administrative staff and Mayor, Mark Guthrie.

Recommendations:

Preamble

We, the citizens of Richwood, under the Constitution and laws of the State of Texas, do hereby adopt this Home Rule Charter in order to provide for the future progress of our City and to secure the benefits of local self-government, ~~insure~~ ensure such rights and duties to the people, to reserve to the people the powers of initiative, referendum and recall, and to encourage citizen participation in our government for the proper and efficient progress of our City.

Rationale

The proposed amendment is to correct the intent of the preamble.

Section 3.01. - Number, selection and term.

The legislative and governing body of the City shall consist of a Mayor and five ~~councilmen~~ council members and shall be known as the "City Council of the City of Richwood."

(1) The Mayor shall be elected from the City at large. The election of members of the City Council shall be by position from the City at large, designating council positions as position one through position five, inclusive, authorizing qualified voters to vote on a candidate for each council position and providing for interim determination of council positions by lot.

(2) The Mayor shall be the presiding officer of the City Council and shall be recognized as the head of the City government for all ceremonial purposes and by the governor for purposes of military law, but shall have no regular administrative duties. The Mayor shall be entitled to vote only in the event it becomes necessary to break a tie vote.

(3) In each odd numbered year two ~~councilmen~~ council members and a Mayor shall be elected, and in each even numbered year three ~~councilmen~~ council members shall be elected.

(4) The Mayor and each ~~councilman~~ council member shall hold office for a period of two years and until his/her successor is elected and qualified. All elections shall be held in the manner provided in article 5 of this Charter.

(5) All members of the City Council shall be subject to removal from office under the terms and conditions of the recall provisions of this Charter.

Rationale

The proposed amendment removes gender bias.

Section 3.02. - Qualifications.

Each member of the City Council shall be a resident citizen of the City of Richwood, shall be a qualified voter of the State of Texas, shall be at least twenty-one (21) years of age, shall have been such resident citizen of the City of Richwood for a period of not less than ~~six (6) months~~ one (1) year immediately preceding his/her election, and shall not be indebted to the City of Richwood, provided, however, that any person with the above qualifications except as to residence, who shall have been a resident for a period of not less than ~~six months~~ one (1) year immediately preceding his/her election, of any of the territory not formerly within the corporate limits of said City, but which is annexed under the provisions of section 1.03 of this Charter, shall be eligible for said office. If the Mayor or any ~~councilman~~ council member fails to maintain the foregoing qualifications or shall be absent from three ~~consecutive~~ regularly scheduled meetings in a one (1) year period without valid excuse, the City Council ~~must~~ may, at its next regular meeting, declare a vacancy as set forth in section 3.06 of this Charter. For this section, "absent" shall be defined as not being present during a regularly scheduled meeting in which a vote was taken on an agenda item.

Rationale

The proposed amendment removes gender bias; increases the residency requirement from six months to one year; amends the allowable absences and provides a definition of absent.

Section 3.06. - Vacancies.

When a vacancy occurs in the City Council, the remaining members of the council, shall, within ~~ten~~ thirty (30) days (except within sixty (60) days of a regular City election or during a run-off election period), appoint a qualified person to fill the unexpired term. However, the City Council shall not appoint more than ~~one councilman~~ two council members in any twelve (12) month period, and in case a vacancy has been filled by the City Council within the twelve (12) month period prior to the subsequent vacancy, or if more than ~~one vacancy~~ two (2) vacancies occurs ~~s~~ at the same time or before a prior vacancy has been filled, the City Council shall call a special election within ~~ten~~ thirty (30) days from the date the last vacancy occurred, to be held within fifty (50) days thereafter, for the purpose of electing the successor or successors to the office or offices vacated.

Rationale

The proposed amendment ensures sufficient time to appoint a qualified candidate to fill any vacancy and allows Council to appoint up to 2 positions, shall more than one vacancy occur.

Section 3.07. - Powers of the City Council.

1. Establish, consolidate, or abolish ~~administrative~~ departments;
2. Adopt the budget of the City;
3. Authorize the issuance of bonds by a bond ordinance;
4. Inquire into the conduct of any office, department or agency of the City and make investigations as to municipal affairs;
5. Remove from any office or position of employment in the City government, any officer or employee or member of any board or commission, unless that person is a department head, reports to a department head or is employed in one of the departments under the direction of the City Manager. The power of removal shall be a concurrent power with other individuals as authorized by this Charter and other written and duly authorized City policies;
6. Provide for such additional boards and commissions, not otherwise provided for in this Charter, as may be deemed necessary, and to appoint, or remove the members of all such boards and commissions. Such boards and commissions shall have all powers and duties now or hereafter conferred and created by this Charter, by City ordinance or by law;
7. Adopt and modify the zoning plan and the building codes of the City;
8. Adopt and modify the official map of the City;
9. Regulate, license and fix the charges and fares made by any person, firm or corporation owning, operating, or controlling any vehicle of any character used for the carrying of passengers for hire or the transportation of freight for hire on the public streets and alleys of the City;
10. Provide for the establishment and designation of fire limits and prescribe the kind and character of buildings or structures or improvements to be erected therein and provide for the erection of fireproof buildings within said limits, and provide for the condemnation of dangerous structures or buildings or dilapidated buildings, or buildings calculated to increase the fire hazard and prescribe the manner of their removal and destruction within said limits;
11. Fix the salaries and compensation of the City officers and employees;
12. Provide for a sanitary sewer and water system and require property owners to connect their premises with sewer system and provide for penalties for failure to make sanitary sewer connections;
13. Provide for sanitary garbage disposal, and set fees and charges thereof, and provide penalties for failure to pay such fees and charges;
14. Exercise exclusive dominion, control and jurisdiction in, upon, over and under the public streets, avenues, sidewalks, alleys, highways, boulevards and public grounds of the City and provide for the improvement of same as provided by Texas law, as now or hereafter amended;
15. Compromise and settle any and all claims and lawsuits of every kind and character in favor of or against the City of Richwood;
16. And such other and further powers as have been or may from time to time hereafter be delegated to home rule cities by the legislature of the State of Texas, including the powers incident to the exercise thereof;
17. All powers of this Charter are vested in the City Council. The council shall conduct all business in public meetings. No member of the council shall have any power to act or make appointments without the specific authorization of the council in a meeting.

Rationale

The proposed amendment brings Council authority in line with the Council – Manager form of government.

Section 3.09. - Rules of procedure.

The City Council shall ~~follow Roberts Rules of Order or otherwise~~ determine its own rules of procedure and may compel the attendance of its members. A majority of the qualified members of the City Council shall constitute a quorum for the transaction of business. Approval of a measure shall require the affirmative vote of a majority of the members who are present and qualified to vote on the measure, but not less than three votes, unless otherwise authorized by this Charter. Minutes of the proceedings of all meetings of the City Council shall be kept, to which any citizen may have access to at all reasonable times and which shall constitute one of the archives of the City. The vote upon the passage of all ordinances and resolutions shall be taken by the "ayes" and "nays" and entered upon the minutes, and every ordinance or resolution, upon its final passage, shall be recorded in a book kept for that purpose and shall be authenticated by the signature of the presiding officer and the person performing the duties of the City Secretary.

Rationale

The proposed amendment allows Council to set their own rules of procedure so long as they are in line with state statute.

Section 3.11. - Official bonds for City employees.

The City Manager and the ~~City Secretary~~designated City Treasurer and such other officers and employees as the City Council may require, shall, before entering the duties of their office, enter into a good and sufficient fidelity bond in a sum to be determined by the City Council payable to the City of Richwood and conditioned upon the faithful discharge of the duties of such persons and upon the faithful accounting of all monies, credits, and things of value coming into the hands of such persons, and such bonds shall be signed as surety by some company authorized to do business under the laws of the State of Texas, and the premium of such bonds shall be paid by the City of Richwood, and such bonds must be acceptable to the City Council

Rationale

The proposed amendment requires the City Manager and designated City Treasurer to be bonded. With the addition of the Finance Director position, it was necessary to remove the title of City Secretary and leave it as designated City Treasurer.

Section 4.01. - City Manager.

(a) Appointment and qualifications. The City Council shall appoint an administrative and executive officer of the City who shall be responsible to the City Council for the administration of the affairs of the City. He/she shall be chosen by the council solely on the basis of executive and administrative training, experience, ability and other written City policies. No member of the City Council shall, during the time for which he/she is elected and for one year thereafter, be appointed City Manager.

(b) Term and salary. Unless subject to a written employment contract containing terms to the contrary, the City Manager shall not be appointed for a definite term but may be removed at the will and pleasure of the City Council by a vote of the majority of the entire City Council. The action of the City Council in suspending or removing the City Manager shall be final, it being the intention of this Charter to vest all authority and fix all responsibility of such suspension or removal in the City Council. In the case of the absence or disability of the City Manager, the City Council

may designate some qualified person to perform the duties of the office during such absence or disability. The City Manager may receive compensation as may be fixed by the City Council.

(c) Duties of the City Manager.

(1) The City Manager shall be responsible to the City Council for the efficient and economic administration of the City government. ~~He/she and~~ shall attend City Council meetings if so requested by City Council. ~~He/she shall have the authority with the approval of the City Council to appoint and remove all department heads. He/she shall have the authority to appoint and remove all other employees in the administrative service of the City. He/she may authorize the head of a department to appoint and remove subordinates in his/her respective department. Except for the purpose of inquiry, the City Council and its members shall deal with the administrative service solely through the City Manager.~~

(2) Prepare the budget annually and submit it to the City Council, and be responsible for its administration after adoption.

(3) Prepare and submit to the City Council as of the end of the fiscal year a complete report on the finances and administrative activities of the city for the preceding year.

(4) Keep City Council advised of the financial condition and future needs of the city and make recommendations as may seem desirable.

(5) Perform such duties as may be prescribed by this Charter or may be required of him/her by the City Council, not inconsistent with this Charter.

(6) ~~Appoint, suspend or remove any officer or employee of the city, except those officers appointed by Council and except within six months of the City Manager's appointment without the approval of Council.~~

Section 4.02. - Department of police.

There shall be established and maintained a department of police to preserve order within the City and to secure the residents of said City from violence and the property therein from injury or loss.

(a) Chief of Police. The chief of police shall be the chief administrative officer of the department of police and considered a department head. He/she shall, with the approval of the City Manager, appoint and remove the employees of said department and shall perform such duties as may be required of him/her by the City Manager. The chief of police shall be appointed by the City Manager ~~with the approval of the City Council, for an indefinite term. The chief of police~~ and shall be responsible to the City Manager for the administration of his/her department and carrying out the directives of the City Council. He/she may be removed from office by the City Manager. ~~with the approval of the City Council.~~

Section 4.03. - City Secretary.

The City Manager, ~~with the approval of the City Council,~~ shall appoint a competent person as City Secretary and such assistants as the City Council shall deem advisable. The City Secretary, or an assistant City Secretary, shall give notice of City Council meetings, shall keep the minutes of the proceedings of such meetings, and shall authenticate by his/her signature and record in full in a book kept and indexed for the purpose, all ordinances and resolutions, attest the Mayor's signature on official documents, be the custodian of all official City records, be the keeper of the official seal of the City of Richwood and affix the same to all official documents to be attested by him/her; and shall perform such other duties as the City Manager shall assign to him/her, and those elsewhere provided in this Charter and the laws of the State of Texas

Section 4.05. - Municipal Court.

There shall be established a court designated as a "Municipal Court" for the trial of misdemeanor offenses, with all such powers and duties as are now or hereafter prescribed by the laws of the State of Texas relative to municipal court.

(a)The judge of said court shall be appointed by the City Council, shall hold his/her office at the pleasure of the City Council, and shall receive such compensation as may be fixed by the City Council. The judge may be removed with or without cause and upon written notice.

(b)~~There shall be~~ A Court Administrator may be appointed by the City Manager ~~with the approval of the City Council.~~ Clerks and deputy clerks may be appointed as needed.

(c)The Administrator, clerk and the deputy clerks shall have the power to administer oaths and affidavits, make certificates, affix the seal of the court and perform any and all acts usual and necessary by the court clerk in issuing processes and conducting business of the court.

(d)The City Council may appoint any qualified persons who are not elected officials or City employees, to act as temporary, alternate, or relief judges in case of disability, absence, or other unavailability of the judge of said court. The judge or any alternate judge must complete and fulfill all educational requirements under state law within the time limits provided by law.

Rationale

The proposed amendments give the City Manager the authority to appoint, suspend or remove any officer or employee, except those appointed by Council and except within six months of the City Manager's appointment without the approval of Council.

Section 4.08. - Fire Department.

The City shall establish and maintain adequate fire protection within the corporate limits through either a volunteer or paid fire department; interlocal agreement; or may delegate the responsibility to an emergency service district. ~~a volunteer fire department for the protection of property and lives from fire within the corporate limits.~~

Rationale

The proposed amendment is intended to provide for additional options to address possible future needs of the City.

Section 9.01. - Fiscal year.

The fiscal year of the City of Richwood shall begin the first day of October and shall end on the last ~~year~~ day of September of each calendar year. Such fiscal year shall also constitute the budget and accounting year.

Rationale

The proposed amendment changes the appropriate end of fiscal year to be the last day of September.

Section 9.0102. - Preparation and submission of budget.

At least sixty (60) days prior to the end of each fiscal year, ~~the Director of Finance or other City official if no such Director of Finance has been appointed~~ City Manager or their designee, shall submit to the City Council a proposed budget, which budget shall provide a complete financial plan for the fiscal year, and shall contain the following:

- (a) A budget message explanatory of the budget, which message shall contain an outline of the proposed financial policies of the City for the fiscal year, shall set forth the reasons for salient changes from the previous fiscal year in expenditure and revenue items, and shall explain any major changes in financial policy;
- (b) A consolidated statement of anticipated receipts and proposed expenditures for all funds;
- (c) An analysis of property valuations;
- (d) An analysis of tax rate;
- (e) Tax levies and tax collections by years for at least (5) years;
- (f) General Fund resources in detail;
- (g) Special Fund resources in detail;
- (h) Summary of proposed expenditures by function, department, and activity;
- (i) Detailed estimates of expenditures shown separately for each activity to support summary no. (h) above;
- (j) A revenue and expense statement for all types of bonds;
- (k) A description of all bond issues outstanding, showing rate of interest, date of issue, maturity date, amount authorized, amount issued, and amount outstanding;
- (l) A schedule of requirements for the principal and interest of each issue of bonds;
- (m) The appropriation ordinance;
- (n) The tax-levying ordinance;
- (o) A proposed budget that will raise more revenue from property taxes than in the previous year must contain a cover page with the following statement in eighteen (18) point font or larger: "This budget will raise more total property taxes than last year's budget by (insert total dollar amount of increase and percentage increase), and of that amount (insert amount computed by multiplying the proposed tax rate by the value of new property added to the roll) is tax revenue to be raised from new property added to the tax roll this year."

Section 9.03. - Anticipated revenues compared with other years in budget.

In preparing the budget, the City Manager or its designee ~~Director of Finance, or the City Secretary if no Director of Finance has been installed~~, shall place in parallel columns opposite the several items of revenue; the actual amount of each item for the last complete fiscal year, the estimated amount of the current fiscal year, and the proposed amount for the ensuing fiscal year.

Section 9.04. - Proposed budget and expenditures compared with other years.

City Manager or its designee ~~The Director of Finance, or the City Secretary if no Director of Finance has been installed~~, in the preparation of the budget shall place in parallel columns opposite the various items of expenditures; the actual amount of such items of expenditures for the last completed fiscal year, the estimated amount for the current fiscal year and the proposed amount for the ensuing fiscal year.

The proposed budget shall be filed with the municipal clerk thirty (30) days before the date City Council makes its tax levy for the fiscal year. The proposed budget shall be posted on the City's website when it is filed with the municipal clerk.

Rationale

The proposed amendments place the responsibility of the budget with the City Manager.

Section 9.14. - Contingent appropriation.

Provision shall be made in the annual budget and in the appropriation ordinance for a contingent appropriation in an amount not more than ~~three~~-ten per centum of the budget, to be used in case of unforeseen items of expenditure. Such contingent appropriation shall be under the control of the City Manager and shall be distributed by such, after approval by the City Council

Rationale

The proposed amendment allows for larger contingent appropriation.

Section 11.02. - Nepotism.

No person related within the second degree by affinity, or within the third degree by consanguinity to any elected officer of the City, or to the City Manager, shall be appointed to any office, position or clerkship or other service of the City. This section does not apply to volunteers serving on boards and commissions. ~~Provided that nothing herein contained shall prevent the appointment, voting for, or confirmation of an employee related within the prohibited degree who shall have been continuously employed in any such office, position, clerkship, employment or duty for six months prior to the election of office of any City official or appointment of the City Manager.~~

Rationale

The proposed amendment provides stricter restrictions to Nepotism.

Section 11.12. - Charter Review Commission.

The City Council shall appoint ~~at its first regular meeting in October of~~ each even numbered year, a Charter Review Commission of five citizens of the City.

(a) Duties of the Commission. It shall be the duty of such Charter Review Commission to:

1. Inquire into the operations of the City government under the Charter provisions and determine whether any such provisions require revision. To this end public hearings may be held and the Commission shall have the power to compel the attendance of any officer or employee of the City and to require the submission of any of the City records which it may deem necessary to the conduct of such hearing;
2. Propose any recommendations it may deem desirable to ~~insure~~ ensure compliance with the provisions of the Charter by the several departments of the City government;
3. Propose, if it deems desirable, amendments to this Charter to improve the effective application of said Charter to current conditions;
4. Report its finding and present its proposed amendments if any, to the City Council.

(b) Action by the City Council. The City Council shall receive and have published in a newspaper of general circulation in the City any report presented by the Charter Review Commission, shall consider any recommendations made, and if any amendments or amendment

be presented as a part of such report may order such amendment or amendments to be submitted to the voters of the City in the manner provided by the applicable statute of the State of Texas.

(c) Term of office. The term of office of such Charter Review Commission shall be ~~six months~~one year and, if during such term no report is presented to the City Council, then all records of the proceedings of such Commission shall be filed with the person performing the duties of City Secretary and shall become a public record.

Rationale

The proposed amendments extend the term of members and allow the Commission more time to review the Charter as a whole and make a recommendation to City Council.

This report and recommendation is hereby presented to City Council on February 11, 2019.

Clint Kocurek, Chair

Warren Allen, Vice Chair

Patty Guthrie

Lauren LaCount

Frank Blanks

PROPOSED PROPOSITION BALLOT LANGUAGE

Proposition A

Shall the Preamble be amended to read “ensure such rights and duties of the people”?

Proposition B

Shall all sections that state the terms “councilmen” or “councilman” be amended to remove gender bias and refer to elected officials as “council members”?

Proposition C

Shall section 3.02 (Qualifications) be amended to state that each member shall have been a resident of the City of Richwood for a period of not less than one (1) year?

Proposition D

Shall section 3.02 (Qualifications) be amended to state that if the Mayor or any council member be absent from three regularly scheduled meetings in a one (1) year period without a valid excuse, the Council may declare a vacancy of the position?

Proposition E

Shall section 3.02 (Qualifications) be amended to add the definition of “absent” for the purpose of this section?

Proposition F

Shall section 3.06 (Vacancies) be amended to allow thirty (30) days to appoint a qualified person to fill any vacancy to an unexpired term?

Proposition G

Shall section 3.06 (Vacancies) be amended to allow Council to fill, by appointment, no more than two (2) vacancies in any twelve (12) month period?

Proposition H

Shall section 3.06 (Vacancies) be amended to allow thirty (30) days from the date the last vacancy occurred for the calling of a special election to fill a vacancy?

Proposition I

Shall section 3.07 (Powers of the City Council) be amended to state that City Council may establish, consolidate, or abolish departments?

Proposition J

Shall section 3.09 (Rules of Procedure) be amended to remove reference to Roberts Rules of Order?

Proposition K

Shall section 3.11 (Official bonds for City Employees) be amended to state the City Manager and the designated City Treasurer shall be bonded?

Proposition L

Shall all sections in Article 4 (Administrative Services) be amended to allow City Manager the authority to appoint, suspend or remove any officer or employee, except those appointed by Council and except within six months of his/her appointment without the approval of Council.

PROPOSED PROPOSITION BALLOT LANGUAGE

Proposition M

Shall section 4.05 (Municipal Court) be amended to state that a Court Administrator may be appointed by the City Manager?

Proposition N

Shall section 4.08 (Fire Department) be amended to state that the City shall establish and maintain adequate fire protection either in the form of a volunteer fire department, paid fire department, interlocal agreement or through an emergency service district?

Proposition O

Shall section 9.01 (Fiscal year) be amended to state that the fiscal year shall end on the last “day” of September of each calendar year?

Proposition P

Shall section 9.01 (Preparation and submission of budget) be renumbered to section 9.02?

Proposition Q

Shall all sections regarding preparation, submission, and presentation of the budget be amended to state that it shall be the responsibility of the City Manager or their designee to prepare, submit and present a budget to City Council?

Proposition R

Shall section 9.14 (Contingent appropriation) be amended to state that the contingent appropriation in the annual budget be no more than ten (10) per centum of the budget?

Proposition S

Shall section 11.02 (Nepotism) be amended to state that the no person related within the second degree by affinity or within the third degree by consanguinity to an elected officer or to the City Manager shall be appointed to any office, position, clerkship or other service of the City, with the exception of volunteers serving on boards and commissions?

Proposition T

Shall section 11.12 (Charter Review Commission) be amended to state that City Council shall appoint each even numbered year, a Charter Review Commission of five (5) citizens of the City?

Proposition U

Shall section 11.12 (Charter Review Commission) be amended to state that Charter Review Commission shall propose any recommendations it may deem desirable to “ensure” compliance with the provisions of the Charter by the several departments of the City government?

Proposition V

Shall section 11.12 (Charter Review Commission) be amended to increase the term of office for Charter Review Commission members from six (6) months to one (1) year?

ORDINANCE NO. 19-442

AN ORDINANCE ORDERING AN ELECTION TO BE HELD IN THE CITY OF RICHWOOD, ON SATURDAY, MAY 4, 2019 FOR THE PURPOSE OF AMENDING THE CITY OF RICHWOOD HOME RULE CHARTER; PROVIDING FOR SEVERABILITY.

