



**City Council Regular Meeting
Monday, December 10, 2018
6:05 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, December 10, 2018** at **6:05 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. PRESENTATION
- VII. CONSENT AGENDA
 - A. Approval of Minutes of Previous Meetings 4
 - B. Payment of Bills 15
- VIII. DISCUSSION AND ACTION ITEMS
 - A. Resident request for refund of utility fees at 403 Wisteria - Dorskocil 26
 - B. Resident request for credit of outstanding utility fees at 736 Oyster Creek Ct - Jones 27
 - C. Final review and action of replat of Lots 70-73, Block 1, Oakwood Shores, being the same property also known as 32410 Bayou Bend 28
 - D. 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 41
 - E. Discuss and consider a resolution authorizing publication of notice of intent to issue Certificates of Obligations 47
 - F. 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. 55
 - G. 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 61
 - H. Discuss and consider adoption and enforcement of the Excessive Force policy in accordance with 24 DFR 91.325(b)(6) 69

- I. Discuss and consider a resolution amending the fiscal year 2018-2019 budget to increase grant revenues and expenditures in the amount of \$20,000 72
- J. Discuss and consider additional regularly scheduled meetings and resetting November 11, 2019 meeting date 73
- K. Approve items removed from Consent Agenda
- IX. REPORTS
 - Reports that require no action.
 - A. Financial Reports
- X. CITY MANAGER’S REPORT 74
- XI. FUTURE AGENDA ITEMS
- XII. COMMITTEE REPORTS
- XIII. COUNCIL MEMBER COMMENTS & REPORTS
- XIV. MAYOR’S REPORT
- XV. ADJOURNMENT

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

I, Giani B. Cantu, do hereby certify that I did, on 12/7/18 at _____ p.m., post this notice of meeting on the bulletin board at 1800 N. Brazosport Blvd., Richwood, TX, in compliance with the Texas Open Meetings Law.

Giani Cantu, City Secretary
City of Richwood

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

Minutes of City Council Public Hearing & Regular Meeting

The City Council City of Richwood

A City Council Public Hearing & Regular Meeting of the City Council of City of Richwood was held Monday, November 12, 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 6:38 p.m.

INVOCATION

The invocation was done during the prior Planning meeting.

PLEDGES OF ALLEGIANCE

Pledge of Allegiance & Texas Pledge

The pledges were done during the prior Planning meeting.

ROLL CALL OF COUNCIL MEMBERS

Mark Guthrie, Mayor

Mike Johnson, Council member

Frank Blanks, Council member

Sarah Reed, Council member

Mark Brown II, Council member

Katie Johnson, Council member

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

Josh Strawn, 33219 Blue Marling, stated he is still seeing mildew in water lines. He would like to know if there is anything the City can do to help get it out.

PUBLIC HEARING

Public Hearing to consider application for conditional use of 5.0145 acres located at the northeast corner of Hwy 288B and 2004 to allow a gas station and retail center

The public hearing was called at 6:42 p.m.

Josh Strawn stated the proposal looks great on paper. However, is there any way to guarantee the cleanliness of the facility.

Mr. Coon stated that can be addressed through Code Enforcement and nuisance ordinances.

John Gerdes stated that the owner and architect are present for the public hearing.

Mayor Guthrie called for any further comments.

No further comments were provided during public hearing.

The public hearing closed at 6:44 p.m.

PRESENTATION

Impact Fee 101 - Freese & Nichols

Freese and Nichols presented their study and progress on the proposed impact fee for new developments.

CONSENT AGENDA

Approval of Minutes of Previous Meetings

October 8, 2018

October 27, 2018 - Workshop

Payment of Bills

Resolution to change the title of the bank account from General Fund to Pooled Cash

Resolution adding Finance Director - Lindsay Koskiniemi as point of contact on the Bank of America accounts

Appoint Audrey Johnson to Keep Richwood Beautiful Commission

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

DISCUSSION AND ACTION ITEMS

Action on application for conditional use of 5.0145 acres located at the northeast corner of Hwy 288B and 2004 to allow a gas station and retail center

John Gerdes stated he was present for questions.

Mr. Johnson asked if the gas station was set up for diesel pumps.

Mr. Gerdes stated that the development proposes three diesel pumps and the rest are for cars.

Mr. Brown stated it is possible for the City to see an increase in crime at the gas station.

Mr. Coon stated if there were to be a small increase in crime related to the proposed gas station that Chief Mayer and the Police Department are more than capable of addressing the problem.

Mr. Brown asked if the development would have showers and housing for truck drivers.

Mr. Gerdes stated there are no showers or housing being proposed.

Mr. Brown asked what is planned for the lights and noise that may cause issue for residents.

Mr. Gerdes stated that the land behind provides a large buffer for lights and noise. They can also build berms.

Mr. Brown asked why the sign was put up that said they would have a laundromat.

Rafik Bhandari, owner, apologized for the sign and stated that there has never been a proposal for a laundromat. It is likely the sign was used from a previous development. They are currently looking a possible leaser for a donut shop and are trying to get a fast food restaurant. However, the process takes time.

Mr. Johnson asked if there was enough retail space for both.

Mr. Bhandari stated yes.

Arif Mushfiquir, architect, stated there are a lot of concerns from the community. He would like the community to know that they have designed gas stations throughout Houston, Austin, San Antonio and Dallas. They are aware of the established sentiment about gas stations being a disgrace or negative impact to the City and knows that the development will face many challenges and must have community acceptance in order to succeed. They will ensure that the facility is very nice and adds value to the City.

Mr. Brown asked if there was a plan in place for the remaining 15 acres.

Mr. Gerdes stated not at this time.

Mayor Guthrie asked if there was a traffic impact and flood impact study done.

Mr. Gerdes stated that TXDOT will have final say on traffic plan and the flood impact is addressed with on-site retention.

Ms. Reed stated she does not like that there are pumps to service 18-wheelers at all.

Mr. Brown stated he appreciates the interest to provide a development that will make revenue but what else does it do for the city. There are other gas stations in the City and are not in decent condition. He often travels to a neighboring city to get gas.

Mr. Gerdes state the development proposes a building for retail lease spaces.

Mr. Mushfiqur stated the name of the gas station will be Roadstar. The proposed pumps for trucks will be to fill and get out. They will not have the luxury to stay.

Mayor Guthrie stated that he doesn't feel it's a fair comparison to compare the proposed gas stations to the existing gas stations. It could be beneficial to residents to not have to go out of their way for a nice gas station. His only concern would be pumps for 18 wheelers. The intersection is not designed for 18 wheelers and it will increase walkers in the area as well. However, we do need sustainable businesses in our area.

Discussion was held on the necessity of the 18 wheeler pumps. The developer stated they are willing to leave out if they can revisit in future.

On motion by Mike Johnson, second by Mark Brown II, with all present members voting "aye" conditional use of the gas station was approved with the condition that no pumps being developed that service 18 wheelers.

Resident water bill dispute at 403 Wisteria

The resident was no present. No discussion was held.

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

No discussion was held.

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

No discussion was held.

Final review and action of replat of Lots 77 & 78, Block 4, of Oakwood Shores, being the same property also known as 32510 and 32504 Bayou Bend

On motion by Frank Blanks second by Sarah Reed with all present members voting "aye" final approval of replat of Lots 77 & 78 Block 1 of Oakwood Shores, being the same property also known as 32510 and 32504 Bayou Bend was granted.

Discussion on upcoming infrastructure projects and the related debt issues for the upcoming General Obligation Bonds and for the Utility Certificate of Obligation Debt

John Robuck, BOK Financial, presented on the schedule of events for Fiscal Year 2019

Financings: \$2,500,000 General Obligation Bonds, Series 2019 and \$3,500,000 Certificates of Obligation, Series 2019. He presented a current market review, the estimated debt service requirements, the estimated tax rate impact analysis, and the tentative schedule of events. All of which are preliminary and subject to change.

Resolution of intent to reimburse the City of Richwood for any cost associated with engineering for infrastructure improvements related to water distribution system prior to any bond issuance.

On motion by Sarah Reed second by Frank Blanks with all present members voting “aye” the resolution of intent to reimburse the City of Richwood for any cost associated with engineering for infrastructure improvements related to water distribution system prior to any bond issuance was approved and adopted.

Contract for Solid Waste Collections with Waste Connections

On motion by Mark Brown II second by Sarah Reed, with all present members voting “aye” the contract for Solid Waste Collection with Waste Connections was approved.

Resolution awarding RFP 18-007P Administration/Professional Services of the CDBG-DR Grant Program to GrantWorks

On motion by Sarah Reed second by Frank Blanks with all present members voting “aye” the resolution awarding the RFP 18-007P Administration/Professional Services of the CDBG-DR Grant Program to GrantWorks was approved and adopted.

Consider recommendation to qualify top three firms on RFQ 18-004Q Engineering Services - CDBG-DR Grant Program

On motion by Sarah Reed second by Frank Blanks with all present members voting “aye” Strand Engineering, CivilCorp and HDR were certified as qualified firms for the purpose of awarding the RFQ 18-004Q Engineering Services CDBG-DR Grant Program.

Resolution amending the CCPD FY 2018-2019 budget to increase expenditures

Chief Mayer requested that City Council amend the CCPD budget and to approve the expenditure of an additional \$16,000 for the following items:

- \$7,000 to purchase supplies for a new K-9 Unit
- \$4,000 to purchase new badges
- \$5,000 to equip the refurbished patrol unit

On motion by Mark Brown second by Katie Johnson with all present members voting “aye” the resolution amending CCPD FY 2018-2019 budget to increase expenditures was approved and adopted.

Discuss and consider Drought Contingency Plan

Clif Custer presented the Drought Contingency Plan and asked that it be adopted to ensure that the City is compliant with State regulations. Clif stated that the Texas Commission on Environmental Quality (TCEQ) requires that every city update their drought contingency plan every five years and that the City of Richwood was currently out of compliance.

On motion by Mark Brown II second by Sarah Reed, with all present members voting “aye” the ordinance amending the drought contingency plan was approved and adopted.

Approve items removed from Consent Agenda
No items were removed from consent agenda.

Mayor Guthrie called a five-minute recess at 8:26 p.m.

Mayor Guthrie reconvened at 8:35 p.m.

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

Under authority of Section 551.074 to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or a charge against an officer or employee: Michael Coon, City Manager
Executive Session was called at 8:35 p.m.

RECONVENE FROM EXECUTIVE SESSION and take action on the following:

To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or a charge against an officer or employee: Michael Coon, City Manager
Mayor Guthrie reconvened open meeting at 9:30 pm.

No action was taken.

REPORTS

Reports that require no action.

Quarterly Investment Report

Ms. Cantu presented the Quarterly Investment Report as of September 30, 2018.

CITY MANAGER'S REPORT

There was no City Manager report.

FUTURE AGENDA ITEMS

There were no new items presented.

COMMITTEE REPORTS

Charter Review meets again on November 12, 2018.

COUNCIL MEMBER COMMENTS & REPORTS

Sarah Reed commended the Police Department on their work with starting a neighborhood watch program.

MAYOR'S REPORT

The Fire Department will be hosting their annual Christmas party on December 13, 2018 at 6:00 pm.

ADJOURNMENT

There being no further business the meeting adjourned at 9:35 p.m.

These minutes were read and approved on this 10th day of December, 2018.

ATTEST:

Mayor

Giani Cantu
City Secretary

Minutes of City Council Special Meeting

The City Council City of Richwood

A City Council Special Meeting of the City Council of City of Richwood was held Monday, November 19, 2018, beginning at 6:00 PM in the Richwood City Hall, 1800 N. Brazosport Blvd. Richwood, Texas.

CALL TO ORDER

The meeting was called to order at 6:01 p.m.

INVOCATION

Mr. Coon led the invocation.

PLEDGES OF ALLEGIANCE

Pledge of Allegiance & Texas Pledge

Mayor Guthrie led the pledges.

ROLL CALL OF COUNCIL MEMBERS

Mark Guthrie, Mayor

Mike Johnson, Council member - ABSENT

Frank Blanks, Council member

Sarah Reed, Council member - ABSENT

Mark Brown, Council member - ABSENT

Katie Johnson, Council member

Others present: Michael Coon, City Manager; and Giani Cantu, City Secretary

A quorum was declared for the purpose of canvassing the election only as allowed by the Election Code 67.004 which states “two members of the authority constitute a quorum for purposes of canvassing an election”.

PUBLIC COMMENTS

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There were no public comments.

CONSENT AGENDA

There were no consent agenda items.

DISCUSSION AND ACTION ITEMS

Ordinance canvassing the November 6, 2018 Bond Election results

On motion by Frank Blanks, second by Katie Johnson with all present members voting “aye” the ordinance canvassing the November 6, 2018 Bond Election results was approved and adopted.

Resolution awarding RFQ 18-004Q Community Development Block Grant - Disaster Recovery (CDBG-DR) Engineering Services

No action was taken on this item due to lack of regular quorum.

CITY MANAGER’S REPORT

Mr. Coon reported he would be out of the office until November 29, 2018.

FUTURE AGENDA ITEMS

There were no agenda items presented.

COUNCIL MEMBER COMMENTS & REPORTS

The Fire Department will host their Christmas dinner on December 13, 2018 at 6:00 pm.

MAYOR’S REPORT

No report given.

ADJOURNMENT

There being no further business the meeting adjourned at 6:05 p.m.

These minutes were read and approved on this 10th day of December, 2018.

ATTEST:

Mayor

Giani Cantu
City Secretary

Minutes of City Council Special Meeting

The City Council City of Richwood

A City Council Special Meeting of the City Council of City of Richwood was held Tuesday, December 4, 2018, beginning at 6:00 PM in the Richwood City Hall, 1800 N. Brazosport Blvd. Richwood, Texas.

CALL TO ORDER

The meeting was called to order at 6:01 pm.

INVOCATION

Michael Coon led the invocation.

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
Sarah Reed, Council member - ABSENT
Mark Brown, Council member
Katie Johnson, Council member

Others present: Michael Coon, City Manager; and Giani Cantu, City Secretary

PUBLIC COMMENTS

All public comments will be subject to the following rules: all speakers will be permitted to speak no longer than 3 minutes; all speakers will only be permitted to speak once; speakers cannot defer their 3 minutes to another speaker; the first five individuals who sign up for the public comment section will be permitted to speak

There were no public comments.

DISCUSSION AND ACTION ITEMS

Resolution awarding RFQ 18-004Q Community Development Block Grant - Disaster Recovery (CDBG-DR) Engineering Services

Mr. Coon stated one of the top priorities of the City is to tie these CDBG-DR funds in with the hazard mitigation grant. Strand previously developed a hydraulic model for the City of Richwood that helps expedite this project.

On motion by Mark Brown second by Frank Blanks with all present members voting “aye” the resolution awarding RFQ 18-004Q Community Development Block Grant – Disaster Recovery (CDBG-DR) Engineering Services was approved and adopted.

CITY MANAGER’S REPORT

Christmas in the Park on Friday, December 7, 2018. Fire Department Christmas dinner December 13, 2018 and City Christmas Dinner is December 14, 2018.

FUTURE AGENDA ITEMS

No items were suggested.

COUNCIL MEMBER COMMENTS & REPORTS

No council reports were given.

MAYOR’S REPORT

No report was given.

ADJOURNMENT

There being no further business the meeting adjourned 6:07 pm.

These minutes were read and approved on this 10th day of December, 2018.

ATTEST:

Mayor

Giani Cantu
City Secretary

City of Richwood
Check Register
1 - Checking - Pooled Cash - 11/01/2018 to 11/30/2018

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account
AXON ENTERPRISE, INC.	38522	si-1525107	03/02/2018	11/01/2018	122.00	holster	10055190 - Uniforms
AXON ENTERPRISE, INC.	38522	SI-1525114	03/02/2018	11/01/2018	480.00	taser/lease purchase	10055190 - Uniforms
					\$602.00		
BRAZORIA COUNTY WATER LAB	38523	20183346	10/09/2018	11/01/2018	15.00	water sample test	30215390 - Water Lines M&R
BRAZORIA COUNTY WATER LAB	38523	20183351	10/10/2018	11/01/2018	15.00	water sample test	30215390 - Water Lines M&R
BRAZORIA COUNTY WATER LAB	38523	20183426	10/16/2018	11/01/2018	15.00	water sample test	30215390 - Water Lines M&R
					\$45.00		
CANTU, GIANI	38524	november18	11/01/2018	11/01/2018	21.83	travel	10015130 - Training & Travel
CUSTER, CLIFTON	38525	october18--	10/30/2018	11/01/2018	32.15	travel	30215230 - Gas, Oil, & Lubricants
CUSTER, CLIFTON	38525	october18--	10/30/2018	11/01/2018	32.16	travel	10025230 - Gas, Oil, & Lubricants
					\$64.31		
DE LAGE LANDEN FINANCIAL S	38526	61088277	10/20/2018	11/01/2018	167.76	printers	10055935 - Equipment - Time Paym
DE LAGE LANDEN FINANCIAL S	38526	61089540	10/20/2018	11/01/2018	63.98	printers	10015935 - Equipment - Time Paym
DE LAGE LANDEN FINANCIAL S	38526	61089540	10/20/2018	11/01/2018	331.17	printers	30215935 - Equipment - Time Paym
					\$562.91		
INTERNAL REVENUE SERVICE	38527	PR103118-4045	10/30/2018	11/01/2018	4,905.89	Federal Income Tax	10292131 - Federal W/H Payble
INTERNAL REVENUE SERVICE	38527	PR103118-4045	10/30/2018	11/01/2018	1,629.04	Medicare Tax	10292144 - Social Security Payable
INTERNAL REVENUE SERVICE	38527	PR103118-4045	10/30/2018	11/01/2018	37.20	Social Security Tax	10292144 - Social Security Payable
					\$6,572.13		
15 KHovnanian,	38528	17230000.10261	10/26/2018	11/01/2018	51.20	Deposit Refund: 17230000 - KHovnanian,	30302220 - Customer Meter Deposit
OFFICE OF ATTORNEY GENERA	38529	PR103118-5136	10/30/2018	11/01/2018	343.50	Child Support	10292138 - Child Support Payable
OPA CHEMICALS, LLC	38530	INV5343	10/10/2018	11/01/2018	418.36	CHEMICALS	30215270 - Chemicals
THE SOURCE WEEKLY	38531	128133	10/24/2018	11/01/2018	70.00	ads for trunk or treat	10085685 - Publishing & Advertising
TOWN OF HOLIDAY LAKES	38532	november18	10/23/2018	11/01/2018	40.00	bcca dinner	10015130 - Training & Travel
WALMART STORES, INC.	38533	p927300mn0133	10/18/2018	11/01/2018	65.58	candy for trunk or treat	10291400 - HRA_FSA Refunds
WALMART STORES, INC.	38533	p927300mn0133	10/18/2018	11/01/2018	235.96	candy for trunk or treat	10085851 - Parks & Recreation
					\$301.54		
YAKLIN BRAZOSPORT	38534	335075	10/26/2018	11/01/2018	102.95	VEHCILE MAINT	10055340 - Vehicle M&R
YAKLIN BRAZOSPORT	38534	335088	10/18/2018	11/01/2018	25.50	VEHCILE MAINT	10055340 - Vehicle M&R
YAKLIN BRAZOSPORT	38534	335082	10/25/2018	11/01/2018	25.50	vehicle maint	10055340 - Vehicle M&R
					\$153.95		
ZEIGLER'S SCREEN PRINTING	38535	20682	10/16/2018	11/01/2018	13.00	banners and date patches for trunk or treat	10085851 - Parks & Recreation
ZEIGLER'S SCREEN PRINTING	38535	20718	10/22/2018	11/01/2018	330.00	signs and stakes	10055287 - Community Outreach
					\$343.00		
APEX METAL SYSTEMS, INC.	38536	18065-01	11/09/2018	11/09/2018	19,600.00	Service Center Reskin	50545915 - Capital Expenditures
TML - IEBP	38536	PR103118-3858	10/30/2018	11/05/2018	512.52	Flex Spending Acct	10292136 - Insurance Payable
TML - IEBP	38536	PR103118-3858	10/30/2018	11/05/2018	1,591.45	Insurance - Dependent	10292136 - Insurance Payable
TML - IEBP	38536	november18	11/05/2018	11/05/2018	-1,591.45	to offset payroll invoice dated 10/30/2018 for i	10292136 - Insurance Payable
TML - IEBP	38536	november18	11/05/2018	11/05/2018	-512.52	to offset payroll invoice dated 10/30/2018 for i	10292136 - Insurance Payable
TML - IEBP	38536	november18	11/05/2018	11/05/2018	-200.50	to offset payroll invoice dated 10/30/2018 for i	10292136 - Insurance Payable

City of Richwood
Check Register
1 - Checking - Pooled Cash - 11/01/2018 to 11/30/2018

