AGENDA

RICHWOOD CITY COUNCIL

Regular Meeting, Monday, April 14, 2014
Richwood City Hall
1800 N. Brazosport Blvd.
Richwood, TX 77531
6:00 PM

I. CALL TO ORDER
Presenter: Clint Kocurek
Time: 6:00 p.m.

II. INVOCATION
Opening Prayer - Glenn Patton, City Manager
Presenter: Glenn Patton

III. PLEDGES OF ALLEGIANCE 3
Pledge of Allegiance & Texas Pledge

IV. ROLL CALL OF COUNCIL MEMBERS
Presenter: Clint Kocurek

V. ANYONE WISHING TO ADDRESS COUNCIL
Individuals wishing to address council are limited to 5 minutes per individual with a maximum of 30 minutes allowed for this section. Any items addressed to council will not be discussed and no action will be taken as these items are not on the agenda and any discussion or action will be a violation of the Open Meetings Act.
Presenter: Clint Kocurek

VI. CONSENT AGENDA

A. Approval of Minutes of Previous Meetings

1. March 17, 2014 4

B. Payment of bills 9

C. Authorization to sell water to Ken Mueller's RV park at one and 1/2 times the in city rate 26

D. Resolution to Protect and Defend the Constitutional Right to Keep and Bear Arms 27
Request to send the resolution to elected officials
Presenter: Victor Wade and Charles Smith

E. Offer to purchase property at 503 N. Mahan 30
This property has been held in trust by Brazoria County for non payment of taxes.

F. Authorization to let bids for annual Storm Debris Removal - Annual Contingency Contract 38

G. Authorization to let bids for Debris Monitoring, Recovery, and Other Related Services 44

H. Accept resignation of Morgan Laird, Council Positon #4

VII. DISCUSSION AND ACTION ITEMS

VIII. REPORTS

Reports that require no action.

IX. CITY MANAGER’S REPORT

Presenter: Glenn Patton

X. FUTURE AGENDA ITEMS

XI. COMMITTEE REPORTS

XII. COUNCIL MEMBER COMMENTS & REPORTS

XIII. MAYOR’S REPORT

XIV. ADJOURNMENT

I, Karen B. Schrom, do hereby certify that I did, on post this notice of meeting on the bulletin board at 1800 N. Brazosport Blvd., Richwood, TX, in compliance with the Texas Open Meetings Law.

Karen B. Schrom, City Secretary
City of Richwood

Texas Pledge of Allegiance

Honor the Texas flag;
I pledge allegiance to thee,
Texas, one state under God, one and indivisible.

Minutes of Regular Meeting

City Council
City of Richwood

A Regular Meeting of the City Council of City of Richwood was held Monday, March 17, 2014, beginning at 6:00 PM in the Richwood City Hall, 1800 N. Brazosport Blvd. Richwood, Texas.

I. **CALL TO ORDER**

The meeting was called to order at 6:00 p.m. by Clint Kocurek, Mayor and presiding officer.

II. **INVOCATION**

The invocation was given by Glenn Patton, City Manager.

III. **PLEDGES OF ALLEGIANCE**

The Pledge of Allegiance and the Texas Pledge of Allegiance was recited by those in attendance.

IV. **ROLL CALL OF COUNCIL MEMBERS**

Roll call showed the following members present:

Clint Kocurek, Mayor and presiding officer
John Pitts, Council, Position #2
Jarrod Beaty, Council, Position #3
Donna Lacy, Council, Position #4

A quorum was declared. Others present included Glenn Patton, Public Works Director, Karen B. Schrom, City Secretary, Kenny Williams, Public Works Director, Derek Rester, Rocky and Ophilia Martinez, Michael Rowland, Donnie Peltier and Sarah Harris.

V. **ANYONE WISHING TO ADDRESS COUNCIL**

Derek Rester explained to Council that the Foundation Prep School has leased space from the First Baptist Church in Richwood for a faith based school covering grades 3 – 9. It is the best of home school and a school environment.

VI. **CONSENT AGENDA**

On motion by Councilman Pitts, seconded by Councilman Beaty, with all members present voting aye, it was duly adopted to approve the items on the Consent Agenda as presented.

A. Approval of Minutes of Previous Meetings
   1. February 24, 2014
B. Payment of bills

VII. **DISCUSSION AND ACTION ITEMS**

A. <u>Public Hearing - Lot 29, block 1 Oakwood Shores - Variance request to encroach on right side building line</u>

The Public Hearing was opened at 6:04 p.m. Donnie Peltier explained to Council that this is a lot on Bastrop Bayou and has a 75 foot drainage easement on one side. His client wishes to build his house close to the water and there will be a small encroachment on the right side. It will not affect the drainage easement.

Public Hearing was closed at 6:05 p.m.

B. <u>Lot 29, block1 Oakwood Shores - Variance request encroach on right side building line</u>

On motion by Councilman Pitts, seconded by Councilman Lacy, with all members present voting aye, it was duly adopted to approve the variance request for Lot 29, Block 1 in Oakwood Shores as presented.