Whereas, the residents of the City of Richwood, approved the adoption the City of Richwood Home Rule Charter by majority vote on May 11, 2013;

Whereas, the City Council appointed five residents to serve as the Charter Review Commission at their first regularly scheduled meeting in October, 2018;

Whereas, the Charter Review Commission met and reviewed all sections of the Charter and presented their recommendations to City Council for approval to be placed on the May 4, 2019 ballot to be presented to the voters;

Whereas, the City Council finds it appropriate to call the special election to propose amendments to the City Charter be placed on the May 4, 2019 ballot to be presented to the voters; and

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

Section 1. That an election to amend the City of Richwood Home Rule Charter is hereby ordered and shall be held in and throughout the City of Richwood, Texas, on the 4th day of May, 2019, being the first Saturday in May, between the hours of 7 am and 7 pm. Voting locations are attached as Exhibit B.

Section 2. That early voting by personal appearance will begin on April 22, 2019 and end on April 30, 2019. Early voting locations are attached as Exhibit C.

Section 3. That the proposed text amendments are hereby attached as Exhibit A.

Section 4. That the election is ordered for the purpose of submitting the following proposed amendments to the Home Rule Charter of the City of Richwood to the qualified voters:

Proposition A

Shall the Preamble be amended to read “ensure such rights and duties of the people”?

Proposition B

Shall all sections that state the terms “councilmen” or “councilman” be amended to remove gender bias and refer to elected officials as “council members”?

Proposition C

Shall section 3.02 (Qualifications) be amended to state that each member shall have been a resident of the City of Richwood for a period of not less than one (1) year?

Proposition D

Shall section 3.02 (Qualifications) be amended to state that if the Mayor or any council member be absent from three regularly scheduled meetings in a one (1) year period without a valid excuse, the Council may declare a vacancy of the position?

Proposition E

Shall section 3.02 (Qualifications) be amended to add the definition of “absent” for the purpose of this section?

Proposition F

Shall section 3.06 (Vacancies) be amended to allow thirty (30) days to appoint a qualified person to fill any vacancy to an unexpired term?

Proposition G

Shall section 3.06 (Vacancies) be amended to allow Council to fill, by appointment, no more than two (2) vacancies in any twelve (12) month period?

Proposition H

Shall section 3.06 (Vacancies) be amended to allow thirty (30) days from the date the last vacancy occurred for the calling of a special election to fill a vacancy?

Proposition I

Shall section 3.07 (Powers of the City Council) be amended to state that City Council may establish, consolidate, or abolish departments?

Proposition J

Shall section 3.09 (Rules of Procedure) be amended to remove reference to Roberts Rules of Order?

Proposition K

Shall section 3.11 (Official bonds for City Employees) be amended to state the City Manager and the designated City Treasurer shall be bonded?

Proposition L

Shall all sections in Article 4 (Administrative Services) be amended to allow City Manager the authority to appoint, suspend or remove any officer or employee, except those appointed by Council and except within six months of his/her appointment without the approval of Council.

Proposition M

Shall section 4.05 (Municipal Court) be amended to state that a Court Administrator may be appointed by the City Manager?

Proposition N

Shall section 4.08 (Fire Department) be amended to state that the City shall establish and maintain adequate fire protection either in the form of a volunteer fire department, paid fire department, interlocal agreement or through an emergency service district?

Proposition O

Shall section 9.01 (Fiscal year) be amended to state that the fiscal year shall end on the last “day” of September of each calendar year?

Proposition P

Shall section 9.01 (Preparation and submission of budget) be renumbered to section 9.02?

Proposition Q

Shall all sections regarding preparation, submission, and presentation of the budget be amended to state that it shall be the responsibility of the City Manager or their designee to prepare, submit and present a budget to City Council?

Proposition R

Shall section 9.14 (Contingent appropriation) be amended to state that the contingent appropriation in the annual budget be no more than ten (10) per centum of the budget?

Proposition S

Shall section 11.02 (Nepotism) be amended to state that the no person related within the second degree by affinity or within the third degree by consanguinity to an elected officer or to the City Manager shall be appointed to any office, position, clerkship or other service of the City, with the exception of volunteers serving on boards and commissions?

Proposition T

Shall section 11.12 (Charter Review Commission) be amended to state that City Council shall appoint each even numbered year, a Charter Review Commission of five (5) citizens of the City?

Proposition U

Shall section 11.12 (Charter Review Commission) be amended to state that Charter Review Commission shall propose any recommendations it may deem desirable to “ensure” compliance with the provisions of the Charter by the several departments of the City government?

Proposition V

Shall section 11.12 (Charter Review Commission) be amended to increase the term of office for Charter Review Commission members from six (6) months to one (1) year?

Section 5. That each and every of the above described propositions in Section 4 above shall be submitted separately and in such manner that the voter may vote “YES” or “NO” on any proposition without voting “YES” or “NO” on all of said propositions.

Section 6. That said election shall be held in accordance with the Constitution and laws of the State of Texas and the Charter of the City of Richwood, and all duly qualified resident electors of the City of Richwood, Texas, shall be qualified to vote.

Section 7. NECESSARY ACTIONS: The Mayor or the City Secretary of the City of Richwood, in consultation with the City Attorney as needed, are hereby authorized and directed to take any and all actions necessary to comply with the provisions of the Texas Election Code and the Contract in carrying out and conducting the election, whether or not expressly authorized herein.

Section 8. If any part or portion of this ordinance shall be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect or impair any remaining portions or provisions of this ordinance.

PASSED AND APPROVED on this 11th day of February 2019.

Mayor

ATTEST:

City Secretary

APPROVED AS TO FORM:

Caleb D. Villarreal, City Attorney

EXHIBIT A

Proposed Text Amendments to the City of Richwood Home Rule Charter

PROPOSITION A

Preamble

We, the citizens of Richwood, under the Constitution and laws of the State of Texas, do hereby adopt this Home Rule Charter in order to provide for the future progress of our City and to secure the benefits of local self-government, ~~insure~~ ensure such rights and duties to the people, to reserve to the people the powers of initiative, referendum and recall, and to encourage citizen participation in our government for the proper and efficient progress of our City.

PROPOSITIONS B - E

Section 3.01. - Number, selection and term.

The legislative and governing body of the City shall consist of a Mayor and five ~~councilmen~~ council members and shall be known as the "City Council of the City of Richwood."

(1) The Mayor shall be elected from the City at large. The election of members of the City Council shall be by position from the City at large, designating council positions as position one through position five, inclusive, authorizing qualified voters to vote on a candidate for each council position and providing for interim determination of council positions by lot.

(2) The Mayor shall be the presiding officer of the City Council and shall be recognized as the head of the City government for all ceremonial purposes and by the governor for purposes of military law, but shall have no regular administrative duties. The Mayor shall be entitled to vote only in the event it becomes necessary to break a tie vote.

(3) In each odd numbered year two ~~councilmen~~ council members and a Mayor shall be elected, and in each even numbered year three ~~councilmen~~ council members shall be elected.

(4) The Mayor and each ~~councilman~~ council member shall hold office for a period of two years and until his/her successor is elected and qualified. All elections shall be held in the manner provided in article 5 of this Charter.

(5) All members of the City Council shall be subject to removal from office under the terms and conditions of the recall provisions of this Charter.

Section 3.02. - Qualifications.

Each member of the City Council shall be a resident citizen of the City of Richwood, shall be a qualified voter of the State of Texas, shall be at least twenty-one (21) years of age, shall have been such resident citizen of the City of Richwood for a period of not less than ~~six (6) months~~ one (1) year immediately preceding his/her election, and shall not be indebted to the City of Richwood, provided, however, that any person with the above qualifications except as to residence, who shall have been a resident for a period of not less than ~~six months~~ one (1) year immediately preceding his/her election, of any of the territory not formerly within the corporate limits of said City, but which is annexed under the provisions of section 1.03 of this Charter, shall be eligible for said office. If the Mayor or any ~~councilman~~ council member fails to maintain the foregoing qualifications or shall be absent from three ~~consecutive~~ regularly scheduled meetings in a one (1) year period without valid excuse, the City Council ~~must~~ may, at its next regular meeting, declare a vacancy as set forth in section 3.06 of this Charter. For this section, "absent" shall be defined as

not being present during a regularly scheduled meeting in which a vote was taken on an agenda item..

PROPOSITIONS F-H

Section 3.06. - Vacancies.

When a vacancy occurs in the City Council, the remaining members of the council, shall, within ~~ten~~ thirty (30) days (except within sixty (60) days of a regular City election or during a run-off election period), appoint a qualified person to fill the unexpired term. However, the City Council shall not appoint more than ~~one councilman~~ two council members in any twelve (12) month period, and in case a vacancy has been filled by the City Council within the twelve (12) month period prior to the subsequent vacancy, or if more than ~~one vacancy~~ two (2) vacancies occurs at the same time or before a prior vacancy has been filled, the City Council shall call a special election within ~~ten~~ thirty (30) days from the date the last vacancy occurred, to be held within fifty (50) days thereafter, for the purpose of electing the successor or successors to the office or offices vacated.

PROPOSITION I

Section 3.07. - Powers of the City Council.

1. Establish, consolidate, or abolish ~~administrative~~ departments;
2. Adopt the budget of the City;
3. Authorize the issuance of bonds by a bond ordinance;
4. Inquire into the conduct of any office, department or agency of the City and make investigations as to municipal affairs;
5. Remove from any office or position of employment in the City government, any officer or employee or member of any board or commission, unless that person is a department head, reports to a department head or is employed in one of the departments under the direction of the City Manager. The power of removal shall be a concurrent power with other individuals as authorized by this Charter and other written and duly authorized City policies;
6. Provide for such additional boards and commissions, not otherwise provided for in this Charter, as may be deemed necessary, and to appoint, or remove the members of all such boards and commissions. Such boards and commissions shall have all powers and duties now or hereafter conferred and created by this Charter, by City ordinance or by law;
7. Adopt and modify the zoning plan and the building codes of the City;
8. Adopt and modify the official map of the City;
9. Regulate, license and fix the charges and fares made by any person, firm or corporation owning, operating, or controlling any vehicle of any character used for the carrying of passengers for hire or the transportation of freight for hire on the public streets and alleys of the City;
10. Provide for the establishment and designation of fire limits and prescribe the kind and character of buildings or structures or improvements to be erected therein and provide for the erection of fireproof buildings within said limits, and provide for the condemnation of dangerous structures or buildings or dilapidated buildings, or buildings calculated to increase the fire hazard and prescribe the manner of their removal and destruction within said limits;
11. Fix the salaries and compensation of the City officers and employees;
12. Provide for a sanitary sewer and water system and require property owners to connect their premises with sewer system and provide for penalties for failure to make sanitary sewer connections;

13. Provide for sanitary garbage disposal, and set fees and charges thereof, and provide penalties for failure to pay such fees and charges;
14. Exercise exclusive dominion, control and jurisdiction in, upon, over and under the public streets, avenues, sidewalks, alleys, highways, boulevards and public grounds of the City and provide for the improvement of same as provided by Texas law, as now or hereafter amended;
15. Compromise and settle any and all claims and lawsuits of every kind and character in favor of or against the City of Richwood;
16. And such other and further powers as have been or may from time to time hereafter be delegated to home rule cities by the legislature of the State of Texas, including the powers incident to the exercise thereof;
17. All powers of this Charter are vested in the City Council. The council shall conduct all business in public meetings. No member of the council shall have any power to act or make appointments without the specific authorization of the council in a meeting.

PROPOSITION J

Section 3.09. - Rules of procedure.

The City Council shall ~~follow Roberts Rules of Order or otherwise~~ determine its own rules of procedure and may compel the attendance of its members. A majority of the qualified members of the City Council shall constitute a quorum for the transaction of business. Approval of a measure shall require the affirmative vote of a majority of the members who are present and qualified to vote on the measure, but not less than three votes, unless otherwise authorized by this Charter. Minutes of the proceedings of all meetings of the City Council shall be kept, to which any citizen may have access to at all reasonable times and which shall constitute one of the archives of the City. The vote upon the passage of all ordinances and resolutions shall be taken by the "ayes" and "nays" and entered upon the minutes, and every ordinance or resolution, upon its final passage, shall be recorded in a book kept for that purpose and shall be authenticated by the signature of the presiding officer and the person performing the duties of the City Secretary.

PROPOSITION K

Section 3.11. - Official bonds for City employees.

The City Manager and the ~~City Secretary~~designated City Treasurer and such other officers and employees as the City Council may require, shall, before entering the duties of their office, enter into a good and sufficient fidelity bond in a sum to be determined by the City Council payable to the City of Richwood and conditioned upon the faithful discharge of the duties of such persons and upon the faithful accounting of all monies, credits, and things of value coming into the hands of such persons, and such bonds shall be signed as surety by some company authorized to do business under the laws of the State of Texas, and the premium of such bonds shall be paid by the City of Richwood, and such bonds must be acceptable to the City Council

PROPOSITION L-M

Section 4.01. - City Manager.

(a) Appointment and qualifications. The City Council shall appoint an administrative and executive officer of the City who shall be responsible to the City Council for the administration of

the affairs of the City. He/she shall be chosen by the council solely on the basis of executive and administrative training, experience, ability and other written City policies. No member of the City Council shall, during the time for which he/she is elected and for one year thereafter, be appointed City Manager.

(b) Term and salary. Unless subject to a written employment contract containing terms to the contrary, the City Manager shall not be appointed for a definite term but may be removed at the will and pleasure of the City Council by a vote of the majority of the entire City Council. The action of the City Council in suspending or removing the City Manager shall be final, it being the intention of this Charter to vest all authority and fix all responsibility of such suspension or removal in the City Council. In the case of the absence or disability of the City Manager, the City Council may designate some qualified person to perform the duties of the office during such absence or disability. The City Manager may receive compensation as may be fixed by the City Council.

(c) Duties of the City Manager.

(1) The City Manager shall be responsible to the City Council for the efficient and economic administration of the City government. ~~He/she and shall attend City Council meetings if so requested by City Council. He/she shall have the authority with the approval of the City Council to appoint and remove all department heads. He/she shall have the authority to appoint and remove all other employees in the administrative service of the City. He/she may authorize the head of a department to appoint and remove subordinates in his/her respective department. Except for the purpose of inquiry, the City Council and its members shall deal with the administrative service solely through the City Manager.~~

(2) Prepare the budget annually and submit it to the City Council, and be responsible for its administration after adoption.

(3) Prepare and submit to the City Council as of the end of the fiscal year a complete report on the finances and administrative activities of the city for the preceding year.

(4) Keep City Council advised of the financial condition and future needs of the city and make recommendations as may seem desirable.

(5) Perform such duties as may be prescribed by this Charter or may be required of him/her by the City Council, not inconsistent with this Charter.

(6) ~~Appoint, suspend or remove any officer or employee of the city, except those officers appointed by Council and except within six months of the City Manager's appointment without the approval of Council.~~

Section 4.02. - Department of police.

There shall be established and maintained a department of police to preserve order within the City and to secure the residents of said City from violence and the property therein from injury or loss.

(a) Chief of Police. The chief of police shall be the chief administrative officer of the department of police and considered a department head. He/she shall, with the approval of the City Manager, appoint and remove the employees of said department and shall perform such duties as may be required of him/her by the City Manager. The chief of police shall be appointed by the City ~~Manager with the approval of the City Council, for an indefinite term. The chief of police and shall be responsible to the City Manager for the administration of his/her department and carrying out the directives of the City Council. He/she may be removed from office by the City Manager. with the approval of the City Council.~~

Section 4.03. - City Secretary.

The City Manager, ~~with the approval of the City Council,~~ shall appoint a competent person as City Secretary and such assistants as the City Council shall deem advisable. The City Secretary, or an assistant City Secretary, shall give notice of City Council meetings, shall keep the minutes of the proceedings of such meetings, and shall authenticate by his/her signature and record in full in a book kept and indexed for the purpose, all ordinances and resolutions, attest the Mayor's signature on official documents, be the custodian of all official City records, be the keeper of the official seal of the City of Richwood and affix the same to all official documents to be attested by him/her; and shall perform such other duties as the City Manager shall assign to him/her, and those elsewhere provided in this Charter and the laws of the State of Texas

Section 4.05. - Municipal Court.

There shall be established a court designated as a "Municipal Court" for the trial of misdemeanor offenses, with all such powers and duties as are now or hereafter prescribed by the laws of the State of Texas relative to municipal court.

(a)The judge of said court shall be appointed by the City Council, shall hold his/her office at the pleasure of the City Council, and shall receive such compensation as may be fixed by the City Council. The judge may be removed with or without cause and upon written notice.

(b)~~There shall be~~ A Court Administrator may be appointed by the City Manager ~~with the approval of the City Council.~~ Clerks and deputy clerks may be appointed as needed.

(c)The Administrator, clerk and the deputy clerks shall have the power to administer oaths and affidavits, make certificates, affix the seal of the court and perform any and all acts usual and necessary by the court clerk in issuing processes and conducting business of the court.

(d)The City Council may appoint any qualified persons who are not elected officials or City employees, to act as temporary, alternate, or relief judges in case of disability, absence, or other unavailability of the judge of said court. The judge or any alternate judge must complete and fulfill all educational requirements under state law within the time limits provided by law.

PROPOSITION N

Section 4.08. - Fire Department.

The City shall establish and maintain adequate fire protection within the corporate limits through either a volunteer or paid fire department; interlocal agreement; or may delegate the responsibility to an emergency service district. ~~a volunteer fire department for the protection of property and lives from fire within the corporate limits.~~

PROPOSITION O

Section 9.01. - Fiscal year.

The fiscal year of the City of Richwood shall begin the first day of October and shall end on the last ~~year~~ day of September of each calendar year. Such fiscal year shall also constitute the budget and accounting year.

PROPOSITIONS P-Q

Section 9.0102. - Preparation and submission of budget.

At least sixty (60) days prior to the end of each fiscal year, ~~the Director of Finance or other City official if no such Director of Finance has been appointed~~ City Manager or their designee, shall submit to the City Council a proposed budget, which budget shall provide a complete financial plan for the fiscal year, and shall contain the following:

- (a) A budget message explanatory of the budget, which message shall contain an outline of the proposed financial policies of the City for the fiscal year, shall set forth the reasons for salient changes from the previous fiscal year in expenditure and revenue items, and shall explain any major changes in financial policy;
- (b) A consolidated statement of anticipated receipts and proposed expenditures for all funds;
- (c) An analysis of property valuations;
- (d) An analysis of tax rate;
- (e) Tax levies and tax collections by years for at least (5) years;
- (f) General Fund resources in detail;
- (g) Special Fund resources in detail;
- (h) Summary of proposed expenditures by function, department, and activity;
- (i) Detailed estimates of expenditures shown separately for each activity to support summary no. (h) above;
- (j) A revenue and expense statement for all types of bonds;
- (k) A description of all bond issues outstanding, showing rate of interest, date of issue, maturity date, amount authorized, amount issued, and amount outstanding;
- (l) A schedule of requirements for the principal and interest of each issue of bonds;
- (m) The appropriation ordinance;
- (n) The tax-levying ordinance;
- (o) A proposed budget that will raise more revenue from property taxes than in the previous year must contain a cover page with the following statement in eighteen (18) point font or larger: "This budget will raise more total property taxes than last year's budget by (insert total dollar amount of increase and percentage increase), and of that amount (insert amount computed by multiplying the proposed tax rate by the value of new property added to the roll) is tax revenue to be raised from new property added to the tax roll this year."

Section 9.03. - Anticipated revenues compared with other years in budget.

In preparing the budget the City Manager or its designee ~~Director of Finance, or the City Secretary if no Director of Finance has been installed~~, shall place in parallel columns opposite the several items of revenue; the actual amount of each item for the last complete fiscal year, the estimated amount of the current fiscal year, and the proposed amount for the ensuing fiscal year.

Section 9.04. - Proposed budget and expenditures compared with other years.

City Manager or its designee ~~The Director of Finance, or the City Secretary if no Director of Finance has been installed~~, in the preparation of the budget shall place in parallel columns opposite the various items of expenditures; the actual amount of such items of expenditures for the last completed fiscal year, the estimated amount for the current fiscal year and the proposed amount for the ensuing fiscal year.

The proposed budget shall be filed with the municipal clerk thirty (30) days before the date City Council makes its tax levy for the fiscal year. The proposed budget shall be posted on the City's website when it is filed with the municipal clerk.

PROPOSITION R

Section 9.14. - Contingent appropriation.

Provision shall be made in the annual budget and in the appropriation ordinance for a contingent appropriation in an amount not more than ~~three~~-ten per centum of the budget, to be used in case of unforeseen items of expenditure. Such contingent appropriation shall be under the control of the City Manager and shall be distributed by such, after approval by the City Council

PROPOSITION S

Section 11.02. - Nepotism.

No person related within the second degree by affinity, or within the third degree by consanguinity to any elected officer of the City, or to the City Manager, shall be appointed to any office, position or clerkship or other service of the City. This section does not apply to volunteers serving on boards and commissions. ~~Provided that nothing herein contained shall prevent the appointment, voting for, or confirmation of an employee related within the prohibited degree who shall have been continuously employed in any such office, position, clerkship, employment or duty for six months prior to the election of office of any City official or appointment of the City Manager.~~

PROPOSITION T-V

Section 11.12. - Charter Review Commission.

The City Council shall appoint ~~at its first regular meeting in October of~~ each even numbered year, a Charter Review Commission of five citizens of the City.

- (a) Duties of the Commission. It shall be the duty of such Charter Review Commission to:
 1. Inquire into the operations of the City government under the Charter provisions and determine whether any such provisions require revision. To this end public hearings may be held and the Commission shall have the power to compel the attendance of any officer or employee of the City and to require the submission of any of the City records which it may deem necessary to the conduct of such hearing;
 2. Propose any recommendations it may deem desirable to ~~insure~~ ensure compliance with the provisions of the Charter by the several departments of the City government;
 3. Propose, if it deems desirable, amendments to this Charter to improve the effective application of said Charter to current conditions;
 4. Report its finding and present its proposed amendments if any, to the City Council.
- (b) Action by the City Council. The City Council shall receive and have published in a newspaper of general circulation in the City any report presented by the Charter Review Commission, shall consider any recommendations made, and if any amendments or amendment be presented as a part of such report may order such amendment or amendments to be submitted to the voters of the City in the manner provided by the applicable statute of the State of Texas.
- (c) Term of office. The term of office of such Charter Review Commission shall be ~~six months~~ one year and, if during such term no report is presented to the City Council, then all records of the proceedings of such Commission shall be filed with the person performing the duties of City Secretary and shall become a public record.