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account
TML - IEBP	38536	PR103118-3858	10/30/2018	11/05/2018	200.50	Vision Insurance	10292136 - Insurance Payable
					\$19,600.00		
ARREDONDO, LANICE	38537	NOVEMBER18	11/09/2018	11/09/2018	100.00	deposit refund	10292133 - Facility Rental Deposits
AT&T	38538	novermber18	11/09/2018	11/09/2018	926.23	acct# 409-116-6137-345-6	30215420 - Telephone
BRAZORIA COUNTY SEPTIC SE	38539	13927	11/09/2018	11/09/2018	225.00	Is at brazos crossing apt.s	30215392 - Sewer Lines M&R
BRAZORIA COUNTY WATER LAB	38540	201807043	11/09/2018	11/09/2018	15.00	water sample test	30215390 - Water Lines M&R
BRAZORIA COUNTY WATER LAB	38540	201807113	11/09/2018	11/09/2018	30.00	water sample test	30215390 - Water Lines M&R
					\$45.00		
CENTERPOINT ENERGY	38541	november18	11/09/2018	11/09/2018	19.98	natural gas for acct# 4785754-5	10025430 - Natural Gas
CORE & MAIN	38542	j689776	11/09/2018	11/09/2018	595.28	gate valve	30215390 - Water Lines M&R
FIRST NATIONAL BANK OF LAKE	38543	november18	11/09/2018	11/09/2018	2,212.90	Monthly Loan Payment - Loan #966374	10025935 - Equipment - Time Paym
FLEET SAFETY EQUIPMENT, IN	38544	540740-a	11/09/2018	11/09/2018	284.00	uninstall and reinstall watchguard system	10055365 - Other Equipment M&R
INDUSTRIAL CHEM LAB & SERVI	38545	265408	11/09/2018	11/09/2018	57.06	pine odor control	30215270 - Chemicals
J S Sales	38546	1499	09/30/2018	11/09/2018	75.00	Detachable Name Tag Tecgen	10075190 - Uniforms
J S Sales	38546	1499	09/30/2018	11/09/2018	44.88	jackets	10075190 - Uniforms
J S Sales	38546	1499	09/30/2018	11/09/2018	398.00	Tecgen Tan Wildland Jacket - Pena	10075190 - Uniforms
J S Sales	38546	1499	09/30/2018	11/09/2018	361.00	Tecgen Tan Wildland Jacket - Treaster	10075190 - Uniforms
J S Sales	38546	1499	09/30/2018	11/09/2018	361.00	Tecgen Tan Wildland Jacket - Yarrington	10075190 - Uniforms
J S Sales	38546	1499	09/30/2018	11/09/2018	398.00	Tecgen Tan Wildland Pants - Pena	10075190 - Uniforms
J S Sales	38546	1499	09/30/2018	11/09/2018	361.00	Tecgen Tan Wildland Pants - Treaster	10075190 - Uniforms
J S Sales	38546	1499	09/30/2018	11/09/2018	361.00	Tecgen Tan Wildland Pants - Yarrington	10075190 - Uniforms
					\$2,359.88		
K. Hovnanina,	38547	Refund: 1741000	11/08/2018	11/09/2018	54.30	Refund: 17410000 - K. Hovnanina,	30301230 - Utility Receivables
KHovnanian,	38548	17130000.11021	11/02/2018	11/09/2018	45.47	Deposit Refund: 17130000 - KHovnanian,	30302220 - Customer Meter Deposit
KHovnanian,	38548	Refund: 1713000	11/05/2018	11/09/2018	27.08	Refund: 17130000 - KHovnanian,	30301230 - Utility Receivables
					\$72.55		
KHovnanian,	38549	Refund: 1725000	11/05/2018	11/09/2018	50.70	Refund: 17250000 - KHovnanian,	30301230 - Utility Receivables
KHovnanian,	38550	Refund: 1723000	11/05/2018	11/09/2018	24.40	Refund: 17230000 - KHovnanian,	30301230 - Utility Receivables
KHovnanian,	38551	Refund: 1734000	11/08/2018	11/09/2018	104.22	Refund: 17340000 - KHovnanian,	30301230 - Utility Receivables
MASEDA, TERESA	38552	november18	11/09/2018	11/09/2018	100.00	deposit refund	10292133 - Facility Rental Deposits
MCGILL MAINTENANCE PARTNE	38553	081557	11/09/2018	11/09/2018	436.94	fab 2 pins	10025365 - Other Equipment M&R
MCGILL MAINTENANCE PARTNE	38553	081557	11/09/2018	11/09/2018	436.95	fab 2 pins	30215365 - Other Equipment M&R
					\$873.89		
MILLER UNIFORMS & EMBLEMS	38554	124385	11/09/2018	11/09/2018	484.20	uniform for j beaver	10055190 - Uniforms
MILLER UNIFORMS & EMBLEMS	38554	125084	11/09/2018	11/09/2018	13.80	uniform for j beaver	10055190 - Uniforms
					\$498.00		
NAPCO CHEMICAL COMPANY, I	38555	194487	11/09/2018	11/09/2018	647.50	Polyphosphate 214	30215270 - Chemicals
NAPCO CHEMICAL COMPANY, I	38555	194489	11/09/2018	11/09/2018	647.50	Polyphosphate 214	30215270 - Chemicals
					\$1,295.00		

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SUMMIT ELECTRIC SUPPLY	38556	9006581821	11/09/2018	11/09/2018	46.76	vent fan for city hall	10025310 - Building & Grounds M&
SWEEPING TEXAS	38557	512839	11/09/2018	11/09/2018	1,500.00	sreet sweeping	10035380 - Streets M&R
T.J.'S LUBE STOP	38558	182838	11/09/2018	11/09/2018	25.50	state inspection	30215340 - Vehicle M&R
TEXAS MUNICIPAL COURTS ED	38559	november18-	11/09/2018	11/09/2018	200.00	training for judge brown	10065130 - Training & Travel
TEXAS MUNICIPAL COURTS ED	38559	november18	11/09/2018	11/09/2018	200.00	training for judge zaval	10065130 - Training & Travel
					\$400.00		
Y. TELLO FLOORCARE	38560	579403	11/09/2018	11/09/2018	80.00	comm. bldg floor maint	10085310 - Building & Grounds M&
JOHNSON, MIKE	38561	november18	11/13/2018	11/13/2018	186.60	refund	30304420 - Sewer Fees
JOHNSON, MIKE	38561	november18	11/13/2018	11/13/2018	198.60	refund	30304410 - Water Fees
					\$385.20		
CLUTE POSTMASTER	38563	november18	11/14/2018	11/14/2018	68.25	postage for late notices	30215210 - Office Supplies
AFLAC INSURANCE	38564	PR101518-3703	10/12/2018	11/16/2018	14.03	AFLAC Non-Taxable	10292136 - Insurance Payable
AFLAC INSURANCE	38564	PR103118-3703	10/30/2018	11/16/2018	14.03	AFLAC Non-Taxable	10292136 - Insurance Payable
					\$28.06		
AIRGAS USA, LLC	38565	9957432104	11/16/2018	11/16/2018	61.75	acct3 2253108	10025240 - Expendable Operating S
AMERICAN PUBLIC WORKS ASS	38566	november18	11/16/2018	11/16/2018	226.00	subscription	30215660 - Dues & Subscriptions
BELSON OUTDOORS	38567	170077	11/16/2018	11/16/2018	843.78	park bench	20615310 - Building & Grounds M&
BEST INSURANCE SERVICE	38568	november18	11/16/2018	11/16/2018	150.00	bond for giani, lindsay, michael	10015240 - Expendable Operating S
BRAZOSPORT WATER AUTHORI	38569	07-0453	11/16/2018	11/16/2018	22,729.20	water contract	30215995 - Brazosport Water Autho
BUSINESS CARD	38570	5543286830520	11/16/2018	11/16/2018	278.00	10 amp tool	10025220 - Tools
BUSINESS CARD	38570	5531020830202	11/16/2018	11/16/2018	16.23	adobe	30215210 - Office Supplies
BUSINESS CARD	38570	5554742830740	11/16/2018	11/16/2018	312.00	animal control	10055558 - Animal Control
BUSINESS CARD	38570	5554750829912	11/16/2018	11/16/2018	107.50	backhoe tire	10025365 - Other Equipment M&R
BUSINESS CARD	38570	5554750829912	11/16/2018	11/16/2018	107.50	backhoe tire	30215365 - Other Equipment M&R
BUSINESS CARD	38570	8518201828390	11/16/2018	11/16/2018	129.89	badge stickers	10055287 - Community Outreach
BUSINESS CARD	38570	5530959828383	11/16/2018	11/16/2018	102.02	battery	10025365 - Other Equipment M&R
BUSINESS CARD	38570	5530959830583	11/16/2018	11/16/2018	100.89	battery	30215340 - Vehicle M&R
BUSINESS CARD	38570	5549967828379	11/16/2018	11/16/2018	19.16	bottled water	30215240 - Expendable Operating S
BUSINESS CARD	38570	5549967830279	11/16/2018	11/16/2018	26.97	caution tape	30215240 - Expendable Operating S
BUSINESS CARD	38570	5549967828279	11/16/2018	11/16/2018	7.30	concrete mix	30215392 - Sewer Lines M&R
BUSINESS CARD	38570	5549967830479	11/16/2018	11/16/2018	3.65	concrete mix	10025376 - Signs M&R
BUSINESS CARD	38570	5530959828683	11/16/2018	11/16/2018	-0.20	credit	10025220 - Tools
BUSINESS CARD	38570	5543286830620	11/16/2018	11/16/2018	-119.00	credit	10025220 - Tools
BUSINESS CARD	38570	5548077829940	11/16/2018	11/16/2018	-14.43	credit	10025190 - Uniforms
BUSINESS CARD	38570	2553606829010	11/16/2018	11/16/2018	3.15	criminal histor search	10015240 - Expendable Operating S
BUSINESS CARD	38570	2553606829010	11/16/2018	11/16/2018	6.31	criminal histor search	30215240 - Expendable Operating S
BUSINESS CARD	38570	5543286830120	11/16/2018	11/16/2018	12.63	drinks for council workshopp	10015201 - Food
BUSINESS CARD	38570	2524780830000	11/16/2018	11/16/2018	89.31	food for council workshop	10015201 - Food
BUSINESS CARD	38570	0514048828812	11/16/2018	11/16/2018	30.01	fuel	10055130 - Training & Travel
BUSINESS CARD	38570	5530876829254	11/16/2018	11/16/2018	55.49	fuel	10055130 - Training & Travel
BUSINESS CARD	38570	5531020828960	11/16/2018	11/16/2018	21.40	fuses for baseball field lights	10085310 - Building & Grounds M&

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BUSINESS CARD	38570	0541019829629	11/16/2018	11/16/2018	24.99	hdmi cable	10055550 - Information Technology
BUSINESS CARD	38570	0543684829910	11/16/2018	11/16/2018	171.96	jda gmill order	10055210 - Office Supplies
BUSINESS CARD	38570	5542950828963	11/16/2018	11/16/2018	30.00	lunch	10015130 - Training & Travel
BUSINESS CARD	38570	5542950829263	11/16/2018	11/16/2018	25.00	membership	10015130 - Training & Travel
BUSINESS CARD	38570	5543286829320	11/16/2018	11/16/2018	14.06	membership	10025660 - Dues & Subscriptions
BUSINESS CARD	38570	0543684829910	11/16/2018	11/16/2018	7.58	monitor	10055287 - Community Outreach
BUSINESS CARD	38570	5543687830226	11/16/2018	11/16/2018	161.50	monogramming	10025190 - Uniforms
BUSINESS CARD	38570	2524780829100	11/16/2018	11/16/2018	297.25	mower repair	10085365 - Other Equipment M&R
BUSINESS CARD	38570	5548872828225	11/16/2018	11/16/2018	44.46	oil change	10025340 - Vehicle M&R
BUSINESS CARD	38570	5548872828225	11/16/2018	11/16/2018	44.46	oil change	30215340 - Vehicle M&R
BUSINESS CARD	38570	5548872828525	11/16/2018	11/16/2018	54.99	oil change	10025340 - Vehicle M&R
BUSINESS CARD	38570	75191168296900	11/16/2018	11/16/2018	8.64	oil filter	10085365 - Other Equipment M&R
BUSINESS CARD	38570	8534551828890	11/16/2018	11/16/2018	40.00	paper products	10085215 - Custodial Supplies
BUSINESS CARD	38570	0543684829740	11/16/2018	11/16/2018	107.47	philips 24 and hdmi	10055550 - Information Technology
BUSINESS CARD	38570	0543684827810	11/16/2018	11/16/2018	100.00	postage	10015240 - Expendable Operating S
BUSINESS CARD	38570	0543684828420	11/16/2018	11/16/2018	100.00	postage	10015210 - Office Supplies
BUSINESS CARD	38570	0543684830350	11/16/2018	11/16/2018	100.00	postage	10015210 - Office Supplies
BUSINESS CARD	38570	5543286829420	11/16/2018	11/16/2018	34.99	postage	10015240 - Expendable Operating S
BUSINESS CARD	38570	0543684828600	11/16/2018	11/16/2018	99.98	pump	10025220 - Tools
BUSINESS CARD	38570	5517842830420	11/16/2018	11/16/2018	75.70	pump rental	30215390 - Water Lines M&R
BUSINESS CARD	38570	5530959828683	11/16/2018	11/16/2018	6.98	pump supplies	10025220 - Tools
BUSINESS CARD	38570	5549967830479	11/16/2018	11/16/2018	38.65	rebar	10085850 - Beautification
BUSINESS CARD	38570	2526508827900	11/16/2018	11/16/2018	7.50	registration for vehicles	30215340 - Vehicle M&R
BUSINESS CARD	38570	8542832828370	11/16/2018	11/16/2018	186.00	subscription	10015225 - Books & Periodicals
BUSINESS CARD	38570	8550647829970	11/16/2018	11/16/2018	359.92	testing	30215270 - Chemicals
BUSINESS CARD	38570	8550647830170	11/16/2018	11/16/2018	92.25	testing	30215270 - Chemicals
BUSINESS CARD	38570	0543684830500	11/16/2018	11/16/2018	107.50	tire	10085365 - Other Equipment M&R
BUSINESS CARD	38570	0543684830600	11/16/2018	11/16/2018	24.50	tires	10025340 - Vehicle M&R
BUSINESS CARD	38570	0543684830600	11/16/2018	11/16/2018	95.00	tires	10085365 - Other Equipment M&R
BUSINESS CARD	38570	5542135829162	11/16/2018	11/16/2018	29.00	tools	30215130 - Training & Travel
BUSINESS CARD	38570	5543286829120	11/16/2018	11/16/2018	112.20	tools	10025220 - Tools
BUSINESS CARD	38570	5543286829120	11/16/2018	11/16/2018	112.20	tools	30215220 - Tools
BUSINESS CARD	38570	5549967828979	11/16/2018	11/16/2018	25.07	tools	10025310 - Building & Grounds M&
BUSINESS CARD	38570	5542950828289	11/16/2018	11/16/2018	150.00	tpcs recognition stickers	10055660 - Dues & Subscriptions
BUSINESS CARD	38570	5543687829216	11/16/2018	11/16/2018	410.55	travel	30215130 - Training & Travel
BUSINESS CARD	38570	0543684829640	11/16/2018	11/16/2018	256.21	trunk or treat	10055287 - Community Outreach
BUSINESS CARD	38570	5548382830009	11/16/2018	11/16/2018	51.46	trunk or treat	10055287 - Community Outreach
BUSINESS CARD	38570	5548077828508	11/16/2018	11/16/2018	162.31	uniform	10025190 - Uniforms
BUSINESS CARD	38570	5548077828608	11/16/2018	11/16/2018	27.05	uniforms	10025190 - Uniforms
BUSINESS CARD	38570	5548077828808	11/16/2018	11/16/2018	54.10	uniforms	10025190 - Uniforms
BUSINESS CARD	38570	5548077828808	11/16/2018	11/16/2018	81.14	uniforms	10025190 - Uniforms
BUSINESS CARD	38570	5548077829608	11/16/2018	11/16/2018	189.36	uniforms	10025190 - Uniforms
BUSINESS CARD	38570	5544732829863	11/16/2018	11/16/2018	64.15	valve repair	30215240 - Expendable Operating S
BUSINESS CARD	38570	5544732829863	11/16/2018	11/16/2018	304.90	valve repair	10025220 - Tools
BUSINESS CARD	38570	5544732829863	11/16/2018	11/16/2018	627.98	valve repair	30985967 - Transfer to Equipment R
BUSINESS CARD	38570	8514051829890	11/16/2018	11/16/2018	350.00	valve repair	30215390 - Water Lines M&R
BUSINESS CARD	38570	2526508827900	11/16/2018	11/16/2018	3.00	vehicle registration	30215340 - Vehicle M&R
BUSINESS CARD	38570	2553606830310	11/16/2018	11/16/2018	6.00	vehicle registration	10055340 - Vehicle M&R

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BUSINESS CARD	38570	2553606830310	11/16/2018	11/16/2018	24.75	vehicle registration	10055340 - Vehicle M&R
BUSINESS CARD	38570	5530959827983	11/16/2018	11/16/2018	34.74	vehicle supplies	10025340 - Vehicle M&R
BUSINESS CARD	38570	7545491828990	11/16/2018	11/16/2018	300.00	vehicle window replacement	10025340 - Vehicle M&R
BUSINESS CARD	38570	5543286828920	11/16/2018	11/16/2018	493.88	water bill paper stock	30215210 - Office Supplies
					\$7,627.16		
C & S JANITORIAL SERVICES, IN	38571	29964	11/16/2018	11/16/2018	275.00	custodial services city hall	10015102 - Contract Labor
CANTU, CRYSTAL	38572	NOVEMBER18	11/16/2018	11/16/2018	100.00	DEPOSIT REFUND	10292133 - Facility Rental Deposits
CENTERPOINT ENERGY	38573	november18-	11/16/2018	11/16/2018	21.28	natural gas	10075430 - Natural Gas
CENTERPOINT ENERGY	38573	november18--	11/16/2018	11/16/2018	23.87	natural gas	10025430 - Natural Gas
CENTERPOINT ENERGY	38573	november18---	11/16/2018	11/16/2018	21.92	natural gas	30215430 - Natural Gas
					\$67.07		
CITY OF CLUTE	38574	november18	09/30/2018	11/16/2018	58,432.83	waster water for 4th qtr. 2018	30215990 - Sewage Treatment Plan
COMBINED INSURANCE CO. OF	38575	515026	11/16/2018	11/16/2018	74.48	insurance	10292136 - Insurance Payable
COMCAST	38576	november18	11/16/2018	11/16/2018	63.56	accct# 8777 70 113 0202267	10015420 - Telephone
COMCAST	38576	november18	11/16/2018	11/16/2018	63.56	accct# 8777 70 113 0202267	10045294 - Expenditures - Court Te
COMCAST	38576	november18	11/16/2018	11/16/2018	236.06	accct# 8777 70 113 0202267	10055420 - Telephone
					\$363.18		
CORDOBA LAW FIRM. P.L.L.C.	38577	45883	11/16/2018	11/16/2018	3,258.50	attorney	10015570 - Attorney's Fees
CORDOBA LAW FIRM. P.L.L.C.	38577	45884	11/16/2018	11/16/2018	1,360.00	attorney	10065570 - Attorney's Fees
CORDOBA LAW FIRM. P.L.L.C.	38577	45891	11/16/2018	11/16/2018	195.05	attorney	10015570 - Attorney's Fees
					\$4,813.55		
CUSTER, CLIFTON	38578	november18	11/16/2018	11/16/2018	35.70	mileage reimbursement	10025230 - Gas, Oil, & Lubricants
CUSTER, CLIFTON	38578	november18	11/16/2018	11/16/2018	35.70	mileage reimbursement	30215230 - Gas, Oil, & Lubricants
					\$71.40		
DELAGARZA, GUADALUPE	38579	NOVEMBER18	11/16/2018	11/16/2018	100.00	DEPOSIT REFUND	10292133 - Facility Rental Deposits
DXI INDUSTRIES, INC.	38580	de05008389-18	11/16/2018	11/16/2018	40.00	acct# 05082300	30215270 - Chemicals
DXI INDUSTRIES, INC.	38580	de05008914-18	11/16/2018	11/16/2018	10.00	acct# 05944100	30215270 - Chemicals
DXI INDUSTRIES, INC.	38580	de05008915-18	11/16/2018	11/16/2018	40.00	acct# 05944200	30215270 - Chemicals
DXI INDUSTRIES, INC.	38580	de05008916-18	11/16/2018	11/16/2018	30.00	cust# 05955800	30215270 - Chemicals
DXI INDUSTRIES, INC.	38580	de05008957-18	11/16/2018	11/16/2018	10.00	cust# 05955800	30215270 - Chemicals
					\$130.00		
FACTS, THE	38581	16596-1018	11/16/2018	11/16/2018	7,103.64	NEWSPAPER AD	10015685 - Publishing & Advertising
INTERNAL REVENUE SERVICE	38582	PR111518-4045	11/14/2018	11/16/2018	5,687.09	Federal Income Tax	10292131 - Federal W/H Payble
INTERNAL REVENUE SERVICE	38582	PR111518-4045	11/14/2018	11/16/2018	1,832.76	Medicare Tax	10292144 - Social Security Payable
INTERNAL REVENUE SERVICE	38582	PR111518-4045	11/14/2018	11/16/2018	37.20	Social Security Tax	10292144 - Social Security Payable
					\$7,557.05		
KILLUM PEST CONTROL	38583	181576	11/16/2018	11/16/2018	99.00	Acct # 3731	30215310 - Building & Grounds M&
MOMENTUM RENTAL & SALES	38584	66266-3	11/16/2018	11/16/2018	17.54	fencing	30215240 - Expendable Operating S
NAPCO CHEMICAL COMPANY, I	38585	194488	11/16/2018	11/16/2018	518.00	non corrosive chemical	30215270 - Chemicals