C. <u>Applications for Keep Richwood Beautiful</u>

On motion by Councilman Pitts, seconded by Councilman Lacy, with all members present voting aye, it was duly adopted to table this item.

D. <u>Retail Economic Development Plan - The Retail Coach</u>

Councilman Beaty explained that he had met representatives from The Retail Coach at the TML Elected Officials Conference and they seemed very interested in bringing new companies to Richwood. They are familiar with the area and he’d like to see them come before Council and do a presentation.

On motion by Councilman Pitts, seconded by Councilman Beaty, with all members present voting aye, it was duly adopted to set up a presentation at the

April 14th Council meeting.

E. Ordinance No. 324F - amending the amount of outdoor space requirements for day care facilities

On motion by Councilman Beaty, seconded by Councilman Pitts, with all members present voting aye, Ordinance No. 324F – amending the amount of outdoor space requirements for day care facilities was approved as presented.

F. Executive Session pursuant to Chapter 551.074 Personnel Matters to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee or to hear a complaint or charge against an officer or employee.

1. City Manager

   Council entered executive session at 6:42 p.m.

   Council exited executive session at 7:44 p.m.

   No action was taken.

VIII. REPORTS

Reports that require no action.

A. Financial Reports

Par for the period ending February, 2014 is 58% remaining. Most departments are close or under. The Fire Department is aware they are over and all city spending is suspended. The Parks and Recreation is over because of the completion of the splash pad.

B. Public Works Department Report

Since October, 145 code enforcement letters and follow ups have been completed. The CDBG sidewalk project was completed, the tile floor in the PK Forrest Community Center was done. Lift stations 1, 2 and 3 have been rehabilitated. Audubon Woods III currently has 12 homes completed or under construction. Drainage and street projects include Oakwood Shores, Success, Schley and N. Mahan.

Councilman Beaty thanked Mr. Williams for all their hard work.

IX. **CITY MANAGER'S REPORT**

There was no report.

X. **FUTURE AGENDA ITEMS**

Applications for Keep Richwood Beautiful
Budget planning – Budget Priorities for the next 5 years
Administration and Police Department Reports
Retail Coach

XI. **COMMITTEE REPORTS**

There were none.

XII. **COUNCIL MEMBER COMMENTS & REPORTS**

There were none.

XIII. **MAYOR'S REPORT**

Keep Richwood Beautiful won the 2014 Governor's Community Achievement Award.

BCCA will be hosted by the City April 19th. He encouraged all council members who could to attend.

XIV. **ADJOURNMENT**

With no further business to discuss, the meeting was adjourned at 7:49 p.m.

APPROVED BY A MAJORITY VOTE OF COUNCIL ON APRIL 14, 2014.

____
Clint Kocurek, Mayor

ATTEST:

____
Karen B. Schrom, City Secretary

City of Richwood

Council Approval Report for FIRST NATIONAL BANK--100103073

(Council Approval Report)

Vendor InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted $	YTD Balance
22	**AUL AMERICAN UNITED LIFE INS., GROUP UNIT 2, 5570 RELIABLE PARKWAY, CHICAGO, IL, 60686-0055**								
1266363	02/27/14	insurance	02/27/14	$30.00	$30.00	10-01-5115	Hospitalization	$29,100.00	$17,289.77
1266363	02/27/14	insurance	02/27/14	$30.00	$30.00	10-02-5115	Hospitalization	$21,000.00	$11,749.10
1266363	02/27/14	insurance	02/27/14	$80.00	$80.00	10-05-5115	Hospitalization	$65,000.00	$40,073.45
1266363	02/27/14	insurance	02/27/14	$20.00	$20.00	10-06-5115	Hospitalization	$17,500.00	$11,321.55
					$160.00				
127	**MALONE, DON, , , ,**								
february14-2	02/27/14	inspections	02/27/14	$200.00	$200.00	10-02-5695	Special Services - Miscell	$2,000.00	($1,050.00)
					$200.00				
185	**TX CHILD SUPPORT SDU, PO BOX 659791, SAN ANTONIO, TX, 78265-9791**								
february14-	02/27/14	child support	02/27/14	$289.00	$289.00	10-29-2138	Child Support Payable	$0.00	($15.00)
					$289.00				
195	**TML - IEBP, PO BOX 910404, DALLAS, TX, 75391-0404**								
february14	02/27/14	insurance	02/27/14	$2,459.59	$2,459.59	10-01-5115	Hospitalization	$29,100.00	$17,289.77
february14	02/27/14	insurance	02/27/14	$1,826.18	$1,826.18	10-02-5115	Hospitalization	$21,000.00	$11,749.10
february14	02/27/14	insurance	02/27/14	$4,921.31	$4,921.31	10-05-5115	Hospitalization	$65,000.00	$40,073.45
february14	02/27/14	insurance	02/27/14	$1,219.69	$1,219.69	10-06-5115	Hospitalization	$17,500.00	$11,321.55
february14	02/27/14	insurance	02/27/14	$350.18	$350.18	10-29-2136	Insurance Payable	$0.00	$1,145.58
					$10,776.95				
248	**FERRARA FIRE APPARATUS, PO BOX 249, HOLDEN, LA, 70744**								
115159	02/27/14	fire hose	02/27/14	$1,356.60	$1,356.60	10-07-5220	Tools	$7,500.00	$4,591.62
					$1,356.60				
450	**ROBERTO'S TIRE SHOP, 725 N. BRAZOSPORT BLVD., CLUTE, TX, 77531**								
6228	02/27/14	tire repair	02/27/14	$10.00	$10.00	10-02-5340	Vehicle M&R	$4,000.00	$1,865.32
					$10.00				
801	**BROWN, JACK, 6414 PRIMERO, BRAZORIA, TX, 77422**								
february14	02/27/14	travel	02/27/14	$588.86	$588.86	10-06-5130	Training & Travel	$2,000.00	$1,526.00
					$588.86				
825	**PHILPOTT MOTOR COMPANY, 1400 US HIGHWAY 69 NORTH, NEDERLAND, TX, 77627**								
239056	02/27/14	2013 ford explorer	02/27/14	$30,000.00	$30,000.00	10-29-1144	Due from Crime Control	$0.00	($5,678.22)
					$30,000.00				
1022	**PALADINO, LACEY, , , ,**								
february14	02/27/14	travel	02/27/14	$147.93	$147.93	10-06-5130	Training & Travel	$2,000.00	$1,526.00
					$147.93				
1050	**TEXAS DEPARTMENT OF CRIMINAL JUSTICE, CASHIER, PO BOX 4015, HUNTSVILLE, TX, 77342-4015**								
291138	02/27/14	jail mattresses	02/27/14	$139.92	$139.92	10-05-5542	Jail Expense	$5,500.00	$3,523.72