EXHIBIT B
POLLING PLACES – MAY 4, 2019 – VOTE CENTERS

Home Pct #	Polling Place	Precincts that formerly voted at this Location
1	East Annex (Old Walmart), 1524 E Mulberry, Angleton	1, 42, 56
2	Pct 4 Building, 121 N 10th St, West Columbia	2, 10
4	Brazoria Library, 620 S Brooks, Brazoria	4, 32
7	Freeport Library, 410 Brazosport Blvd, Freeport	7, 17
8	Oyster Creek City Hall, 3210 FM 523, Oyster Creek	8
12	Drainage District No. 4 Building, 4805 W Broadway, Pearland	12, 26
14	Sweeny Community Center, 205 W Ashley Wilson Rd, Sweeny	14
15	Danbury Community Center, 6115 5th St, Danbury	15
19	Clute Event Center, 100 Parkview Dr, Clute	19, 48
23	Lake Jackson Civic Center, 333 Hwy 332 East, Lake Jackson	22, 23, 30, 43, 45
24	Richwood City Hall, 1800 N Brazosport Blvd, Richwood	24
29	Westside Event Center, 2150 Countryplace Pkwy, Pearland	27, 29, 54
36	Pearland Recreation Center, 4141 Bailey Rd, Pearland	13, 36, 47
39	Alvin Library, 105 S Gordon, Alvin	16, 34, 39
40	North Annex, 7313 Corporate Dr, Manvel	11, 40, 53, 63, 64
44	Silverlake Recreation Center, 2715 Southwyck Pkwy, Pearland	44, 58, 60, 62
46	Tom Reid Library, 3522 Liberty Dr, Pearland	28, 46
67	Pearland Westside Library, 2803 Business Center Dr #101, Pearland	50, 59, 67, 68
ONLY OPEN FOR LOCAL ELECTIONS IF THE CITY HAS AN ELECTION		
6	Liverpool City Hall, 8901 CR 171, Liverpool	6, 57
9	Bonney Annex Building, 19025 FM 521, Bonney	9, 21
20	Jones Creek Comm House, 7207 Stephen F Austin Rd, Jones Creek	20
25	Hillcrest Village Municipal Bldg, 200 W Timberlane, Alvin	25, 35
38	Surfside Beach City Hall, 1304 Monument Dr, Surfside Beach	38
CLOSING 2019		
3	Nolan Ryan Center, 2925 South Bypass 35, Alvin	3
33	Mims Community Center, 4283 FM 521, Brazoria	33
61	First Church of Pearland, 1850 Broadway, Pearland	51, 52, 61
CLOSED FOR LOCAL ELECTION		
55	West Annex, 451 N Velasco, Angleton	31, 55
CLOSED DUE TO FLOOD DAMAGE -		
5	Holiday Lakes City Hall, 195 N Texas Ave, Holiday Lakes	5

EXHIBIT C

EARLY VOTING BRANCH POLLING PLACES *LOS SITIOS DE VOTACIÓN AUXILIARES PARA VOTACIÓN ADELANTADA*

Early voting by personal appearance will be conducted at the following locations:

La votación adelantada en persona se llevará a cabo en los siguientes sitios de esta manera:

Angleton (Main)	East Annex, 1524 E Mulberry
Alvin	Alvin Library, 105 S Gordon
Brazoria	Brazoria Library, 620 S Brooks
Freeport	Freeport Library, 410 Brazosport Blvd
Lake Jackson	Lake Jackson Library, 250 Circle Way
Manvel	North Annex, 7313 Corporate Dr
Pearland East	Tom Reid Library, 3522 Liberty Dr
Pearland West	Westside Event Center, 2150 Countryplace Pkwy
Shadow Creek	Pearland Westside Library, 2803 Business Center Dr #101
Sweeny	Sweeny Community Center, 205 W Ashley Wilson Rd
West Columbia	Precinct 4 Building 2, 121 N 10 th St

DATES AND HOURS:

FECHAS Y HORAS

April 22-26	8 AM - 5 PM
April 27	7 AM - 7 PM
April 29-30	7 AM - 7 PM

MEMORANDUM

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

From: Michael Coon, City Manager

Date: February 8, 2019

Subject: Discuss and consider an ordinance calling a special election for May 4, 2019 for the reauthorization of the local sales and use tax at the rate of one-fourth of one percent to continue providing revenue for the maintenance and repair of municipal streets

State law requires that our street sales tax be renewed every four years. The street sales tax is one-fourth (1/4th) of one percent (1%), which will generate an estimated \$117,000 for street projects in FY 2018-2019.

The sales tax breakdown for the City is as follows:

Street Maintenance and Repair	0.25%
Crime Control Prevention District	0.25%
City Sales and Use Tax	1.00%
Brazoria County Sales & Use Tax	0.50%
State Sales and Use Tax	6.25%
	8.25%

ORDINANCE NO. 19-441

AN ORDINANCE OF THE CITY OF RICHWOOD, TEXAS ORDERING A SPECIAL ELECTION TO BE HELD ON MAY 4, 2019, TO DETERMINE WHETHER THE VOTERS OF THE CITY OF RICHWOOD DESIRE TO CONTINUE A SALES AND USE TAX FOR MAINTENANCE AND REPAIR OF MUNICIPAL STREETS IN THE CITY; PROVIDING FOR NOTICE; PROVIDING FOR EARLY VOTING; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City of RICHWOOD is a home rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Texas Local Government Code; and

WHEREAS, pursuant to the Texas Tax Code, V.T.C.A., Chapter 327.001 et. seq. (the "Act"), the City of RICHWOOD adopted a one-fourth (1/4th) of one percent (1%) sales and use tax to provide for street maintenance; and

WHEREAS, the Act provides that the sales and use tax for street maintenance expires after four (4) years unless it is reauthorized at an election; and

WHEREAS, the Act provides that the City Council may call an election to reauthorize a previously adopted sales and use tax to provide for street maintenance by adopting an ordinance; and

WHEREAS, the Act provides that an election to reauthorize the sales and use tax shall be held in accordance with Chapter 321 of the Texas Tax Code; and

WHEREAS, Section 321.403 of the Texas Tax Code states that such an election must be held on the first succeeding uniform date for which sufficient time elapses for the holding of an election; and

WHEREAS, Section 41.001 of the Texas Election Code (the "Code") specifies that the first Saturday in May shall be a uniform election date;

WHEREAS, all of the City of RICHWOOD and its voting precincts are located within Brazoria County only; and

WHEREAS, by this Ordinance, it is the intention of the City Council to adopt all requirements of an Election Order and Notice of Election in accordance with state law, and authorize a contract with Brazoria County for joint election services.

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

Section 1. That special election to submit to the voters a proposition to determine whether to reauthorize the one-fourth (1/4th) of one percent (1%) sales and use tax for street maintenance purposes is hereby ordered and shall be held in and throughout the City of Richwood, Texas, on the 4th day of May, 2019, being the first Saturday in May.

Section 2. That voting on Election Day will be held at the Richwood City Hall, 1800 Brazosport Blvd, Richwood, Texas. Voting will also be conducted at all of the Vote Centers in Brazoria County, Texas that are listed on Exhibit A. That early voting by personal appearance will begin on April 22, 2019, and end on April 30, 2019. Early voting locations are attached as Exhibit B.

Section 3. The official ballots for said election shall be prepared in accordance with the Texas Election Code so as to permit the electors to vote "FOR" or "AGAINST" the proposition, with the ballots to contain such provisions, markings and language as required by law, and with such proposition to be expressed substantially as follows:

FOR
(A FAVOR DE)

AGAINST
(EN CONTRA DE)

PROPOSED
THE REAUTHORIZATION OF THE LOCAL SALES
AND USE TAX IN THE CITY OF RICHWOOD AT
THE RATE OF ONE-FOURTH OF ONE PERCENT TO
CONTINUE PROVIDING REVENUE FOR
MAINTENANCE AND REPAIR OF MUNICIPAL
STREETS. THE TAX EXPIRES ON THE FOURTH
ANNIVERSARY OF THE DATE OF THIS ELECTION
UNLESS THE IMPOSITION OF THE TAX IS
REAUTHORIZED.

LA REAUTORIZACIÓN DE LOS IMPUESTAS DE
VENTAS Y USO DE LA CIUDAD DE RICHWOOD A
LA TASA DE INTERÉS DE UN CUATRO DE UN
PORCIENTO SE CONTINUARÁ HACIENDO
PREVISIONES DE INGRESOS PARA MANTENI
MIENTO Y REPARACIÓN DE LAS CALLES
MUNICIPALES.

Section 4. NOTICES: This Ordinance shall serve as the Order of Election (as required by Section 3.001 of the Code) and as the Notice of Election (as required by Section 4.001 of the Code). Notice shall be published in the newspaper in accordance with state law.

Section 5. NECESSARY ACTIONS: The Mayor or the City Secretary of the City, in consultation with the City Attorney as needed, are hereby authorized and directed to take any and all actions necessary to comply with the provisions of the Code and the Contract in carrying out and conducting the election, whether or not expressly authorized herein.

Section 6. If any part or portion of this ordinance shall be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect or impair any remaining portions or provisions of this ordinance.

Section 7. This ordinance shall be in full force and effective immediately after its passage.

PASSED AND APPROVED on this 11th day of February, 2019.

Mark Guthrie, Mayor

ATTEST:

Giani Cantu, City Secretary

APPROVED AS TO FORM:

City Attorney

EXHIBIT A

POLLING PLACES – MAY 4, 2019 – VOTE CENTERS

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25	Hillcrest Village Municipal Bldg, 200 W Timberlane, Alvin	25, 35
38	Surfside Beach City Hall, 1304 Monument Dr, Surfside Beach	38
CLOSING 2019		
3	Nolan Ryan Center, 2925 South Bypass 35, Alvin	3
33	Mims Community Center, 4283 FM 521, Brazoria	33
61	First Church of Pearland, 1850 Broadway, Pearland	51, 52, 61
CLOSED FOR LOCAL ELECTION		
55	West Annex, 451 N Velasco, Angleton	31, 55
CLOSED DUE TO FLOOD DAMAGE -		
5	Holiday Lakes City Hall, 195 N Texas Ave, Holiday Lakes	5

EXHIBIT B

EARLY VOTING BRANCH POLLING PLACES *LOS SITIOS DE VOTACIÓN AUXILIARES PARA VOTACIÓN ADELANTADA*

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West Columbia	Precinct 4 Building 2, 121 N 10th St

DATES AND HOURS:

FECHAS Y HORAS

April 22-26	8 AM - 5 PM
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April 29-30	7 AM - 7 PM

MEMORANDUM

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

From: Giani Cantu, City Secretary

Date: February 8, 2019

Subject: Call May 4, 2019 General Election

The races for the **May 4, 2019**, election are **Mayor and City Council Positions 2 and 3**. The term of office for these positions is two years from May 2019 to May 2021.

As of 4 p.m. on February 8, 2019, we have handed out 8 Council Packets.

However, we have only received the following applications for candidacy:

Lauren LaCount – Mayor
Frank Blanks – Position 2
Shawn Morlan – Position 2

The deadline to file for place on the ballot is February 15, 2019 at 5:00 p.m.

ORDINANCE NO. 19-440

AN ORDINANCE ORDERING AN ELECTION TO BE HELD IN THE CITY OF RICHWOOD, ON SATURDAY, MAY 4, 2019, FOR THE PURPOSE OF ELECTING CERTAIN OFFICERS FOR THE CITY OF RICHWOOD; PROVIDING THAT ALL PERSONS DESIRING TO HAVE THEIR NAME PLACED ON THE OFFICIAL BALLOT AS A CANDIDATE FILE AN APPLICATION NOT LATER THAN FEBRUARY 15, 2019, PROVIDING THAT ALL DULY QUALIFIED RESIDENT ELECTORS SHALL BE QUALIFIED TO VOTE; APPROVING A JOINT ELECTION AGREEMENT WITH BRAZORIA COUNTY; AND PROVIDING FOR SEVERABILITY.

WHEREAS, the City of Richwood is a home rule city acting under its charter adopted by the electorate pursuant to Article XI, Section 5 of the Texas Constitution and Chapter 9 of the Texas Local Government Code; and

WHEREAS, Section 41.001 of the Texas Election Code (the "Code") specifies that the first Saturday in May shall be a uniform election date; and

WHEREAS, all of the City of Richwood and its voting precincts are located within Brazoria County only; and

WHEREAS, by this Ordinance, it is the intention of the City Council to adopt all requirements of an Election Order and Notice of Election in accordance with state law, and authorize a contract with Brazoria County for joint election services.

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

Section 1. That an election is hereby ordered and shall be held in and throughout the City of Richwood, Texas, on the 4th day of May, 2019, being the first Saturday in May, between the hours of 7 a.m. and 7 p.m.. Voting will be held at the Richwood City Hall, 1800 Brazosport Blvd., Richwood, Texas. Voting will also be conducted at all of the Vote Centers in Brazoria County, Texas that are listed on Exhibit A.

Section 2. That early voting by personal appearance will begin on April 22, 2019 and end on April 30, 2019. Early voting locations are attached as Exhibit B.

Section 3. That the election is ordered for the purpose of electing the following officers for the City:

Mayor and Council member Positions Two and Three

Section 4. That any person having the qualifications set out in Section 3.02 of the Charter of the City of Richwood for Mayor and Council member positions two and three may file an application to have his or her name placed on the official ballot as a candidate. Said application shall be accompanied by a loyalty affidavit of the candidate as prescribed by Section 141.031 of the Texas Election Code and said application shall be filed with the City Secretary as prescribed by Section 143.006 of the Texas Election Code not earlier than January 16, 2019 and not later than February 15, 2019.

Section 5. That said election shall be held in accordance with the Constitution and laws of the State of Texas and the Charter of the City of Richwood, and all duly qualified resident electors of the City of Richwood, Texas, shall be qualified to vote.

Section 6. JOINT ELECTION AGREEMENT APPROVED: The Mayor is authorized to execute the Joint Election Agreement between Brazoria County and Richwood. In the event of a conflict between this Ordinance and the Contract, the Contract shall control.

Section 7. NOTICES: This Ordinance shall serve as the Order of Election (as required by Section 3.001 of the Texas Election Code).

Section 8. NECESSARY ACTIONS: The Mayor or the City Secretary of the City of Richwood, in consultation with the City Attorney as needed, are hereby authorized and directed to take any and all actions necessary to comply with the provisions of the Texas Election Code and the Contract in carrying out and conducting the election, whether or not expressly authorized herein.

Section 9. If any part or portion of this ordinance shall be invalid or unconstitutional, such invalidity or unconstitutionality shall not affect or impair any remaining portions or provisions of this ordinance.

Section 10. This ordinance shall be in full force and effective immediately after its passage.

PASSED AND APPROVED on this 11th day of February, 2019.

Mark Guthrie, Mayor

ATTEST:

Giani Cantu, City Secretary

APPROVED AS TO FORM:

**Caleb D. Villarreal, City
Attorney**

EXHIBIT A
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ONLY OPEN FOR LOCAL ELECTIONS IF THE CITY HAS AN ELECTION		
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EXHIBIT B

EARLY VOTING BRANCH POLLING PLACES *LOS SITIOS DE VOTACIÓN AUXILIARES PARA VOTACIÓN ADELANTADA*

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West Columbia	Precinct 4 Building 2, 121 N 10 th St

DATES AND HOURS:

FECHAS Y HORAS

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MEMORANDUM

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

From: Giani Cantu, City Secretary

Date: February 8, 2019

Subject: Amend Election Sign Ordinance

Staff is recommending the following changes to the Election Sign Ordinance

Sec. 17-5. - Classifications.

For the purpose of this chapter and the regulations and provisions thereof, outdoor advertising displays shall be classified into one of the following type signs:

(1) *Spectacular* signs shall mean an outdoor advertising display sign, advertising copy usually animated, constructed of metal, wired for lights or luminous tubing, or both, with copy action controlled by the flashed circuit breakers or matographs and attached on an open face steel structure built especially for the purpose.

a. Spectacular signs may be built upon the ground, attached to a wall, or above the roof, or projecting from a wall, provided that such spectacular sign meets the requirements of the provisions of this chapter governing ground, roof, wall, projection or marquee sign, depending upon where such sign is built, as set forth below.

b. Spectacular signs shall be illuminated with electricity only.

(2) *Ground* sign shall mean an outdoor advertising display sign when such sign is supported by uprights or braces in or upon the ground.

(3) *Portable* sign shall mean any sign designed or constructed to be easily moved from one location to another, including signs mounted upon or designed to be mounted upon a trailer, bench, wheeled carrier or other nonmotorized mobile structure; a portable sign which has its wheels removed shall still be considered a portable sign hereunder. For the purpose of this classification, trailer signs and signs on benches are "portable signs".

(4) *Roof* sign shall mean an outdoor advertising display sign erected, constructed or maintained above the roof of any building.

(5) *Wall* sign shall mean an outdoor advertising display sign that shall be affixed to the wall of any building when such sign shall project not more than 12 inches from the building.

(6) *Projection* sign shall mean an outdoor advertising display sign which is affixed to any building wall or structure and extends beyond the building wall, structure, building line or property line more than 12 inches.

(7) *Marquee* sign shall mean a projecting sign attached to or hung from a marquee and such marquee shall be known to mean a canopy of covered structure projecting from and supported by a building, when such canopy or covered structure extends beyond the building, building line or property line.

(8) *Shingle* sign shall mean a projection or wall sign not over six square feet in area, constructed of metal or other noncombustible material attached securely to a building and not projecting more than 24 inches over public property.

(9) *Temporary* signs shall mean any sign constructed of cloth, canvas, light fabric, cardboard, wallboard, or other light materials, including, but not limited to, banners, spinners, and pennants. Signs classified as temporary shall be erected temporarily for a period not to exceed 30 days per calendar year for grand openings, or special events in business and commercial areas only. Installation must be approved by the public works director prior to erection. A portable sign, attached to either a motorized or non-motorized mobile structure, shall not be considered a temporary sign.

~~(9)a.~~ (10) *Political signs on private property 60 days prior to a primary, run-off or general election and up to seven days after the primary, run-off or general election for which posted.* shall mean a sign that contains primarily a political message, the purpose of which is to advertise a political candidate for public office, or a political party or that relates to an issue to be voted upon at an election.

~~(10)~~ (11) *Snipe* sign shall mean any small sign, generally of a temporary nature, made of any material, when such sign is tacked, nailed, posted, pasted, glued or otherwise attached to trees, poles, stakes or fences or to other objects, and the advertising matter appearing thereon is not applicable to the present use of the premises upon which sign is located.

~~(11)~~ (12) *Billboard* signs shall mean any sign which is used or designed to be used to advertise or call attention to any product or service which is produced at a place other than on the premises on which the sign is located, or to advertise or call attention to any establishment which is not located on the same premises as the sign.

Billboard signs are not allowed within the corporate limits of the City of Richwood.

Section 17-66 Political signs. The following shall apply to political signs:

- (a) A permit fee shall not be required.
- (b) A political sign shall be allowed in any zoning district up to sixty (60) days prior to a primary, runoff or general election and up to seven (7) days after the primary, runoff or general election for which posted, subject to any and all time, place and manner restrictions found in requirements (h) and (i) of this section.
- (c) Political signs shall not be located on any utility, light, traffic signal or sign pole.
- (d) Political signs shall not be located so as to cause a safety or traffic hazard.
- (e) Political signs shall not be illuminated or projected.
- (f) Political signs shall not contain any moving elements or parts.
- (g) Political signs shall not be placed within public right-of-way.

- (h) Time, place and manner restrictions – signs on private real property.

Political signs are allowed on private real property only with the consent of the property owner. No permit is required, in accordance with Texas Local Government Code §216.903, provided that: (1) the sign shall not have an area greater than thirty-six (36) square feet; (2) the sign shall not be more than eight (8) feet in height; (3) the sign shall not be illuminated; and (4) the sign shall not have any moving parts.
- (i) Time, place and manner restrictions – signs on public property during voting periods.
 - a. Time. In accordance with Texas Election Code §61.003, signs shall be allowed at polling sites during early voting periods or on Election Day. Signs so posted must be removed within forty-eight (48) hours after the close of the early voting period or the close of the polls on Election Day, whichever is applicable.
 - b. Place.
 - i. No signs or campaign literature are permitted on City property, except as required by Texas Election Code section 61.003 or 85.036. This prohibition includes all locations, so long as there is no polling site at that location, including city hall, city service center, community buildings, public parks, fire stations, police departments and water pumping stations.
 - ii. For so long as required by Texas Election Code section 61.003 and 85.036, all public property upon which there is located a polling place, outside the area described in §61.003, and within the area which is allowed to have signs posted shall meet the following requirements: an area (i) that is not within ten (10) feet of the public right of way; (ii) that is not on impervious surfaces; (iii) that is not a traffic or safety hazard; (iv) that is attached to a stake driven into the ground well clear of tree roots, irrigation lines and any other underground vegetation or structures; (v) not to be attached to any building or structure (vi) not in a landscape bed to include flower beds and (vii) an area which meets all the requirements of this ordinance.
 - c. Manner. Political signs permitted at voting locations pursuant to Election Code sections 61.003 and 85.036 shall not exceed six (6) square feet (2x3).

ORDINANCE NO. 19-446

AN ORDINANCE AMENDING SECTION 17-5 CLASSIFICATION OF SIGNS OF THE RICHWOOD CODE OF ORDINANCES TO AMEND THE DEFINITION AND CLASSIFICATION OF POLITICAL SIGN; AND CREATING SECTION 17-66 REGULATING POLITICAL SIGNS; PROVIDING FOR AN EFFECTIVE DATE; PROVIDING FOR A PENALTY; PROVIDING FOR SEVERABILITY; AND PROVIDING THAT THIS ORDINANCE SHALL BE IN EFFECT IMMEDIATELY UPON ITS PASSING.

WHEREAS, the City of Richwood finds that the original ordinance adopted in 1981 is in conflict with current statutes as it relates to political or election signs;

WHEREAS, the City of Richwood finds it necessary to amend the sign ordinance to clarify requirements for political or election signs;

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

Section 1. That Section 17-5 Classifications is hereby amended to read:

Sec. 17-5. - Classifications.