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OFFICE OF ATTORNEY GENERA	38586	PR111518-5136	11/14/2018	11/16/2018	343.50	Child Support	10292138 - Child Support Payable
PENNEY'S ELECTRIC	38587	18552c	09/30/2018	11/16/2018	4,786.27	Lift station #3 electrical repairs	30215392 - Sewer Lines M&R
PENNEY'S ELECTRIC	38587	19135	11/16/2018	11/16/2018	195.00	Is#6	30215392 - Sewer Lines M&R
PENNEY'S ELECTRIC	38587	19140	11/16/2018	11/16/2018	195.00	Is#6	30215310 - Building & Grounds M&
					\$5,176.27		
RODRIGUEZ FIGUEROA, JEANN	38588	NOVEMBER18	11/16/2018	11/16/2018	100.00	DEPOSIT REFUND	10292133 - Facility Rental Deposits
SPRINT	38589	677639496-015	11/16/2018	11/16/2018	21.57	call out phone	10015420 - Telephone
SPRINT	38589	677639496-015	11/16/2018	11/16/2018	21.57	call out phone	30215420 - Telephone
					\$43.14		
TASB, INC.	38590	554774	11/16/2018	11/16/2018	3,250.00	boardbook subscription	10015660 - Dues & Subscriptions
TCEQ	38591	phs0178365	11/16/2018	11/16/2018	4,275.25	acct# 90200035	30215660 - Dues & Subscriptions
TEXAS DEPARTMENT OF STATE	38592	november18	11/16/2018	11/16/2018	207.70	water sample test	30215392 - Sewer Lines M&R
TEXAS MUNICIPAL LEAGUE	38593	november18	11/16/2018	11/16/2018	762.02	sept 2018 deductibles	10015640 - Insurance - Bldg/Liab/B
WASTE CONNECTIONS OF TX, L	38594	1784753	11/16/2018	11/16/2018	608.40	dump fees and rental	10025245 - Dump Charges
WASTE CONNECTIONS OF TX, L	38594	1784754	11/16/2018	11/16/2018	21,453.99	residential trash	30215994 - Solide Waste Charges
					\$22,062.39		
Zachary, James	38595	21760005.11141	11/14/2018	11/16/2018	28.38	Deposit Refund: 21760005 - Zachary, James	30302220 - Customer Meter Deposit
BRAZORIA COUNTY WATER LAB	38596	201807212	11/09/2018	11/16/2018	15.00	water sample test	30215390 - Water Lines M&R
BRAZORIA COUNTY WATER LAB	38596	201807225	11/09/2018	11/16/2018	15.00	water sample test	30215390 - Water Lines M&R
BRAZORIA COUNTY WATER LAB	38596	201807248	11/09/2018	11/16/2018	15.00	water sample test	30215390 - Water Lines M&R
BRAZORIA COUNTY WATER LAB	38596	201807404	11/09/2018	11/16/2018	15.00	water sample test	30215390 - Water Lines M&R
BRAZORIA COUNTY WATER LAB	38596	201807455	11/09/2018	11/16/2018	15.00	water sample test	30215390 - Water Lines M&R
BRAZORIA COUNTY WATER LAB	38596	201807484	11/09/2018	11/16/2018	90.00	water sample test	30215390 - Water Lines M&R
					\$165.00		
AT&T	38597	november18	11/27/2018	11/27/2018	368.80	acct# 979 265-2222 236 3	10055420 - Telephone
TML - IEBP	38597	PR111518-3858	11/14/2018	11/26/2018	512.52	Flex Spending Acct	10292136 - Insurance Payable
TML - IEBP	38597	PR111518-3858	11/14/2018	11/26/2018	1,591.45	Insurance - Dependent	10292136 - Insurance Payable
TML - IEBP	38597	pr111518-3858-	11/26/2018	11/26/2018	-2,310.72	to offset payroll invoice dated 11/14/2018	10292136 - Insurance Payable
TML - IEBP	38597	PR111518-3858	11/14/2018	11/26/2018	206.75	Vision Insurance	10292136 - Insurance Payable
					\$368.80		
CAPITAL ONE PUBLIC FUNDING,	38598	NOVEMBER18	11/27/2018	11/27/2018	32,603.75	spartan pumper truck lease purchase	10075935 - Equipment - Time Paym
CLUTE POSTMASTER	38599	november18-	11/27/2018	11/27/2018	375.90	postage for utility bills	30215240 - Expendable Operating S
COMCAST	38600	71895971	11/27/2018	11/27/2018	41.72	acct# 904897982	30215420 - Telephone
COMCAST	38600	71895971	11/27/2018	11/27/2018	83.44	acct# 904897982	10015420 - Telephone
COMCAST	38600	71895971	11/27/2018	11/27/2018	208.66	acct# 904897982	10055420 - Telephone
					\$333.82		
RENAISSANCE AUSTIN HOTEL	38601	november18	11/27/2018	11/27/2018	500.25	hotel for l pace for election law seminar	10015130 - Training & Travel
RL EQUITY, LLC	38602	21490001.11021	11/02/2018	11/27/2018	100.00	Deposit Refund: 21490001 - RL EQUITY, LLC	30302220 - Customer Meter Deposit
TML - IEBP	38603	7071812a	11/27/2018	11/27/2018	48,644.97	insurance	10292136 - Insurance Payable

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TXU ENERGY	38604	055577135516	11/27/2018	11/27/2018	99.80	100051947287	10075410 - Electricity
TXU ENERGY	38604	055577135516	11/27/2018	11/27/2018	137.83	100051947287	10085410 - Electricity
TXU ENERGY	38604	055577135516	11/27/2018	11/27/2018	772.69	100051947287	10015410 - Electricity
TXU ENERGY	38604	055577135516	11/27/2018	11/27/2018	2,775.66	100051947287	10025410 - Electricity
TXU ENERGY	38604	055577135516	11/27/2018	11/27/2018	4,049.94	100051947287	30215410 - Electricity
					<u>\$7,835.92</u>		
VERIZON WIRELESS	38605	9817529868	11/27/2018	11/27/2018	303.92	broadband	10055420 - Telephone
GULF COAST FORD	38606	100923	11/30/2018	11/30/2018	31,229.14	Ford F-250 Diesel	30985967 - Transfer to Equipment R
OFFICE OF ATTORNEY GENERA	38608	PR113018-5136	11/28/2018	11/30/2018	343.50	Child Support	10292138 - Child Support Payable
CHASE PAYMENTECH	ACH	6286512-NOV	11/30/2018	11/30/2018	200.86	CREDIT CARD MERCHANT FEES	10015240 - Expendable Operating S
CHASE PAYMENTECH	ACH	6286541-NOV	11/30/2018	11/30/2018	586.61	CREDIT CARD MERCHANT FEES	30215240 - Expendable Operating S
INTERNAL REVENUE SERVICE	ACH	PR113018-4045	11/28/2018	11/30/2018	6,013.34	Federal Income Tax	10292131 - Federal W/H Payble
INTERNAL REVENUE SERVICE	ACH	PR113018-4045	11/28/2018	11/30/2018	1,859.10	Medicare Tax	10292144 - Social Security Payable
INTERNAL REVENUE SERVICE	ACH	PR113018-4045	11/28/2018	11/30/2018	37.20	Social Security Tax	10292144 - Social Security Payable
					<u>\$8,697.11</u>		
AUL AMERICAN UNITED LIFE IN	ACH.3714.110	november18	11/01/2018	11/01/2018	220.00	policy # g 00030348-0000-000	10015115 - Hospitalization
AUL AMERICAN UNITED LIFE IN	ACH.3714.112	november18-	11/27/2018	11/27/2018	240.00	group policy# g00030348-0001-000	10292136 - Insurance Payable
GULF COAST PAPER	ACH.3784.111	1584056	11/16/2018	11/16/2018	101.18	paper goods	10085215 - Custodial Supplies
GULF COAST PAPER	ACH.3784.111	1584056	11/16/2018	11/16/2018	118.46	paper goods	10015215 - Custodial Supplies
GULF COAST PAPER	ACH.3784.111	1587198	11/16/2018	11/16/2018	100.82	paper goods	10015215 - Custodial Supplies
					<u>\$320.46</u>		
LAKE HARDWARE	ACH.3796.110	407049	11/09/2018	11/09/2018	16.91	keys	30215240 - Expendable Operating S
MALONE, DON	ACH.3803.110	november18	10/27/2018	11/01/2018	125.00	inspections for week ending 10/27/18	10105102 - Contract Labor
MALONE, DON	ACH.3803.111	november18-	11/16/2018	11/16/2018	475.00	inspection week ending 11/03/2018	10105102 - Contract Labor
MALONE, DON	ACH.3803.111	november18--	11/16/2018	11/16/2018	350.00	inspections week ending 11/10/2018	10105102 - Contract Labor
					<u>\$825.00</u>		
MALONE, DON	ACH.3803.112	november18----	11/27/2018	11/27/2018	75.00	inspections for week ending 11/24/2018	10105102 - Contract Labor
MALONE, DON	ACH.3803.112	november18---	11/27/2018	11/27/2018	475.00	inspecton for week ending 11/17/2018	10105102 - Contract Labor
					<u>\$550.00</u>		
MUNICIPAL CODE CORPORATIO	ACH.3812.111	00319986	11/16/2018	11/16/2018	250.00	ADMIN SUPPORT FEE	10015660 - Dues & Subscriptions
MUNICIPAL CODE CORPORATIO	ACH.3812.111	00318926	11/16/2018	11/16/2018	3,827.00	code of ordinances supplements	30215270 - Chemicals
					<u>\$4,077.00</u>		
PACE, LINDA	ACH.3817.110	october18	10/31/2018	11/01/2018	37.17	travel pay	10015130 - Training & Travel
PACE, LINDA	ACH.3817.112	november18	11/27/2018	11/27/2018	233.26	travel to and from Election Law Seminar	10015130 - Training & Travel
QUILL CORPORATION	ACH.3829.110	1924432	10/12/2018	11/01/2018	7.99	daily tab refill	10015210 - Office Supplies
QUILL CORPORATION	ACH.3829.110	2011376	11/01/2018	11/09/2018	110.39	4x8 valu cork board	10015210 - Office Supplies
QUILL CORPORATION	ACH.3829.110	364591	11/09/2018	11/09/2018	-7.66	credit for invo# 1743469	10015210 - Office Supplies
QUILL CORPORATION	ACH.3829.110	2325525	11/09/2018	11/09/2018	39.98	expansion file jackets	10015210 - Office Supplies
QUILL CORPORATION	ACH.3829.110	2036950	11/09/2018	11/09/2018	38.71	interdepartmental envelopes	10015210 - Office Supplies
QUILL CORPORATION	ACH.3829.110	1743469	11/09/2018	11/09/2018	7.66	office supplies	10015210 - Office Supplies

City of Richwood
Check Register
1 - Checking - Pooled Cash - 11/01/2018 to 11/30/2018

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account
QUILL CORPORATION	ACH.3829.110	1924426	11/09/2018	11/09/2018	23.24	office supplies	10055210 - Office Supplies
QUILL CORPORATION	ACH.3829.110	1924426	11/09/2018	11/09/2018	23.24	office supplies	10065210 - Office Supplies
QUILL CORPORATION	ACH.3829.110	1924426	11/09/2018	11/09/2018	23.24	office supplies	30215210 - Office Supplies
QUILL CORPORATION	ACH.3829.110	1924426	11/09/2018	11/09/2018	151.65	office supplies	10015210 - Office Supplies
					\$410.45		
TEXAS MUNICIPAL RETIREMEN	ACH.3855.110	PR101518-3855	10/12/2018	11/01/2018	8,246.89	TMRS	10292132 - Retirement Payable
TEXAS MUNICIPAL RETIREMEN	ACH.3855.110	PR103118-3855	10/30/2018	11/01/2018	9,154.38	TMRS	10292132 - Retirement Payable
					\$17,401.27		
VERNOR MATERIAL & EQUIPME	ACH.3869.111	inv0148584	11/16/2018	11/16/2018	2,007.17	limestone	10035380 - Streets M&R
KEY, JASON	ACH.4180.111	cor157	11/16/2018	11/16/2018	289.00	hosted exchange mailbox	10015240 - Expendable Operating S
BCOS OFFICE TECHNOLOGIES	ACH.4485.112	ar234192	11/27/2018	11/27/2018	30.61	copier	10015210 - Office Supplies
BCOS OFFICE TECHNOLOGIES	ACH.4485.112	ar243191	11/27/2018	11/27/2018	84.67	copier	30215210 - Office Supplies
BCOS OFFICE TECHNOLOGIES	ACH.4485.112	ar243191	11/27/2018	11/27/2018	84.68	copier	10015210 - Office Supplies
BCOS OFFICE TECHNOLOGIES	ACH.4485.112	ar243441	11/27/2018	11/27/2018	181.03	copier	10055550 - Information Technology
					\$380.99		
DAHILL	ACH.4802.111	in1817362	11/16/2018	11/16/2018	97.00	printer lease	10065210 - Office Supplies
DAHILL	ACH.4802.111	in1817362	11/16/2018	11/16/2018	103.26	printer lease	30215210 - Office Supplies
DAHILL	ACH.4802.111	in1817362	11/16/2018	11/16/2018	190.26	printer lease	10015210 - Office Supplies
					\$390.52		
DAHILL	ACH.4802.112	in1798264	11/27/2018	11/27/2018	273.00	printer repair maint	10015240 - Expendable Operating S
ICMA-RC PLAN #307447	ACH.5050.110	PR101518-5050	10/12/2018	11/01/2018	658.77	Def 457	10292132 - Retirement Payable
ICMA-RC PLAN #307447	ACH.5050.110	PR103118-5050	10/30/2018	11/01/2018	670.51	Def 457	10292132 - Retirement Payable
					\$1,329.28		
ICMA-RC PLAN #706183	ACH.5054.110	PR101518-5054	10/12/2018	11/01/2018	50.00	Roth IRA	10292132 - Retirement Payable
ICMA-RC PLAN #706183	ACH.5054.110	PR103118-5054	10/30/2018	11/01/2018	50.00	Roth IRA	10292132 - Retirement Payable
					\$100.00		
BRAZOS RIVER FUELING	ACH.5094.110	50025649	11/09/2018	11/09/2018	59.91	fuel	10075230 - Gas, Oil, & Lubricants
BRAZOS RIVER FUELING	ACH.5094.110	50025649	11/09/2018	11/09/2018	192.03	fuel	10105230 - Gas, Oil, & Lubricants
BRAZOS RIVER FUELING	ACH.5094.110	50025649	11/09/2018	11/09/2018	740.06	fuel	10025230 - Gas, Oil, & Lubricants
BRAZOS RIVER FUELING	ACH.5094.110	50025649	11/09/2018	11/09/2018	1,976.91	fuel	30215230 - Gas, Oil, & Lubricants
BRAZOS RIVER FUELING	ACH.5094.110	50025649	11/09/2018	11/09/2018	3,476.12	fuel	10055230 - Gas, Oil, & Lubricants
					\$6,445.03		
EXECUTECH UTAH, INC.	ACH.5112.112	60040	11/27/2018	11/27/2018	9.95	365 business	10065550 - Information Technology
EXECUTECH UTAH, INC.	ACH.5112.112	60040	11/27/2018	11/27/2018	9.95	365 business	10095550 - Information Technology
EXECUTECH UTAH, INC.	ACH.5112.112	60040	11/27/2018	11/27/2018	9.95	365 business	30215550 - Information Technology
EXECUTECH UTAH, INC.	ACH.5112.112	60040	11/27/2018	11/27/2018	29.85	365 business	10015550 - Information Technology
EXECUTECH UTAH, INC.	ACH.5112.112	60040	11/27/2018	11/27/2018	69.65	365 business	10055550 - Information Technology
					\$129.35		
ACCONTEMP	ACH.5163.111	51816805	09/30/2018	11/15/2018	1,007.25	contract labor	10015102 - Contract Labor
NETPROTEC LLC	ACH.5179.110	1026	11/01/2018	11/01/2018	295.00	Video Magistrate Subscription	10055542 - Jail Expense
Vehicle Reman LLC	ACH.5376.110	1847	10/31/2018	11/01/2018	8,350.42	Remanufacture of 2008 Ford Crown Victoria	15605340 - Vehicle M&R

City of Richwood
Check Register
1 - Checking - Pooled Cash - 11/01/2018 to 11/30/2018

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account
TX COMPTROLLER OF PUBLIC	EFT	103118ST	11/16/2018	11/16/2018	1,801.00	October Sales Tax Payable	30302235 - Sales Tax Payable
XPRESS BILL PAY	EFT	36547	11/01/2018	11/01/2018	315.80	Maintenance and Fees forXpress Billpay	10015240 - Expendable Operating S
					<u>\$2,116.80</u>		
CLUTE POSTMASTER	VOID38562	november18	11/14/2018	11/14/2018	68.25	postage for late notices	30215210 - Office Supplies
OFFICE OF ATTORNEY GENERA	VOID38607	PR113018-5136	11/28/2018	11/30/2018	343.50	Child Support	10292138 - Child Support Payable
					<u><u>\$368,723.32</u></u>		

City of Richwood
Check Register
3 - Checking - Beautification - 11/01/2018 to 11/30/2018

Payee Name	Reference Number	Invoice Number	Invoice Ledger Date	Payment Date	Amount	Description	Ledger Account
THE SOURCE WEEKLY	1428	128133-	10/24/2018	11/01/2018	70.00	ad for city wide cleanup	20615685 - Publishing & Advertising
BUSINESS CARD	1429	0514048830672	11/16/2018	11/16/2018	16.81	fall clean up	20615310 - Building & Grounds M&
BUSINESS CARD	1429	2524780830700	11/16/2018	11/16/2018	36.67	fall clean up	20615310 - Building & Grounds M&
BUSINESS CARD	1429	0514048830772	11/16/2018	11/16/2018	34.43	fall clean up supplies	20615310 - Building & Grounds M&
BUSINESS CARD	1429	0543684830850	11/16/2018	11/16/2018	51.74	pizza for clean up	20615310 - Building & Grounds M&
					\$139.65		
REYES, ADAN	1430	028064	11/16/2018	11/16/2018	275.00	labor for lawn maint	20615102 - Contract Labor
					\$484.65		

City of Richwood
Check Register

4 - Checking - Seizure and Forfeiture - 11/01/2018 to 11/30/2018

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: Giani Cantu, City Secretary

Date: November 9, 2018

Subject: 403 Wisteria - Utility Bill

Residents at 403 Wisteria asked to speak with Council regarding denial of their request for refund of billing.

According to City policy and procedure, credits are only given upon confirmation of billing errors and to those filling pools or outside leaks (sewer only). Billing is only terminated upon termination of services by the individual or the City.

This account has remained active even while vacant.

I ask Council to consider the process you would like staff to take when handling complaints of water charges as well as any precedence that may be set by crediting fees.

MEMORANDUM

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

From: Lindsay Koskiniemi, Finance Director

Date: December 3, 2018

Subject: Disputed Utility Account – Derrick Jones, 736 Oyster Creek

Overview: Derrick Jones, resident at 736 Oyster Creek, has entered a payment arrangement with the City to resolve a delinquent utility account. Mr. Jones voluntarily terminated his account in October 2017 as a result of flooding from Hurricane Harvey. Mr. Jones returned to his home some time in March 2018. While the City has not received a request to restore service, there has been water usage from December 2017 through present, which was detected in a meter usage report.

City staff has met with Mr. Jones to help resolve his account by reducing his outstanding balance and entering a repayment agreement allocated over the next 12 months. Mr. Jones is not satisfied with the City's attempts to help bring his account to current and wishes to speak to Council about his account.



1800 Brazosport Blvd
Richwood, TX 77531
(979)265-2082 (979)265-7345 (fax)

APPLICATION FOR REPLAT REQUEST

PLEASE NOTE: The following questions must be answered completely. If additional space is needed, attach extra pages to the application. Contact the City of Richwood at (979) 265-2082 for clarification of terms or for specific zone district requirements.

DATA ON APPLICANT AND OWNER:

Name: Savandara & Ashley Suon Date: September 26, 2018
Address: 115 Gadwall Dr, Clute, TX 77531
Home Phone: 979-481-9219 Business Phone: _____

SUBJECT PROPERTY:

Address of property in question: 32410 Bayou Bend, Richwood
Legal Description of property: Lots 70-73, Block 1, Oakwood Shores
Current Zone: SFR
Zone being requested: SFR

PURPOSE OF THE REPLAT (be specific): _____

This property is being combined into one 1 in order for the property to be in compliance
with the city ordinances.

I (we) certify that all of the above statements and the statements contained in any papers or plans submitted herewith are true and accurate to the best of my knowledge and belief. I also hereby give permission for the members of the City of Richwood Planning and Zoning and City Staff to access the property in question for the purpose of gathering information to make an informed decision on this request.

Ashley Suon

Name of Applicant

Ashley Suon

Signature of Applicant

9/27/2018

Date

IMPORTANT:

A drawing, including all dimensions and structures, must be attached along with the applicable fee, to be considered. Failure to include both will result in automatic denial of application.



City of Richwood
1800 Brazosport Blvd
Richwood, Texas 77531
Telephone: (979) 265-2082

Receipt No: 13039
Receipt Date: 09/27/2018
Timestamp: 09/27/2018 04:16 PM
Payor: Survey 1 INC

905 Miscellaneous	104.00
	\$104.00
Check-General #7717	\$104.00
Tendered Amount:	\$104.00
Cash Back:	\$0.00
Total Applied:	\$104.00



P.O. Box 2543, Alvin, TX 77512

(281) 393-1382

Firm Registration No. 100758-00

Survey1@Survey1inc.com

September 27, 2018

City of Richwood
1800 N. Brazosport Rd
Richwood, Texas 77531

To Whom It May Concern,

I am enclosing a copy of the title report, the plat application, a copy of the survey, and 5 copies of the plat for Oakwood Shores Partial Replat No. 1 for your review and comments.

If you have any questions or comments please contact me at 281-393-1382 or by email at cathy.fontenot@survey1inc.com.