City of Richwood

Council Approval Report for FIRST NATIONAL BANK--100103073

(Council Approval Report)

Vendor / InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted $	YTD Balance
291138	02/27/14	jails pillows	02/27/14	$12.28	$12.28	10-05-5542	Jail Expense	$5,500.00	$3,523.72
					$152.20				
1142	**C & S JANITORIAL SERVICES, INC., P.O. BOX 680731, HOUSTON, TX, 77268**								
15313	02/27/14	janitoral services	02/27/14	$275.00	$275.00	10-01-5102	Contract Labor	$10,000.00	$8,681.25
					$275.00				
1150	**L&M TRAINING CONSULTANTS, 1368 N. MAN O WAR DRIVE, HERNANDO, FL, 34442-5213**								
208-2014	02/27/14	equipment	02/27/14	$1,913.00	$1,913.00	10-07-5220	Tools	$7,500.00	$4,591.62
					$1,913.00				

Total Bills To Pay: **$45,869.54**

City of Richwood

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

(Council Approval Report)

Vendor InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted $	YTD Balance
22	**AUL AMERICAN UNITED LIFE INS., GROUP UNIT 2, 5570 RELIABLE PARKWAY, CHICAGO, IL, 60686-0055**								
1266363--01	02/27/14	insurance	02/27/14	$30.00	$30.00	30-21-5115	Hospitalization	$28,000.00	$16,997.27
					$30.00				
62	**CLUTE POSTMASTER, , CLUTE, TX, 77531**								
february14-	02/27/14	postage for utility bills	02/27/14	$404.94	$404.94	30-21-5210	Office Supplies	$10,000.00	$4,646.99
					$404.94				
195	**TML - IEBP, PO BOX 910404, DALLAS, TX, 75391-0404**								
february14--01	02/27/14	insurance	02/27/14	$1,825.96	$1,825.96	30-21-5115	Hospitalization	$28,000.00	$16,997.27
february14--01	02/27/14	insurance	02/27/14	$37.50	$37.50	30-30-2136	Insurance Payable	$0.00	($1,022.83)
					$1,863.46				
1014	**LEE, PRESTON, , , ,**								
february14	02/27/14	contract labor	02/27/14	$192.00	$192.00	30-21-5102	Contract Labor	$0.00	($384.00)
					$192.00				
		Total Bills To Pay:			**$2,490.40**				

City of Richwood

Council Approval Report for FIRST NATIONAL BANK--100103073

(Council Approval Report)