For the purpose of this chapter and the regulations and provisions thereof, outdoor advertising displays shall be classified into one of the following type signs:

- (1) *Spectacular signs* shall mean an outdoor advertising display sign, advertising copy usually animated, constructed of metal, wired for lights or luminous tubing, or both, with copy action controlled by the flashed circuit breakers or matographs and attached on an open face steel structure built especially for the purpose.
 - a. Spectacular signs may be built upon the ground, attached to a wall, or above the roof, or projecting from a wall, provided that such spectacular sign meets the requirements of the provisions of this chapter governing ground, roof, wall, projection or marquee sign, depending upon where such sign is built, as set forth below.
 - b. Spectacular signs shall be illuminated with electricity only.
- (2) *Ground sign* shall mean an outdoor advertising display sign when such sign is supported by uprights or braces in or upon the ground.
- (3) *Portable sign* shall mean any sign designed or constructed to be easily moved from one location to another, including signs mounted upon or designed to be mounted upon a trailer, bench, wheeled carrier or other nonmotorized mobile structure; a portable sign which has its wheels removed shall still be considered a portable sign hereunder. For the purpose of this classification, trailer signs and signs on benches are "portable signs".
- (4) *Roof sign* shall mean an outdoor advertising display sign erected, constructed or maintained above the roof of any building.

- (5) *Wall sign* shall mean an outdoor advertising display sign that shall be affixed to the wall of any building when such sign shall project not more than 12 inches from the building.
- (6) *Projection sign* shall mean an outdoor advertising display sign which is affixed to any building wall or structure and extends beyond the building wall, structure, building line or property line more than 12 inches.
- (7) *Marquee sign* shall mean a projecting sign attached to or hung from a marquee and such marquee shall be known to mean a canopy of covered structure projecting from and supported by a building, when such canopy or covered structure extends beyond the building, building line or property line.
- (8) *Shingle sign* shall mean a projection or wall sign not over six square feet in area, constructed of metal or other noncombustible material attached securely to a building and not projecting more than 24 inches over public property.
- (9) *Temporary signs* shall mean any sign constructed of cloth, canvas, light fabric, cardboard, wallboard, or other light materials, including, but not limited to, banners, spinners, and pennants. Signs classified as temporary shall be erected temporarily for a period not to exceed 30 days per calendar year for grand openings, or special events in business and commercial areas only. Installation must be approved by the public works director prior to erection. A portable sign, attached to either a motorized or non-motorized mobile structure, shall not be considered a temporary sign.
- (10) *Political signs* shall mean a sign that contains primarily a political message, the purpose of which is to advertise a political candidate for public office, or a political party or that relates to an issue to be voted upon at an election.
- (11) *Snipe sign* shall mean any small sign, generally of a temporary nature, made of any material, when such sign is tacked, nailed, posted, pasted, glued or otherwise attached to trees, poles, stakes or fences or to other objects, and the advertising matter appearing thereon is not applicable to the present use of the premises upon which sign is located.
- (12) *Billboard signs* shall mean any sign which is used or designed to be used to advertise or call attention to any product or service which is produced at a place other than on the premises on which the sign is located, or to advertise or call attention to any establishment which is not located on the same premises as the sign.

Billboard signs are not allowed within the corporate limits of the City of Richwood.

Section 2. That Section 17-66 Political Signs is hereby created and shall read:

Section 17-66 Political signs. The following shall apply to political signs:

- (a) A permit fee shall not be required.
- (b) A political sign shall be allowed in any zoning district up to sixty (60) days prior to a primary, runoff or general election and up to seven (7) days after the primary, runoff or general election for which posted, subject to any and all time, place and manner restrictions found in requirements (h) and (i) of this section.

- (c) Political signs shall not be located on any utility, light, traffic signal or sign pole.
- (d) Political signs shall not be located so as to cause a safety or traffic hazard.
- (e) Political signs shall not be illuminated or projected.
- (f) Political signs shall not contain any moving elements or parts.
- (g) Political signs shall not be placed within public right-of-way.
- (h) Time, place and manner restrictions – signs on private real property.

Political signs are allowed on private real property only with the consent of the property owner. No permit is required, in accordance with Texas Local Government Code §216.903, provided that: (1) the sign shall not have an area greater than thirty-six (36) square feet; (2) the sign shall not be more than eight (8) feet in height; (3) the sign shall not be illuminated; and (4) the sign shall not have any moving parts.
- (i) Time, place and manner restrictions – signs on public property during voting periods.
 - a. Time. In accordance with Texas Election Code §61.003, signs shall be allowed at polling sites during early voting periods or on Election Day. Signs so posted must be removed within forty-eight (48) hours after the close of the early voting period or the close of the polls on Election Day, whichever is applicable.
 - b. Place.
 - i. No signs or campaign literature are permitted on City property, except as required by Texas Election Code section 61.003 or 85.036. This prohibition includes all locations, so long as there is no polling site at that location, including city hall, city service center, community buildings, public parks, fire stations, police departments and water pumping stations.
 - ii. For so long as required by Texas Election Code section 61.003 and 85.036, all public property upon which there is located a polling place, outside the area described in §61.003, and within the area which is allowed to have signs posted shall meet the following requirements: an area (i) that is not within ten (10) feet of the public right of way; (ii) that is not on impervious surfaces; (iii) that is not a traffic or safety hazard; (iv) that is attached to a stake driven into the ground well clear of tree roots, irrigation lines and any other underground vegetation or structures; (v) not to be attached to any building or structure (vi) not in a landscape bed to include flower beds and (vii) an area which meets all the requirements of this ordinance.
 - c. Manner. Political signs permitted at voting locations pursuant to Election Code sections 61.003 and 85.036 shall not exceed six (6) square feet (2x3).

Section 3. That if any provision of this ordinance or application thereof to any person or circumstance is held invalid by any court, such holding shall not affect the validity of the remaining portions of this ordinance, and the City Council of the City of Richwood, Texas, hereby declares that it would have enacted such remaining portions despite any such invalidity.

Section 4. Penalty. Any person who violates this article shall be guilty of a misdemeanor, and upon conviction thereof shall be fined as provided in section 1-6 of the Code of Ordinances of the City of Richwood

Section 5: Effective date. The city secretary shall publish the caption of this ordinance and this ordinance shall be effective and in full force immediately upon its passing and adoption.

Section 5. That this ordinance shall be effective immediately upon adoption.

Passed and adopted on this 11th day of February, 2019.

Mark Guthrie, Mayor

ATTEST:

Giani Cantu, City Secretary

APPROVED AS TO FORM:

City Attorney

MEMORANDUM

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

From: Michael Coon, City Manager

Date: February 8, 2019

Subject: Discuss and consider an ordinance creating and designating a Capital Improvement Advisory Committee

Part of the process for adopting an impact fee is creating a Capital Improvement Advisory Committee. The committee would be comprised of the members of City Council and Steve Cone, who lives in Richwood's ETJ. State law requires that a resident of our ETJ be a part of the committee if the City would like to have the option to assess impact fees in areas that are currently in our ETJ. The impact fee could only be assessed on new developments after an area is annexed.

The Capital Improvement Advisory Committee (CIAC) will hold its first meeting on Monday, March 11th. At which time they will start to review the work that has been conducted for the impact fee study.

ORDINANCE NO. 19-444

AN ORDINANCE AMENDING CHAPTER 15 PLANNING AND DEVELOPMENT FOR THE PURPOSE OF CREATING THE CAPITAL IMPROVEMENTS ADVISORY COMMITTEE AND ADOPTING RULES OF PROCEDURE THEREFOR; AND PROVIDING FOR SEVERABILITY.

WHEREAS, The City of Richwood entered into an agreement with Freese and Nichols, Inc. for the purpose of conducting an Impact Fee Study;

WHEREAS, Pursuant to Local Government Code Section 395.058 Advisory Committee, it is necessary to create a Capital Improvements Advisory Committee (CIAC) for the purpose of advising and assisting the political subdivision in adopting land use assumptions; reviewing the capital improvements plan and file written comments; monitoring and evaluating implementation of the capital improvements plan; filing semiannual reports with respect to the progress of the capital improvements plan and report to the political subdivision any perceived inequities in implementing the plan or imposing the impact fee; and advising the political subdivision of the need to update or revise the land use assumptions, capital improvements plan, and impact fee;

WHEREAS, the engineering firm is near completion of the study and the results need to be reviewed by the CIAC for the purpose of creating, reviewing and evaluating a Capital Improvement Plan for the City of Richwood;

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

Section 1. Section 15-30. – Capital Improvement Advisory Committee is hereby created as follows:

Section 15-30 Capital Improvement Advisory Committee.

- (a) Membership. The planning commission plus one resident of the extraterritorial jurisdiction of the City of Richwood shall serve as Capital Improvement Advisory Committee. If the planning commission does not include at least one representative of the real estate, development or building industry who is not an employee or official of a political subdivision or governmental entity, the commission may still act as the advisory committee if at least one such representative is appointed by the political subdivision as an ad hoc voting member of the planning and zoning commission when it acts as the advisory committee.
- (b) Term of office. All members will serve for one (1) year and shall be reappointed as needed.
- (c) Rules of procedure. The commission shall elect a chairman; a vice chair and shall establish its own rules of procedure which shall include the following:
 - 1) A quorum shall consist of a majority of the members of the commission and an affirmative vote of a majority of those present shall be necessary to pass upon pending questions, the chairman being entitled to vote upon any question.

- 2) All meetings shall be open to the public and a record of all proceedings shall be kept, which record shall be filed with the person performing the duties of city secretary and shall be a public record.

(d) Powers and authority. The advisory committee serves in an advisory capacity and is established to:

- 1) advise and assist the political subdivision in adopting land use assumptions;
- 2) review the capital improvements plan and file written comments;
- 3) monitor and evaluate implementation of the capital improvements plan;
- 4) file semiannual reports with respect to the progress of the capital improvements plan and report to the political subdivision any perceived inequities in implementing the plan or imposing the impact fee; and
- 5) advise the political subdivision of the need to update or revise the land use assumptions, capital improvements plan, and impact fee.

Section 2. That if any provision of this ordinance or application thereof to any person or circumstance is held invalid by any court, such holding shall not affect the validity of the remaining portions of this ordinance, and the City Council of the City of Richwood, Texas, hereby declares that it would have enacted such remaining portions despite any such invalidity.

Section 3. That all ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of the conflict only.

Section 4. That this ordinance shall be effective immediately upon adoption.

Passed and adopted on this 11th day of February, 2019.

Mark Guthrie, Mayor

ATTEST:

Giani Cantu, City Secretary

APPROVED AS TO FORM:

City Attorney

MEMORANDUM

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

From: Giani Cantu, City Secretary

Date: February 8, 2019

Subject: Amend Sale of alcoholic beverages Ordinance

In creating the Capital Improvement Advisory Committee (CIAC) ordinance, I found that it is usually a committee that falls under the Planning and Zoning Commission within a City. As I started reviewing our Planning and Zoning ordinance, I felt there were many changes needed to accommodate for more future involvement. The current ordinance limits the members of Planning and Zoning to only council members. The following proposed changes sets membership, organization and rules of procedure for the planning and zoning commission, while still allowing Council to serve in the event we do not have enough interest to keep a quorum of members.

ARTICLE II. - PLANNING AND ZONING COMMISSION^[2]

Sec. 15-26. - Created.

There is created a planning and zoning commission.

(Ord. No. 27, § 1, 4-10-68)

Sec. 15-27. - Membership.

~~The members of the city council shall be the members of the planning and zoning commission.~~

The city council shall appoint a city planning commission consisting of six (6) members who shall be residents of the City of Richwood, shall serve without compensation, and shall not hold any other position in the city government.

(Ord. No. 27, § 1, 4-10-68)

Sec. 15-28. - Organization.

- (a) Term of office. All members will serve for two (2) years and shall be reappointed at the beginning of each calendar year after each expired term thereafter.
- (b) Rules of procedure. The commission shall elect, annually, one (1) of its members chairman, and shall establish its own rules of procedure which shall include the following: A quorum shall consist of a majority of the members of the commission and an affirmative vote of a majority of those present shall be necessary to pass upon pending questions, the chairman being entitled to vote upon any question. All meetings shall be open to the public and a record of all proceedings shall be kept, which record shall be filed with the person performing the duties of city secretary and shall be a public record.

(c) Vacancies. Membership on the planning commission shall be accompanied by active participation in the activities of the commission, and the city council may by ordinance provide attendance requirements. If there shall be a repeated lack of quorum or shortage of volunteers to serve on the commission, City Council may serve as Planning Commission.

(d) Liaison with city council. The city manager or his representative shall attend the meetings of the planning commission and the city manager or any member of council appointed by the city council shall serve as liaison between the planning commission and the city council.

~~The planning and zoning commission shall elect a chairman, vice chairman and recording secretary from its membership and shall have power to employ such qualified persons as may be necessary for the proper conduct and undertakings of the commission and to pay for their services and such other necessary expenses, provided that the cost of such services and expenses shall not exceed the amount appropriated by the council for the use of the commission. It shall also have the power to make rules, regulations and by laws for its own government, which shall conform as nearly as possible with those governing the city council and same shall be subject to approval by such council. Such by laws shall include, among other items, provisions for:~~

~~(1) Regular and special meetings, open to the public.~~

~~(2) Records of its proceedings, to be open for inspection by the public.~~

~~(3) Reporting to the council and the public, from time to time and annually.~~

~~(4) For the holding of public hearings on its recommendations.~~

(Ord. No. 27, § 2, 4-10-68)

Sec. 15-29. - Powers generally.

The commission shall have the power and shall be required to:

(a) Make, amend, extend and add to the master plan for the physical development of the city.

(b) Approve or disapprove plats of proposed subdivisions submitted in accordance with Chapter 19 Subdivisions of the Richwood code of ordinances. In considering such plats, the planning commission shall require that the proposed subdivisions shall meet, so far as is practicable, all the standards of layout and street and sidewalk construction on comparable property within the corporate limits of the City of Richwood, and shall further require that restrictions be placed on the use of the property which are consistent with the restrictions on comparable property within the City of Richwood.

(c) Make, and recommend to the city council for adoption, a zoning plan and recommend or disapprove proposed changes in such plan.

(d) Make, and recommend to the city council for adoption, plans for the clearance and rebuilding of blighted districts and blighted areas which may develop within the city.

- (e) Meet as called following meeting posting requirements; meetings to be held at the city hall unless prior notice of change of meeting place be given by publication in a newspaper in general circulation in the City of Richwood and posted on the city's website.
- (f) Perform such other duties and be vested with such other powers as the city council shall from time to time prescribe.

~~The planning and zoning commission shall have the power and it shall be its duty to make and recommend for adoption a master plan, as a whole or in parts, for the future development and redevelopment of the municipality and its environs and shall have power and it shall be its duty to prepare a comprehensive plan and ordinance for zoning the city in accordance with V.T.C.A., Local Government Code ch. 211, subch. A [§ 211.001 et seq.]. The commission shall perform such other duties as may be prescribed by ordinance or state law.~~

(Ord. No. 27, § 3, 4-10-68)

ORDINANCE NO. 19-445

AN ORDINANCE AMENDING CHAPTER 15 PLANNING AND DEVELOPMENT ARTICLE II PLANNING AND ZONING COMMISSION OF THE RICHWOOD CODE OF ORDINANCES FOR THE PURPOSE OF AMENDING THE MEMBERSHIP, ORGANIZATION, AND POWERS THEREOF AND ADOPTING RULES OF PROCEDURE THEREFOR; PROVIDING A SAVINGS CLAUSE; AND PROVIDING THAT THIS ORDINANCE SHALL TAKE EFFECT AND BE IN FORCE IMMEDIATELY UPON ITS PASSAGE.

WHEREAS, The City of Richwood finds it necessary to amend the provisions of the planning and zoning commission;

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

Section 1. Section 15-27. – Membership is hereby amended to read:

The city council shall appoint a city planning commission consisting of six (6) members who shall be residents of the City of Richwood, shall serve without compensation, and shall not hold any other position in the city government.

Section 2. Section 15-28. – Organization is hereby amended to read:

- (a) Term of office. All members will serve for two (2) years and shall be reappointed at the beginning of each calendar year after each expired term thereafter.
- (b) Rules of procedure. The commission shall elect, annually, one (1) of its members chairman, and shall establish its own rules of procedure which shall include the following: A quorum shall consist of a majority of the members of the commission and an affirmative vote of a majority of those present shall be necessary to pass upon pending questions, the chairman being entitled to vote upon any question. All meetings shall be open to the public and a record of all proceedings shall be kept, which record shall be filed with the person performing the duties of city secretary and shall be a public record.
- (c) Vacancies. Membership on the planning commission shall be accompanied by active participation in the activities of the commission, and the city council may by ordinance provide attendance requirements. If there shall be a repeated lack of quorum or shortage of volunteers to serve on the commission, City Council may serve as Planning Commission.
- (d) Liaison with city council. The city manager or his representative shall attend the meetings of the planning commission and the city manager or any member of council appointed by the city council shall serve as liaison between the planning commission and the city council.

Section 3. Section 15-29. - Powers generally is hereby amended to read:
The commission shall have the power and shall be required to:

- (a) Make, amend, extend and add to the master plan for the physical development of the city.
- (b) Approve or disapprove plats of proposed subdivisions submitted in accordance with Chapter 19 Subdivisions of the Richwood code of ordinances. In considering such plats, the planning commission shall require that the proposed subdivisions shall meet, so far as is practicable, all the standards of layout and street and sidewalk construction on comparable property within the corporate limits of the City of Richwood, and shall further require that restrictions be placed on the use of the property which are consistent with the restrictions on comparable property within the City of Richwood.
- (c) Make, and recommend to the city council for adoption, a zoning plan and recommend or disapprove proposed changes in such plan.
- (d) Make, and recommend to the city council for adoption, plans for the clearance and rebuilding of blighted districts and blighted areas which may develop within the city.
- (e) Meet as called following meeting posting requirements; meetings to be held at the city hall unless prior notice of change of meeting place be given by publication in a newspaper in general circulation in the City of Richwood and posted on the city's website.
- (f) Perform such other duties and be vested with such other powers as the city council shall from time to time prescribe.

Section 2. That if any provision of this ordinance or application thereof to any person or circumstance is held invalid by any court, such holding shall not affect the validity of the remaining portions of this ordinance, and the City Council of the City of Richwood, Texas, hereby declares that it would have enacted such remaining portions despite any such invalidity.

Section 3. That all ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent of the conflict only.

Section 4. That this ordinance shall be effective immediately upon adoption.

Passed and adopted on this 11th day of February, 2019.

Mark Guthrie, Mayor

ATTEST:

Giani Cantu, City Secretary

APPROVED AS TO FORM:

City Attorney

MEMORANDUM

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

From: Giani Cantu, City Secretary

Date: February 8, 2019

Subject: Amend Sale of alcoholic beverages Ordinance

With new restaurants opening in Richwood, questions have been asked that posed me to take a look at alcohol licensing in the City of Richwood. During that review, I found that our ordinance did not clarify the permitting/licensing process for businesses which to sale alcoholic beverages.

Therefore, I am recommending the following changes to the Sale of alcoholic beverages ordinance:

Sec. 10-7. - Sale of alcoholic beverages—~~Location requirements.~~

(1) *Location Requirements.* The sale of alcoholic beverages for on premise consumption by a dealer whose place of business is within 300 feet of a church, public or private school, or public hospital is hereby prohibited, except as otherwise provided by this section and the Texas Alcoholic Beverage Code.

Sales near school, church, or hospital. Sales of alcoholic beverages for on premise consumption is prohibited by a dealer whose place of business within:

- a. 300 feet of a church, public or private school, or public hospital;
- b. 1,000 feet of a public school, if the city council receives a request from the board of trustees under Section 38.07, Education Code; or
- c. 1,000 feet of a private school if the city council receives a request from the governing body of the private school.

(2) *Measurement of distance.* Measurement of such distance shall be in accordance with the terms of this section and the Texas Alcoholic Beverage Code, as amended.

(3) *Methods for determining distance requirement.* The measurement of the distance between the place of business where alcoholic beverages are sold and the church or public hospital shall be along the property lines of the street fronts and from door to front door, and in direct line across intersections. The measurement of the distance between the place of business where alcoholic beverages are sold and the public or private school shall be:

- a. In a direct line from the property line of the public or private school to the property line of the place of business, and in a direct line across intersections; or
- b. If the permit or license holder is located on or above the fifth story of a multistory building, in a direct line from the property line of the public or private school to the property line of the place of business, in a direct line across intersections, and vertically up the building at the property line to the base of the floor on which the permit or license holder is located.

(4) *Alcoholic beverage license and permit fees.* A license fee and permit fee is levied in the amount of one-half of the state license and permit fees for each permit issued for premises

located within the City, except for permits that are exempted from municipal fees. The city license and permit fees shall be paid to the City at the same time that the state license and permit fees are paid to the state. (Ref. V.T.C.A. Alcoholic Beverage Code § 11.38, § 61.36.)

(5) *Display of license and permit.* It is an offense for any person licensed under this article to fail to display such the City license and keep the same displayed in a conspicuous place in the place of business licensed.

(6) ~~(4)~~ *Penalties for violation.* Any person, firm or corporation violating any provision of this section shall be fined not less than \$10.00 and not more than \$500.00 for each offense; and a separate offense shall be deemed committed on each day during or on which a violation occurs or continues.

ORDINANCE NO. 19-448

AN ORDINANCE BY THE COUNCIL OF THE CITY OF RICHWOOD, TEXAS, AMENDING CHAPTER 10 – MISCELLANEOUS PROVISIONS AND OFFENSES SECTION 10-7 SALE OF ALCOHOLIC BEVERAGES FOR THE PURPOSE OF REGULATING PERMITTING AND LICENSING FOR THE SALE OF ALCOHOLIC BEVERAGES WITHIN THE CITY OF RICHWOOD; PROVIDING FOR A PENALTY; PROVIDING A SAVINGS CLAUSE; AND PROVIDING THAT THIS ORDINANCE SHALL TAKE EFFECT AND BE IN FORCE IMMEDIATELY UPON ITS PASSAGE.