Thank you,

Sincerely,

Cathy Fontenot
Platting Coordinator



6710 Stewart Road, Suite 200
Galveston, Texas 77551

CITY PLANNING LETTER

Date: 09/17/2018

Effective Date: 09/09/2018

City Planning Commission

GF No. TP1862935

To Whom It May Concern:

This company (South Land Title, LLC) certifies that a diligent search of the real property records of South Land Title, LLC's title plant has been made, as to the herein described property and as of 8:00 AM on the 17th day of September, 2018, we find the following:

Record Owner: Savandara Suon and Ashley Suon

Legal Description:

Lots Seventy (70), Seventy-One (71), Seventy-Two (72), and Seventy-Three (73), in Block One (1), of Final Plat of OAKWOOD SHORES, a subdivision in Brazoria County, Texas, according to the map or plat thereof, recorded in County Clerk's File No. 2008019216, Map Records, Brazoria County, Texas.

Subject to the following:

1. Restrictions:

Brazoria County Clerk's File No(s). 2008019216, 2008023001, 2009038879, 2010029285, 2011041607, 2013032347, 2013038295, 2013061375, 2015014190, 2018004233, but omitting any covenant, condition or restriction, if any, based on race, color, religion, sex, handicap, familial status or national origin unless and only to the extent that the covenant, condition or restriction (a)

is exempt under Title 42 of the United States Code, or (b) relates to handicap, but does not discriminate against handicapped persons.

2. Easements:

Building set-back line(s) 100 feet in width along the front and rear property line(s), as shown by the recorded plat of said subdivision.

A road and drainage easement 10 feet wide along the front property line(s), as reflected by the recorded plat of said subdivision.

Utility easement 16 feet in width lying northwesterly and adjacent of a 10 foot road and drainage easement along the front property line(s), as shown by the recorded plat of subdivision.

A 15 foot drainage and utility easement along each side and rear lot line (7.5 feet each side of the lot line), a 30 foot unobstructed aerial easement is hereby dedicated along all 15 foot drainage and utility easements. These aerial easements shall extend horizontally 15 feet each side of the lot line from a plane 16 feet above ground level upward whereby the aerial easements total 30 feet in width, as reflected by the recorded plat and subdivision notes of said subdivision.

Building set-back line 15 feet in width along the side lot line(s), as shown by the recorded plat notes of said subdivision.

Building set-back line 25 feet in width along the rear property line(s), as shown by the recorded plat notes of said subdivision.

Agreement for the installation, operation and maintenance of underground/overhead electrical distribution systems, granted to CenterPoint Energy Houston Electric, LLC., a Texas Corporation, as set forth in instrument(s) filed for record under Brazoria County Clerk's File No(s). 2008033199.

Subject to the terms, conditions and stipulations contained in that certain Notice regarding residential pier structure as set forth in instrument(s) filed for record under Brazoria County Clerk's File No(s). 2015005029.

Terms, conditions and provision of that certain Joinder Agreement dated March 30, 2018, filed for record under Brazoria County Clerk's File No(s). 2018020610, executed by Sovandara Suon

3. Minerals

All interest in and to all coal, lignite, oil, gas and other minerals, and all rights incident thereto, contained in instrument recorded in/under Volume 1602, Page 426 of the Deed Records of Brazoria County, Texas. Reference to which instrument is here made for particulars. No further search of title has been made as to the interest(s) evidenced by this instrument, and the Company makes no representation as to the ownership or holder of such interest(s).

Surface use restriction, drill site, road, pipeline easements and other provisions by instrument recorded in Volume 1602, Page 426 of the County Clerk's Records of Brazoria County, Texas.

Interest in and to all coal, lignite, oil, gas and other minerals, and all rights incident thereto, contained in instrument recorded in/under Volume 727, Page 403 of the Deed Records of Brazoria County, Texas. Reference to which instrument is here made for particulars. No further search of title has been made as to the interest(s) evidenced by this instrument, and the Company makes no representation as to the ownership or holder of such interest(s).

All interest in and to all coal, lignite, oil, gas and other minerals, and all rights incident thereto, contained in instrument filed for record under Brazoria County Clerk's File No(s). 2002008075, 2002008076 and 2007037518. Reference to which instrument is here made for particulars. No further search of title has been made as to the interest(s) evidenced by this instrument, and the Company makes no representation as to the ownership or holder of such interest(s).

Terms, conditions and stipulations contained in that certain Affidavit of Non-Production, as set forth in instrument filed for record under Brazoria County Clerk's File No. 2006044771.

Surface rights waived by instrument(s) filed for record under Brazoria County Clerk's File No(s). 2007003145 and 2007003146.

4. Liens:

Deed of Trust dated August 13, 2018, filed for record under Brazoria County Clerk's File No. 2018041834, executed by Savandara Suon and Ashley Suon, husband and wife, to Ruth W. Garner, Trustee(s), and all terms, conditions and stipulations contained therein, including any additional indebtedness secured thereby, securing one promissory note of even date therewith in the principal amount of \$453,100.00 (Four Hundred Fifty Three Thousand One Hundred and 00/100), payable as therein provided to the order of Mortgage Electronic Registration Systems Inc ("MERS") as beneficiary for Sente Mortgage, Inc.

Deed of Trust dated August 13, 2018, filed for record under Brazoria County Clerk's File No. 2018041835, executed by Savandara Suon and Ashley Suon, to Dan J. Guarino, Trustee(s), and all terms, conditions and stipulations contained therein, including any additional indebtedness secured thereby, securing one promissory note of even date therewith in the principal amount of \$146,600.00 (One Hundred Forty Six Thousand Six Hundred and 00/100), payable as therein provided to the order of Frost Bank.

5. Other related:

Maintenance Assessment(s) and/or Special Assessment(s) as set forth by instrument(s) filed for record under Brazoria County Clerk's File No(s). 2008023001. (SAID LIEN HAVING THEREIN BEEN SUBORDINATED TO ANY VALID FIRST MORTGAGE LIEN)

Terms, conditions and stipulations contained in that certain City of Freeport Ordinance No. 2006-2150, as set forth in instrument filed for record under Brazoria County Clerk's File No. 2007008486.

Subject to the ZONING ORDINANCES now in force in the City of Richwood, Texas.

No examination has been made as to abstracts of judgments, state or federal tax liens, the status of taxes, tax suits or paving assessments.

This letter is issued for the use of, and shall insure to the benefit of PLATTING. Liability of South Land Title, LLC for mistakes or errors in this letter is hereby limited to the cost of said letter.

This letter is issued with the express understanding, evidenced by the acceptance thereof, that South Land Title, LLC does not undertake to give or express any opinion as to the validity or effect of the instruments listed, and this letter is neither a guaranty or warranty of title.

Liability hereunder is limited to the amount paid for same. This report is furnished solely as an accommodation to the party requesting same and should not be relied upon, as a warranty or representation as to the title to the property described herein, and may not be given to or used by any third party. South Land Title, LLC assumes no liability whatsoever for the accuracy of this report, nor for any omission or error with respect hereto. YOU AGREE TO RELEASE, INDEMNIFY AND HOLD HARMLESS TITLE COMPANY BECAUSE OF ANY NEGLIGENCE BY SOUTHLAND TITLE, LLC (WHETHER SOLE, JOINT OR OTHERWISE) FOR ANY CLAIM, LOSS, LIABILITY OR DAMAGES ARISING OUT OF THIS REPORT. This report is not title insurance. If a policy of title insurance is purchased, any liability thereunder shall be determined solely by the terms of such policy.

Sincerely,

Marilyn C. Herber

Southland Title, L.L.C.

STATE OF TEXAS
COUNTY OF BRAZORIA

WE, SAVANDARA SUON AND ASHLEY SUON, (OWNERS) OF THE PROPERTY SUBDIVIDED IN THE ABOVE AND FOREGOING MAP OF THE OAKWOOD SHORES PARTIAL REPLAT NO. 1, DO HEREBY MAKE SUBDIVISION OF SAID PROPERTY, ACCORDING TO THE LINES, STREETS, ALLEYS, PARKS, AND EASEMENTS THEREIN SHOWN, AND DESIGNATE SAID SUBDIVISION AS OAKWOOD SHORES PARTIAL REPLAT NO. 1 IN THE J E GROCE SURVEY, ABSTRACT 66, BRAZORIA COUNTY, TEXAS; AND DEDICATE TO PUBIC USE, AS SUCH, THE STREETS, ALLEYS, PARKS AND EASEMENTS SHOWN THEREON FOREVER; AND DO HEREBY WAIVE ANY CLAIMS FOR DAMAGES OCCASIONED BY THE ESTABLISHING OF GRADES AS APPROVED FOR THE STREETS AND ALLEYS DEDICATED, OR OCCASIONED BY THE ALTERATION OF THE SURFACE OF ANY PORTION OF STREETS OR ALLEYS TO CONFORM TO SUCH GRADES AND DO HEREBY BIND OURSELVES, OUR SUCH HEIRS AND ASSIGNS TO WARRANT AND FOREVER DEFEND THE TITLE TO THE LAND SO DEDICATED.

WITNESS OUR HAND IN _____ COUNTY, TEXAS, THIS _____ DAY OF _____, 20____.

SAVANDARA SUON

ASHLEY SUON

STATE OF _____
COUNTY OF _____

BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED SAVANDARA SUON AND ASHLEY SUON, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT THEY EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED AND IN THE CAPACITY THEREIN AND HEREIN STATED.
GIVEN UNDER MY HAND AND SEAL OF OFFICE, THIS _____ OF _____, 20____.

NOTARY PUBLIC IN AND FOR THE STATE OF _____
MY COMMISSION EXPIRES ON _____

STATE OF _____
COUNTY OF _____

WE (OR I), SENTE MORTGAGE, INC., ACTING BY AND THROUGH _____, BEING THE HOLDER OF A LIEN AGAINST THE ABOVE DESCRIBED PROPERTY, DOES HEREBY IN ALL THINGS SUBORDINATE TO SAID SUBDIVISION AND DECLARATION THE SAID LIEN AND DOES HEREBY CONFIRM THAT SENTE MORTGAGE, INC. IS THE PRESENT OWNER OF SAID LIEN AND HAS NOT ASSIGNED THE SAME NOR ANY PART THEREOF.

PRINT NAME AND TITLE _____

STATE OF _____
COUNTY OF _____

BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED _____, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT THEY EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED AND IN THE CAPACITY THEREIN AND HEREIN STATED.
GIVEN UNDER MY HAND AND SEAL OF OFFICE, THIS _____ OF _____, 20____.

NOTARY PUBLIC IN AND FOR THE STATE OF _____
MY COMMISSION EXPIRES ON _____

WE (OR I), FROST BANK, ACTING BY AND THROUGH _____, BEING THE HOLDER OF A LIEN AGAINST THE ABOVE DESCRIBED PROPERTY, DOES HEREBY IN ALL THINGS SUBORDINATE TO SAID SUBDIVISION AND DECLARATION THE SAID LIEN AND DOES HEREBY CONFIRM THAT FROST BANK IS THE PRESENT OWNER OF SAID LIEN AND HAS NOT ASSIGNED THE SAME NOR ANY PART THEREOF.

PRINT NAME AND TITLE _____

STATE OF _____
COUNTY OF _____

BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED _____, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT AND ACKNOWLEDGED TO ME THAT THEY EXECUTED THE SAME FOR THE PURPOSES AND CONSIDERATIONS THEREIN EXPRESSED AND IN THE CAPACITY THEREIN AND HEREIN STATED.
GIVEN UNDER MY HAND AND SEAL OF OFFICE, THIS _____ OF _____, 20____.

NOTARY PUBLIC IN AND FOR THE STATE OF _____
MY COMMISSION EXPIRES ON _____

I, RICHARD FUSSELL, A REGISTERED PROFESSIONAL LAND SURVEYOR OF THE STATE OF TEXAS, HAVE PLATTED THE ABOVE SUBDIVISION FROM AN ACTUAL SURVEY ON THE GROUND; AND THAT ALL LOTS, ARE, OR WILL BE UPON COMPLETION OF CONSTRUCTION, PROPERLY MARKED WITH 1/2-INCH IRON RODS, TWO (2) FEET LONG; AND THAT ALL BOUNDARY CORNERS AND TANGENTS ARE, OR WILL BE, UPON COMPLETION OF CONSTRUCTION, PROPERLY MARKED WITH MINIMUM 3/4-INCH DIAMETER IRON PIPES; AND THAT THIS PLAT CORRECTLY REPRESENTS THE SURVEY BY ME.

RICHARD FUSSELL
REGISTERED PROFESSIONAL LAND SURVEYOR #4148

THIS IS TO CERTIFY THAT THE PLANNING AND ZONING COMMISSION OF THE CITY OF RICHWOOD, TEXAS HAS APPROVED THIS PLAT AND SUBDIVISION OF NAME OF PLAT AS SHOWN HEREIN.

IN TESTIMONY WHEREOF, WITNESS THE OFFICIAL SIGNATURES OF THE CHAIRMAN AND SECRETARY OF THE PLANNING AND ZONING COMMISSION, THIS _____ DAY OF _____, 20____.

CHAIRMAN

SECRETARY

THIS IS TO CERTIFY THAT THE CITY COUNCIL OF THE CITY OF RICHWOOD, TEXAS HAS APPROVED THIS PLAT AND SUBDIVISION OF NAME OF PLAT AS SHOWN HEREIN.

IN TESTIMONY WHEREOF, WITNESS THE OFFICIAL SIGNATURES OF THE CHAIRMAN AND SECRETARY OF THE PLANNING AND ZONING COMMISSION, THIS _____ DAY OF _____, 20____.

MAYOR MARK GUTHRIE

COUNCIL MEMBER MIKE JOHNSON

COUNCIL MEMBER FRANK BLANKS

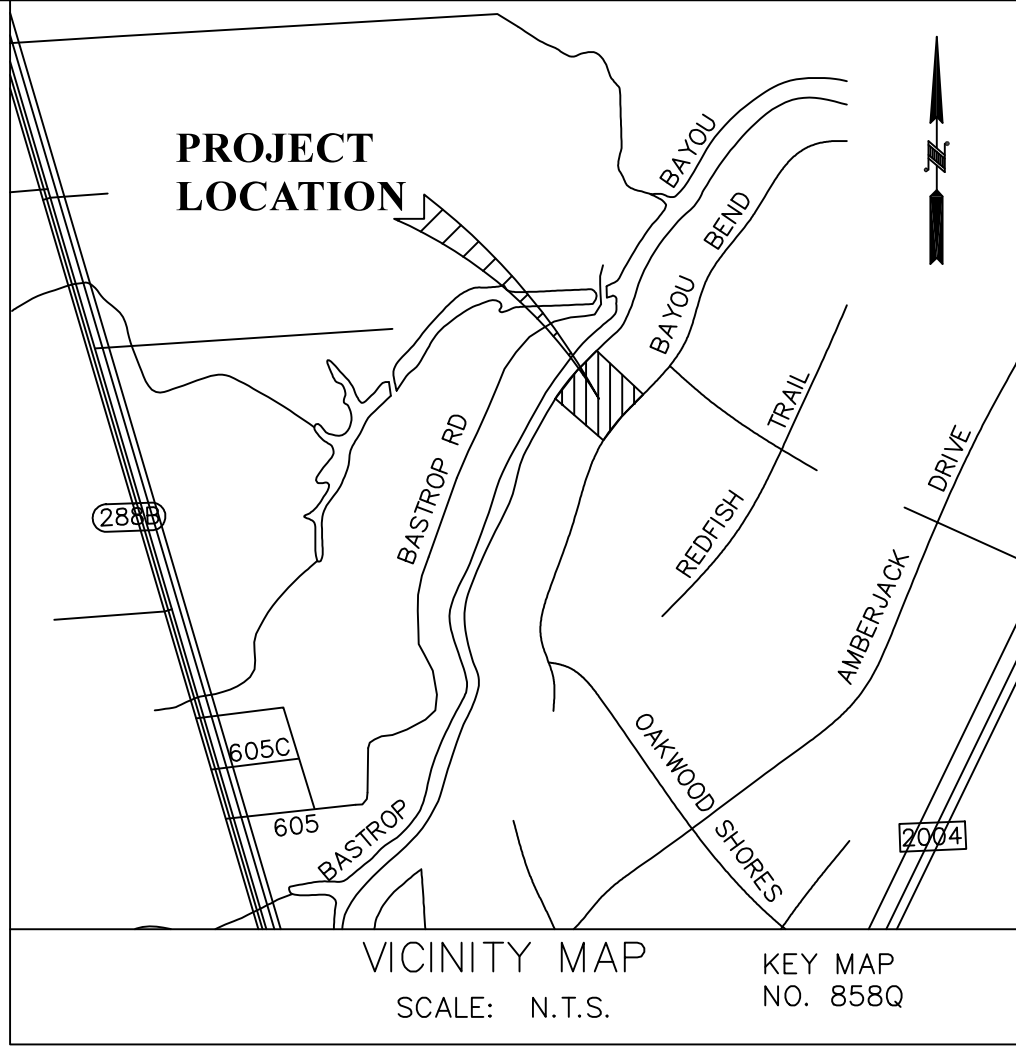
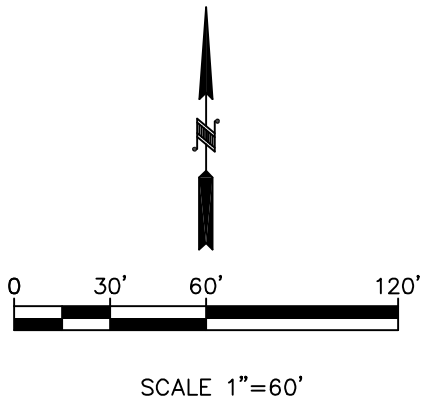
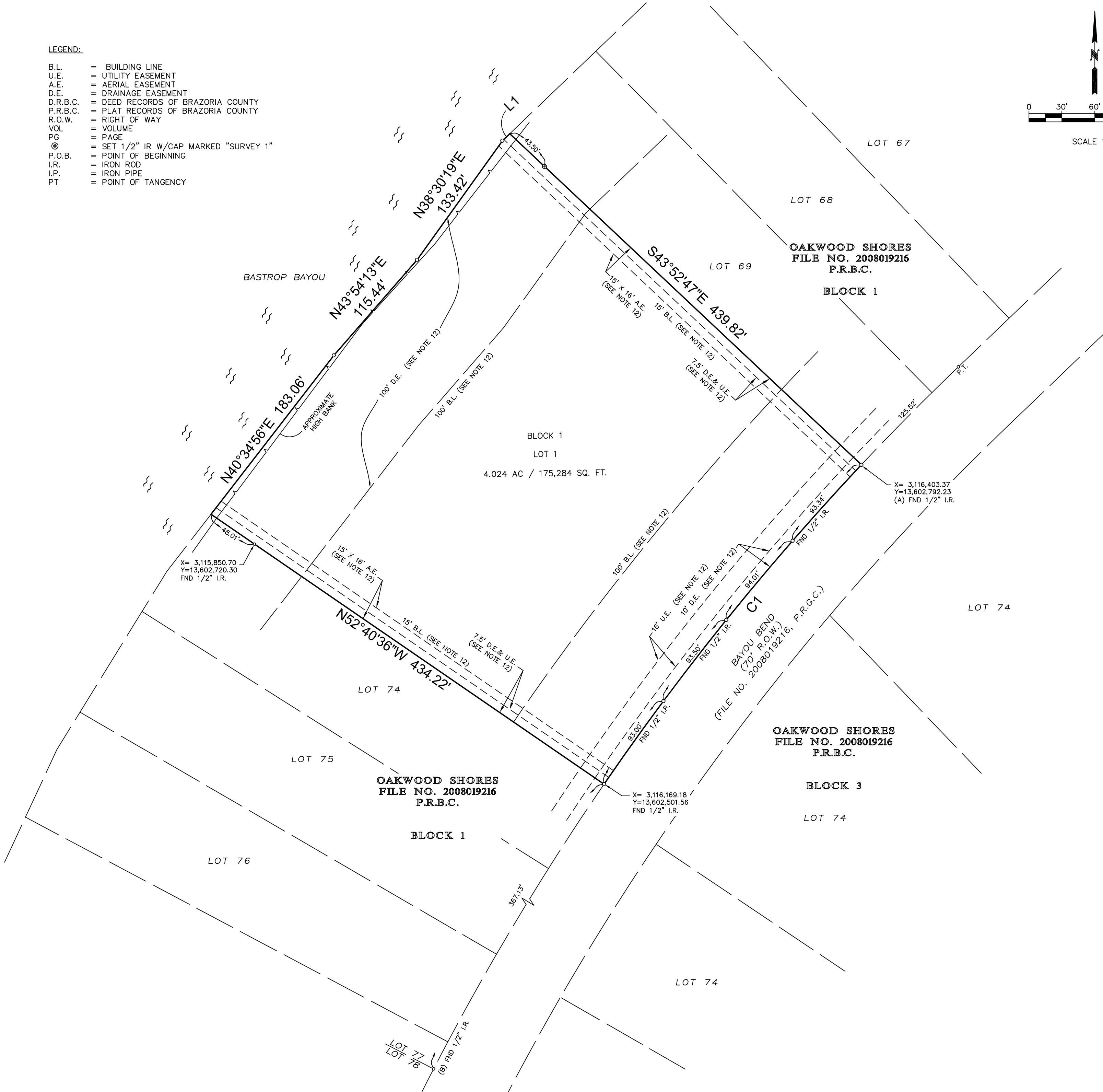
COUNCIL MEMBER SARAH REED

COUNCIL MEMBER MARK BROWN III

COUNCIL MEMBER KATIE JOHNSON

LEGEND:

B.L. = BUILDING LINE
U.E. = UTILITY EASEMENT
A.E. = AERIAL EASEMENT
D.E. = DRAINAGE EASEMENT
D.R.B.C. = DEED RECORDS OF BRAZORIA COUNTY
P.R.B.C. = PLAT RECORDS OF BRAZORIA COUNTY
R.O.W. = RIGHT OF WAY
VOL. = VOLUME
PG. = PAGE
Ø = SET 1/2" IR. W/CAP MARKED "SURVEY 1"
P.O.B. = POINT OF BEGINNING
I.R. = IRON ROD
I.P. = IRON PIPE
PT. = POINT OF TANGENCY



GENERAL NOTES

1. THIS PLAT HAS BEEN PREPARED TO MEET THE REQUIREMENTS OF THE STATE OF TEXAS, BRAZORIA COUNTY AND THE CITY OF RICHWOOD.
2. THIS PLAT WAS PREPARED FROM INFORMATION PROVIDED BY SOUTHLAND TITLE, (GUARANTEE FILE) G.F. NO. TP1862935, EFFECTIVE DATE SEPTEMBER 17, 2018.
3. THE BEARINGS AND COORDINATES SHOWN HEREON ARE BASED ON TEXAS SOUTH CENTRAL ZONE 4204 (NAD 83). COORDINATES ARE GRID AND MAY BE BROUGHT TO SURFACE BY APPLYING THE FOLLOWING COMBINED SCALE FACTOR 0.99987500133. POINTS (A) & (B) WERE HELD FOR HORIZONTAL CONTROL.
4. FIVE-EIGHTHS INCH (5/8") IRON RODS THREE FEET IN LENGTH ARE SET ON ALL PERIMETER BOUNDARY CORNERS, UNLESS OTHERWISE NOTED. BLOCK CORNERS OR STREET RIGHT-OF-WAYS HAVE NOT BEEN MONUMENTED.
5. ACCORDING TO THE FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA) FLOOD INSURANCE RATE MAP (FIRM) MAP NO. 48039C061H, WITH THE EFFECTIVE DATE OF JUNE 05, 1989, THE PROPERTY IS LOCATED IN ZONE "AE 9.5" (AREAS DETERMINED TO BE WITHIN) THE 100 YEAR FLOODPLAIN.
6. ALL FLOODPLAIN INFORMATION NOTED IN THE PLAT REFLECTS THE STATUS PER THE FEMA FIRM MAP THAT IS EFFECTIVE AT THE TIME THAT THE PLAT IS RECORDED. FLOODPLAIN STATUS IS SUBJECT TO CHANGE AS FEMA FIRM MAPS ARE UPDATED.
7. THIS PLAT IS SUBJECT TO PLATTED COVENANTS AND RESTRICTIONS UNDER FILE NO.'S 2008019216, 2008023001, 2009038879, 2010029285, 2011041607, 2013032347, 2013038295, 2013061375, 2015014190, 2016004233, OFFICIAL RECORDS OF BRAZORIA COUNTY, TEXAS.
8. THERE ARE NO PIPELINES OR PIPELINE EASEMENTS WITHIN THE BOUNDARIES OF THIS PLAT.
9. ALL DRAINAGE EASEMENTS AND RIGHTS-OF-WAY SHALL BE KEPT CLEAR OF FENCES, BUILDINGS, FOUNDATION PLANTINGS, AND OTHER OBSTRUCTIONS TO THE OPERATION AND MAINTENANCE OF THE DRAINAGE FACILITY.
10. THIS PLAT SHALL VACATE AND ABANDON ALL LOT LINES, STREETS, UTILITY EASEMENTS AND DRAINAGE EASEMENTS SHOWN ON THE PLAT OF OAKWOOD SHORES, RECORDED UNDER FILE NO. 2008019216, PLAT RECORDS OF BRAZORIA COUNTY, TEXAS, UNLESS SAID INSTRUMENTS ARE REFERENCED AND PRESERVED HEREON.
11. THIS PLAT IS SUBJECT TO ANY AND ALL ZONING ORDINANCES IN EFFECT FOR THE CITY OF RICHWOOD AT THE TIME OF PERMITTING.
12. AS RECORDED BY OAKWOOD SHORES SUBDIVISION, FILE NO. 2008019216, P.R.B.C.

LINE TABLE		
LINE	BEARING	DISTANCE
L1	N 49°04'25" E	9.01'

CURVE TABLE			
CURVE	RADIUS	LENGTH	CHORD BEARING
CT	2,435.00'	373.86'	S 41°43'18" W

VELASCO DRAINAGE DISTRICT.

THE BOARD OF SUPERVISORS OF THE VELASCO DRAINAGE DISTRICT DOES NOT WARRANT, REPRESENT OR GUARANTEE:

1. THAT DRAINAGE FACILITIES OUTSIDE THE BOUNDARIES OF THIS SUBDIVISION ARE AVAILABLE TO RECEIVE RUNOFF FROM THE FACILITIES DESCRIBED IN THIS PLAT.
2. THAT DRAINAGE FACILITIES DESCRIBED IN THIS SUBDIVISION ARE ADEQUATE FOR RAINFALL IN EXCESS OF VELASCO DRAINAGE DISTRICT MINIMUM REQUIREMENTS (10 YEAR FREQUENCY).
3. THAT BUILDING ELEVATION REQUIREMENTS HAVE BEEN DETERMINED BY THE VELASCO DRAINAGE DISTRICT.
4. THAT THE DISTRICT ASSUMES RESPONSIBILITY FOR CONSTRUCTION, OPERATION OR MAINTENANCE OF SUBDIVISION DRAINAGE FACILITIES.
5. THAT VELASCO DRAINAGE DISTRICT IS RESPONSIBLE FOR FLOODPLAIN ADMINISTRATION OR THE ISSUANCE OF FEMA DEVELOPMENT PERMITS.

THE DISTRICT REVIEW IS SOLELY BASED ON THE DOCUMENTATION SUBMITTED FOR REVIEW AND A RELIANCE ON SUBMISSION OF THE REPORT BY THE TEXAS PROFESSIONAL ENGINEER. THE DISTRICT'S REVIEW IS NOT INTENDED AND SHALL NOT SERVE AS A SUBSTITUTION OF THE OVERALL RESPONSIBILITY AND/OR DECISION MAKING POSER OF THE PARTY MAKING THE PLAN OR PLAT HEREIN, THEIR OR ITS PRINCIPALS OR AGENTS.

G.L. KIDWELL, CHAIRMAN

F. ROBERT HAMLET, SECRETARY

L.H. JONES, VICE CHAIRMAN

DATE

www.survey1inc.com
survey1@survey1inc.com
Survey 1, Inc.
Your Land Survey Company
Firm Registration No. 100758-00
P.O. Box 2543 | A/HW, TX 77512 | (281)393-1382
PROJECT NO. 9-66662-18

OAKWOOD SHORES PARTIAL REPLAT NO. 1

A SUBDIVISION OF 4.024 ACRES (175,284 SQ. FT.) IN THE J E GROCE SURVEY, A-66, ALSO BEING A REPLAT OF LOTS 70-73, BLOCK 1, OF THE OAKWOOD SHORES SUBDIVISION RECORDED IN FILE NO. 2008019216, PLAT RECORDS OF BRAZORIA COUNTY CITY OF RICHWOOD, BRAZORIA COUNTY, TEXAS

REASON FOR REPLAT:
TO CREATE 1 SINGLE FAMILY RESIDENTIAL LOT

1 BLOCK 1 LOT
SEPTEMBER 27, 2018

OWNERS:
SAVANDARA SUON
AND ASHLEY SUON
115 GADWALL DRIVE
CLUTE, TX 77531
979-481-9219

Oakwood Shores Property Owners Association, Inc.
ARCHITECTURAL REVIEW COMMITTEE
2002 West Grand Parkway North, Ste 100
Katy, TX 77449
281-870-0585

10/04/18

SOVANDARA & ASHLEY SUON
115 Gadwall Dr
Clute, TX 77531

RE: Oakwood Shores Property Owners Association, Inc.
Architectural Submittal for 32410 Bayou Bend
Account#: 236346
LOT CONSOLIDATION FOR LOTS 70-73 - Approved w/condition

Dear Homeowner,

This letter shall evidence receipt of your application in compliance with the architectural review process for the construction and/or placement of the proposed improvement(s) referenced above.

Your application has been reviewed as to conformity with the architectural restrictions set forth in the Declaration, and guidelines adopted by the Association, and harmony of the external design and location with respect to adjacent structures and the overall community. The Committee's review and conclusions are detailed below:

CONDITIONAL APPROVAL is granted for the construction of **LOT CONSOLIDATION FOR LOTS 70-73** per your application subject to it complying with the documents of the Association as well as the following condition(s):

Condition(s): CONDITIONAL APPROVAL IS GRANTED FOR THE LOT CONSOLIDATION AT SECTION 1, BLOCK 1, LOTS 70-73 AFTER RECEIVING APPROVAL FROM THE CITY OF RICHWOOD. PLEASE RETURN A COPY OF THE PERMIT TO INFRAMARK FOR OUR RECORDS.

This conditional approval is solely granted to the modification specifically requested in the application submitted for LOT CONSOLIDATION FOR LOTS 70-73. Should you choose to incorporate additional modifications to your project, you are required to submit an application with all required supporting documentation.

This approval is not in lieu of any other jurisdictional regulations, current or future, which are or may be imposed by any other governmental authority. This is valid for up to six (6) months from the date of this letter.

In the event it is determined that improvement(s) are made without compliance to specific standards provided by the Committee or in contrast to the specifications provided within an application that has been approved, those improvements may be subject to reconstruction and/or the request to remove such improvements. All costs related to the enforcement of this shall be the sole expense of the Owner in violation. The Committee recommends that you retain this correspondence and your request form permanently should a need arise to produce documentation of our communications regarding noted improvement(s).

Should you have any questions, please do not hesitate to contact our office. Your community support and cooperation is very much appreciated, as is your cooperation toward maintaining property values within your community.

Best regards,
Oakwood Shores Property Owners Association, Inc.
ARCHITECTURAL REVIEW COMMITTEE

ARC approval of plans shall not constitute a representation, warranty, or guarantee that such plans and specifications comply with engineering design practices or zoning and building ordinances, or other governmental agency regulations or restrictions. The ARC shall not be responsible for reviewing, nor shall its approval of any plans or design, be deemed approved from the standpoint of structural safety or conformance with building or other codes. By approving such plans and specifications, neither the ARC, the Members thereof, the Association, any Member thereof, their Board of Directors, any Members thereof, or the Declarant assumes any liability or responsibility therefore or for any defect in the construction or improvement from such plans or specifications. As provided in the CC&R's neither the ARC, the Association, the Board of Directors or the Association or any Members thereof, not the Declarant or Developer shall be liable to any Member,

Owner, Occupant, or other person or entity for any damage, loss or prejudice suffered or claimed on account of (1) the approval or disapproval of any plans, drawings, or specifications, whether or not defective, or (2) the construction or performance of any work whether or not pursuant to the approved plans, drawings, or specifications.



1800 Brazosport Blvd
Richwood, TX 77531
(979)265-2082 (979)265-7345 (fax)

APPLICATION FOR REPLAT REQUEST

PLEASE NOTE: The following questions must be answered completely. If additional space is needed, attach extra pages to the application. Contact the City of Richwood at (979) 265-2082 for clarification of terms or for specific zone district requirements.

DATA ON APPLICANT AND OWNER:

Name: Chrissy Brady Date: 4/12/18
Address: 268 Plum Circle Lake Jackson TX 77566
Home Phone: 979 583 8003 Business Phone: _____

SUBJECT PROPERTY:

Address of property in question: ⁽¹⁾ 31702 Amberjack DR ⁽²⁾ 31710 Amberjack
RICHWOOD TX 77531
Legal Description of property: (1) LOT 97 3.0 Acres (2) LOT 98 2.5 Acres
Current Zone: Residential
Zone being requested: Same

PURPOSE OF THE REPLAT (be specific): I purchased both
properties for residential use. I would
like them combined. My plan is to
build a home and use as my primary
residence.

I (we) certify that all of the above statements and the statements contained in any papers or plans submitted herewith are true and accurate to the best of my knowledge and belief. I also hereby give permission for the members of the City of Richwood Planning and Zoning and City Staff to access the property in question for the purpose of gathering information to make an informed decision on this request.

Chrissy Brady
Name of Applicant

Chrissy Brady
Signature of Applicant

9-24-18
Date

IMPORTANT:

A drawing, including all dimensions and structures, must be attached along with the applicable fee, to be considered. Failure to include both will result in automatic denial of application.

#102 fee
(95)

City of Richwood
1800 Brazosport Blvd
Richwood, Texas 77531
Telephone: (979) 265-2082

Receipt No: 13030
Receipt Date: 09/26/2018
Timestamp: 09/26/2018 11:32 AM
Payor: CHRISSY BRADY

905 Miscellaneous	102.00
	\$102.00
Check 3036	\$102.00
Tendered Amount:	\$102.00
Cash Back:	\$0.00
Total Applied:	\$102.00

STATE OF TEXAS - COUNTY OF BRAZORIA

WE, CHRISSEY BRADY, OWNER OF THE PROPERTY SUBDIVIDED IN THE ATTACHED RE-PLAT OF 5.50 ACRES, BEING LOT 97 AND LOT 98, BLOCK 3, RECORDED IN COUNTY CLERK'S FILE NO. 2008-019216 OF THE OFFICIAL RECORDS OF BRAZORIA COUNTY, TEXAS, DO HEREBY MAKE SUBDIVISION OF SAID PROPERTY ACCORDING TO THE LINES, LOTS, BUILDING LINES, STREETS, EASEMENTS, AND RIGHT-OF-WAY SHOWN HEREON, AND DESIGNATE SAID SUBDIVISION, AND ALL BEING OUT OF THE T.S. LEE SURVEY, ABSTRACT NO. 318, BRAZORIA COUNTY, TEXAS, AND DO HEREBY DEDICATE TO THE PUBLIC USE ALL STREETS, EASEMENTS AND RIGHT-OF-WAY SHOWN HEREON, FOR THEIR USE FOREVER, AND DO HEREBY WAIVE ANY CLAIMS FOR DAMAGES OCCASIONED BY THE ESTABLISHING OF GRADES AS APPROVED FOR THE STREETS OR ALLEYS, OR OCCASIONED BY THE ALTERATION OF THE SURFACE OF ANY PORTION OF STREETS OR ALLEYS TO CONFORM TO SUCH GRADES, AND DO HEREBY BIND MY SELF, MY HEIRS, SUCCESSORS AND ASSIGNS, TO WARRANT AND DEFEND THE TITLE OF THE LAND SO DEDICATED.

CHRISSEY BRADY

STATE OF TEXAS - COUNTY OF BRAZORIA

BEFORE ME, THE UNDERSIGNED AUTHORITY, ON THIS DAY PERSONALLY APPEARED, CHRISSEY BRADY, KNOWN TO ME TO BE THE PERSON WHOSE NAME IS SUBSCRIBED TO THE FOREGOING INSTRUMENT, AND ACKNOWLEDGED TO ME THAT HE EXECUTED THE SAME FOR THE PURPOSE AND CONSIDERATION THEREIN EXPRESSED.

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS DAY OF 2018.

NOTARY PUBLIC IN AND FOR THE STATE OF TEXAS.
MY COMMISSION EXPIRES .

Land Description

Being a 5.50 acre tract of land known as Lots 97 and 98, Block 3, of Oakwood Shores Subdivision, Section 1, recorded in County Clerk's File No. 2008-019216 of the Official Records of Brazoria County, Texas, being the same Lot 97, Block 3 conveyed to Chrissy Brady recorded in County Clerk's File No. 2017-062405 of the Official Records of Brazoria County, Texas together with the same Lot 98, Block 3 conveyed to Chrissy Brady recorded in County Clerk's File No. 2018-008332 of the Official Records of Brazoria County, Texas and being more fully described by metes and bounds as follows: (All bearings based on the East line of Block 3 being - South 00° 00' 49" West.)

BEGINNING at a point in the West right-of-way line of Amberjack Drive (70' R.O.W., CCFN, 2008-019216, P.R.B.C.) also being the centerline of a ditch or 75' Drainage Easement running East to West for the common corner of Lots 96 and 97, Block 3 of said SPD and the Northeast corner and **TRUE PLACE OF BEGINNING** of the herein described tract:

THENCE South 00° 00' 49" West [Reference Bearing], along the West R.O.W. line of Amberjack Drive same being the East line of Block 3 at 37.6 feet pass a 5/8" iron rod found on-line at the top of ditch and continue at 239.3 feet pass a 5/8" iron rod found on-line for the common corner of Lots 97 and 98 and continue for a total distance of - 425.79 feet to a 5/8" iron rod found for the common corner of Lots 98 and 99 for the Southeast corner of the herein described tract, said iron rod bears North 00° 00' 49" East - 223.80 feet from a 5/8" iron rod found for the common corner of Lots 99 and 100, Block 3;

THENCE North 89° 59' 11" West, along common line of Lots 98 and 99 at 511.4 feet pass a 5/8" iron rod found on-line and continue for a total distance of - 583.97 feet to a point in the center of a ditch or a 145" Drainage Easement same being the East line of Lot 60, Block 3 for the common corner of Lots 98 and 99 and the Southwest corner of the herein described tract;

THENCE North 00° 00' 49" East - 394.81 feet along the center of said ditch same being the East line of Lot 60 and 61 to a point at the intersection of said ditch being a 75' Drainage Easement with said ditch being a 145' Drainage Easement and an intersection of Lots 61, 93, 94 and Lot 97 for the Northwest corner of the herein described tract;

THENCE North 86° 58' 38" East - 684.79 feet along the center line of said ditch being a 75' Drainage Easement same being the Southeast line of Lots 94, 95 and 96 and being the Northwest line of Lot 97 to the **PLACE OF BEGINNING** and containing 5.50 acres of land, more or less. This description is based on an actual survey made on the ground and is accompanied by a plat prepared under the direct supervision of George K. Lane, RPLS No. 6086 on August 6th, 2017.

STATE OF TEXAS - COUNTY OF BRAZORIA

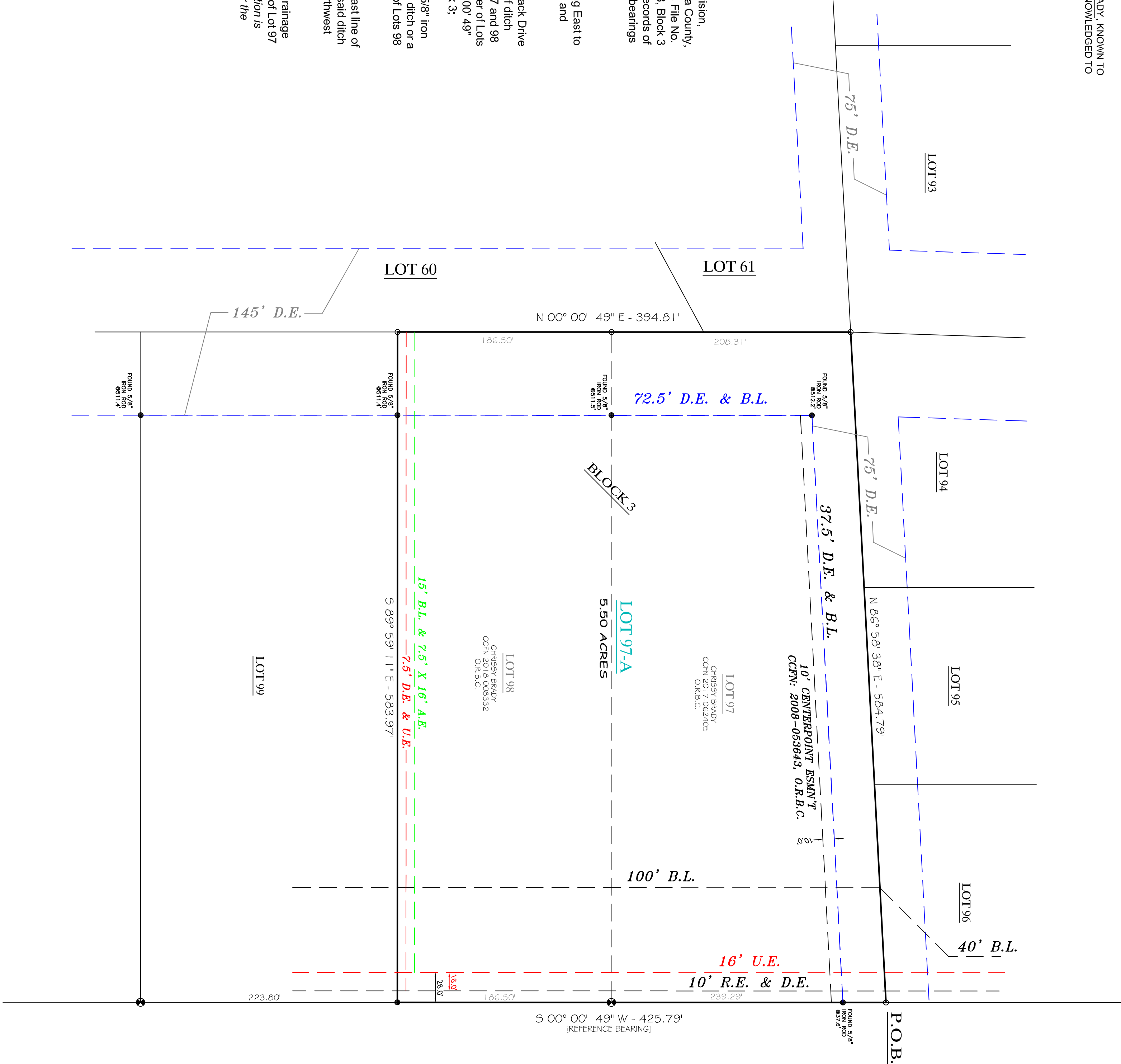
I, GEORGE K. LANE, A REGISTERED PROFESSIONAL LAND SURVEYOR OF THE STATE OF TEXAS, DO HEREBY CERTIFY THAT THE ATTACHED RE-PLAT OF 5.50 ACRES, BEING LOTS 97 AND 98, BLOCK 3, OF OAKWOOD SHORES SUBDIVISION AND WAS PREPARED FROM A BOUNDARY SURVEY MADE ON THE GROUND UNDER MY SUPERVISION, AND THAT THIS PLAT CORRECTLY REPRESENTS THAT SURVEY.