Vendor / InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted $	YTD Balance
117	**KILLIUM PEST CONTROL, 209 PLANTATION DR, LAKE JACKSON, TX, 77566**								
313269	03/20/14	quarterly service	03/20/14	$235.00	$235.00	10-01-5310	Building & Grounds M&R	$15,000.00	$3,761.41
313270	03/20/14	quarterly service	03/20/14	$50.00	$50.00	10-08-5310	Building & Grounds M&R	$65,000.00	$6,951.94
					$285.00				
143	**PARK PLACE, 217 FLAG LAKE DRIVE, CLUTE, TX, 77531**								
7056	03/20/14	bronze plaque	03/20/14	$1,212.00	$1,212.00	10-01-5101	Administrative Expense	$6,000.00	($1,489.26)
					$1,212.00				
152	**BUSINESS CARD, PO BOX 15796, WILMINGTON, DE, 19886-5710**								
054368440565000	03/20/14	foam back poster board	03/20/14	$52.57	$52.57	10-01-5101	Administrative Expense	$6,000.00	($1,489.26)
054368440592000	03/20/14	supplies for open house	03/20/14	$12.95	$12.95	10-01-5101	Administrative Expense	$6,000.00	($1,489.26)
054368440593001	03/20/14	supplies for open house	03/20/14	$104.05	$104.05	10-01-5101	Administrative Expense	$6,000.00	($1,489.26)
554328640610004	03/20/14	google apps	03/20/14	$142.85	$142.85	10-01-5101	Administrative Expense	$6,000.00	($1,489.26)
554838240590910	03/20/14	tax	03/20/14	$4.76	$4.76	10-01-5101	Administrative Expense	$6,000.00	($1,489.26)
554838240590910	03/20/14	case of water	03/20/14	$2.48	$2.48	10-01-5101	Administrative Expense	$6,000.00	($1,489.26)
554838240590910	03/20/14	small tin pails	03/20/14	$1.94	$1.94	10-01-5101	Administrative Expense	$6,000.00	($1,489.26)
554838240590910	03/20/14	wrapping paper	03/20/14	$7.94	$7.94	10-01-5101	Administrative Expense	$6,000.00	($1,489.26)
554838240590910	03/20/14	plates	03/20/14	$13.65	$13.65	10-01-5101	Administrative Expense	$6,000.00	($1,489.26)
554838240590910	03/20/14	foam cups	03/20/14	$2.24	$2.24	10-01-5101	Administrative Expense	$6,000.00	($1,489.26)
554838240590910	03/20/14	small soft dirnks	03/20/14	$31.88	$31.88	10-01-5101	Administrative Expense	$6,000.00	($1,489.26)
555418640420040	03/20/14	Elected Officials Conference	03/20/14	$470.40	$470.40	10-01-5101	Administrative Expense	$6,000.00	($1,489.26)
555418640560040	03/20/14	hotel for d. lacy	03/20/14	$197.31	$197.31	10-01-5101	Administrative Expense	$6,000.00	($1,489.26)
754182340570062	03/20/14	annual subscription - survey monkey	03/20/14	$204.00	$204.00	10-01-5210	Office Supplies	$24,000.00	$8,379.83
554838240370910	03/20/14	paper towel holder for ada compliance	03/20/14	$8.97	$8.97	10-01-5215	Custodial Supplies	$1,500.00	$873.88
554838240370910	03/20/14	paper towels	03/20/14	$2.57	$2.57	10-01-5215	Custodial Supplies	$1,500.00	$873.88
554328640520005	03/20/14	postage	03/20/14	$24.99	$24.99	10-01-5240	Expendable Operating S	$12,000.00	$5,807.32
554887240550831	03/20/14	postage	03/20/14	$9.95	$9.95	10-01-5240	Expendable Operating S	$12,000.00	$5,807.32
555418640380040	03/20/14	postage	03/20/14	$100.00	$100.00	10-01-5240	Expendable Operating S	$12,000.00	$5,807.32
555418640500040	03/20/14	postage	03/20/14	$250.00	$250.00	10-01-5240	Expendable Operating S	$12,000.00	$5,807.32
march14-6	03/20/14	finance charge	03/20/14	$28.84	$28.84	10-01-5240	Expendable Operating S	$12,000.00	$5,807.32
march14-7	03/20/14	finance charge	03/20/14	$24.24	$24.24	10-01-5240	Expendable Operating S	$12,000.00	$5,807.32
555008040382074	03/20/14	pump and motor maint. Classes	03/20/14	$235.00	$235.00	10-02-5130	Training & Travel	$2,000.00	$1,365.17
754549140463750	03/20/14	hotel for jbeaty for code enforcement	03/20/14	$621.00	$621.00	10-02-5130	Training & Travel	$2,000.00	$1,365.17
054101940580800	03/20/14	bdo filler scoop	03/20/14	$3.42	$3.42	10-02-5240	Expendable Operating S	$3,000.00	$1,702.65
054101940580800	03/20/14	hmx 2684 24 iz goo gone	03/20/14	$9.99	$9.99	10-02-5240	Expendable Operating S	$3,000.00	$1,702.65
554328640570006	03/20/14	protective phone case cover	03/20/14	$17.09	$17.09	10-02-5240	Expendable Operating S	$3,000.00	$1,702.65
march14-2	03/20/14	finance charge	03/20/14	$18.98	$18.98	10-02-5240	Expendable Operating S	$3,000.00	$1,702.65
march14-3	03/20/14	finance charge	03/20/14	$20.53	$20.53	10-02-5240	Expendable Operating S	$3,000.00	$1,702.65
march14-4	03/20/14	finance charge	03/20/14	$6.46	$6.46	10-02-5240	Expendable Operating S	$3,000.00	$1,702.65
march14-5	03/20/14	finance charge	03/20/14	$47.23	$47.23	10-02-5240	Expendable Operating S	$3,000.00	$1,702.65
054101940490800	03/20/14	battery for generator	03/20/14	$93.24	$93.24	10-02-5310	Building & Grounds M&R	$1,000.00	$794.84