WHEREAS, The City of Richwood has had a few new restaurants and businesses opening within the corporate city limits:

WHEREAS, the City finds it necessary to provide further clarification to the regulating and permitting of the sale of alcoholic beverages within the City of Richwood;

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

Section 1. That Section. 10-7. - Sale of alcoholic beverages is hereby amended to read:
Section 10-7 Sale of Alcoholic Beverages

1. *Location requirements.* The sale of alcoholic beverages for on premise consumption by a dealer whose place of business is within 300 feet of a church, public or private school, or public hospital is hereby prohibited, except as otherwise provided by this section and the Texas Alcoholic Beverage Code.
 - a. *Sales near school, church, or hospital.* Sales of alcoholic beverages for on premise consumption is prohibited by a dealer whose place of business within:
 - i. 300 feet of a church, public or private school, or public hospital;
 - ii. 1,000 feet of a public school, if the city council receives a request from the board of trustees under Section 38.07, Education Code; or
 - iii. 1,000 feet of a private school if the city council receives a request from the governing body of the private school.
2. *Measurement of distance.* Measurement of such distance shall be in accordance with the terms of this section and the Texas Alcoholic Beverage Code, as amended.
3. *Methods for determining distance requirement.* The measurement of the distance between the place of business where alcoholic beverages are sold and the church or public hospital shall be along the property lines of the street fronts and from door to front door, and in direct line across intersections. The measurement of the distance between the place of business where alcoholic beverages are sold and the public or private school shall be:
 - a. In a direct line from the property line of the public or private school to the property line of the place of business, and in a direct line across intersections; or
 - b. if the permit or license holder is located on or above the fifth story of a multistory building, in a direct line from the property line of the public or private school to

the property line of the place of business, in a direct line across intersections, and vertically up the building at the property line to the base of the floor on which the permit or license holder is located.

4. *Alcoholic beverage license and permit fees.* A license fee and permit fee is levied in the amount of one-half of the state license and permit fees for each permit issued for premises located within the City, except for permits that are exempted from municipal fees. The city license and permit fees shall be paid to the City at the same time that the state license and permit fees are paid to the state. (Ref. V.T.C.A. Alcoholic Beverage Code § 11.38, § 61.36.)
5. *Display of license and permit.* It is an offense for any person licensed under this article to fail to display such the City license and keep the same displayed in a conspicuous place in the place of business licensed.
6. *Penalties for violation.* Any person, firm or corporation violating any provision of this section shall be fined not less than \$10.00 and not more than \$500.00 for each offense; and a separate offense shall be deemed committed on each day during or on which a violation occurs or continues.

Section 2. That if any provision of this ordinance or application thereof to any person or circumstance is held invalid by any court, such holding shall not affect the validity of the remaining portions of this ordinance, and the City Council of the City of Richwood, Texas, hereby declares that it would have enacted such remaining portions despite any such invalidity.

Section 3. Effective date. The city secretary shall publish the caption of this ordinance and this ordinance shall be effective and in full force immediately upon its passing and adoption.

Section 4. That this ordinance shall be effective immediately upon adoption.

Passed and adopted on this 11th day of February, 2019.

Mark Guthrie, Mayor

ATTEST:

Giani Cantu, City Secretary

APPROVED AS TO FORM:

City Attorney

MEMORANDUM

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

From: Giani Cantu, City Secretary

Date: February 8, 2019

Subject: Amend Animal Ordinance

Staff is recommending the following changes to the quarantine requirements set in the animal ordinance:

Sec. 3-7. - Animal bites; confinement, observation and destruction of biting animal.

Should any person be bitten by any animal and complaint is made, the person responsible for such animal shall be notified to keep such animal confined and under observation by a licensed veterinarian for not less than ten days after such person was bitten and to release such animal only upon written approval of such veterinarian, and upon the failure of the person responsible for such animal to comply with such notice, the humane officer shall cause such animal to be confined and placed upon observation with a veterinarian duly licensed to practice in the state. The owner or owners of such animal shall be responsible for any actual expenses incurred for treatment, veterinary fees and lodging fees. If any animal dies while under observation, the head will be sent to a certified health department for examination.

All animals ordered to be kept confined and under observation will go to either the owner's veterinarian or may be transferred to ~~the City of Angleton Animal Control~~ or any licensed facility for the requisite ten days of observation. ~~If an animal owner has proof that the animal's rabies vaccination is current, then the city will allow an in-home quarantine.~~

ORDINANCE NO. 19-447

AN ORDINANCE BY THE COUNCIL OF THE CITY OF RICHWOOD, TEXAS, AMENDING CHAPTER 3 – ANIMALS, ARTICLE I – GENERAL, SECTION 3-7, FOR THE PURPOSE OF REMOVING THE ABILITY FOR IN HOME QUARANTINE; PROVIDING FOR A PENALTY; PROVIDING A SAVINGS CLAUSE; AND PROVIDING THAT THIS ORDINANCE SHALL TAKE EFFECT AND BE IN FORCE IMMEDIATELY UPON ITS PASSAGE.

WHEREAS, the City, upon further review of the ordinance, now wishes to amend Chapter 3 Animals of the Code of Ordinances for the purpose of removing the ability for an animal to be under home quarantine if the animal bites;

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

Section 1: That Section 3-7. - Animal bites; confinement, observation and destruction of biting animal is hereby amended to read:

Sec. 3-7. - Animal bites; confinement, observation and destruction of biting animal.
modified

Should any person be bitten by any animal and complaint is made, the person responsible for such animal shall be notified to keep such animal confined and under observation by a licensed veterinarian for not less than ten days after such person was bitten and to release such animal only upon written approval of such veterinarian, and upon the failure of the person responsible for such animal to comply with such notice, the humane officer shall cause such animal to be confined and placed upon observation with a veterinarian duly licensed to practice in the state. The owner or owners of such animal shall be responsible for any actual expenses incurred for treatment, veterinary fees and lodging fees. If any animal dies while under observation, the head will be sent to a certified health department for examination.

All animals ordered to be kept confined and under observation will go to either the owner's veterinarian or may be transferred to any licensed facility available for the requisite ten days of observation.

Section 2: Severability. In the event any section, paragraph, subdivision, clause, phrase, provision, sentence, or part of this Ordinance or the application of the same to any person or circumstance shall for any reason be adjudged invalid or held unconstitutional by a court of competent jurisdiction, it shall not affect, impair, or invalidate this Ordinance as a whole or any part or provision hereof other than the part declared to be invalid or unconstitutional; and the City Council of the City of Richwood, Texas, declares that it would have passed each and every

part of the same notwithstanding the omission of any such part thus declared to be invalid or unconstitutional, or whether there be one or more parts.

Section 3: Repeal. All other ordinances or parts of ordinances in conflict or inconsistent herewith are, to the extent of such conflict or inconsistency, hereby repealed.

Section 4: Penalty. Any person who violates this article shall be guilty of a misdemeanor, and upon conviction thereof shall be fined as provided in section 1-6 of the Code of Ordinances of the City of Richwood

Section 5: Effective date. The city secretary shall publish the caption of this ordinance and this ordinance shall be effective and in full force immediately upon its passing and adoption.

PASSED AND ADOPTED this 11th day of February, 2019.

Mark Guthrie, Mayor

ATTEST:

Giani Cantu, City Secretary

APPROVED AS TO FORM:

City Attorney

MEMORANDUM

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

From: Michael Coon, City Manager

Date: February 8, 2019

Subject: Discuss and consider repealing debt payment plan

Last September Council voted to create a loan from the General Fund to the Utility Fund to pay back an estimated debt of \$582,359.80. During the recent audit, the auditors updated the debt balance and decreased it by \$125,939.13 to \$456,420.67.

As a result of the lower debt total, staff discussed presenting a modified payment plan to City Council. However, after considering the options, staff is recommending making this year's payment and repealing the rest of the repayment plan until a time when more funding is available in the Utility Fund. Reducing the Utility Fund's payment would free up \$25,250 of funding that could then be applied towards future debt payments for the water plant project. Under the current utility rate structure, it's estimated that repealing the loan payments would reduce any upcoming rate increases by \$0.97 per month on the base water bills.

RESOLUTION NO. 19-R-01

A RESOLUTION AMENDING THE AMMORTIZATION SCHEDULE FOR FUNDS OWED TO GENERAL FUND BY THE UTILITY FUND; AUTHORIZING THE FIRST SCHEDULE PAYMENT BE MADE; AND REPEALING ANY REMAINING AMMORTIZATION SCHEDULE.

WHEREAS, on September 10, 2018 the City of Richwood adopted resolution 18-R-12 adopting the proposed amortization schedule of funds owed to General Fund by the Utility Fund; and

WHEREAS, the final debt owed to the General Fund is less than originally amortized and changes are needed for the finalization of the Fiscal Year 2017-2018 audit; and

WHEREAS, the City of Richwood is facing necessary improvement to its Utility infrastructure which will require debt issuance and utility rate increases; and

WHEREAS, the City Council feels it is necessary to delay repayment of the debt owed to the General Fund and wishes to make the initial payment; repeal the remaining amortization schedule and delay payment of the outstanding debt;

NOW THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF RICHWOOD, TEXAS, THE CITY OF RICHWOOD HEREBY AMENDS THE AMMORTIZATION SCHEDULE TO REFLECT ACTUAL DEBT OWED; AUTHORIZES THE INITIAL PAYMENT BE MADE AND REPEALS THE REMAINING AMORTIZATION SCHEDULE TO DELAY PAYMENT OF THE OUTSTANDING DEBT AS FOLLOWS:

AUDITED FY 17-18

End Balance 456,420.67
Interest Rate 1.90%

Year	Principal	Interest	Payment	Year End Balance
FY 2019	11,578.01	8,671.99	20,250.00	444,842.66
~~FY 2020~~	~~-16,797.99~~	~~-8,452.01~~	~~-25,250.00~~	~~-428,044.67~~
~~FY 2021~~	~~-22,117.15~~	~~-8,132.85~~	~~-30,250.00~~	~~-405,927.52~~
~~FY 2022~~	~~-27,537.38~~	~~-7,712.62~~	~~-35,250.00~~	~~-378,390.14~~
~~FY 2023~~	~~-33,060.59~~	~~-7,189.41~~	~~-40,250.00~~	~~-345,329.55~~
~~FY 2024~~	~~-38,688.74~~	~~-6,561.26~~	~~-45,250.00~~	~~-306,640.81~~
~~FY 2025~~	~~-44,423.82~~	~~-5,826.18~~	~~-50,250.00~~	~~-262,216.99~~
~~FY 2026~~	~~-50,267.88~~	~~-4,982.12~~	~~-55,250.00~~	~~-211,949.11~~
~~FY 2027~~	~~-51,222.97~~	~~-4,027.03~~	~~-55,250.00~~	~~-160,726.14~~
~~FY 2028~~	~~-52,196.20~~	~~-3,053.80~~	~~-55,250.00~~	~~-108,529.94~~
~~FY 2029~~	~~-53,187.93~~	~~-2,062.07~~	~~-55,250.00~~	~~-55,342.01~~
~~FY 2030~~	~~-55,342.01~~	~~-1,051.50~~	~~-56,393.51~~	~~—~~
TOTAL	456,420.67	67,722.84	524,143.51	

PASSED AND APPROVED on this 11th day of February, 2019.

Mark Guthrie, Mayor

ATTEST:

Giani Cantu
City Secretary

MEMORANDUM

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

From: Michael Coon, City Manager

Date: February 8, 2019

Subject: Discuss and consider additional regularly scheduled meetings and resetting November 11, 2019 meeting date

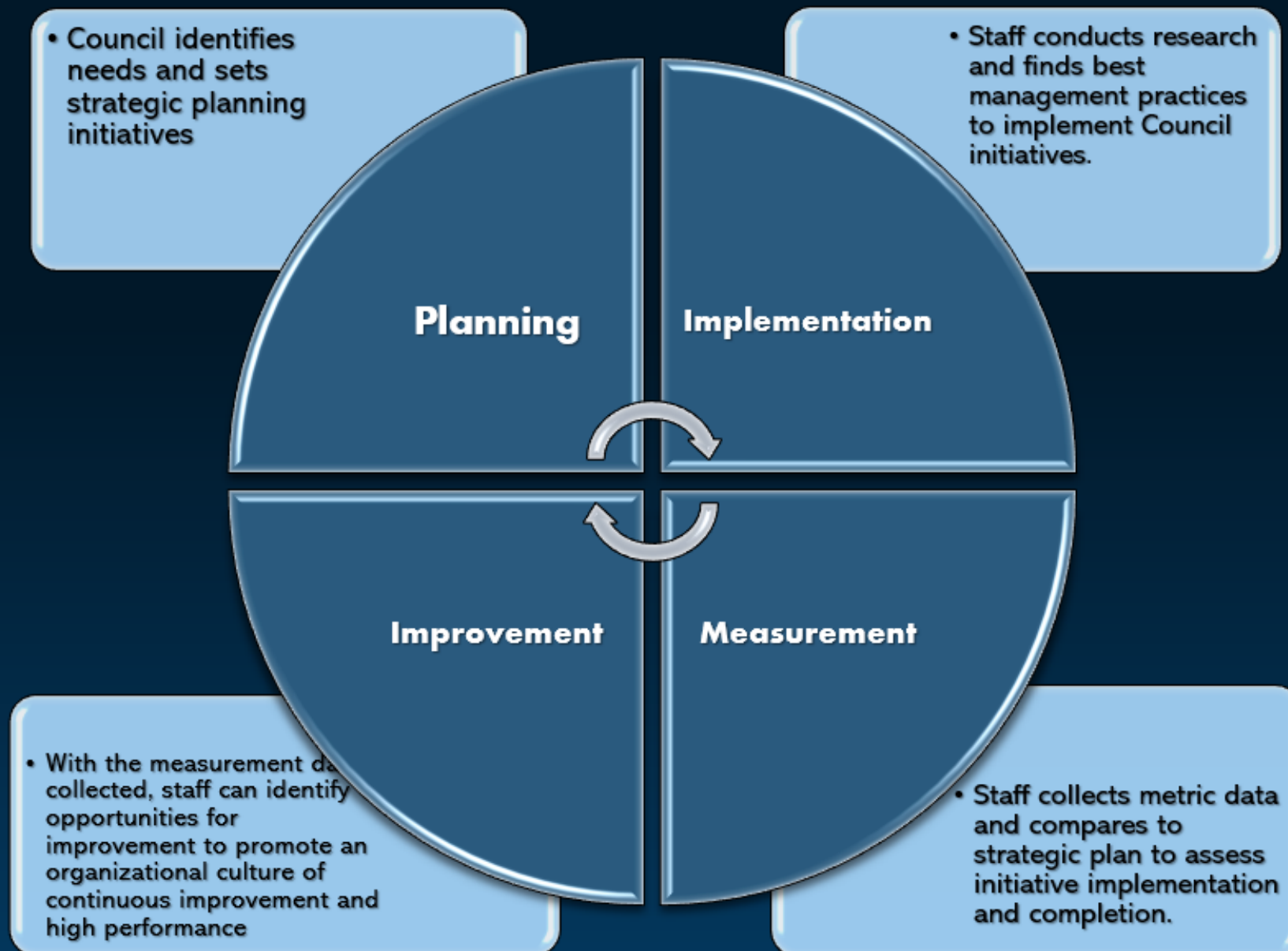
This item was discussed at a previous meeting. However, Council asked staff to bring the item back when more of its members were present for the discussion. Additionally, staff would like to propose changing the date for the November 11, 2019 meeting because that will fall on Veterans Day.



City of Richwood
— TEXAS —

STRATEGIC IMPLEMENTATION PLAN UPDATE

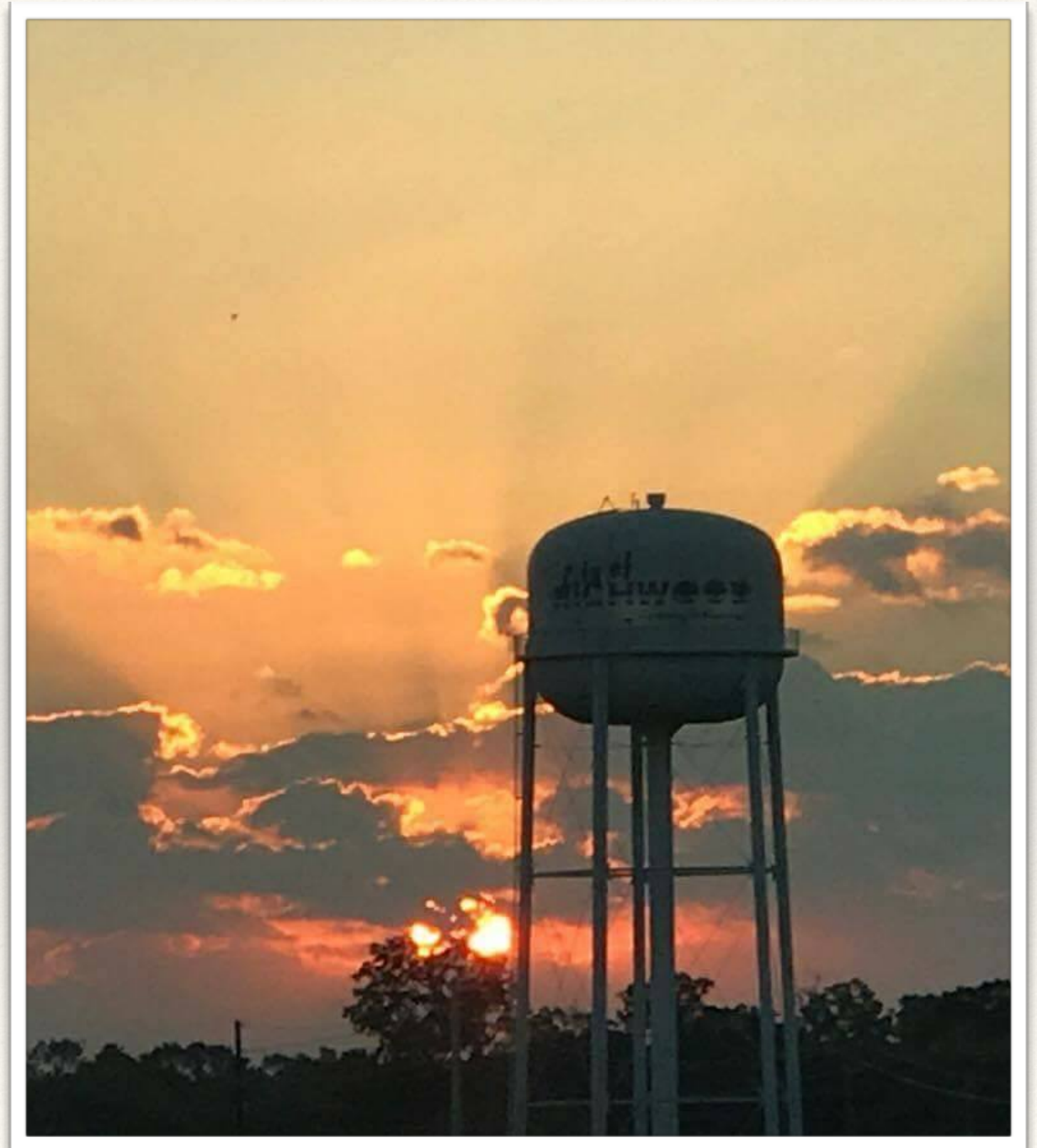
Strategic Planning Process



City of Richwood

Summarized Score Card - FY 18-19 Strategic Implementation Plan

- ❖ Purpose: to update Council on Fy 18-19 Strategic Implementation Plan
- ❖ Summary of accomplishments and statuses of Council initiatives budgeted for fiscal year 2018-19.
- ❖ Strategic Implementation Plan objectives focus on:
 1. Financial Stability
 2. Economic Development
 3. Infrastructure Investments
 4. Community Development
 5. City Operations



Financial Stability

Accomplishments

- Hired full time finance director.
- Developed a schedule for giving budget and planning updates to Council
- Scheduled forum for public comment / participation in City budget.

Current Projects

- Developing funding strategies for equipment replacement
- Budget planning for FY 19-20 underway. Staff to develop and prepare a fiscally responsible, balanced budget for Council review.
- Development of five year financial forecast in progress; ETA: May 2019.

Economic Development

SIP Objective Statuses:

- ❖ **Create Marketing Plan for City** - Economic Development Alliance sponsoring study and obtaining proposal for retail recruitment providers.
- ❖ **Update Comprehensive Master and Land Use Plan** - Update comprehensive master plan - researching comparable cities' costs; seeking appointment for Texas A&M Texas Target Communities program for cost effective master planning.
- ❖ **Maintain up-to-date Development Codes** - Applied for FEMA Hazard Mitigation Grant for cost sharing solution to improve drainage; RFP from BB&G for plat review services.

Infrastructure Investments

Objective Updates:

- ❖ **Plan for water supply demand with City growth** - water/sewer master plan study being conducted by Freese & Nichols; estimated completion after May election.
- ❖ **Water, Wastewater, & Stormwater Improvements** - developed CIAC to prioritize and budget for CIP.
- ❖ **Maintain Aging Facilities:**
Completed Service Center re-skin project.



Community Development

- ❖ Staff focused on increasing public education of code enforcement matters; ongoing efforts include planning for future code enforcement staffing needs (improvement images below)
- ❖ Heavy trash newsletter publication added to social media
- ❖ Permitting & Inspections drafting Home Occupations and Code Enforcement Lawn Maintenance educational materials for residents.
- ❖ Keep Richwood Beautiful (KRB): community participation increased 100%, from 3 members last fiscal year to 6 in FY 18-19.

Before



After



City Operations - Public Works

- ❖ Filled 1 new position 4th QTR of FY 17-18 and 1 new position in QTR 1 of FY 18-19.
- ❖ Capacity to perform scheduled preventive maintenance fire hydrant flushing (0 in FY 17-18; 25 in QTR 1 FY 18-19).
- ❖ PW started full inventory of hydrants: 80 hydrants located / addresses noted full fire hydrant replacement
- ❖ PW improved and maintained compliance on average chlorine residual draw from 0.3 parts per million (ppm) to 1.8 ppm. Normal TCEQ ranges from 0.5 - 4.0 ppm.