I FURTHER CERTIFY THAT THE ABOVE FACTS ARE CORRECT, AND DO FURTHER CERTIFY THAT THE LOCATION AND CONFIGURATION OF SAID SUBDIVISION ARE AS SHOWN AND ARE IN ACCORDANCE WITH THE CODE OF REGULATIONS OF THE CITY OF ANGLETON, TEXAS.

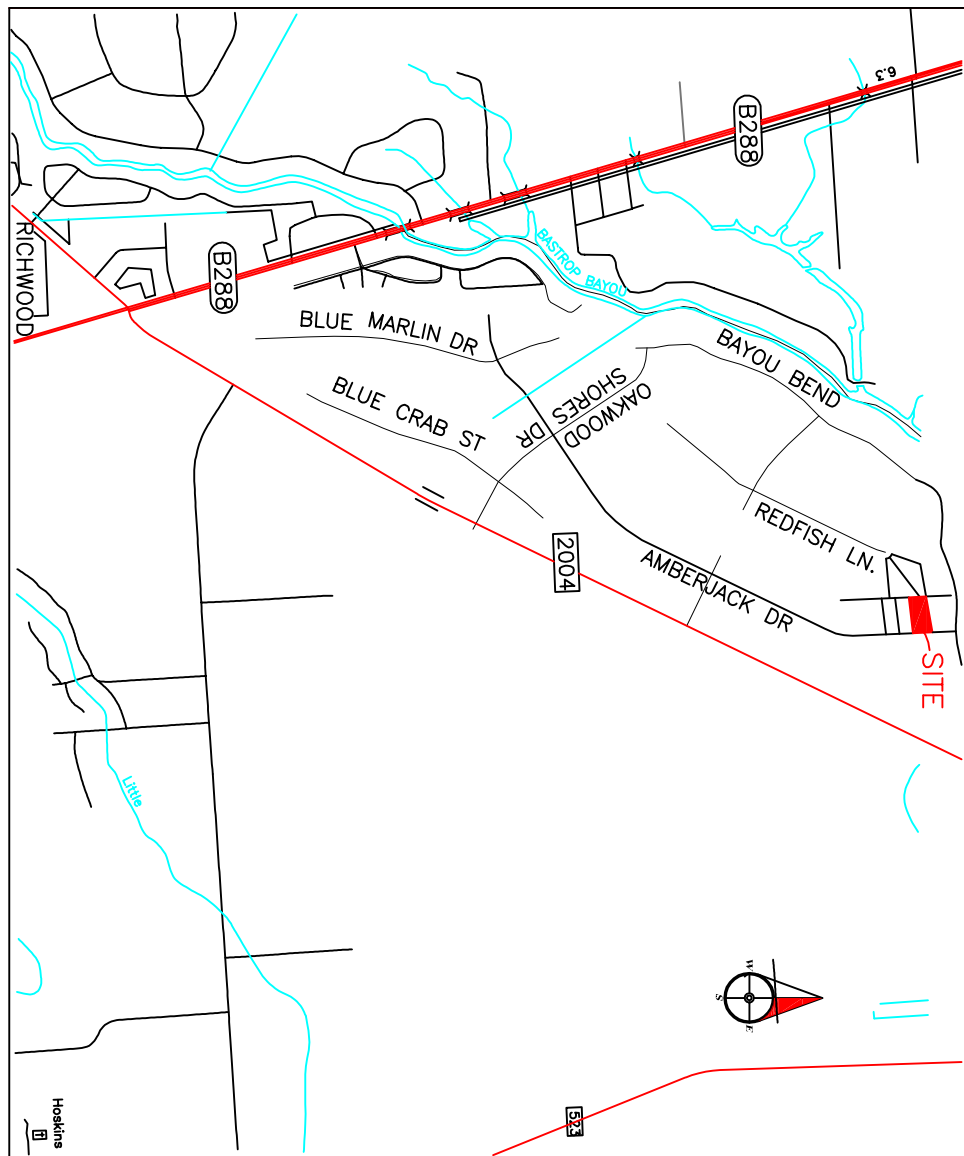
GEORGE K. LANE, RPLS
REGISTERED PROFESSIONAL LAND SURVEYOR
LICENSE NO. 6086

RE-PLAT OF LOTS 97 & 98, BLOCK 3
OAKWOOD SHORES SUBDIVISION, SEC. 1

Being a Re-Plat of 5.50 acres, being Lots 98 and 98, Block 3, of Oakwood Shores Subdivision, Section 1, recorded in County Clerk's File No. 2008-019216 of the Official Records of Brazoria County, Texas, being all of the same Lot 97, Block 3 conveyed to Chrissy Brady recorded in County Clerk's File No. 2017-062405 of the Official Records of Brazoria County, Texas, with all of the same Lot 98, Block 3 conveyed to Chrissy Brady recorded in County Clerk's File No. 2018-008332 of the Official Records of Brazoria County, Texas.



AMBERJACK DRIVE
(70' R.O.W., CCFN: 2008-019216, O.R.B.C.)



VICINITY MAP
NOT TO SCALE

SUBDIVISION APPROVALS

CITY PLANNING COMMISSION

I HEREBY CERTIFY THAT THE ABOVE AND FOREGOING RE-PLAT OF 5.50 ACRES WAS APPROVED THIS THE DAY OF 2018 BY THE CITY PLANNING COMMISSION OF RICHWOOD, TEXAS.

CHAIRMAN

WITNESS MY HAND THIS THE DAY OF 2018.

CITY SECRETARY

CITY COUNCIL

I HEREBY CERTIFY THAT THE ABOVE AND FOREGOING RE-PLAT OF 5.50 ACRES WAS APPROVED THIS THE DAY OF 2018, BY THE CITY COUNCIL OF RICHWOOD.

MAYOR

SAID SPD SHALL BE SUBJECT TO ALL REQUIREMENTS OF THE CODE ORDINANCES OF THE CITY OF RICHWOOD, TEXAS.

WITNESS MY HAND THIS THE DAY OF 2018.

CITY SECRETARY

ANGLETON DRAINAGE DISTRICT

ACCEPTED THIS THE DAY OF 2018, THE BOARD OF SUPERVISORS OF THE ANGLETON DRAINAGE DISTRICT DOES NOT WARRANT, REPRESENT OR GUARANTEE:

- THAT DRAINAGE FACILITIES OUTSIDE THE BOUNDARIES OF THE SUBDIVISION PLAT ARE AVAILABLE TO RECEIVE RUNOFF FROM THE FACILITIES DESCRIBED IN THIS PLAT.
- THAT DRAINAGE FACILITIES DESCRIBED IN THIS PLAT ARE ADEQUATE FOR RAINFALL IN EXCESS OF ANGLETON DRAINAGE DISTRICT MINIMUM REQUIREMENTS.
- THAT BUILDING ELEVATION REQUIREMENTS HAVE BEEN DETERMINED BY THE ANGLETON DRAINAGE DISTRICT.
- THAT DISTRICT ASSUMES ANY RESPONSIBILITY FOR CONSTRUCTION, OPERATION OR MAINTENANCE OF SUBDIVISION DRAINAGE FACILITIES.

THE DISTRICT'S REVIEW IS BASED SOLELY ON THE DOCUMENTATION SUBMITTED FOR REVIEW, AND ON THE RELIANCE ON THE REPORT SUBMITTED BY THE TEXAS REGISTERED PROFESSIONAL ENGINEER.

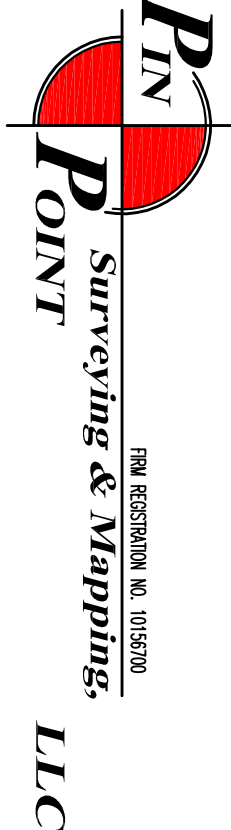
THE DISTRICT'S REVIEW IS NOT INTENDED NOR WILL SERVE AS A SUBSTITUTION OF THE OVERALL RESPONSIBILITIES AND/OR DECISION MAKING POWER OF THE PARTY SUBMITTING THE PLAT OR PLAN HEREIN, THEIR OR ITS PRINCIPALS OR AGENTS.

CHAIRMAN

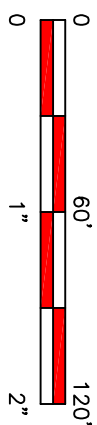
MEMBER

NOTES:

- THERE ARE NO PIPELINES OR PIPELINE EASEMENTS WITHIN THE BOUNDARIES OF THIS PLAT.
- ALL DRAINAGE EASEMENTS AND RIGHT-OF-WAYS SHALL BE KEPT CLEAR OF FENCES, BUILDINGS, FOUNDATIONS, PLANTINGS AND OTHER OBSTRUCTIONS TO THE OPERATION AND MAINTENANCE OF THE DRAINAGE FACILITY.
- THIS PROPERTY IS LOCATED WITHIN ZONE "AE" AND IS NOT WITHIN THE 100' YEAR FLOOD PLAIN, ACCORDING TO THE FLOOD HAZARD MAP OF BRAZORIA COUNTY, TEXAS, COMMUNITY NO. 485902, PANEL NO. 0810, SUFFIX "H", BASE 8.9', DATED: JUNE 05, 1989.
- ALL CORNERS ARE 5/8" IRON ROD FOUND UNLESS LABELED OTHERWISE.
- THE PURPOSE OF THIS RE-PLAT IS TO MAKE TWO LOTS INTO ONE LOT.



PO Box 3344, Lake Jackson, Texas
Phone (979) 299-3373
www.pnpointsurvey.com
MARCH 29TH, 2018



Oakwood Shores Property Owners Association, Inc.
ARCHITECTURAL REVIEW COMMITTEE
2002 West Grand Parkway North, Ste 100
Katy, TX 77449
281-870-0585

10/04/18

CHRISSY BRADY
31702 Amberjack Dr
Richwood, TX 77531

RE: Oakwood Shores Property Owners Association, Inc.
Architectural Submittal for 31702 Amberjack Dr
Account#: 259802
LOT CONSOLIDATION FOR LOTS 97 & 98 OF SECTION 1 BLOCK 3 - Approved w/condition

Dear Homeowner,

This letter shall evidence receipt of your application in compliance with the architectural review process for the construction and/or placement of the proposed improvement(s) referenced above.

Your application has been reviewed as to conformity with the architectural restrictions set forth in the Declaration, and guidelines adopted by the Association, and harmony of the external design and location with respect to adjacent structures and the overall community. The Committee's review and conclusions are detailed below:

CONDITIONAL APPROVAL is granted for the construction of **LOT CONSOLIDATION FOR LOTS 97 & 98 OF SECTION 1 BLOCK 3** per your application subject to it complying with the documents of the Association as well as the following condition(s):

Condition(s): CONDITIONAL APPROVAL IS GRANTED FOR THE LOT CONSOLIDATION AT SECTION 01, BLOCK 3, LOTS 97 & 98 AFTER RECEIVING APPROVAL FROM THE CITY OF RICHWOOD. PLEASE RETURN A COPY OF THE PERMIT TO INFRAMARK FOR OUR RECORDS.

This conditional approval is solely granted to the modification specifically requested in the application submitted for LOT CONSOLIDATION FOR LOTS 97 & 98 OF SECTION 1 BLOCK 3. Should you choose to incorporate additional modifications to your project, you are required to submit an application with all required supporting documentation.

This approval is not in lieu of any other jurisdictional regulations, current or future, which are or may be imposed by any other governmental authority. This is valid for up to six (6) months from the date of this letter.

In the event it is determined that improvement(s) are made without compliance to specific standards provided by the Committee or in contrast to the specifications provided within an application that has been approved, those improvements may be subject to reconstruction and/or the request to remove such improvements. All costs related to the enforcement of this shall be the sole expense of the Owner in violation. The Committee recommends that you retain this correspondence and your request form permanently should a need arise to produce documentation of our communications regarding noted improvement(s).

Should you have any questions, please do not hesitate to contact our office. Your community support and cooperation is very much appreciated, as is your cooperation toward maintaining property values within your community.

Best regards,
Oakwood Shores Property Owners Association, Inc.
ARCHITECTURAL REVIEW COMMITTEE

ARC approval of plans shall not constitute a representation, warranty, or guarantee that such plans and specifications comply with engineering design practices or

zoning and building ordinances, or other governmental agency regulations or restrictions. The ARC shall not be responsible for reviewing, nor shall its approval of any plans or design, be deemed approved from the standpoint of structural safety or conformance with building or other codes. By approving such plans and specifications, neither the ARC, the Members thereof, the Association, any Member thereof, their Board of Directors, any Members thereof, or the Declarant assumes any liability or responsibility therefore or for any defect in the construction or improvement from such plans or specifications. As provided in the CC&R's neither the ARC, the Association, the Board of Directors or the Association or any Members thereof, not the Declarant or Developer shall be liable to any Member, Owner, Occupant, or other person or entity for any damage, loss or prejudice suffered or claimed on account of (1) the approval or disapproval of any plans, drawings, or specifications, whether or not defective, or (2) the construction or performance of any work whether or not pursuant to the approved plans, drawings, or specifications.

MEMORANDUM

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

From: Michael Coon, City Manager

Date: December 7, 2018

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

As has been previously discussed, while Richwood's water is safe, our infrastructure is not complaint with TCEQ's standard. The compliance issues are primarily related to pumping, elevated storage, and pressure. We currently have engineers working towards finding the most cost-effective solutions to these problems. At this point in time we do believe that it will be necessary to add at least one new tower and that the needed improvements could cost as much as \$4.0 million. It is proposed that these repairs be financed by issuing certificates of obligation that will be repaid using utility fund and impact fee revenues.

RESOLUTION 18-R-20

A RESOLUTION AUTHORIZING PUBLICATION OF NOTICE OF INTENTION TO ISSUE CERTIFICATES OF OBLIGATION

WHEREAS, the City Council of the City of Richwood, Texas (the “*Issuer*”), deems it advisable to issue Certificates of Obligation to fund acquisition, design, construction, equipping, and improvement of (1) water and wastewater facilities, and for the purchase of materials, supplies, machinery, and rights-of-way related thereto, and (2) certain other costs related and incidental thereto, including the issuance costs of the certificates, in accordance with the Notice hereinafter set forth,

* * * * *

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

SECTION 1. The facts and recitations contained in the preamble of this Resolution are hereby found and declared to be true and correct.

SECTION 2. The City Secretary is hereby authorized and directed to cause to be published in the manner required by law a notice of intention to issue Certificates of Obligation in substantially the form attached hereto as “Exhibit A” and made a part hereof.

SECTION 3. The notice set forth in “Exhibit A” to this Resolution shall be published once a week for two consecutive weeks in a newspaper of general circulation in the area of the Issuer, the date of the first publication to be before the 30th day prior to the date set in said notice for the issuance of Certificates of Obligation.

SECTION 4. The Mayor, City Secretary, and other officers of the Issuer are hereby authorized and directed to do any and all things necessary or desirable to carry out the provisions of this Resolution.

SECTION 5. This Resolution shall take effect immediately upon its passage.

PASSED, APPROVED, AND ADOPTED this December 10, 2018.

MARK GUTHRIE, Mayor
City of Richwood, Texas

ATTEST:

GIANI CANTU, City Secretary
City of Richwood, Texas

EXHIBIT A

NOTICE OF INTENTION TO ISSUE CERTIFICATES OF OBLIGATION

TAKE NOTICE that the City Council of the City of Richwood, Texas (the “*City*”), shall convene at 6:00 o’clock p.m. on February 11, 2019, at its regular meeting place in the City Hall, 1800 Brazoport Boulevard North, Richwood, Texas, of said City and during such meeting, such City Council will consider the passage of an ordinance authorizing the issuance of certificates of obligation to be issued in one or more series in an amount not to exceed \$4,000,000 for the purpose of paying contractual obligations to fund acquisition, design, construction, equipping, and improvement of (1) water and wastewater facilities, and for the purchase of materials, supplies, machinery, and rights-of-way related thereto, and (2) certain other costs related and incidental thereto, including the issuance costs of the certificates. The certificates of obligation will be payable from the levy of an annual ad valorem tax, within the limits prescribed by law, upon all taxable property within the City and from a pledge of certain available net revenues derived from the operation of the City’s water and sanitary sewer system. The certificates of obligation are issued, and this notice is given, under and pursuant to the provisions of Texas Local Government Code, Section 271.049, as amended. If prior to its approval of the proposed certificates of obligation on February 11, 2019, the City Secretary receives a petition signed by at least five percent of the qualified voters of the City protesting the issuance of the certificates of obligation, the City may not authorize the issuance of the certificates of obligation unless the issuance is approved at an election ordered, held, and conducted in the manner provided for bond elections under Texas Government Code, Chapter 1251.

/s/ Mark Guthrie

Mayor



City of Richwood, Texas

Schedule of Events for Fiscal Year 2019 Financings:

\$2,955,000* General Obligation Bonds, Series 2019

\$3,500,000* Certificates of Obligation, Series 2019

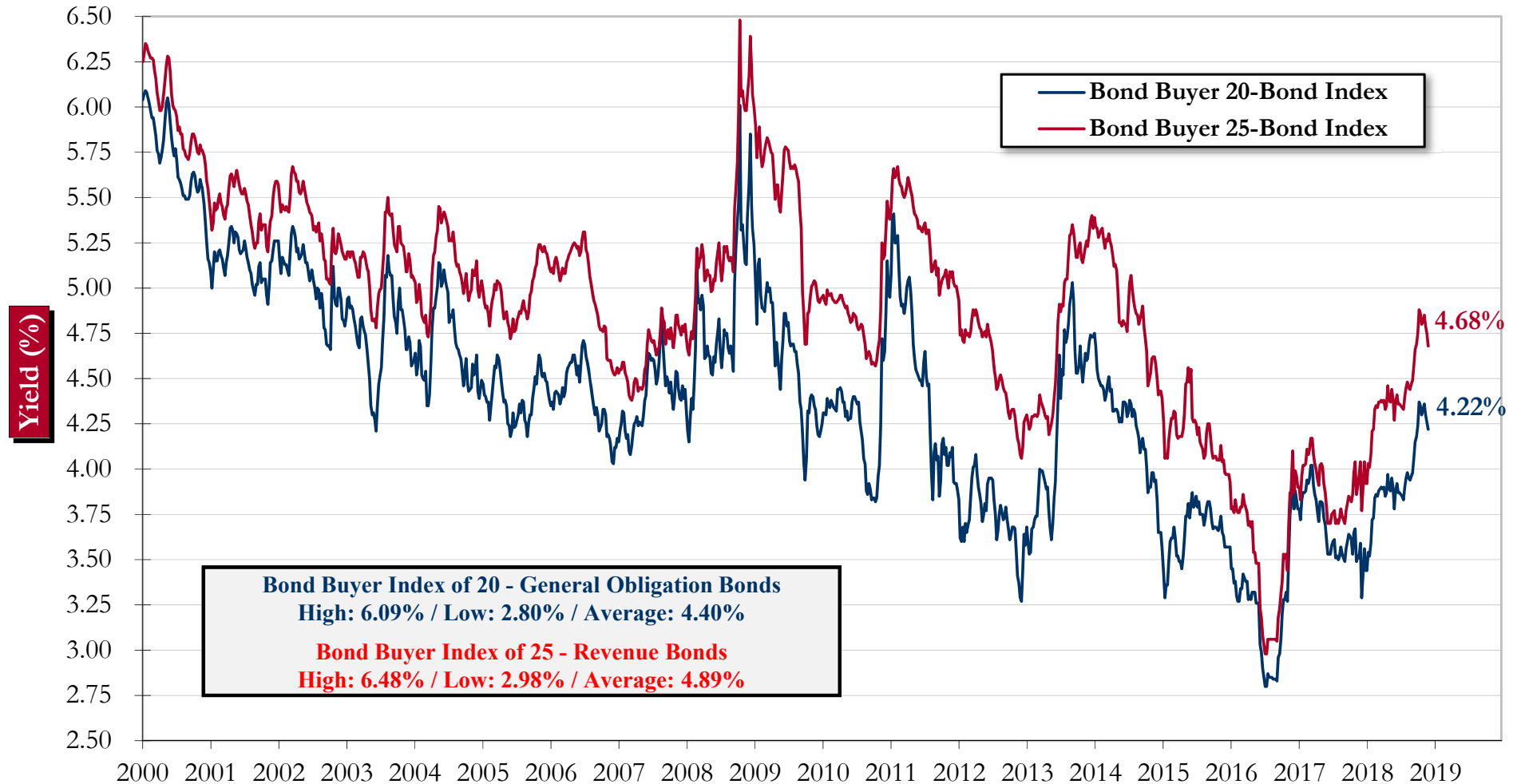
Monday, December 10, 2018

* Preliminary, subject to change.