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

Vendor									
InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted $	YTD Balance
252478040450004	03/20/14	front power window repair on 08 ford f150	03/20/14	$267.82	$267.82	10-02-5340	Vehicle M&R	$4,000.00	$1,802.70
554996740452060	03/20/14	fast set concrete mix 50#	03/20/14	$21.57	$21.57	10-02-5376	Signs M&R	$2,000.00	$677.66
051404840631200	03/20/14	cell phone charger for pw	03/20/14	$12.98	$12.98	10-02-5420	Telephone	$2,500.00	$1,177.13
554807740539829	03/20/14	mobile share value plan 30 for pw cell phone	03/20/14	$173.19	$173.19	10-02-5420	Telephone	$2,500.00	$1,177.13
054368440635000	03/20/14	raffle tickets	03/20/14	$98.76	$98.76	10-04-5290	Festivals	$0.00	($99.22)
252478040570008	03/20/14	open house kit	03/20/14	$215.69	$215.69	10-05-5130	Training & Travel	$13,300.00	$10,078.33
054368440445000	03/20/14	lenovo computer	03/20/14	$715.64	$715.64	10-05-5220	Tools	$1,500.00	$1,281.99
554328640560002	03/20/14	50lb hangers	03/20/14	$7.48	$7.48	10-05-5220	Tools	$1,500.00	$1,281.99
554328640560002	03/20/14	20lb hangers	03/20/14	$4.98	$4.98	10-05-5220	Tools	$1,500.00	$1,281.99
554328640560002	03/20/14	electrical tape	03/20/14	$1.99	$1.99	10-05-5220	Tools	$1,500.00	$1,281.99
552635240502862	03/20/14	meals at chilis (picking up patrol car)	03/20/14	$18.00	$18.00	10-05-5240	Expendable Operating S	$1,500.00	$305.60
march14	03/20/14	finance charge	03/20/14	$14.11	$14.11	10-05-5240	Expendable Operating S	$1,500.00	$305.60
march14-1	03/20/14	finance charge	03/20/14	$8.88	$8.88	10-05-5240	Expendable Operating S	$1,500.00	$305.60
054368440645000	03/20/14	wall pocket	03/20/14	$11.49	$11.49	10-05-5340	Vehicle M&R	$10,300.00	$5,012.72
054368440645000	03/20/14	7'ethernet cable	03/20/14	$14.99	$14.99	10-05-5340	Vehicle M&R	$10,300.00	$5,012.72
054368440645000	03/20/14	50' ethernet cable	03/20/14	$39.99	$39.99	10-05-5340	Vehicle M&R	$10,300.00	$5,012.72
054368440645000	03/20/14	inline coupler ethernet	03/20/14	$10.99	$10.99	10-05-5340	Vehicle M&R	$10,300.00	$5,012.72
054368440645000	03/20/14	5 port desk top switch	03/20/14	$14.99	$14.99	10-05-5340	Vehicle M&R	$10,300.00	$5,012.72
554328640630003	03/20/14	rolling tool chest	03/20/14	$223.00	$223.00	10-05-5340	Vehicle M&R	$10,300.00	$5,012.72
554328640630003	03/20/14	8' step ladder	03/20/14	$134.00	$134.00	10-05-5340	Vehicle M&R	$10,300.00	$5,012.72
554328640630003	03/20/14	50' extension cord	03/20/14	$11.97	$11.97	10-05-5340	Vehicle M&R	$10,300.00	$5,012.72
554328640630003	03/20/14	7 drawer tool chest	03/20/14	$79.00	$79.00	10-05-5340	Vehicle M&R	$10,300.00	$5,012.72
854439240427000	03/20/14	triple threat blue/red/blue	03/20/14	$149.99	$149.99	10-05-5340	Vehicle M&R	$10,300.00	$5,012.72
854439240427000	03/20/14	snm ehaw35 blue lights	03/20/14	$179.97	$179.97	10-05-5340	Vehicle M&R	$10,300.00	$5,012.72
854439240427000	03/20/14	hardware kit	03/20/14	$10.99	$10.99	10-05-5340	Vehicle M&R	$10,300.00	$5,012.72
854439240427000	03/20/14	shipping	03/20/14	$24.97	$24.97	10-05-5340	Vehicle M&R	$10,300.00	$5,012.72
854439240427000	03/20/14	hhs2200 siren	03/20/14	$353.99	$353.99	10-05-5340	Vehicle M&R	$10,300.00	$5,012.72
854439240427000	03/20/14	snm ehaw35 red lights	03/20/14	$179.97	$179.97	10-05-5340	Vehicle M&R	$10,300.00	$5,012.72
554295040368495	03/20/14	ibm typewriter	03/20/14	$225.00	$225.00	10-06-5210	Office Supplies	$5,193.00	$2,694.53
554295040378496	03/20/14	accessories for typewriter	03/20/14	$29.45	$29.45	10-06-5210	Office Supplies	$5,193.00	$2,694.53
555418640380040	03/20/14	stubby antenna	03/20/14	$98.60	$98.60	10-07-5360	Radio M&R	$2,000.00	$1,575.00
555418640380040	03/20/14	connector	03/20/14	$26.35	$26.35	10-07-5360	Radio M&R	$2,000.00	$1,575.00
752635940502641	03/20/14	easter eggs	03/20/14	$1,211.02	$1,211.02	10-08-5240	Expendable Operating S	$200.00	$153.45
					$7,363.33				
155	**QUILL CORPORATION, PO BOX 37600, PHILADELPHIA, PA, 91901-0600**								
1162010	03/20/14	supplies	03/20/14	$8.99	$8.99	10-01-5210	Office Supplies	$24,000.00	$8,379.83
					$8.99				
239	**WHOLESALE ELECTRIC SUPPLY CO, PO BOX 230197, HOUSTON, TX, 77223-0197**								
71-3439202	03/20/14	hex hd lag screw 3/8 x 3	03/20/14	$1.26	$1.26	10-02-5240	Expendable Operating S	$3,000.00	$1,702.65