City Operations | Police



- ❖ Filled new investigator position.
- ❖ PD community policing: officers have increased presence in the community by making contact with residents and businesses to increase safeness and reduce crime.
- ❖ After favorable citizen interest, RWPD has initiated planning for a Citizens' Police Academy
- ❖ K-9 officer now on staff



Richwood PD visits local daycare to educate youth on stranger danger



City Operations | Training & Education

All Departments

- ❖ Training budget increased nearly 32% from FY 17/18 to FY 18/19
- ❖ Staff has completed 166 hrs of continuing education with FY 18/19 training budget; 154 more hrs of training scheduled.
- ❖ 1 water operator license earned in first QTR of FY 18/19 to meet or exceed TCEQ compliance
- ❖ 2 Groundwater (class C) license exams & 1 Water exam (class D) to be taken this FY.



FY 18/19 Training & Education Progress

- ❖ Giani Cantu, City Secretary: Registered municipal clerk certification, 24 hrs COE in Election Law.
- ❖ Kirsten Garcia, Certified Court Clerk II: Passed TX Municipal Courts Level III, Part A exam, completed 30 hrs COEs leading to level III court clerk certification (< 100 in Texas).
- ❖ Linda Pace, Administrative Assistant: Election Law (16 contact hrs) through Secretary of State.
- ❖ Lori Salazar, Permitting & Inspections: Property Maintenance & Housing Inspections classes complete (2.2 COEs, 21 contact hrs), leading to National Property Maintenance Code certification.
- ❖ Juan Rivera, Operator in Training: 24 hrs TEEEX Groundwater training Feb 2019.
- ❖ Kerry Hardeman, Operator in Training: 24 hrs TEEEX groundwater production training Feb 2019.
- ❖ Chuck Wegwerth, Water Operator: Earned Class C Groundwater license.
- ❖ Steve Cook, Water Operator: Completed COEs required for license.
- ❖ Andrew Griffith, Operator in Training: Basic Water Works Training leading to D class license scheduled for Feb 2019.
- ❖ Lance Roy, Foreman, Water / Wastewater Operator: preparing for Inspector Certification exam, completed Cross Connection / Backflow Prevention training Jan 2019.
- ❖ Clif Custer, Public Works Director, Water Operator: completed Cross Connection / Backflow Prevention training Jan 2019.



Strategic Implementation Plan Update

Fiscal Year 18-19

**Presented to the Honorable Mayor
and Members of Council**

February 11, 2019

1.0 FINANCIAL STABILITY

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

1.0 FINANCIAL STABILITY

Objectives (Priority order)	Action Steps	Budget	Timeline	Notes
Objective 1.2: Develop a long term financial plan Maintain adequate financial reserves Make each fund self-supporting Improve the City's bond rating Establish and fully fund an Equipment Replacement Fund	Work with Charter Review Committee to review contingency restrictions. Currently, 10% is recommended.	-0-	Upcoming	Current cap is 3 percent of budget. Goal is to have 30% reserve.
	Continue reimbursement for direct and indirect costs transfers to each fund and adjust policies as needed	-0-	In progress	Included in FY 19 Budget
	Adjust rates to ensure each fund is self-supporting; discuss with Council possibility of utility rate increases in light of debt issuance added to May 2019 ballot; possibly look at large lot rate increases (could help offset individual increases).	-0-	Ongoing	
	Hire a full-time Finance Director	\$97,212	Complete	Started Oct 27, 2018
	Implement regular financial reporting with updates on strategic plan; follow-up to SIP to be presented at strategic planning meeting in May 2019.	-0-	FY 20	2 Updates for FY 19 with increase to 3 in FY 20
	Prepare five year financial forecasts. First update to be presented after May election.	-0-	Upcoming	Planning session 5/18/19
	Develop funding plan for ERF; election may impact priority designations.	TBD	Upcoming	Present with FY 20 Budget
	Incorporate CIP into Strategic Planning and Budget Processes – staff to review PO's and carry-over funds with Council through survey of Council members' input on priorities.	TBD	In progress	Follow-up workshop after staff reviews Council input

2.0 ECONOMIC DEVELOPMENT

Objectives (Priority order)	Action Steps	Budget	Timeline	Notes
Objective 2.1: Create a marketing plan for the City • Include vision & create a brand and a moto for marketing purposes	Work with Economic Development Alliance for Brazoria County to start creating a plan	-0-	Ongoing	Economic Development Alliance working on obtaining proposal for different retail recruitment providers. Alliance to sponsor study.
Objective 2.2: Update the Comprehensive Master Plan and Land Use Plan	-Contract with universities and/or other consultants for assistance with planning services. TTC Program at A&M is first choice – cost effective alternative to hiring consultant. -Emailed comparable cities for master planning information and associated costs.	TBD 	In Progress	Submit letter of interest to Texas A&M Texas Target Communities master planning program to begin work Summer 2019
Objective 2.3: Maintain up to date development codes • Update the zoning ordinance and land use plan • Review subdivision ordinance • Review floodplain management processes	Consult with planning experts to update development codes	-0-	FY 19	In correspondence with BB&G for plat review services.
	Review and revise codes -	-0-	Ongoing	
	Work to adopt local drainage criteria and processes. City applied to FEMA Hazard Mitigation Grant.	TBD	Ongoing	If awarded FEMA grant, City would enter cost sharing agreement \$37,500 (1yr Drainage & Transportation fees). If not awarded, City could fund in approx. 4 years.
	Work with FEMA on update of flood maps and flood plain administration after adopting preliminary maps	-0-	In Progress	

2.0 ECONOMIC DEVELOPMENT

Objectives (Priority order)	Action Steps	Budget	Timeline	Notes
Objective 2.4: Make effective use of city property	Review and analyze use of vacant city property	-0-	Ongoing	City management has made inquiry about land behind the Citgo on FM 2004
Objective 2.5: Develop a comprehensive economic development strategy and funding model	Develop and maintain an ED policy that establishes standards for ED incentives.	-0-	In Progress	Anticipated to start after completion of Impact Fee Study – July 2019

3.0 INFRASTRUCTURE INVESTMENTS

Objectives (Priority order)	Action Steps	Budget	Original Timeline	Update
Objective 3.1: Sustain a reliable water supply as the city grows we need to prepare for the future water usage	Conduct a water/sewer master plan to determine future storage and distribution needs for the entire City.	\$25,000	On-going	Part of study being conducted by Freese & Nichols. Will know more after May 2019 election.
Objective 3.2: Maintain and extend water, wastewater and stormwater improvements	Develop a CIP prioritized list of improvements needed for replacement aging infrastructure and expansion into unserved areas after completion of engineering study.	\$25,000	On-going	Part of study being conducted by Freese & Nichols; anticipated completion after Jun 2019.
	Establish budget for CIP - CIAC recommendations needed first; based on the results, staff will incorporate into budget.	TBD	On-going	Will incorporate in FY 20 Budget. Possible approach to use GF in FY18-19 and UF for FY19-20
	Consider a policy for growth to provide funding for the extension of infrastructure	\$25,000	FY 19	Part of study being conducted by Freese & Nichols

3.0 INFRASTRUCTURE INVESTMENTS

Objectives (Priority order)	Action Steps	Budget	Timelin e	Notes
Objective 3.3: Support investments in City facilities	Establish policy for determining maintenance, capital, bonding thresholds on facility repairs and improvements. - City staff is making comparisons to comparable cities' policies. - Need to establish maintenance plans for wells.	-0-	On-going	
	Assess conditions and needs for all city facilities.	-0-	On-going	CIP study (Freese and Nichols). Additional vehicle/equipment storage at RW Service Center. Installation of manual transfer switches on all City owned lift stations.
	Prioritize assessments	-0-	FY 19	
	Fund improvements needed. - Reinstate 2 wells - Re-appropriate funding for chlorine room from FY 18-19 - Itemized list of necessary funding carry-over's to be supplied to Council in March 2019.	\$114,324	FY 19	\$40,000 (City Hall roof repairs) in General Fund & \$74,324 in Utility Fund. Planning will be ongoing to create a more detailed funding plan.

3.0 INFRASTRUCTURE INVESTMENTS

Objectives (Priority order)	Action Steps	Budget	Timeline	Notes
Objective 3.4: Examine best practices in delivery of city services. Optimize cost saving opportunities with the use of community partners. Explore ways for Richwood to be self-sufficient in provision of city services Review existing contracts with contract providers to ensure they are up to date and meet long term needs of the citizens.	Reach out to neighboring cities and county to determine what services can be shared	-0-	Ongoing	- EMS contract was rebid; Discussions ongoing - Determined water connection from Clute, Angleton, or Lake Jackson is not cheaper
	Review and revise MOU, and Interlocal Agreements	-0-	Ongoing	Some agreements have been updated, will continue review process into FY 19
	Review capacity studies to determine appetite for becoming self-sufficient	-0-	Ongoing	Ongoing, renegotiation of WWTP contract with Clute will look at creating a future path to being self-sufficient
	Determine impact of new development on new and existing infrastructure	-0-	Ongoing	Will be addressed through impact fee study (July 2019)
	Review and negotiate with water provider	-0-	FY 20	Preliminary work has begun on planning for future water usage. Impact fee study will provide more details.

4.0 COMMUNITY DEVELOPMENT

Objectives (Priority order)	Action Steps	Budget	Timeline	Notes
Objective 4.1: Create a Parks Master Plan	Develop scope of services	-0-	TBD	Development of a Parks master plan ranks lower in priority; may incorporate into master planning study request for TX A&M Target Communities program.
	Fund and hire consultant to complete plan	\$50,000	Post-poned	
Objective 4.2: Develop a community center providing a quality place for people to gather	Examine feasibility and funding options	TBD	Post-poned	Bond Task Force did not recommend the project - Not enough community support for expansion.

4.0 COMMUNITY DEVELOPMENT

Objectives (Priority order)	Action Steps	Budget	Timeline	Notes
Objective 4.3: Maintain a high level of aesthetic standards • Continuous code enforcement efforts • Update code policies	Provide communication and information to public on code standards and requirements	-0-	Ongoing	Current communications are focused on heavy trash collection. Staff working on informational section to be added to City website.
	Utilize KRB to determine which codes should be updated for beautification, park improvements, and park properties	-0-	Ongoing	Goal is to update code to require developers to fund City park amenities to alleviate burden on City.
	Hire code enforcement/animal control officer	On-going	TBD	Examining various options with staffing and contract labor
Objective 4.4: Explore opportunities to work with neighboring communities on an interlocal basis for provision of recreation services.	Reach out to neighboring cities and county to determine what services can be shared	-0-	Ongoing	Currently have a formal inter-local agreement with the City of Clute. Discussions have begun with Lake Jackson and Angleton
	Review and revise MOU, and Interlocal Agreements	-0-	Ongoing	

5.0 CITY OPERATIONS

Objectives (Priority order)	Action Steps	Budget	Timeline	Notes
Objective 5.1: Public Safety – Focus on prevention (at best) reduction (at least) of city-wide social harms (crime, fear of crime, crashes, & disorder) Focus on prevention of social harms through police/public cooperation	Fire – Develop a contract for service with VFD	-0-	FY 19	City management researching options
	EMS – Continually monitor contract performance	-0-	Ongoing	Signed contract to be received from the City of Clute
	Police – Increase clearance rate by adding an investigator position	\$78,782	FY 19	Funded through CCPD
	Police – Engage in Community Policing	-0-	Ongoing	
Objective 5.2: Public Works – Provide for and maintain the city's infrastructure to meet the needs of the community.	Invest in two additional public works positions to help effectively maintain existing infrastructure.	\$108,615	Completed	
	Purchase one additional truck for new employees	\$40,000	Completed	Purchased Ford F250 in November 2018

5.0 CITY OPERATIONS

Objectives (Priority order)	Action Steps	Budget	Timeline	Notes
Objective 5.3: Communications. Communicate information to the public in a transparent manner using all available methods • Provide public information outreach programs.	Update and improve the city's website - Funding to be assessed at fiscal year end	-0-	Ongoing	Staff looking at Municode or Civic Plus for website improvement.
	Create and regularly update slide show for website, lobby, other media on city activities and events	-0-	Ongoing	-Staff use of social media to share info and communicate with citizens - Newsletter now shared digitally.
	Install TV in foyer of City Hall for information display	\$1,500	FY 19	
	Distribute highlights of Council Meetings to residences and businesses	-0-	Ongoing	

5.0 CITY OPERATIONS

Objectives (Priority order)	Action Steps	Budget	Timeline	Notes
Objective 5.4: Technology – Utilize technology to enhance operations and delivery of services.	Implement new Municipal Court software	-0-	On-going	Pelorus will develop new software at no cost to City
	Purchase imaging equipment	\$2,500	Complete	Goal to purchase imaging software in the future
	Implement new Code Enforcement & Permitting software	-0-	3-5 yrs – after court system	Pelorus will develop new software at no cost to City
Objective 5.5: Employees – Invest in employee development opportunities, compensation and retention.	Implement performance-based pay increases - Task force actively revising submissions to draft policy	TBD	In progress	Incorporate into FY 20 Budget
	Establish employee recognition program	\$500	Complete	
Objective 5.6: Develop a program to encourage, recruit and reward volunteers for service to the City.	Develop an MVP (Municipal Volunteer Program)	\$2,000	Complete	
	Establish a process for recognizing all volunteers on a quarterly basis. Currently, recognition is annual.	On-going	Complete	Schedule to be revised to quarterly.
	Establish a process for recognizing a MVP of the Year	\$500	Complete	

City of Richwood
Operational Budget Report
10 General Fund - 10/01/2018 to 01/31/2019
33.33% of the fiscal year has expired

	Prior YTD	Current Period	Current YTD	Annual Budget	Remaining Budget	% Earned/Used
Change In Net Position						
Revenue						
Taxes						
294103 Ad Valorem Taxes	1,182,188.52	390,615.20	1,032,706.93	1,673,908.00	641,201.07	61.69%
294104 Delinquent Taxes	13,985.72	517.31	37,400.19	12,000.00	(25,400.19)	311.67%
294105 Penalty & Interest	4,791.24	490.21	1,563.80	12,500.00	10,936.20	12.51%
294111 Franchise Taxes	20,418.96	693.69	36,065.96	179,000.00	142,934.04	20.15%
294116 Sales Tax - Streets	37,545.56	0.00	27,462.48	117,000.00	89,537.52	23.47%
294117 Sales Tax	150,182.19	0.00	109,849.88	467,998.00	358,148.12	23.47%
294801 210 Developers 380 Rebate	0.00	0.00	0.00	(119,720.00)	(119,720.00)	0.00%
294802 Crawford Furniture 380 Rebate	0.00	0.00	0.00	(7,190.00)	(7,190.00)	0.00%
294803 Big Kountry Shooting 380 Rebate	0.00	0.00	0.00	(4,993.00)	(4,993.00)	0.00%
Total Taxes	1,409,112.19	392,316.41	1,245,049.24	2,330,503.00	1,085,453.76	53.42%
Licenses and permits						
294106 Licenses & Permits	6,667.00	1,533.00	4,122.00	9,100.00	4,978.00	45.30%
294107 Building Permits	13,782.71	3,712.06	39,329.01	70,000.00	30,670.99	56.18%
294114 Animal Fines/Licenses	45.00	0.00	35.00	350.00	315.00	10.00%
Total Licenses and permits	20,494.71	5,245.06	43,486.01	79,450.00	35,963.99	54.73%
Charges for services						
294118 Municipal Building Rentals	3,372.50	785.00	2,300.00	9,500.00	7,200.00	24.21%
Total Charges for services	3,372.50	785.00	2,300.00	9,500.00	7,200.00	24.21%
Fines and forfeitures						
294109 Municipal Court	41,892.50	7,721.66	30,902.98	131,000.00	100,097.02	23.59%
Total Fines and forfeitures	41,892.50	7,721.66	30,902.98	131,000.00	100,097.02	23.59%
Special Revenues						
044251 Revenues - Police Officer Trainin	0.00	0.00	0.00	1,350.00	1,350.00	0.00%
044253 Revenues - Court Security	0.00	0.00	456.49	2,880.00	2,423.51	15.85%
044254 Revenues - Court Technology	0.00	0.00	608.74	3,000.00	2,391.26	20.29%
044255 Revenues - Bobby Ford Park	0.00	0.00	0.00	5,000.00	5,000.00	0.00%
Total Special Revenues	0.00	0.00	1,065.23	12,230.00	11,164.77	8.71%
Interest						
294110 Interest Earnings	1,673.51	0.00	4,594.55	3,000.00	(1,594.55)	153.15%
Total Interest	1,673.51	0.00	4,594.55	3,000.00	(1,594.55)	153.15%
Miscellaneous revenue						
294112 Miscellaneous Income	5,122.21	57.01	10,113.36	35,000.00	24,886.64	28.90%
294121 Parks & Recreation	750.00	100.00	525.00	5,075.00	4,550.00	10.34%
Total Miscellaneous revenue	5,872.21	157.01	10,638.36	40,075.00	29,436.64	26.55%
Contributions and transfers						
974963 Transfer from Utility Fund	0.00	0.00	104,410.00	124,660.00	20,250.00	83.76%
Total Contributions and transfers	0.00	0.00	104,410.00	124,660.00	20,250.00	83.76%
Total Revenue	1,482,417.62	406,225.14	1,442,446.37	2,730,418.00	1,287,971.63	52.83%
Expenditures						
Administration						
015101 Administrative Expense	0.00	20.00	20.00	0.00	(20.00)	0.00%
015102 Contract Labor	275.00	275.00	2,994.37	3,300.00	305.63	90.74%
015103 Salaries & Wages	77,557.93	25,860.05	96,134.16	308,080.00	211,945.84	31.20%
015104 Overtime	0.00	0.00	383.10	3,500.00	3,116.90	10.95%
015105 Retirement	8,819.65	3,799.85	14,419.73	48,107.00	33,687.27	29.97%
015107 Medicare	0.00	384.55	1,436.87	4,611.00	3,174.13	31.16%
015110 Workmen's Compensation Ins	522.32	0.00	305.00	1,210.00	905.00	25.21%
015115 Hospitalization	15,171.89	3,773.40	10,536.52	47,340.00	36,803.48	22.26%
015120 Unemployment Insurance	19.55	477.36	753.90	855.00	101.10	88.18%
015125 Cellphone Allowance	0.00	135.00	495.00	1,530.00	1,035.00	32.35%
015126 Vehicle Allowance	0.00	450.00	1,800.00	5,400.00	3,600.00	33.33%
015130 Training & Travel	3,757.75	1,226.18	2,742.31	19,360.00	16,617.69	14.16%
015175 Longevity Pay	0.00	0.00	0.00	1,250.00	1,250.00	0.00%
015180 Certification Pay	0.00	75.00	300.00	900.00	600.00	33.33%
015201 Food	686.14	119.63	1,374.72	2,220.00	845.28	61.92%
015210 Office Supplies	9,426.44	(2,096.82)	3,116.87	21,000.00	17,883.13	14.84%
015215 Custodial Supplies	126.52	0.00	219.28	1,200.00	980.72	18.27%
015220 Tools	0.00	58.96	58.96	0.00	(58.96)	0.00%
015225 Books & Periodicals	234.50	0.00	215.98	885.00	669.02	24.40%

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	Prior YTD	Current Period	Current YTD	Annual Budget	Remaining Budget	% Earned/Used
015240 Expendable Operating Supplies	9,136.28	486.23	6,629.86	19,620.00	12,990.14	33.79%
015310 Building & Grounds M&R	2,893.58	117.50	117.50	15,000.00	14,882.50	0.78%
015320 Office Furniture/Fixture M&R	65.00	0.00	0.00	1,000.00	1,000.00	0.00%
015410 Electricity	2,054.54	695.57	2,147.60	9,500.00	7,352.40	22.61%
015420 Telephone	736.44	290.03	711.56	2,040.00	1,328.44	34.88%
015430 Natural Gas	221.99	102.14	171.97	700.00	528.03	24.57%
015510 Elections	0.00	0.00	5,436.31	10,000.00	4,563.69	54.36%
015550 Information Technology Services	815.05	114.70	13,536.92	20,726.00	7,189.08	65.31%
015556 Contractual Services - Taxes	6,652.59	609.92	12,900.17	11,474.00	(1,426.17)	112.43%
015570 Attorney's Fees	5,476.84	972.50	4,726.05	20,500.00	15,773.95	23.05%
015572 Economic Development	0.00	0.00	0.00	10,000.00	10,000.00	0.00%
015580 Auditor's Fees	0.00	0.00	21,000.00	42,500.00	21,500.00	49.41%
015595 Professional Services	0.00	0.00	63.00	0.00	(63.00)	0.00%
015640 Insurance - Bldg/Liab/Bond	3,742.22	0.00	5,706.85	20,000.00	14,293.15	28.53%
015660 Dues & Subscriptions	6,232.77	1,438.67	10,511.67	11,761.00	1,249.33	89.38%
015685 Publishing & Advertising	3,536.70	451.20	7,635.64	9,995.00	2,359.36	76.39%
015695 Special Services - Miscellaneous	553.67	24,000.00	24,000.00	31,664.00	7,664.00	75.80%
015910 Office Equipment	0.00	0.00	449.99	2,000.00	1,550.01	22.50%
015935 Equipment - Time Payments	1,580.60	63.98	255.92	4,800.00	4,544.08	5.33%
075201 Food	0.00	0.00	816.19	0.00	(816.19)	0.00%
Total Administration	160,295.96	63,900.60	254,123.97	714,028.00	459,904.03	35.59%
City Maintenance						
025102 Contract Labor	0.00	0.00	0.00	2,500.00	2,500.00	0.00%
025103 Salaries & Wages	22,928.79	5,787.50	22,751.10	64,624.00	41,872.90	35.21%
025104 Overtime	0.00	511.50	2,429.22	7,000.00	4,570.78	34.70%
025105 Retirement	2,638.03	735.49	2,949.28	8,151.00	5,201.72	36.18%
025107 Medicare	0.00	91.33	365.10	1,039.00	673.90	35.14%
025110 Workmen's Compensation Ins	4,579.06	0.00	2,887.00	3,261.00	374.00	88.53%
025115 Hospitalization	6,757.73	1,509.36	4,470.68	18,936.00	14,465.32	23.61%
025120 Unemployment Insurance	13.53	113.38	113.38	342.00	228.62	33.15%
025130 Training & Travel	0.00	0.00	0.00	1,500.00	1,500.00	0.00%
025175 Longevity Pay	0.00	0.00	0.00	250.00	250.00	0.00%
025190 Uniforms	660.27	0.00	661.03	1,600.00	938.97	41.31%
025210 Office Supplies	15.99	0.00	0.00	200.00	200.00	0.00%
025215 Custodial Supplies	48.96	9.98	9.98	700.00	690.02	1.43%
025220 Tools	1,275.48	216.90	945.82	2,500.00	1,554.18	37.83%
025230 Gas, Oil, & Lubricants	1,456.40	0.00	601.18	8,000.00	7,398.82	7.51%
025240 Expendable Operating Supplies	246.56	488.89	803.17	3,000.00	2,196.83	26.77%
025245 Dump Charges	2,274.57	244.23	1,096.86	6,000.00	4,903.14	18.28%
025270 Chemicals	660.00	12.87	12.87	2,000.00	1,987.13	0.64%
025310 Building & Grounds M&R	2,565.02	993.12	1,786.68	5,000.00	3,213.32	35.73%
025340 Vehicle M&R	5,476.56	122.83	1,316.28	6,000.00	4,683.72	21.94%
025360 Radio M&R	0.00	0.00	102.00	3,000.00	2,898.00	3.40%
025365 Other Equipment M&R	245.58	358.59	1,062.24	5,000.00	3,937.76	21.24%
025376 Signs M&R	166.08	0.00	3.65	2,500.00	2,496.35	0.15%
025410 Electricity	8,256.09	2,643.91	8,101.18	36,000.00	27,898.82	22.50%
025420 Telephone	75.32	128.90	376.63	1,000.00	623.37	37.66%
025430 Natural Gas	83.99	19.98	83.81	400.00	316.19	20.95%
025595 Professional Services	0.00	0.00	63.00	0.00	(63.00)	0.00%
025630 Insurance - Motor Vehicles	2,219.75	0.00	1,722.00	2,250.00	528.00	76.53%
025640 Insurance - Bldg/Liab/Bond	458.89	0.00	583.45	2,100.00	1,516.55	27.78%
025660 Dues & Subscriptions	35.70	14.06	42.18	500.00	457.82	8.44%
025685 Publishing & Advertising	0.00	0.00	0.00	500.00	500.00	0.00%
025695 Special Services - Miscellaneous	0.00	0.00	0.00	3,200.00	3,200.00	0.00%
025935 Equipment - Time Payments	8,962.25	0.00	28,767.70	26,556.00	(2,211.70)	108.33%
Total City Maintenance	72,100.60	14,002.82	84,107.47	225,609.00	141,501.53	37.28%
Streets and Drainage						
035380 Streets M&R	14,628.83	25,372.34	32,424.74	48,000.00	15,575.26	67.55%
035385 Drainage M&R	0.00	0.00	243.75	5,000.00	4,756.25	4.88%
035560 Engineering	0.00	0.00	0.00	5,000.00	5,000.00	0.00%
035965 Street Projects	0.00	0.00	0.00	60,000.00	60,000.00	0.00%
035975 Drainage	0.00	0.00	0.00	7,000.00	7,000.00	0.00%
Total Streets and Drainage	14,628.83	25,372.34	32,668.49	125,000.00	92,331.51	26.13%
Deferred Revenue Accounts						
045225 Books & Periodicals	0.00	0.00	64.52	0.00	(64.52)	0.00%