Securities, insurance and advisory services offered through BOK Financial Securities, Inc., member FINRA/SIPC and a subsidiary of BOK Financial Corporation. Services may be offered under our trade name, BOK Financial Advisors.

NOT FDIC INSURED | NO BANK GUARANTEE | MAY LOSE VALUE

The Bond Buyer Index January 1, 2000 To The Present



The BBI 20 is published every Thursday. The rate consists of general obligation bonds maturing in 20 years with an average rating equivalent to Moody's "Aa2" and S&P's "AA." The BBI 25 is also published every Thursday. The rate consists of revenue bonds maturing in 30 years with an average rating equivalent to Moody's "A1" and S&P's "A+".

Estimated Debt Service Requirements

Fiscal Year Ending (9/30)	Current Tax-Supported Debt Service Requirements	Plus: The Series 2019 General Obligation Bonds			Plus: The Series 2019 Certificates of Obligation			Total Debt Service Requirements	Less: Debt to be Paid by WSS	Total Tax-Supported Debt Service Requirements
		Principal (a)	Interest (b)	Total	Principal (c)	Interest (b)	Total			
2019	\$265,693		\$53,822	\$53,822		\$69,125	\$69,125	\$388,640	(\$168,486)	\$220,154
2020	265,020	\$100,000	122,633	222,633	\$120,000	157,500	277,500	765,152	(373,909)	391,243
2021	263,660	160,000	118,483	278,483	120,000	152,100	272,100	814,243	(365,528)	448,715
2022	266,975	160,000	111,843	271,843	125,000	146,700	271,700	810,518	(366,977)	443,541
2023	264,978	160,000	105,203	265,203	120,000	141,075	261,075	791,256	(358,040)	433,216
2024	262,494	160,000	98,563	258,563	120,000	135,675	255,675	776,731	(349,115)	427,617
2025	199,693	155,000	91,923	246,923	120,000	130,275	250,275	696,891	(350,030)	346,861
2026	154,703	160,000	85,490	245,490	120,000	124,875	244,875	645,068	(301,740)	343,328
2027	155,852	160,000	78,850	238,850	120,000	119,475	239,475	634,177	(294,589)	339,588
2028	156,827	160,000	72,210	232,210	120,000	114,075	234,075	623,112	(292,439)	330,673
2029	152,607	155,000	65,570	220,570	120,000	108,675	228,675	601,852	(285,094)	316,758
2030	158,387	160,000	59,138	219,138	120,000	103,275	223,275	600,799	(282,749)	318,051
2031	158,797	160,000	52,498	212,498	120,000	97,875	217,875	589,170	(280,209)	308,961
2032	99,013	160,000	45,858	205,858	120,000	92,475	212,475	517,346	(212,475)	304,871
2033	16,041	160,000	39,218	199,218	120,000	87,075	207,075	422,334	(207,075)	215,259
2034		155,000	32,578	187,578	125,000	81,675	206,675	394,253	(206,675)	187,578
2035		160,000	26,145	186,145	120,000	76,050	196,050	382,195	(196,050)	186,145
2036		155,000	19,505	174,505	120,000	70,650	190,650	365,155	(190,650)	174,505
2037		155,000	13,073	168,073	120,000	65,250	185,250	353,323	(185,250)	168,073
2038		160,000	6,640	166,640	120,000	59,850	179,850	346,490	(179,850)	166,640
2039					125,000	54,450	179,450	179,450	(179,450)	0
2040					120,000	48,825	168,825	168,825	(168,825)	0
2041					120,000	43,425	163,425	163,425	(163,425)	0
2042					120,000	38,025	158,025	158,025	(158,025)	0
2043					120,000	32,625	152,625	152,625	(152,625)	0
2044					120,000	27,225	147,225	147,225	(147,225)	0
2045					120,000	21,825	141,825	141,825	(141,825)	0
2046					120,000	16,425	136,425	136,425	(136,425)	0
2047					120,000	11,025	131,025	131,025	(131,025)	0
2048					125,000	5,625	130,625	130,625	(130,625)	0
Totals	\$2,840,737	\$2,955,000	\$1,299,237	\$4,254,237	\$3,500,000	\$2,433,200	\$5,933,200	\$13,028,174	(\$6,956,402)	\$6,071,773

- (a) Preliminary, subject to change. Generates \$2,955,000 in proceeds for the City.
 (b) Interest estimated at current market rates, for illustrative purposes only.
 (c) Preliminary, subject to change. Generates \$3,500,000 in proceeds for the City.

Estimated Tax Rate Impact Analysis

Begin FYE 9/30	D/S Fund Balance	Interest Earnings 1.50%	Taxable Assessed Valuation	Assessed Valuation Growth Rate (%)	Tax Rate per \$100 of Assessed Value	Tax Collections 98.00%	Funds Available for Debt Service	Total Outstanding Debt Service (a)	Plus: \$2,955,000 Series 2019 Bonds (b)	Plus: \$2,045,000 Series 2021 Bonds (c)	Total Debt Service Requirements	Plus: Capitalized Interest	Ending D/S Fund Balance	Debt Service Coverage (%)
2018	\$100,000		\$294,168,905		\$0.0592	\$170,726	\$270,726	\$174,210			\$174,210		\$96,516	43.84%
2019	96,516	\$1,448	274,579,020	-6.66%	0.0606	163,005	260,968	166,332	\$53,822		220,154	\$53,822	94,636	24.19%
2020	94,636	1,420	288,307,971	5.00%	0.1400	395,559	491,614	168,611	222,633		391,243		100,371	22.37%
2021	100,371	1,506	301,281,830	4.50%	0.1550	457,647	559,524	170,233	278,483		448,715		110,809	20.11%
2022	110,809	1,662	313,333,103	4.00%	0.1750	537,366	649,838	171,698	271,843	\$107,363	550,903	107,363	206,297	34.93%
2023	206,297	3,094	322,733,096	3.00%	0.1750	553,487	762,879	168,014	265,203	157,363	590,579		172,300	26.41%
2024	172,300	2,585	329,187,758	2.00%	0.1750	564,557	739,442	169,054	258,563	224,738	652,354		87,088	15.41%
2025	87,088	1,306	332,479,635	1.00%	0.1750	570,203	658,597	99,938	246,923	218,438	565,298		93,299	16.95%
2026	93,299	1,399	332,479,635		0.1650	537,620	632,318	97,838	245,490	207,138	550,466		81,852	15.14%
2027	81,852	1,228	332,479,635		0.1650	537,620	620,700	100,738	238,850	201,100	540,688		80,012	15.22%
2028	80,012	1,200	332,479,635		0.1625	529,474	610,686	98,463	232,210	195,063	525,736		84,950	16.80%
2029	84,950	1,274	332,479,635		0.1575	513,182	599,407	96,188	220,570	189,025	505,783		93,624	18.69%
2030	93,624	1,404	332,479,635		0.1525	496,891	591,919	98,913	219,138	182,988	501,038		90,881	18.51%
2031	90,881	1,363	332,479,635		0.1450	472,454	564,698	96,463	212,498	181,950	490,911		73,787	15.36%
2032	73,787	1,107	332,479,635		0.1425	464,308	539,202	99,013	205,858	175,650	480,521		58,681	15.46%
2033	58,681	880	332,479,635		0.1150	374,705	434,266	16,041	199,218	164,350	379,609		54,657	15.58%
2034	54,657	820	332,479,635		0.1075	350,267	405,745		187,578	163,313	350,890		54,855	15.99%
2035	54,855	823	332,479,635		0.1040	338,863	394,541		186,145	157,013	343,158		51,383	16.05%
2036	51,383	771	332,479,635		0.0975	317,684	369,838		174,505	145,713	320,218		49,621	16.12%
2037	49,621	744	332,479,635		0.0950	309,539	359,904		168,073	139,675	307,748		52,156	17.08%
2038	52,156	782	332,479,635		0.0835	272,068	325,007		166,640	138,638	305,278		19,729	15.49%
2039	19,729	296	332,479,635		0.0390	127,074	147,099			127,338	127,338		19,761	15.65%
2040	19,761	296	332,479,635		0.0350	114,041	134,098			126,300	126,300		7,798	0.00%
Totals		\$27,409						\$1,991,746	\$4,254,237	\$3,203,150	\$9,449,133			

Average Tax Rate: \$0.1337
Tax Rate Increase: \$0.1144

- (a) Excludes a portion of the City's Series 2004 and Series 2011 Tax and Revenue Certificates of Obligation, which are paid by the Waterworks and Sewer System (the "System"). Also excludes the City's proposed \$3,500,000* Certificates of Obligation, Series 2019, which will be paid with Net Revenues of the System and are being sold concurrently with the \$2,955,000* General Obligation Bonds, Series 2019
- (b) Interest estimated at current market rates, for illustrative purposes only. Assumes a sale date of March 2019. Preliminary, subject to change.
- (c) Interest estimated at 5.25% for illustrative purposes only. Assumes a sale date of August 2021. Preliminary, subject to change.

Tentative Schedule of Events

December - 2018						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

January - 2019						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

February - 2019						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

March - 2019						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

\$2,955,000* General Obligation Bonds, Series 2019

\$3,500,000* Certificates of Obligation, Series 2019

<u>Date</u>	<u>Action</u>	<u>Role</u>
Monday, November 12 th	City Council to Review Finance Plan and Approve Reimbursement Resolution	BOKFS, City, BC
Monday, December 10 th	City Council to Approve Notice of Intent to Issue Certificates of Obligation (CO's)	BOKFS, City, BC
Tuesday, December 11 th	First Draft of Preliminary Official Statements (POS)	BOKFS
Thursday, December 20 th	Second Draft of POS	BOKFS, BC, City
Sunday, January 6 th	Publish First Notice	City
Sunday, January 13 th	Publish Second Notice	City
Week of January 14 th	Rating Agency Calls	BOKFS, City
Tuesday, January 15 th	Third Draft of POS	BOKFS, BC, City
Friday, January 25 th	Final Draft of POS	BOKFS, BC, City, UW
Monday, February 4 th	Print and Distribute Final POS	BOKFS
Monday, February 11th	Sale: Council to Approve	BOKFS, BC, City, UW
Thursday, March 7th	Bond Closing/Funding	BOKFS, BC, City, UW

Participants

City – City of Richwood, Texas
BOKFS – BOK Financial Securities, Inc.

BC – Norton Rose Fulbright LLP
UW – Underwriters (TBD)

* Preliminary, subject to change.

MEMORANDUM

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

From: Michael Coon, City Manager

Date: December 7, 2018

Subject: 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.

The City of Richwood has recently been awarded \$602,578 in CDBG-DR funding. However, Richwood still needs to go through an application process to select eligible projects before the funds are sent to the City. As part of that application process we are required to adopt the policies and procedures.

CITY OF RICHWOOD, TX
Procurement Policies and Procedures for Federal Grants

Policies:

1. Those closely involved in the establishment of the written selection criteria and selection shall have no potential conflicts of interest with any of the individuals, firms, or agencies under review (e.g., family relationships, close friendships, business dealings). Any person who might potentially receive benefits from grant-assisted activities may not participate in the decision-making process. Nepotism and conflict of interest regulations can be found in the Texas Government Code Chapter 573, Texas Local Government Code Chapter 171, and 2 CFR 200.318 (C)(1).
2. All procurement transactions will be conducted in a manner providing full and open competition.
 - a. No unreasonable requirements are placed on firms in order for them to qualify.
 - b. No unnecessary experience or excessive bonding required.
 - c. Noncompetitive pricing practices between firms or between affiliated companies is disallowed.
 - d. Noncompetitive contracts are disallowed except for when there is an approved exception.
 - e. No organizational conflicts of interest.
 - f. If a “brand name” product is specified, an equal or like product is acceptable.
 - g. A vendor that intends to respond to the Request for Proposals, Request for Qualifications and/or Invitation for Bid may not participate in the development of drafting of specifications, requirements, statements of work, or invitations for bids or requests for proposals, including, but not limited to, the development of the scoring criteria, the final selection of firms to be contacted, or the scoring of proposals.
3. All procurement transactions shall incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured.
4. All procurement transactions shall identify all requirements which the offerors must fulfill and all other factors to be used in evaluating bids or proposals.
5. If the City of Richwood uses a prequalified list when acquiring good or services, the City of Richwood will ensure the list is updated regularly, provides enough qualified sources to ensure maximum open and free competition.
6. All procurement transactions must conform to applicable local, state, and federal laws and regulations.

7. Small and minority businesses, women's business enterprises, and labor surplus area firms are encouraged to participate. If the awarded vendor is a prime contractor and may use subcontractors, the following affirmative steps are required of the prime contractor:
 - a. Placing qualified small and minority businesses and women's business enterprises on solicitations lists.
 - b. Assuring that small and minority businesses, and women's business enterprises are solicited whenever they are potential sources;
 - c. Dividing total requirements, when economically feasible, into smaller tasks or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
 - d. Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
 - e. Using the services and assistance, as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce.

Procedures

Procurement Cycle Steps

Need Defined – City of Richwood department submits request and specifications.

Procurement Method Selected – Based on type and estimated cost of goods/services as well as the designated purchasing authority, purchaser determines the procurement method that will result in a best value acquisition for the City of Richwood.

Solicitation – City of Richwood creates the appropriate solicitation document, with terms and conditions and evaluation criteria clearly defined, and notifies vendor sources for an informal or formal bid process.

Receipt of Bids and Responses to Solicitation – Vendors submit their response to the solicitation.

Evaluation and Awards – City of Richwood review the responses from vendors, determine compliance with the solicitation and make an award recommendation based on the pre-defined best value criteria.

The City of Richwood will use one of the following five methods of procurement described at 2 CFR Section 200.320: (1) procurement by micro-purchases, (2) procurement by small purchase procedures, (3) procurement by sealed bids, (4) procurement by competitive proposals, or (5) procurement by noncompetitive proposals.

1. **Simplified Acquisition Procedures for Purchases Below Micro-Purchase Threshold**
For purposes of this sections, the micro-purchase threshold is \$3,000.

Procurement by micro-purchase is the acquisition of supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (§200.67 Micro-purchase). To the extent practicable, the City of Richwood must distribute micro-purchases equitably among qualified suppliers. Micro-purchases may be awarded without soliciting competitive quotations if the non-Federal entity considers the price to be reasonable.

2. **Small Purchase**

Small purchase procedures are those relatively simple and informal procurement methods for securing services, supplies, or other property that do not cost more than the Simplified Acquisition Threshold. If small purchase procedures are used, price or rate quotations must be obtained from an adequate number of qualified sources.

For service contracts that are under the small purchase threshold and do not fall under professional services as defined in Section 2254.002(2) of Local Government Code, the City of Richwood may receive quotes and award the contract to any reasonable and responsible bidder. The local governing body has the final authority to award contracts.

3. **Construction and Materials Contracts**

In order for sealed bidding to be feasible, the following conditions should be present:

- a. A complete, adequate, and realistic specification or purchase description is available;
- b. Two or more responsible bidders are willing and able to compete effectively for the business; and
- c. The procurement lends itself to a firm fixed price contract and the selection of the successful bidder can be made principally on the basis of price.

If sealed bids are used, the following requirements apply:

- a. Bids must be solicited from an adequate number of known suppliers, providing them sufficient response time prior to the date set for opening the bids, for local, and tribal governments, the invitation for bids must be publicly advertised;
- b. The invitation for bids, which will include any specifications and pertinent attachments, must define the items or services in order for the bidder to properly respond;
- c. All bids will be opened at the time and place prescribed in the invitation for bids, and for local and tribal governments, the bids must be opened publicly;
- d. A firm fixed price contract award will be made in writing to the lowest responsive and responsible bidder. Where specified in bidding documents, factors such as discounts, transportation cost, and life cycle costs must be considered in determining which bid is

- lowest. Payment discounts will only be use to determine the low bid when prior experience indicates that such discounts are usually taken advantage of; and
- e. Any or all bids may be rejected if there is sound documented reason.

4. Professional Services Contracts

This method is generally used when conditions are not appropriate for the use of sealed bids. If this method is used, the following requirements apply:

- a. Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals must be considered to the maximum extent practical;
- b. Proposals must be solicited from an adequate number of qualified sources;
- c. The City of Richwood must have a written method for conducting technical evaluations of the proposals received and for selecting recipients;
- d. Contracts must be awarded to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered; and
- e. The City of Richwood may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method, where price is not used as a selection factor, can only be used in procurement of A/E professional services. It cannot be used to purchase other types of services though A/E firms are a potential source to perform the proposed effort.

5. Noncompetitive Proposals

This method may be used only when one or more of the following circumstances apply:

- a. The item is available only from a single source;
- b. The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;
- c. The Federal awarding agency or pass-through entity expressly authorizes noncompetitive proposals in response to a written request; or
- d. After solicitation of a number of sources, competition is determined inadequate.

These Policies and procedures are implemented through the City of Richwood's administrative team: City Secretary; Finance Director; City Manager or the City's designees.

Mark Guthrie, Mayor

Date

MEMORANDUM

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

From: Michael Coon, City Manager

Date: December 7, 2018

Subject: 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

The City of Richwood has recently been awarded \$602,578 in CDBG-DR funding. However, Richwood still needs to go through an application process to select eligible projects before the funds are sent to the City. As part of that application process we are required to adopt a citizen participation plan.

CITY OF RICHWOOD, TX
CITIZEN PARTICIPATION PLAN
TEXAS GENERAL LAND OFFICE (GLO) COMMUNITY DEVELOPMENT BLOCK
GRANT DISASTER RECOVERY (CDBG-DR) PROGRAM

COMPLAINT PROCEDURES

These complaint procedures comply with the requirements of the Texas General Land Office Community Development Block Grant Disaster Recovery (CDBG-DR) Program and Local Government Requirements found in 24 CFR §570.486 (Code of Federal Regulations). Citizens can obtain a copy of these procedures at the CITY OF RICHWOOD, TX; 1800 N Brazosport Blvd, Richwood, TX 77531-2808, (979) 265-2082 during regular business hours.

Below are the formal complaint and grievance procedures regarding the services provided under the CDBG-DR project(s).

1. A person who has a complaint or grievance about any services or activities with respect to the CDBG-DR project(s), whether it is a proposed, ongoing, or completed CDBG-DR project(s), may during regular business hours submit such complaint or grievance, in writing to City Manager, at CITY OF RICHWOOD, TX; 1800 N Brazosport Blvd, Richwood, TX 77531-2808 or may (979) 265-2082.
2. A copy of the complaint or grievance shall be transmitted by the City Manager to the entity that is the subject of the complaint or grievance and to the City Attorney within five (5) working days after the date of the complaint or grievance was received.
3. The City Manager shall complete an investigation of the complaint or grievance, if practicable, and provide a timely written answer to person who made the complaint or grievance within ten (10) days.
4. If the investigation cannot be completed within ten (10) working days per 3 above, the person who made the grievance or complaint shall be notified, in writing, within fifteen (15) days where practicable after receipt of the original complaint or grievance and shall detail when the investigation should be completed.
5. If necessary, the grievance and a written copy of the subsequent investigation shall be forwarded to the CDBG-DR program for their further review and comment.
6. If appropriate, provide copies of grievance procedures and responses to grievances in both English and Spanish, or other appropriate language.

TECHNICAL ASSISTANCE

When requested, the City shall provide technical assistance to groups that are representative of persons of low- and moderate-income in developing proposals for the use of CDBG-DR funds. The City, based upon the specific needs of the community's residents at the time of the request, shall determine the level and type of assistance.

PUBLIC OUTREACH EFFORTS

The City shall provide for reasonable public notice, appraisal, examination and comment on the activities proposed for the use of CDBG-DR funds. These efforts shall include:

1. Provide for and encourage citizen participation, particularly by low and moderate income persons who reside in slum or blighted areas and areas in which CDBG-DR funds are proposed to be used;
2. Ensure that citizens will be given reasonable and timely access to local meetings, information, and records relating to an entity's proposed and actual use of CDBG-DR funds;
3. Furnish citizens information, including but not limited to:
 - a) the amount of CDBG-DR funds expected to be made available
 - b) the range of activities that may be undertaken with the CDBG-DR funds
 - c) the estimated amount of the CDBG-DR funds proposed to be used for activities that will meet the national objective of benefit to low and moderate income persons
 - d) if applicable, the proposed CDBG-DR activities likely to result in displacement and the entity's anti- displacement and relocation plan
4. Provide citizens with reasonable advance notice of, and opportunity to comment on, proposed activities in an application to the state and, for grants already made, activities which are proposed to be added, deleted or substantially changed from the entity's application to the state. Substantially changed means changes made in terms of purpose, scope, location or beneficiaries as defined by criteria established by the state; and
5. These outreach efforts may be accomplished through one or more of the following methods:
 - a) Publication of notice in a local newspaper—a published newspaper article may be used so long as it provides sufficient information regarding program activities and relevant dates;
 - b) Notices prominently posted in public buildings and distributed to local Public Housing Authorities and other interested community groups;
 - c) Posting of notice on the local entity website (if available);
 - d) Public Hearing; or
 - e) Individual notice to eligible cities and other entities as applicable using one or more of the following methods:
 - Certified mail
 - Electronic mail or fax
 - First-class (regular) mail
 - Personal delivery (e.g., at a Council of Governments [COG] meeting)

PUBLIC HEARING PROVISIONS

For each public hearing scheduled and conducted by a CDBG-DR applicant or recipient, the following public hearing provisions shall be observed:

1. Furnish citizens information, including but not limited to:
 - (a) The amount of CDBG-DR funds available per application for Hurricane Harvey;
 - (b) The range of activities that may be undertaken with the CDBG-DR Hurricane Harvey funds;
 - (c) The estimated amount of the CDBG-DR Hurricane Harvey funds proposed to be used for activities that will meet the national objective of benefit to low- and moderate-income persons; and
 - (d) The proposed CDBG-DR activities likely to result in displacement and the unit of general local government's antidisplacement and relocation plans required under 24 CFR 570.488.
2. Public notice of any hearings must be published at least seventy-two (72) hours prior to the scheduled hearing. The public notice must be published in a local newspaper. Each public notice MUST include the DATE, TIME, LOCATION and TOPICS to be considered at the public hearing. A published newspaper article may also be used to meet this requirement so long as it meets all content and timing requirements. Notices should also be prominently posted in public buildings and distributed to local Public Housing Authorities and other interested community groups.
3. Each public hearing shall be held at a time and location convenient to potential or actual beneficiaries and will include accommodation for persons with disabilities. Persons with disabilities must be able to attend the hearings and an applicant must make arrangements for individuals who require auxiliary aids or services if contacted at least two days prior to each hearing.
4. When a considerable number of non-English speaking residents can be reasonably expected to participate in a public hearing, an interpreter will be present to accommodate the needs of the non-English speaking residents.
5. City may conduct a public hearing via webinar if they also follow the provisions above. If the webinar is used to conduct a public hearing, a physical location with associated reasonable accommodations must be made available for citizens to participate so as to ensure that those individuals without necessary technology are able to participate.
6. If applicable, the locality must retain documentation of the hearing notice(s), attendance lists, minutes of the hearing(s), and any other records concerning the actual use of funds for a period of three years after the project is closed out. Such records must be made available to the public in accordance with Chapter 552, Government Code.