City of Richwood
Council Approval Report for FIRST NATIONAL BANK--100103073
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Vendor InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted $	YTD Balance
					$1.26				
427	**CHAMPION ENERGY SERVICES, P.O. BOX 4190, HOUSTON, TX, 77210-4190**								
b1403133316	03/20/14	electricity	03/20/14	$122.94	$122.94	10-02-5410	Electricity	$45,000.00	$32,499.87
b1403133317	03/20/14	electricity	03/20/14	$51.80	$51.80	10-02-5410	Electricity	$45,000.00	$32,499.87
b1403133318	03/20/14	electricity	03/20/14	$546.58	$546.58	10-02-5410	Electricity	$45,000.00	$32,499.87
b1403133319	03/20/14	electricity	03/20/14	$1,639.10	$1,639.10	10-02-5410	Electricity	$45,000.00	$32,499.87
b1403133320	03/20/14	electricity	03/20/14	$41.71	$41.71	10-02-5410	Electricity	$45,000.00	$32,499.87
b1403133321	03/20/14	electricity	03/20/14	$13.71	$13.71	10-02-5410	Electricity	$45,000.00	$32,499.87
b1403133345	03/20/14	electricity	03/20/14	$64.45	$64.45	10-02-5410	Electricity	$45,000.00	$32,499.87
					$2,480.29				
466	**CITY OF OYSTER CREEK, 3210 FM 523, OYSTER CREEK, TX, 77541**								
march14	03/20/14	jail fees	03/20/14	$100.00	$100.00	10-05-5542	Jail Expense	$5,500.00	$3,371.52
					$100.00				
514	**P C CARE, 221 PARKING WAY, LAKE JACKSON, TX, 77566**								
68104	03/20/14	backup services	03/20/14	$99.95	$99.95	10-01-5210	Office Supplies	$24,000.00	$8,379.83
					$99.95				
547	**ECONOMIC DEVELOPMENT ALLIANCE FOR BRAZORIA COUNTY, 4005 TECHNOLOGY DRIVE, SUITE 1010, ANGLETON, TX, 77515**								
1513	03/20/14	membership	03/20/14	$1,050.00	$1,050.00	10-01-5660	Dues & Subscriptions	$3,500.00	$1,414.00
					$1,050.00				
614	**BROOKSIDE EQUIPMENT SALES, INC., P.O. BOX 262324, HOUSTON, TX, 77207**								
ia46286	03/20/14	weedeater bump heads	03/20/14	$91.96	$91.96	10-08-5365	Other Equipment M&R	$5,000.00	$4,845.31
ia46286	03/20/14	6 pk 2 cycle oil	03/20/14	$8.10	$8.10	10-08-5365	Other Equipment M&R	$5,000.00	$4,845.31
					$100.06				
884	**U. S. BANCORP EQUIPMENT FINANCE, INC., P.O. BOX 790448, ST. LOUIS, MO, 63179-0448**								
249225079	03/20/14	copier contract	03/20/14	$298.50	$298.50	10-01-5935	Equipment - Time Payme	$4,500.00	$2,187.63
249225079	03/20/14	copier contract	03/20/14	$63.70	$63.70	10-04-5294	Expenditures - Court Tec	$0.00	($1,949.82)
					$362.20				
1135	**GONZALES, MARCYE, , , ,**								
march14	03/20/14	payroll deduction	03/20/14	$20.00	$20.00	10-29-2129	Accts Payble - Other	$0.00	($3,102.50)
					$20.00				
		Total Bills To Pay:			**$13,083.08**				