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	Prior YTD	Current Period	Current YTD	Annual Budget	Remaining Budget	% Earned/Used
045291 Expenditures - Police Training	0.00	0.00	0.00	1,350.00	1,350.00	0.00%
045293 Expenditures - Court Security	0.00	0.00	0.00	2,880.00	2,880.00	0.00%
045294 Expenditures - Court Tech	222.46	0.00	1,332.45	3,000.00	1,667.55	44.42%
045295 Expenditures - Bobby Ford Park	0.00	0.00	0.00	5,000.00	5,000.00	0.00%
Total Deferred Revenue Accounts	222.46	0.00	1,396.97	12,230.00	10,833.03	11.42%
Police Department						
055103 Salaries & Wages	224,909.03	50,373.58	190,704.71	516,174.00	325,469.29	36.95%
055104 Overtime	0.00	5,892.96	23,560.03	52,000.00	28,439.97	45.31%
055105 Retirement	19,948.05	6,659.61	25,436.26	64,720.00	39,283.74	39.30%
055107 Medicare	0.00	826.32	3,146.99	8,246.00	5,099.01	38.16%
055110 Workmen's Compensation Ins	13,627.72	0.00	8,507.00	18,881.00	10,374.00	45.06%
055115 Hospitalization	33,486.78	7,546.80	21,627.42	85,212.00	63,584.58	25.38%
055120 Unemployment Insurance	66.25	1,025.76	1,295.90	1,539.00	243.10	84.20%
055125 Cellphone Allowance	0.00	45.00	180.00	540.00	360.00	33.33%
055130 Training & Travel	1,574.34	0.00	1,185.50	15,740.00	14,554.50	7.53%
055175 Education Incentive	0.00	500.00	2,000.00	1,850.00	(150.00)	108.11%
055180 Certification Pay	0.00	175.00	587.50	7,800.00	7,212.50	7.53%
055190 Uniforms	1,515.52	231.80	946.13	5,587.00	4,640.87	16.93%
055201 Food	47.63	0.00	0.00	1,850.00	1,850.00	0.00%
055210 Office Supplies	1,806.40	69.06	716.04	2,280.00	1,563.96	31.41%
055215 Custodial Supplies	0.00	0.00	0.00	50.00	50.00	0.00%
055220 Tools	341.00	0.00	0.00	1,816.00	1,816.00	0.00%
055230 Gas, Oil, & Lubricants	12,288.61	0.00	2,491.17	33,846.00	31,354.83	7.36%
055240 Expendable Operating Supplies	711.80	797.96	927.96	1,540.00	612.04	60.26%
055287 Community Outreach	950.66	0.00	775.14	600.00	(175.14)	129.19%
055310 Building & Grounds M&R	0.00	117.50	117.50	0.00	(117.50)	0.00%
055320 Office Furniture/Fixture M&R	0.00	0.00	0.00	1,000.00	1,000.00	0.00%
055340 Vehicle M&R	1,102.73	5,503.65	6,536.29	9,500.00	2,963.71	68.80%
055350 Radar M&R	19.74	0.00	0.00	400.00	400.00	0.00%
055360 Radio M&R	0.00	0.00	2,040.00	2,540.00	500.00	80.31%
055365 Other Equipment M&R	428.50	0.00	628.67	580.00	(48.67)	108.39%
055420 Telephone	2,622.36	1,358.72	3,931.10	12,624.00	8,692.90	31.14%
055540 Dispatch Services	21,500.00	43,000.00	43,000.00	43,000.00	0.00	100.00%
055542 Jail Expense	197.98	295.00	3,841.65	8,040.00	4,198.35	47.78%
055550 Information Technology Services	0.00	852.89	1,640.21	2,310.00	669.79	71.00%
055558 Animal Control	10.15	0.00	589.97	12,000.00	11,410.03	4.92%
055570 Attorney's Fees	380.00	0.00	0.00	5,000.00	5,000.00	0.00%
055630 Insurance - Motor Vehicles	6,521.50	0.00	9,647.00	6,522.00	(3,125.00)	147.91%
055640 Insurance - Bldg/Liab/Bond	6,082.30	0.00	6,351.00	6,500.00	149.00	97.71%
055660 Dues & Subscriptions	5,141.04	0.00	5,548.10	7,092.00	1,543.90	78.23%
055685 Publishing & Advertising	125.00	132.00	601.20	2,200.00	1,598.80	27.33%
055695 Special Services - Miscellaneous	1,215.78	0.00	0.00	0.00	0.00	0.00%
055930 Equipment	0.00	31.93	31.93	0.00	(31.93)	0.00%
055935 Equipment - Time Payments	2,049.63	167.76	3,047.04	4,488.00	1,440.96	67.89%
Total Police Department	358,670.50	125,603.30	371,639.41	944,067.00	572,427.59	39.37%
Judicial						
065103 Salaries & Wages	28,282.24	3,994.44	15,007.20	44,566.00	29,558.80	33.67%
065104 Overtime	0.00	0.00	92.40	1,000.00	907.60	9.24%
065105 Retirement	2,971.64	439.62	1,659.39	4,366.00	2,706.61	38.01%
065107 Medicare	0.00	58.66	221.93	660.00	438.07	33.63%
065110 Workmen's Compensation Ins	205.47	0.00	152.00	165.00	13.00	92.12%
065115 Hospitalization	7,542.04	754.68	2,235.34	9,468.00	7,232.66	23.61%
065120 Unemployment Insurance	10.31	72.80	105.20	513.00	407.80	20.51%
065130 Training & Travel	2,314.53	222.72	1,172.72	3,000.00	1,827.28	39.09%
065175 Longevity Pay	0.00	0.00	0.00	125.00	125.00	0.00%
065180 Certification Pay	0.00	50.00	200.00	900.00	700.00	22.22%
065210 Office Supplies	968.75	234.20	574.14	4,200.00	3,625.86	13.67%
065225 Books & Periodicals	100.00	0.00	0.00	300.00	300.00	0.00%
065240 Expendable Operating Supplies	43.14	0.00	0.00	500.00	500.00	0.00%
065550 Information Technology Services	82.50	19.90	44.38	500.00	455.62	8.88%
065565 Jury Expense	0.00	1,781.00	1,781.00	500.00	(1,281.00)	356.20%
065570 Attorney's Fees	4,470.00	1,210.00	2,570.00	15,000.00	12,430.00	17.13%
065660 Dues & Subscriptions	2,932.00	0.00	492.00	3,500.00	3,008.00	14.06%
065910 Office Equipment	0.00	0.00	1,567.68	0.00	(1,567.68)	0.00%
Total Judicial	49,922.62	8,838.02	27,875.38	89,263.00	61,387.62	31.23%
Fire Department						

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075106 Pension	0.00	0.00	0.00	16,490.00	16,490.00	0.00%
075110 Workmen's Compensation Ins	403.60	0.00	304.00	3,400.00	3,096.00	8.94%
075130 Training & Travel	0.00	0.00	0.00	500.00	500.00	0.00%
075190 Uniforms	846.00	872.25	9,110.35	9,000.00	(110.35)	101.23%
075210 Office Supplies	125.00	0.00	0.00	650.00	650.00	0.00%
075220 Tools	8,280.40	0.00	0.00	12,000.00	12,000.00	0.00%
075230 Gas, Oil, & Lubricants	1,221.17	0.00	(229.92)	3,000.00	3,229.92	-7.66%
075240 Expendable Operating Supplies	130.41	0.00	0.00	0.00	0.00	0.00%
075285 Fire Prevention Supplies	0.00	0.00	0.00	1,000.00	1,000.00	0.00%
075310 Building & Grounds M&R	0.00	0.00	0.00	3,000.00	3,000.00	0.00%
075340 Vehicle M&R	892.72	5,147.00	7,936.15	6,000.00	(1,936.15)	132.27%
075360 Radio M&R	0.00	0.00	0.00	500.00	500.00	0.00%
075410 Electricity	211.32	111.97	312.21	1,800.00	1,487.79	17.35%
075420 Telephone	635.08	103.27	802.50	2,400.00	1,597.50	33.44%
075430 Natural Gas	65.28	20.63	62.54	360.00	297.46	17.37%
075566 Contractural Services - Ambulan	37,500.00	0.00	0.00	93,000.00	93,000.00	0.00%
075630 Insurance - Motor Vehicles	5,336.00	0.00	8,042.00	5,336.00	(2,706.00)	150.71%
075640 Insurance - Bldg/Liab/Bond	806.68	0.00	1,075.02	2,900.00	1,824.98	37.07%
075660 Dues & Subscriptions	948.00	0.00	0.00	3,400.00	3,400.00	0.00%
075935 Equipment - Time Payments	0.00	0.00	40,182.17	40,195.00	12.83	99.97%
075962 Transfer to Replacement	27,664.00	0.00	27,664.00	0.00	(27,664.00)	0.00%
Total Fire Department	85,065.66	6,255.12	95,261.02	204,931.00	109,669.98	46.48%
Parks and Recreation						
085215 Custodial Supplies	484.25	0.00	519.84	1,500.00	980.16	34.66%
085240 Expendable Operating Supplies	0.00	0.00	0.00	500.00	500.00	0.00%
085270 Chemicals	700.00	0.00	0.00	2,000.00	2,000.00	0.00%
085310 Building & Grounds M&R	16,863.55	262.56	1,329.38	20,000.00	18,670.62	6.65%
085365 Other Equipment M&R	381.28	127.26	987.09	7,500.00	6,512.91	13.16%
085410 Electricity	304.24	169.54	467.62	2,400.00	1,932.38	19.48%
085630 Insurance - Motor Vehicles	0.00	0.00	117.00	0.00	(117.00)	0.00%
085640 Insurance - Bldg/Liab/Bond	921.92	0.00	1,228.31	3,800.00	2,571.69	32.32%
085685 Publishing & Advertising	0.00	70.00	210.00	1,600.00	1,390.00	13.13%
085850 Beautification	0.00	0.00	38.65	0.00	(38.65)	0.00%
085851 Parks & Recreation	1,280.28	513.17	1,379.63	7,000.00	5,620.37	19.71%
Total Parks and Recreation	20,935.52	1,142.53	6,277.52	46,300.00	40,022.48	13.56%
Code Enforcement						
095103 Salaries & Wages	10,617.50	2,842.81	10,905.25	32,260.00	21,354.75	33.80%
095104 Overtime	0.00	0.00	110.08	300.00	189.92	36.69%
095105 Retirement	1,305.43	332.19	1,290.40	3,706.00	2,415.60	34.82%
095107 Medicare	0.00	41.22	159.72	473.00	313.28	33.77%
095110 Workmen's Compensation Ins	205.47	0.00	152.00	118.00	(34.00)	128.81%
095115 Hospitalization	3,785.84	754.68	2,235.34	9,468.00	7,232.66	23.61%
095120 Unemployment Insurance	2.75	51.17	51.17	171.00	119.83	29.92%
095130 Training & Travel	0.00	0.00	0.00	1,000.00	1,000.00	0.00%
095175 Longevity Pay	0.00	0.00	0.00	125.00	125.00	0.00%
095210 Office Supplies	0.00	0.00	0.00	1,000.00	1,000.00	0.00%
095220 Tools	0.00	0.00	0.00	1,000.00	1,000.00	0.00%
095240 Expendable Operating Supplies	52.00	0.00	0.00	500.00	500.00	0.00%
095340 Vehicle M&R	15.00	0.00	0.00	0.00	0.00	0.00%
095550 Information Technology Services	0.00	19.90	44.38	250.00	205.62	17.75%
095570 Attorney's Fees	266.56	0.00	0.00	5,000.00	5,000.00	0.00%
095595 Professional Services	0.00	0.00	0.00	1,000.00	1,000.00	0.00%
095660 Dues & Subscriptions	0.00	0.00	0.00	300.00	300.00	0.00%
095685 Publishing & Advertising	0.00	0.00	0.00	500.00	500.00	0.00%
Total Code Enforcement	16,250.55	4,041.97	14,948.34	57,171.00	42,222.66	26.15%
Permitting & Inspections						
105102 Contract Labor	3,300.00	2,350.00	6,860.00	7,500.00	640.00	91.47%
105103 Salaries & Wages	19,031.04	53.08	9,784.05	55,204.00	45,419.95	17.72%
105105 Retirement	1,759.10	11.46	1,165.12	6,344.00	5,178.88	18.37%
105107 Medicare	0.00	1.02	142.87	809.00	666.13	17.66%
105110 Workmen's Compensation Ins	0.00	0.00	0.00	455.00	455.00	0.00%
105115 Hospitalization	3,787.94	754.68	2,235.34	9,468.00	7,232.66	23.61%
105120 Unemployment Insurance	4.64	1.26	1.26	171.00	169.74	0.74%
105125 Cellphone Allowance	0.00	45.00	180.00	540.00	360.00	33.33%
105130 Training & Travel	0.00	0.00	0.00	1,800.00	1,800.00	0.00%

City of Richwood
Operational Budget Report
10 General Fund - 10/01/2018 to 01/31/2019
33.33% of the fiscal year has expired

	Prior YTD	Current Period	Current YTD	Annual Budget	Remaining Budget	% Earned/Used
105175 Longevity Pay	0.00	0.00	0.00	475.00	475.00	0.00%
105190 Uniforms	0.00	0.00	(171.92)	200.00	371.92	-85.96%
105210 Office Supplies	51.10	0.00	0.00	100.00	100.00	0.00%
105220 Tools	0.00	0.00	0.00	500.00	500.00	0.00%
105230 Gas, Oil, & Lubricants	860.19	0.00	125.31	3,500.00	3,374.69	3.58%
105340 Vehicle M&R	173.20	0.00	(292.00)	1,500.00	1,792.00	-19.47%
105360 Radio M&R	0.00	0.00	0.00	500.00	500.00	0.00%
105570 Attorney's Fees	2,186.56	0.00	0.00	3,000.00	3,000.00	0.00%
105595 Professional Services	2,550.00	0.00	0.00	10,000.00	10,000.00	0.00%
105630 Insurance - Motor Vehicles	470.00	0.00	708.00	500.00	(208.00)	141.60%
105660 Dues & Subscriptions	2,351.54	100.00	9,714.41	10,800.00	1,085.59	89.95%
Total Permitting & Inspections	36,525.31	3,316.50	30,452.44	113,366.00	82,913.56	26.86%
Emergency/Disaster						
995102 Contract Labor	3,000.00	0.00	0.00	0.00	0.00	0.00%
995220 Tools	1,339.22	0.00	0.00	0.00	0.00	0.00%
995240 Expendable Operating Supplies	72.93	0.00	0.00	0.00	0.00	0.00%
995365 Other Equipment M&R	5,768.24	0.00	0.00	0.00	0.00	0.00%
995595 Professional Services	0.00	0.00	25,000.00	0.00	(25,000.00)	0.00%
Total Emergency/Disaster	10,180.39	0.00	25,000.00	0.00	(25,000.00)	0.00%
Transfers						
985950 Contingency Fund	0.00	0.00	0.00	7,161.00	7,161.00	0.00%
985960 Transfer to Capital Projects	0.00	0.00	40,000.00	40,000.00	0.00	100.00%
985961 Transfer to Water/Sewer	0.00	0.00	89,909.00	89,909.00	0.00	100.00%
985962 Transfer to Replacement	0.00	0.00	43,000.00	59,533.00	16,533.00	72.23%
985963 Transfer to General Fund	0.00	0.00	0.00	1,000.00	1,000.00	0.00%
Total Transfers	0.00	0.00	172,909.00	197,603.00	24,694.00	87.50%
Total Expenditures	824,798.40	252,473.20	1,116,660.01	2,729,568.00	1,612,907.99	40.91%
Total Change In Net Position	657,619.22	153,751.94	325,786.36	850.00	(324,936.36)	38,327.81%

City of Richwood
Operational Budget Report
11 Utility Capital Improvements - 10/01/2018 to 01/31/2019
33.33% of the fiscal year has expired

	<u>Prior YTD</u>	<u>Current Period</u>	<u>Current YTD</u>	<u>Annual Budget</u>	<u>Remaining Budget</u>	<u>% Earned/Used</u>
Change In Net Position						
Revenue						
Interest						
554110 Interest Earnings	87.59	0.00	172.17	0.00	(172.17)	0.00%
Total Interest	87.59	0.00	172.17	0.00	(172.17)	0.00%
Contributions and transfers						
974966 Transfer from Utility Fund	0.00	0.00	0.00	149,324.00	149,324.00	0.00%
Total Contributions and transfers	0.00	0.00	0.00	149,324.00	149,324.00	0.00%
Total Revenue	87.59	0.00	172.17	149,324.00	149,151.83	0.12%
Expenditures						
Capital Improvements						
555560 Engineering	0.00	0.00	10,000.00	75,000.00	65,000.00	13.33%
555915 Capital Expenditures	0.00	0.00	0.00	74,324.00	74,324.00	0.00%
Total Capital Improvements	0.00	0.00	10,000.00	149,324.00	139,324.00	6.70%
Total Expenditures	0.00	0.00	10,000.00	149,324.00	139,324.00	6.70%
Total Change In Net Position	87.59	0.00	(9,827.83)	0.00	9,827.83	0.00%

City of Richwood
Operational Budget Report
12 Insurance - 10/01/2018 to 01/31/2019
33.33% of the fiscal year has expired

	<u>Prior YTD</u>	<u>Current Period</u>	<u>Current YTD</u>	<u>Annual Budget</u>	<u>Remaining Budget</u>	<u>% Earned/Used</u>
Change In Net Position						
Revenue						
Interest						
534110 Interest Earnings	16.64	0.00	0.00	0.00	0.00	0.00%
Total Interest	16.64	0.00	0.00	0.00	0.00	0.00%
Total Revenue	16.64	0.00	0.00	0.00	0.00	0.00%
Total Change In Net Position	16.64	0.00	0.00	0.00	0.00	0.00%

City of Richwood
Operational Budget Report
13 Replacement - 10/01/2018 to 01/31/2019
33.33% of the fiscal year has expired

	<u>Prior YTD</u>	<u>Current Period</u>	<u>Current YTD</u>	<u>Annual Budget</u>	<u>Remaining Budget</u>	<u>% Earned/Used</u>
Change In Net Position						
Revenue						
Interest						
524110 Interest Earnings	53.59	0.00	74.47	0.00	(74.47)	0.00%
Total Interest	53.59	0.00	74.47	0.00	(74.47)	0.00%
Contributions and transfers						
974962 Transfer from General Fund	0.00	0.00	70,664.00	0.00	(70,664.00)	0.00%
Total Contributions and transfers	0.00	0.00	70,664.00	0.00	(70,664.00)	0.00%
Total Revenue	53.59	0.00	70,738.47	0.00	(70,738.47)	0.00%
Expenditures						
Replacement						
525930 Equipment	0.00	0.00	33,835.50	0.00	(33,835.50)	0.00%
Total Replacement	0.00	0.00	33,835.50	0.00	(33,835.50)	0.00%
Total Expenditures	0.00	0.00	33,835.50	0.00	(33,835.50)	0.00%
Total Change In Net Position	53.59	0.00	36,902.97	0.00	(36,902.97)	0.00%

City of Richwood
Operational Budget Report
14 HRA_FSA Refunds - 10/01/2018 to 01/31/2019
33.33% of the fiscal year has expired