Mark Guthrie, Mayor
RICHWOOD , TX

Date

CIUDAD DE RICHWOOD, TX
PLAN DE PARTICIPACIÓN DEL CIUDADANO
TEXAS GENERAL LAND OFFICE (GLO) PROGRAMA DE RECUPERACIÓN DE
DESASTRES (CDBG-DR) BLOQUE DE DESARROLLO COMUNITARIO

PROCEDIMIENTOS DE QUEJAS

Estos procedimientos de queja cumplen con los requisitos del Programa de Recuperación de Desastres (CDBG-DR) y los Requisitos de Gobiernos Locales del Código de Regulaciones Federales (CFR §570.486). Los ciudadanos pueden obtener una copia de estos procedimientos en la Ciudad de RICHWOOD, TX, 1800 N Brazosport Blvd, Richwood, TX 77531-2808, (979) 265-2082 durante las horas de negocio.

A continuación se presentan los procedimientos formales de quejas y quejas en relación con los servicios prestados en el marco del proyecto (s) CDBG-DR.

1. Una persona que tenga una queja o queja acerca de cualquier servicio o actividad con respecto al (los) proyecto (s) CDBG-DR, si se trata de un proyecto (s) CDBG-DR propuesto, en curso o terminado, presentar dicha queja o queja, por escrito al Administrador de la Ciudad, Ciudad de Richwood, TX, 1800 N Brazosport Blvd, Richwood, TX 77531-2808, o puede llamar a (979) 265-2082 (teléfono).
2. Una copia de la queja o queja será transmitida por el Administrador de la Ciudad, a la entidad que es el sujeto de la queja o queja y al Abogado de la Ciudad dentro de los cinco (5) días hábiles después de la fecha de la queja o queja fue recibida.
3. El Administrador de la Ciudad completará una investigación de la queja, si es factible, y proporcionará una respuesta escrita a tiempo a la persona que hizo la queja o queja dentro de diez (10) días.
4. Si la investigación no puede completarse dentro de los diez (10) días hábiles por no. 3 anterior, la persona que hizo la queja o queja será notificada por escrito dentro de los quince (15) días cuando sea posible después de recibir la queja o queja original y detallará cuándo debe concluirse la investigación.
5. Si es necesario, la queja y una copia escrita de la investigación posterior serán enviadas al programa CDBG-DR para su revisión y comentario.
6. Si es apropiado, proporcione copias de los procedimientos de quejas y respuestas a las quejas en inglés y español, u otro idioma apropiado.

ASISTENCIA TÉCNICA

Cuando se le solicite, la Ciudad proporcionará asistencia técnica a grupos que sean representativos de personas de ingreso bajo o moderado en el desarrollo de propuestas para el uso de fondos de CDBG-DR. La Ciudad, basado en las necesidades específicas de los residentes de la comunidad en el momento de la solicitud, determinará el nivel y tipo de asistencia.

ESFUERZOS PUBLICOS

La Ciudad proporcionará un aviso público razonable, evaluación, examen y comentario sobre las actividades propuestas para el uso de fondos de CDBG-DR. Estos esfuerzos incluirán:

1. Proveer y fomentar la participación ciudadana, en particular por personas de ingresos bajos y moderados que residen en áreas de tugurios o áreas deterioradas y áreas en las cuales se proponen utilizar fondos de CDBG-DR;
2. Asegurar que los ciudadanos tendrán acceso razonable y oportuno a las reuniones locales, información y registros relacionados con el uso propuesto y real de fondos de CDBG-DR por parte de la entidad;
3. Proporcionar información a los ciudadanos, incluyendo pero no limitado a:
 - a) la cantidad de fondos CDBG-DR que se espera estén disponibles
 - b) la gama de actividades que se pueden emprender con los fondos CDBG-DR
 - c) el monto estimado de los fondos CDBG-DR que se propone utilizar para actividades que cumplan el objetivo nacional de beneficio para personas de ingresos bajos y moderados
 - d) si procede, las actividades propuestas de CDBG-DR que puedan resultar en desplazamiento y el plan de desplazamiento y deslocalización de la entidad
4. Proporcionar a los ciudadanos un aviso anticipado razonable y la oportunidad de comentar sobre las actividades propuestas en una solicitud al estado y, para las subvenciones ya realizadas, actividades que se proponen agregar, eliminar o cambiar sustancialmente de la aplicación de la entidad al estado. Cambios sustanciales significa cambios hechos en términos de propósito, alcance, ubicación o beneficiarios según lo definido por los criterios establecidos por el estado; y
5. Estos esfuerzos de divulgación pueden lograrse a través de uno o más de los siguientes métodos:
 - a) Publicación de un aviso en un periódico local: se puede utilizar un artículo de periódico publicado siempre que proporcione información suficiente sobre las actividades del programa y las fechas pertinentes;
 - b) Avisos destacados en edificios públicos y distribuidos a las Autoridades Locales de Vivienda ya otros grupos comunitarios interesados;
 - c) Publicación de aviso en el sitio web de la entidad local (si está disponible);
 - d) Audiencia pública; o
 - e) Notificación individual a ciudades elegibles y otras entidades según sea aplicable usando uno o más de los siguientes métodos:
 - Correo certificado
 - Correo electrónico o fax
 - Correo de primera clase (normal)

- Entrega personal (por ejemplo, en una reunión del Consejo de Gobiernos [COG])

DISPOSICIONES PARA LA AUDIENCIA PÚBLICA

Para cada audiencia pública programada y conducida por un solicitante o receptor de CDBG-DR, se observarán las siguientes disposiciones de audiencia pública:

1. Proporcionar a los ciudadanos información, que incluye pero no se limita a:
 - a) La cantidad de fondos de CDBG-DR disponibles por solicitud para Huracán Harvey;
 - b) El rango de actividades que se pueden realizar con los fondos de la CDBG de Huracán Harvey;
 - c) El monto estimado de los fondos de CDBG-DR Huracán Harvey propuestos para ser utilizados en actividades que cumplirán el objetivo nacional de beneficiar a las personas de ingresos bajos y moderados; y
 - d) Las actividades propuestas de CDBG-DR que probablemente resulten en desplazamiento y la unidad de los planes generales de antidesubicación y reubicación del gobierno local requeridos bajo 24 CFR 570.488
2. El aviso público de cualquier audiencia debe ser publicado por lo menos setenta y dos (72) horas antes de la audiencia programada. El aviso público debe ser publicado en un periódico local. Cada aviso público DEBE incluir la FECHA, TIEMPO, LOCALIZACIÓN y TEMAS a ser considerados en la audiencia pública. Un artículo de periódico publicado también puede usarse para cumplir este requisito, siempre y cuando cumpla con todos los requisitos de contenido y tiempo. Los avisos también deben ser destacados en los edificios públicos y distribuidos a las Autoridades Locales de Vivienda ya otros grupos comunitarios interesados.
3. Cada audiencia pública se celebrará en un momento y lugar conveniente para los beneficiarios potenciales o reales e incluirá alojamiento para personas con discapacidades. Las personas con discapacidades deben ser capaces de asistir a las audiencias y el solicitante debe hacer arreglos para las personas que requieren ayudas auxiliares o servicios si se ponen en contacto por lo menos dos días antes de cada audiencia.
4. Cuando un número significativo de residentes que no hablan inglés puede ser razonablemente esperado para participar en una audiencia pública, un intérprete estará presente para acomodar las necesidades de los residentes que no hablan inglés.
5. La Ciudad puede conducir una audiencia pública vía webinar si también siguen las disposiciones anteriores. Si el seminario web se utiliza para llevar a cabo una audiencia pública, debe ponerse a disposición de los ciudadanos un lugar físico con adaptaciones

razonables asociadas para garantizar que los individuos sin la tecnología necesaria puedan participar.

6. Si es aplicable, la localidad debe conservar la documentación de los avisos de audiencia, las listas de asistencia, las actas de las audiencias y cualquier otro registro referente al uso real de los fondos por un período de tres años después del cierre del proyecto. Dichos registros deben ponerse a disposición del público de conformidad con el Capítulo 552, Código del Gobierno.

Mark Guthrie, Alcalde
RICHWOOD , TX

Date

MEMORANDUM

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

From: Michael Coon, City Manager

Date: December 7, 2018

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

The City of Richwood has recently been awarded \$602,578 in CDBG-DR funding. However, Richwood still needs to go through an application process to select eligible projects before the funds are sent to the City. As part of that application process we are required to adopt an excessive force policy by resolution. Our Police Department currently has an excessive force policy. However, it has not been adopted as a resolution.

EXCESSIVE FORCE POLICY

In accordance with 24 CFR 91.325(b)(6), the City of Richwood, TX hereby adopts and will enforce the following policy with respect to the use of excessive force:

1. It is the policy of the City of Richwood, TX to prohibit the use of excessive force by the law enforcement agencies within its jurisdiction against any individual engaged in non-violent civil rights demonstrations;
2. It is also the policy of the City of Richwood, TX to enforce applicable State and local laws against physically barring entrance to or exit from a facility or location that is the subject of such non-violent civil rights demonstrations within its jurisdiction; and
3. The City of Richwood, TX will introduce and pass a resolution adopting this policy.

As officers and representatives of City of Richwood, TX, we the undersigned have read and fully agree to this plan, and will become a party to the full implementation of this program.

RESOLUTION 18-R-21

A RESOLUTION ADOPTING AN EXCESSIVE FORCE POLICY

WHEREAS, In accordance with 24 CFR 91.325(b)(6), the City of Richwood, TX is required to adopt and enforce a policy with respect to the use of excessive force;

WHEREAS, the policy is a requirement of the CDBG-DR Grant Program;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Richwood:

In accordance with 24 CFR 91.325(b)(6), the City of Richwood, TX hereby adopts and will enforce the following policy with respect to the use of excessive force:

1. It is the policy of the City of Richwood, TX to prohibit the use of excessive force by the law enforcement agencies within its jurisdiction against any individual engaged in non-violent civil rights demonstrations;
2. It is also the policy of the City of Richwood, TX to enforce applicable State and local laws against physically barring entrance to or exit from a facility or location that is the subject of such non-violent civil rights demonstrations within its jurisdiction; and
3. As officers and representatives of City of Richwood, TX, we the undersigned have read and fully agree to this plan, and will become a party to the full implementation of this program.

PASSED AND ADOPTED by the City Council of the City of Richwood this the 10th day of December, 2018.

APPROVED:

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: December 7, 2018

Subject: Discuss and consider a resolution amending the fiscal year 2018-2019 budget to increase grant revenues and expenditures in the amount of \$20,000

The Volunteer Fire Department has been awarded a \$20,000 grant through the Texas Forestry Service to purchase additional equipment. They will be combining the grant funds with \$27,500 that was budgeted in the equipment replacement fund to purchase new air packs. Now in addition to the air packs, they are going to be able to purchase new air cylinders and other related supplies.

AMENDMENTS TO ADOPTED BUDGET

TEXAS FORESTRY SERVICE GRANT

GRANT FUNDS

Revenue	
Grant Revenue	\$20,000
NET INCREASE (DECREASE)	\$20,000
Expenditures	
Add funds to purchase air packs, air cylinders, & other related supplies	\$20,000
NET INCREASE (DECREASE)	\$20,000
GRANT FUND REVISED REVENUES	\$20,000
GRANT FUND REVISED EXPENSES	\$20,000

MEMORANDUM

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

From: Michael Coon, City Manager

Date: December 7, 2018

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

Councilmember Sarah Reed has requested to discuss adding an additional meeting each month. Additionally, staff would like to propose changing the date for the November 11, 2019 meeting because that will fall on Labor Day.

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

Manager's Letter Supplement
12/10/2018

Planning & Zoning Special Meeting

Discussion & Action Items

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

This is the same property where they are requesting to combine the four pieces of property. On Monday I meet with the surveyor and we talked some more about the proposal. I let her know that my recommendation is to still only allow two lots to be combined. I mentioned that we would be willing to work with them to think of creative solutions, but that I was not going to recommend combined more than two lots. In addition to the economic impact of combining the four lots, I haven't seen anything suggesting that the desired shed/barn will not fit on the piece of property that would be created by combining just two lots.

While meeting with the surveyor we did notice that the Oakwood Shores lots that are along Bastrop Bayou do not even conform with the minimum lot width requirements that are established within the zoning code unless two lots are combined. After my meeting I researched past minutes from Council meetings to see if any variances were ever given for the smaller lot widths and I did not find anything. However, I did find a variance that was issued on June 9, 2008 by City Council and that establishes a 7.5 feet side setback for the lots along the bayou instead of the 15 feet side setback that is required in Oakwood Shores. So, the existing variance does make a small additional portion of the Suon's property available for use to build a permanent structure, like a shed.

On Friday, I also talked to our attorneys more about the idea of collecting additional fees in exchange for allowing more than two lots to be combined. After considering the issue, they do not believe that such an arrangement would withhold a legal challenge when brought before a local judge. So, I am also recommending that we not implement a fee and that we do not allow three or four lots to be combined.

Preliminary 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

This was the replat that was on the last agenda, but no one showed up to make their case. Giani has talked to the family and they have committed to being at the meeting this time.

As we have discussed, going forward I think we should stop allowing lots to be combined in Oakwood Shores. However, I am recommending the approval of this request due to the prior precedence that has been set.

City Council Meeting

Consent Agenda

Approval of Minutes of Previous Meetings

No additional comments.

Payment of Bills

No additional comments.

Discussion & Action Items

Resident water bill dispute at 403 Wisteria

I recommend denying Mr. Daskocil's request for reimbursement. Mr. Daskocil is seeking reimbursement for utility payments that he made while his water was shutoff. It does appear that one of our public works employees shut off the water to the vacant house because there were concerns about a leak. However, Mr. Daskocil paid his bill the whole time knowing that he was not at the home to use any water. Furthermore, he turned down the opportunity to temporarily deactivate his account after his home flooded last year. Once Mr. Daskocil contacted City Hall about his water being off, the problem was quickly remedied.

Also, I would hate to start a precedence of reimbursing people when their water gets shutoff. As long as there is an active account, I believe we need to be collecting the appropriate charges. Once again, Mr. Daskocil was given the option to temporarily turnoff his account and he made the choice to keep his account active.

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

I am recommending denying Mr. Jones request. I have included below a summary of the events that has been prepared by Lindsay.

Background: Mr. Jones opened a water utility account with the City of Richwood on January 21, 2010 for his residence located at 736 Oyster Creek. In September 2017, in the wake of Hurricane Harvey, the City gave the option to residents to terminate their water utility services, as many homes were flooded. Voluntarily terminating services eliminated the base rate for utility services. Mr. Jones opted to terminate services in October 2017, and his deposit of \$50 was applied to his account on 11/10/2017, which left a balance of \$311.55.

The City implemented a new accounting system in July 2018, which has the capability of running water usage reports, and City staff have begun running reports on usage to identify discrepancies. Mr. Jones' account was one of only a few that was flagged as having usage without being tied to an account. Mr. Jones terminated his account in October 2017, however, the report disclosed regular, consistent water usage picking up December 1, 2017. At the time the report was run, the City contacted Mr. Jones by placing a door tag on front door that stated payment was required in order to restore service.

Mr. Jones met with the City Manager and City Finance Director on November 15, 2018 to contest his account balance, which had accrued to a total of \$1,203.69 and included his unpaid balance of \$311.55 and charges for service fees, water charges, sewer, garbage, and tax from December 2017 – November 10, 2018. Mr. Jones plead his case by stating no one was living at the home, as he had vacated in September 2017 and did not return to the home until February or March 2018. In a post made to social media on December 16, 2017 from Mr. Jones' account, pictures were posted showing contractors working on kitchen tile backsplash and flooring in the kitchen and living spaces, as well as a water hose on the kitchen floor.



In July 2018, a bill in the amount owed prior to the termination of services in the amount of \$311.55 was mailed to Mr. Jones home, for which the City did not receive payment.

The City never received a request to restore service to Mr. Jones' account located at 736 Oyster Creek, Richwood, TX, however, the water usage measured at the meter accrued billable expenses.

Current Account Status: It is unclear if the water service valve was turned on by the contractor, but there is proof that there was consistent water usage in the home since December 2017. In his meeting with City staff on November 15, 2018, the decision was made, with consideration to Mr. Jones' stated occupancy timeline in the home, to credit his account for the sewer, garbage, tax, and transportation fees from October 2017 to March 2018, which amounted to \$243.82. Additionally, a payment arrangement was made to help Mr. Jones restore his water service.

To enter the payment arrangement, Mr. Jones was required to pay \$100, as he stated that was the amount he could comfortably pay at the time the agreement was drawn. Mr. Jones' updated outstanding amount due to is now \$859.87, which he has agreed to pay in addition to his normal monthly bill, over the next 12 months (installments of \$71.65 to expire in October 2019). The agreement states that any default in the payment arrangement will null the agreement, and payment will be due in full if the agreement is defaulted.

Staff Recommendation to Council: Staff recommends that Council uphold the utility payment agreement entered with the City of Richwood and signed by Mr. Jones on November 15, 2018, obligating him to pay the adjusted amount in full. The City has accommodated Mr. Jones within the parameters of authority entrusted to staff as stewards of public funds.

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

If you decide to grant preliminary approval for all four plats to be combined, then I recommend you give final approval on this item. However, any changes to the request will require new plats to be drawn by the survey company. If Council approves anything less than four lots, then I recommend granting approval for the same decision that was made during the planning meeting. However, I would make the approval contingent updated drawings being submitted to the City.

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

I recommend granting final approval on the combination of the two lots.

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

I recommend approving the resolution.

With regards to the Certificates of Obligation for the utility debt, I have some bad news and some good news. The bad news is that the engineers doing our masterplan now think that it could cost up to \$4 million to make the needed improvements to the water system. They believe that some of the existing sections of water pipe may need to be replaced with larger pipes in order to resolve all the pressure issues and to restore full use of the fire hydrants. Hopefully, this is just a precaution and we won't need to issue all \$4 million. The good news is that a year after the impact fee is adopted that we can start to collect fees from any existing properties that are undeveloped. So, unlike I previously believed we will be able to start collecting impact fees for houses being built in Oakwood Shores starting around the middle of 2020. This additional revenue stream can then be used to help pay for the Certificates of Obligation.

Going back to the amount of the debt issue, staff will be able to finalize that number on Friday, December 21st after we review the complete cost projections with Freese & Nicholas.

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.

I recommend approving this policy. In order to receive the funds for this grant it is a requirement that we adopt these specific policies. These additional procedures are the price that we pay for “free” money.

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

Once again this is something that is required for us to receive our CDBG-DR funding. As part of complying with these regulations we will eventually hold a public meeting to specifically discuss the projects for this grant. Hopefully, we will get the okay to use these funds to help match the FEMA funds, if they are awarded, for the flood gate project. If that project moves forward, I was already planning to suggest that we host a public meeting. So, we were already planning to meet most of these requirements anyway.

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

I recommend that you adopt this excessive force policy in resolution format. Our Police Department already has an excessive force policy. However, it has not previously been adopted by Council as it is a departmental policy.

Discuss and consider a resolution amending the fiscal year 2018-2019 budget to increase grant revenues and expenditures in the amount of \$20,000

I recommend that you approve this budget amendment for the \$20,000 from the Texas Forestry Service. Our Volunteer Fire Department has done a great job getting these funds to help stretch the \$27,500 that was already budgeted to replace 5 air packs. Now they will also be able to replace some of their air canisters and other equipment associated with the air packs.

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

I recommend that we change the meeting date for November 11, 2019 to either Monday November 4th or Monday, November 18th.

With regards to having multiple meetings a month. As we are growing and making improvements, there have been 8 months out of the last 12 where we have met at least two times. I recommend that we at least reserve a second day each month for an additional meeting, if it is needed. During those months when it is not needed, we can easily cancel the second meeting.