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

Vendor InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted $	YTD Balance
72	**DEPT. OF STATE HEALTH SERVICES, PO BOX 149347, 1100 WEST 49TH STREET, AUSTIN, TX, 78714-9347**								
march14	03/20/14	water sample test	03/20/14	$238.16	$238.16	30-21-5390	Water Lines M&R	$47,280.00	$29,260.58
					$238.16				
82	**DXI INDUSTRIES, INC., PO BOX 301049, DALLAS, TX, 75303-1049**								
de05000709-14	03/20/14	chlorine	03/20/14	$33.60	$33.60	30-21-5270	Chemicals	$7,000.00	$3,843.17
de05000710-14	03/20/14	chlorine	03/20/14	$11.20	$11.20	30-21-5270	Chemicals	$7,000.00	$3,843.17
de05000711-14	03/20/14	chlorine	03/20/14	$11.20	$11.20	30-21-5270	Chemicals	$7,000.00	$3,843.17
de05000749-14	03/20/14	chlorine	03/20/14	$67.20	$67.20	30-21-5270	Chemicals	$7,000.00	$3,843.17
					$123.20				
101	**GREAT WESTERN SUPPLY CO., P.O. BOX 4346, HOUSTON, TX, 77210-4346**								
s1061713.002	03/20/14	4" flange t	03/20/14	$19.83	$19.83	30-30-1140	Due from Capital Improv	$0.00	($27,455.34)
s1061713.002	03/20/14	flange 90	03/20/14	$78.08	$78.08	30-30-1140	Due from Capital Improv	$0.00	($27,455.34)
s1061713.002	03/20/14	bolt kits	03/20/14	$42.45	$42.45	30-30-1140	Due from Capital Improv	$0.00	($27,455.34)
s1061713.002	03/20/14	gasket	03/20/14	$11.80	$11.80	30-30-1140	Due from Capital Improv	$0.00	($27,455.34)
s1061713.002	03/20/14	20' joint sch. 80 pvc	03/20/14	$240.60	$240.60	30-30-1140	Due from Capital Improv	$0.00	($27,455.34)
s1061737.001	03/20/14	sch. 80 flanges	03/20/14	$134.82	$134.82	30-30-1140	Due from Capital Improv	$0.00	($27,455.34)
					$527.58				
106	**HD SUPPLY WATERWORKS, PO BOX 840700, DALLAS, TX, 75284-0700**								
c131373	03/20/14	8' manhole lid and rings	03/20/14	$1,867.09	$1,867.09	30-30-1140	Due from Capital Improv	$0.00	($27,455.34)
					$1,867.09				
117	**KILLIUM PEST CONTROL, 209 PLANTATION DR, LAKE JACKSON, TX, 77566**								
312296	03/20/14	contract	03/20/14	$79.00	$79.00	30-21-5310	Building & Grounds M&R	$5,000.00	$4,533.00
					$79.00				
132	**MCCOY'S BUILDING SUPPLY, PO BOX 1362, SAN MARCOS, TX, 78667**								
1383093	03/20/14	bags of sac-crete	03/20/14	$88.84	$88.84	30-30-1140	Due from Capital Improv	$0.00	($27,455.34)
1383198	03/20/14	credit for pallet return	03/20/14	($40.00)	($40.00)	30-30-1140	Due from Capital Improv	$0.00	($27,455.34)
1383239	03/20/14	bags mortor	03/20/14	$31.44	$31.44	30-30-1140	Due from Capital Improv	$0.00	($27,455.34)
					$80.28				
152	**BUSINESS CARD, PO BOX 15796, WILMINGTON, DE, 19886-5710**								
255360640511040	03/20/14	water test	03/20/14	$111.00	$111.00	30-21-5130	Training & Travel	$4,000.00	$2,782.60
255360640561020	03/20/14	crime records	03/20/14	$3.58	$3.58	30-21-5130	Training & Travel	$4,000.00	$2,782.60
855003940384000	03/20/14	pump & motor maint. Study guide	03/20/14	$49.80	$49.80	30-21-5130	Training & Travel	$4,000.00	$2,782.60
554996740432060	03/20/14	plywood	03/20/14	$105.43	$105.43	30-21-5390	Water Lines M&R	$47,280.00	$29,260.58
554996740432060	03/20/14	right angle brackets	03/20/14	$30.80	$30.80	30-21-5390	Water Lines M&R	$47,280.00	$29,260.58
554996740432060	03/20/14	wood screws	03/20/14	$11.78	$11.78	30-21-5390	Water Lines M&R	$47,280.00	$29,260.58
554996740462060	03/20/14	ax blades	03/20/14	$25.99	$25.99	30-21-5390	Water Lines M&R	$47,280.00	$29,260.58
554996740462060	03/20/14	reciprocating blades	03/20/14	$13.49	$13.49	30-21-5390	Water Lines M&R	$47,280.00	$29,260.58
553102040632075	03/20/14	2" sch 40 ss	03/20/14	$792.00	$792.00	30-30-1140	Due from Capital Improv	$0.00	($27,455.34)