	<u>Prior YTD</u>	<u>Current Period</u>	<u>Current YTD</u>	<u>Annual Budget</u>	<u>Remaining Budget</u>	<u>% Earned/Used</u>
Change In Net Position						
Expenditures						
Administration						
015201 Food	0.00	0.00	69.77	0.00	(69.77)	0.00%
015240 Expendable Operating Supplies	0.00	533.89	533.89	0.00	(533.89)	0.00%
Total Administration	0.00	533.89	603.66	0.00	(603.66)	0.00%
Total Expenditures	0.00	533.89	603.66	0.00	(603.66)	0.00%
Total Change In Net Position	0.00	533.89	603.66	0.00	(603.66)	0.00%

City of Richwood
Operational Budget Report
15 Crime Control and Prevention - 10/01/2018 to 01/31/2019
33.33% of the fiscal year has expired

	Prior YTD	Current Period	Current YTD	Annual Budget	Remaining Budget	% Earned/Used
Change In Net Position						
Revenue						
Taxes						
604117 Sales Tax	25,196.14	0.00	37,659.55	117,000.00	79,340.45	32.19%
Total Taxes	25,196.14	0.00	37,659.55	117,000.00	79,340.45	32.19%
Interest						
604110 Interest Earnings	99.14	0.00	150.90	0.00	(150.90)	0.00%
Total Interest	99.14	0.00	150.90	0.00	(150.90)	0.00%
Contributions and transfers						
974959 Transfer from Fund Balance	0.00	0.00	0.00	16,000.00	16,000.00	0.00%
Total Contributions and transfers	0.00	0.00	0.00	16,000.00	16,000.00	0.00%
Total Revenue	25,295.28	0.00	37,810.45	133,000.00	95,189.55	28.43%
Expenditures						
City Maintenance						
605340 Vehicle M&R	0.00	9,835.67	18,186.09	0.00	(18,186.09)	0.00%
Total City Maintenance	0.00	9,835.67	18,186.09	0.00	(18,186.09)	0.00%
Crime Control and Prevention						
605103 Salaries & Wages	0.00	1,125.00	4,248.00	73,889.00	69,641.00	5.75%
605105 Retirement	0.00	126.88	482.27	6,639.00	6,156.73	7.26%
605107 Medicare	0.00	16.31	61.61	1,072.00	1,010.39	5.75%
605110 Workmen's Compensation Ins	0.00	0.00	0.00	2,938.00	2,938.00	0.00%
605115 Insurance	0.00	0.00	0.00	9,468.00	9,468.00	0.00%
605120 Unemployment Insurance	0.00	20.25	76.46	342.00	265.54	22.36%
605130 Training & Travel	0.00	0.00	3,770.64	4,051.00	280.36	93.08%
605175 Certification Pay	0.00	0.00	0.00	900.00	900.00	0.00%
605190 Uniforms	0.00	0.00	2,828.00	1,000.00	(1,828.00)	282.80%
605365 Other Equipment M&R	0.00	0.00	0.00	16,000.00	16,000.00	0.00%
605930 Equipment	0.00	0.00	5,617.00	16,701.00	11,084.00	33.63%
Total Crime Control and Prevention	0.00	1,288.44	17,083.98	133,000.00	115,916.02	12.85%
Total Expenditures	0.00	11,124.11	35,270.07	133,000.00	97,729.93	26.52%
Total Change In Net Position	25,295.28	11,124.11	2,540.38	0.00	(2,540.38)	0.00%

City of Richwood
Operational Budget Report
16 General Fund Contingency - 10/01/2018 to 01/31/2019
33.33% of the fiscal year has expired

	<u>Prior YTD</u>	<u>Current Period</u>	<u>Current YTD</u>	<u>Annual Budget</u>	<u>Remaining Budget</u>	<u>% Earned/Used</u>
Change In Net Position						
Revenue						
Contributions and transfers						
974950 Transfer from General Fund	0.00	0.00	0.00	7,161.00	7,161.00	0.00%
Total Contributions and transfers	0.00	0.00	0.00	7,161.00	7,161.00	0.00%
Total Revenue	0.00	0.00	0.00	7,161.00	7,161.00	0.00%
Total Change In Net Position	0.00	0.00	0.00	7,161.00	7,161.00	0.00%

City of Richwood
Operational Budget Report
20 Beautification - 10/01/2018 to 01/31/2019
33.33% of the fiscal year has expired

	<u>Prior YTD</u>	<u>Current Period</u>	<u>Current YTD</u>	<u>Annual Budget</u>	<u>Remaining Budget</u>	<u>% Earned/Used</u>
Change In Net Position						
Revenue						
Charges for services						
614124 Beautification Revenues	3,575.03	2,342.65	3,550.85	14,520.00	10,969.15	24.45%
Total Charges for services	3,575.03	2,342.65	3,550.85	14,520.00	10,969.15	24.45%
Contributions and transfers						
974959 Transfer from Fund Balance	0.00	0.00	0.00	480.00	480.00	0.00%
974963 Transfer from General Fund	0.00	0.00	0.00	1,000.00	1,000.00	0.00%
Total Contributions and transfers	0.00	0.00	0.00	1,480.00	1,480.00	0.00%
Total Revenue	3,575.03	2,342.65	3,550.85	16,000.00	12,449.15	22.19%
Expenditures						
Beautification						
615102 Contract Labor	2,250.00	1,025.00	2,250.00	8,500.00	6,250.00	26.47%
615130 Training & Travel	0.00	0.00	0.00	1,600.00	1,600.00	0.00%
615210 Office Supplies	0.00	0.00	0.00	100.00	100.00	0.00%
615220 Tools	0.00	0.00	0.00	500.00	500.00	0.00%
615240 Expendable Operating Supplies	13.78	0.00	0.00	1,500.00	1,500.00	0.00%
615310 Building & Grounds M&R	0.00	0.00	139.65	2,000.00	1,860.35	6.98%
615660 Dues & Subscriptions	622.00	0.00	0.00	800.00	800.00	0.00%
615685 Publishing & Advertising	42.00	0.00	190.00	1,000.00	810.00	19.00%
Total Beautification	2,927.78	1,025.00	2,579.65	16,000.00	13,420.35	16.12%
Total Expenditures	2,927.78	1,025.00	2,579.65	16,000.00	13,420.35	16.12%
Total Change In Net Position	647.25	1,317.65	971.20	0.00	(971.20)	0.00%

City of Richwood
Operational Budget Report
25 Transportation Fund - 10/01/2018 to 01/31/2019
33.33% of the fiscal year has expired

	<u>Prior YTD</u>	<u>Current Period</u>	<u>Current YTD</u>	<u>Annual Budget</u>	<u>Remaining Budget</u>	<u>% Earned/Used</u>
Change In Net Position						
Revenue						
Charges for services						
404125 Transportation Fee	0.00	0.00	13,455.14	136,800.00	123,344.86	9.84%
Total Charges for services	0.00	0.00	13,455.14	136,800.00	123,344.86	9.84%
Interest						
404110 Interest Earnings	244.51	0.00	352.12	0.00	(352.12)	0.00%
Total Interest	244.51	0.00	352.12	0.00	(352.12)	0.00%
Total Revenue	244.51	0.00	13,807.26	136,800.00	122,992.74	10.09%
Expenditures						
Transportation						
405380 Streets M&R	0.00	0.00	25,000.00	45,600.00	20,600.00	54.82%
405382 Sidewalks M&R	0.00	0.00	36,000.00	45,600.00	9,600.00	78.95%
405385 Drainage M&R	4,748.40	0.00	0.00	45,600.00	45,600.00	0.00%
Total Transportation	4,748.40	0.00	61,000.00	136,800.00	75,800.00	44.59%
Total Expenditures	4,748.40	0.00	61,000.00	136,800.00	75,800.00	44.59%
Total Change In Net Position	(4,503.89)	0.00	(47,192.74)	0.00	47,192.74	0.00%

City of Richwood
Operational Budget Report
30 Water & Sewer Fund - 10/01/2018 to 01/31/2019
33.33% of the fiscal year has expired

	Prior YTD	Current Period	Current YTD	Annual Budget	Remaining Budget	% Earned/Used
Income or Expense						
Income From Operations						
Operating income						
304112 Miscellaneous Income	112.12	355.36	840.10	3,500.00	2,659.90	24.00%
304410 Water Fees	247,184.61	76,911.73	309,263.07	935,631.00	626,367.93	33.05%
304411 Water Discounts	0.00	(1,515.00)	(5,947.50)	(24,641.00)	(18,693.50)	24.14%
304420 Sewer Fees	216,339.01	67,617.46	274,802.21	835,949.00	561,146.79	32.87%
304421 Sewer Discounts	0.00	(1,470.00)	(5,767.50)	(21,862.00)	(16,094.50)	26.38%
304422 Reclaimed Water Sales	0.00	0.00	0.00	12,500.00	12,500.00	0.00%
304430 Delinquent Charges	3,970.07	2,630.10	10,610.11	23,000.00	12,389.89	46.13%
304440 Water Taps	3,225.00	281.00	5,486.00	14,050.00	8,564.00	39.05%
304450 Sewer Taps	0.00	0.00	0.00	575.00	575.00	0.00%
304460 Reconnect Fees	600.00	0.00	2,150.00	4,000.00	1,850.00	53.75%
304470 Garbage Receipts	0.00	23,714.80	68,092.80	298,657.00	230,564.20	22.80%
Total Operating income	471,430.81	168,525.45	659,529.29	2,081,359.00	1,421,829.71	31.69%
Operating expense						
215102 Contract Labor	0.00	0.00	0.00	1,000.00	1,000.00	0.00%
215103 Salaries & Wages	63,418.33	21,935.37	84,304.10	246,052.00	161,747.90	34.26%
215104 Overtime	0.00	718.50	5,240.93	16,500.00	11,259.07	31.76%
215105 Retirement	6,226.29	2,684.48	10,619.60	29,940.00	19,320.40	35.47%
215107 Medicare	0.00	333.05	1,319.29	3,814.00	2,494.71	34.59%
215110 Workmen's Compensation Ins	4,579.06	0.00	2,887.00	11,975.00	9,088.00	24.11%
215115 Hospitalization	15,458.50	6,037.44	14,921.40	56,808.00	41,886.60	26.27%
215120 Unemployment Insurance	17.07	413.44	565.67	1,026.00	460.33	55.13%
215125 Cellphone Allowance	0.00	90.00	315.00	540.00	225.00	58.33%
215130 Training & Travel	1,046.29	1,714.64	2,154.19	5,000.00	2,845.81	43.08%
215175 Longevity Pay	0.00	0.00	0.00	805.00	805.00	0.00%
215180 Certification Pay	0.00	225.00	775.00	3,000.00	2,225.00	25.83%
215190 Uniforms	0.00	0.00	391.30	0.00	(391.30)	0.00%
215201 Food	0.00	0.00	0.00	500.00	500.00	0.00%
215210 Office Supplies	2,251.24	362.25	1,631.18	6,000.00	4,368.82	27.19%
215215 Custodial Supplies	0.00	0.00	49.20	100.00	50.80	49.20%
215220 Tools	587.19	1,359.82	1,959.01	2,000.00	40.99	97.95%
215230 Gas, Oil, & Lubricants	3,477.43	0.00	524.54	15,000.00	14,475.46	3.50%
215240 Expendable Operating Supplies	927.35	1,301.76	3,885.21	3,500.00	(385.21)	111.01%
215270 Chemicals	2,794.47	570.60	9,849.84	7,500.00	(2,349.84)	131.33%
215310 Building & Grounds M&R	1,125.00	0.00	341.85	3,000.00	2,658.15	11.40%
215320 Office Furniture/Fixture M&R	0.00	0.00	412.43	0.00	(412.43)	0.00%
215340 Vehicle M&R	481.94	240.00	818.05	3,000.00	2,181.95	27.27%
215360 Radio M&R	0.00	0.00	7,046.94	1,612.00	(5,434.94)	437.16%
215365 Other Equipment M&R	2,677.89	138.44	692.84	4,000.00	3,307.16	17.32%
215390 Water Lines M&R	23,117.34	18,692.44	30,444.31	45,000.00	14,555.69	67.65%
215392 Sewer Lines M&R	4,859.31	1,564.39	40,372.99	72,200.00	31,827.01	55.92%
215410 Electricity	11,193.48	4,150.01	12,395.22	47,000.00	34,604.78	26.37%
215420 Telephone	2,669.24	1,082.13	3,102.89	10,600.00	7,497.11	29.27%
215430 Natural Gas	67.02	22.57	45.80	360.00	314.20	12.72%
215505 Lease expense	142,193.05	73,790.55	73,790.55	139,550.00	65,759.45	52.88%
215550 Information Technology Services	0.00	19.90	44.38	0.00	(44.38)	0.00%
215560 Engineering	74.00	0.00	0.00	10,000.00	10,000.00	0.00%
215570 Attorney's Fees	0.00	0.00	0.00	2,500.00	2,500.00	0.00%
215595 Professional Services	0.00	5,463.64	24,808.96	19,400.00	(5,408.96)	127.88%
215630 Insurance - Motor Vehicles	3,116.25	0.00	7,513.31	3,200.00	(4,313.31)	234.79%
215640 Insurance - Bldg/Liab/Bond	5,301.09	0.00	4,243.99	25,000.00	20,756.01	16.98%
215660 Dues & Subscriptions	266.31	100.00	4,601.25	20,328.00	15,726.75	22.64%
215685 Publishing & Advertising	0.00	0.00	0.00	2,500.00	2,500.00	0.00%
215910 Office Equipment	0.00	(13.72)	(13.72)	0.00	13.72	0.00%
215935 Equipment - Time Payments	0.00	346.67	1,340.18	4,092.00	2,751.82	32.75%
215990 Sewage Treatment Plant	0.00	0.00	26,212.17	314,575.00	288,362.83	8.33%
215994 Solide Waste Charges	82,249.53	20,840.38	64,854.07	273,180.00	208,325.93	23.74%
215995 Brazosport Water Authority	88,162.25	22,729.20	67,454.40	268,351.00	200,896.60	25.14%
305999 Depreciation	114,409.19	0.00	0.00	0.00	0.00	0.00%
545915 Capital Expenditures	0.00	0.00	720.00	0.00	(720.00)	0.00%
Total Operating expense	582,746.11	186,912.95	512,635.32	1,680,508.00	1,167,872.68	30.50%
Total Income From Operations	(111,315.30)	(18,387.50)	146,893.97	400,851.00	253,957.03	36.65%
Non-Operating Items						

City of Richwood
Operational Budget Report
30 Water & Sewer Fund - 10/01/2018 to 01/31/2019
33.33% of the fiscal year has expired

	Prior YTD	Current Period	Current YTD	Annual Budget	Remaining Budget	% Earned/Used
Non-operating income						
234110 Interest Earnings	0.00	0.00	338.59	0.00	(338.59)	0.00%
254969 Transfer from Utility Fund	0.00	0.00	0.00	153,192.00	153,192.00	0.00%
304110 Interest Earnings	158.75	0.00	25.22	500.00	474.78	5.04%
974961 Transfer from General Fund	0.00	0.00	89,909.00	89,909.00	0.00	100.00%
Total Non-operating income	158.75	0.00	90,272.81	243,601.00	153,328.19	37.06%
Non-operating expense						
255960 CO Series 2013	0.00	11,086.51	11,086.51	73,791.00	62,704.49	15.02%
255970 Certificates of Obligation Series 2	0.00	0.00	0.00	37,213.00	37,213.00	0.00%
255991 RB I&S Series 2004	32,137.50	36,487.50	36,487.50	42,188.00	5,700.50	86.49%
985963 Transfer to General Fund	0.00	0.00	104,410.00	124,660.00	20,250.00	83.76%
985964 Transfer to contingency Fund	0.00	0.00	0.00	24,084.00	24,084.00	0.00%
985966 Transfer to Capital Improvements	0.00	0.00	0.00	149,324.00	149,324.00	0.00%
985967 Transfer to Equipment Replacem	0.00	73.98	4,557.96	40,000.00	35,442.04	11.39%
985969 Transfer to Debt Service	0.00	0.00	0.00	153,192.00	153,192.00	0.00%
Total Non-operating expense	32,137.50	47,647.99	156,541.97	644,452.00	487,910.03	24.29%
Total Non-Operating Items	(31,978.75)	47,647.99	(66,269.16)	(400,851.00)	(334,581.84)	16.53%
Total Income or Expense	(143,294.05)	(66,035.49)	80,624.81	0.00	(80,624.81)	0.00%

City of Richwood
Operational Budget Report
31 Utility Fund Contingency - 10/01/2018 to 01/31/2019
33.33% of the fiscal year has expired

	<u>Prior YTD</u>	<u>Current Period</u>	<u>Current YTD</u>	<u>Annual Budget</u>	<u>Remaining Budget</u>	<u>% Earned/Used</u>
Income or Expense						
Non-Operating Items						
Non-operating income						
974964 Transfer from Utility Fund	0.00	0.00	0.00	24,084.00	24,084.00	0.00%
Total Non-operating income	0.00	0.00	0.00	24,084.00	24,084.00	0.00%
Total Non-Operating Items	0.00	0.00	0.00	24,084.00	24,084.00	0.00%
Total Income or Expense	0.00	0.00	0.00	24,084.00	24,084.00	0.00%

City of Richwood
Operational Budget Report
40 General Obligation I&S - 10/01/2018 to 01/31/2019
33.33% of the fiscal year has expired

	<u>Prior YTD</u>	<u>Current Period</u>	<u>Current YTD</u>	<u>Annual Budget</u>	<u>Remaining Budget</u>	<u>% Earned/Used</u>
Change In Net Position						
Revenue						
Taxes						
504103 Ad Valorem Taxes	123,909.90	38,913.67	106,799.41	166,333.00	59,533.59	64.21%
Total Taxes	123,909.90	38,913.67	106,799.41	166,333.00	59,533.59	64.21%
Interest						
504110 Interest Earnings	91.21	0.00	8.99	0.00	(8.99)	0.00%
Total Interest	91.21	0.00	8.99	0.00	(8.99)	0.00%
Total Revenue	124,001.11	38,913.67	106,808.40	166,333.00	59,524.60	64.21%
Expenditures						
General Obligation I&S						
505960 Bank Note	0.00	0.00	21,388.64	21,389.00	0.36	100.00%
505980 Certificates of Obligation - 2012	0.00	0.00	0.00	78,050.00	78,050.00	0.00%
505992 CO Series 2011 Refunding	0.00	5,947.00	5,947.00	66,894.00	60,947.00	8.89%
Total General Obligation I&S	0.00	5,947.00	27,335.64	166,333.00	138,997.36	16.43%
Total Expenditures	0.00	5,947.00	27,335.64	166,333.00	138,997.36	16.43%
Total Change In Net Position	124,001.11	32,966.67	79,472.76	0.00	(79,472.76)	0.00%

City of Richwood
Operational Budget Report
50 General Capital Projects - 10/01/2018 to 01/31/2019
33.33% of the fiscal year has expired

	<u>Prior YTD</u>	<u>Current Period</u>	<u>Current YTD</u>	<u>Annual Budget</u>	<u>Remaining Budget</u>	<u>% Earned/Used</u>
Change In Net Position						
Revenue						
Contributions and transfers						
974960 Transfer from General Fund	0.00	0.00	40,000.00	40,000.00	0.00	100.00%
Total Contributions and transfers	0.00	0.00	40,000.00	40,000.00	0.00	100.00%
Total Revenue	0.00	0.00	40,000.00	40,000.00	0.00	100.00%
Expenditures						
Capital Projects						
545915 Capital Expenditures	0.00	0.00	0.00	40,000.00	40,000.00	0.00%
Total Capital Projects	0.00	0.00	0.00	40,000.00	40,000.00	0.00%
Total Expenditures	0.00	0.00	0.00	40,000.00	40,000.00	0.00%
Total Change In Net Position	0.00	0.00	40,000.00	0.00	40,000.00	0.00%

City of Richwood
Operational Budget Report
70 Grant Funds - 10/01/2018 to 01/31/2019
33.33% of the fiscal year has expired

	Prior YTD	Current Period	Current YTD	Annual Budget	Remaining Budget	% Earned/Used
Change In Net Position						
Revenue						
Intergovernmental revenue						
764505 DOW Grant	8,331.00	0.00	0.00	0.00	0.00	0.00%
794508 FEMA 4332 Hurricane Harvey	0.00	0.00	50,736.38	0.00	(50,736.38)	0.00%
Total Intergovernmental revenue	8,331.00	0.00	50,736.38	0.00	(50,736.38)	0.00%
Total Revenue	8,331.00	0.00	50,736.38	0.00	(50,736.38)	0.00%
Expenditures						
Grant Funds						
HGAC - Suspect ID Technology						
755940 Special Equipment	10,950.00	0.00	0.00	0.00	0.00	0.00%
805930 Equipment	0.00	0.00	11,278.50	0.00	(11,278.50)	0.00%
Total HGAC - Suspect ID Technology	10,950.00	0.00	11,278.50	0.00	(11,278.50)	0.00%
FEMA 4332 Harvey Recovery						
795310 Buildings & Grounds M&R	0.00	2,699.99	2,699.99	0.00	(2,699.99)	0.00%
795965 Street Projects	0.00	26,076.00	26,076.00	0.00	(26,076.00)	0.00%
Total FEMA 4332 Harvey Recovery	0.00	28,775.99	28,775.99	0.00	(28,775.99)	0.00%
Total Grant Funds	10,950.00	28,775.99	40,054.49	0.00	(40,054.49)	0.00%
Total Expenditures	10,950.00	28,775.99	40,054.49	0.00	(40,054.49)	0.00%
Total Change In Net Position	(2,619.00)	28,775.99	10,681.89	0.00	(10,681.89)	0.00%

City of Richwood
Operational Budget Report
80 General Fixed Assets - 10/01/2018 to 01/31/2019
33.33% of the fiscal year has expired

	<u>Prior YTD</u>	<u>Current Period</u>	<u>Current YTD</u>	<u>Annual Budget</u>	<u>Remaining Budget</u>	<u>% Earned/Used</u>
Change In Net Position						
Expenditures						
Miscellaneous						
5001 Depreciation expense	146,414.70	0.00	0.00	0.00	0.00	0.00%
Total Miscellaneous	146,414.70	0.00	0.00	0.00	0.00	0.00%
Total Expenditures	146,414.70	0.00	0.00	0.00	0.00	0.00%
Total Change In Net Position	146,414.70	0.00	0.00	0.00	0.00	0.00%