City of Richwood

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(Council Approval Report)

Vendor InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted $	YTD Balance
554996740622060	03/20/14	concrete pallet	03/20/14	$20.00	$20.00	30-30-1140	Due from Capital Improv	$0.00	($27,455.34)
554996740622060	03/20/14	concrete mix 80#	03/20/14	$144.56	$144.56	30-30-1140	Due from Capital Improv	$0.00	($27,455.34)
554996740622060	03/20/14	sw conc/palestine block pallet	03/20/14	$40.00	$40.00	30-30-1140	Due from Capital Improv	$0.00	($27,455.34)
554996740622060	03/20/14	blocks	03/20/14	$171.72	$171.72	30-30-1140	Due from Capital Improv	$0.00	($27,455.34)
754566740594719	03/20/14	8 x 4 red bush s/40 pvc	03/20/14	$39.46	$39.46	30-30-1140	Due from Capital Improv	$0.00	($27,455.34)
754566740594719	03/20/14	4" female adapter s/40 pvc	03/20/14	$4.28	$4.28	30-30-1140	Due from Capital Improv	$0.00	($27,455.34)
					$1,563.89				
266	**AIRGAS USA, LLC, PO BOX 676015, DALLAS, TX, 75267-6015**								
9916609367	03/20/14	oxygen	03/20/14	$35.43	$35.43	30-21-5230	Gas, Oil, & Lubricants	$12,000.00	$5,286.33
					$35.43				
287	**SCB CLINIC, PLLC, 120 Flag Lake Drive, Suite #2, LAKE JACKSON, TX, 77566**								
4665/4930	03/20/14	drug test	03/20/14	$35.00	$35.00	30-21-5240	Expendable Operating S	$500.00	($105.22)
4665/4930	03/20/14	drug test	03/20/14	$35.00	$35.00	30-21-5240	Expendable Operating S	$500.00	($105.22)
					$70.00				
290	**NES RENTALS, PO BOX 8500-1226, PHILADELPHIA, PA, 19178-1226**								
24809501	03/20/14	diesel compressor rental	03/20/14	$233.35	$233.35	30-30-1140	Due from Capital Improv	$0.00	($27,455.34)
					$233.35				
427	**CHAMPION ENERGY SERVICES, P.O. BOX 4190, HOUSTON, TX, 77210-4190**								
b1403040354	03/20/14	electricity	03/20/14	$94.47	$94.47	30-21-5410	Electricity	$42,000.00	$23,010.60
b1403070109	03/20/14	electricity	03/20/14	$12.08	$12.08	30-21-5410	Electricity	$42,000.00	$23,010.60
					$106.55				
536	**UTILITY MAINTENANCE, 13510 FM 523, ANGLETON, TX, 77515**								
march14-2	03/20/14	contract labor for ls#1 repair	03/20/14	$4,500.00	$4,500.00	30-30-1140	Due from Capital Improv	$0.00	($27,455.34)
					$4,500.00				
1044	**ACT PIPING SUPPLY, P.O. BOX 201810, HOUSTON, TX, 77216-1810**								
888232	03/20/14	plastic single meter box lid w/window	03/20/14	$240.00	$240.00	30-21-5390	Water Lines M&R	$47,280.00	$29,260.58
888232	03/20/14	shipping	03/20/14	$150.00	$150.00	30-21-5390	Water Lines M&R	$47,280.00	$29,260.58
888232	03/20/14	plastic double meter box lid w/window	03/20/14	$1,750.00	$1,750.00	30-21-5390	Water Lines M&R	$47,280.00	$29,260.58
					$2,140.00				
		Total Bills To Pay:			**$11,564.53**				

City of Richwood

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Vendor / InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted $	YTD Balance
104	**GULF COAST PAPER, PO BOX 4227, VICTORIA, TX, 77903**								
730827	03/27/14	white roll towels	03/27/14	$125.64	$125.64	10-01-5215	Custodial Supplies	$1,500.00	$862.34
730827	03/27/14	fuel surcharge for delivery	03/27/14	$2.80	$2.80	10-01-5215	Custodial Supplies	$1,500.00	$862.34
					$128.44				
122	**LAWMAN'S UNIFORM & EQUIPMENT, 5814 MILWEE BLDG. A, HOUSTON, TX, 77092**								
36684	03/27/14	shipping	03/27/14	$8.50	$8.50	10-05-5190	Uniforms	$2,500.00	$1,600.50
36684	03/27/14	elbeco shirts for caudle	03/27/14	$89.90	$89.90	10-05-5190	Uniforms	$2,500.00	$1,600.50
36684	03/27/14	elebco shirts for bailey	03/27/14	$89.90	$89.90	10-05-5190	Uniforms	$2,500.00	$1,600.50
					$188.30				
127	**MALONE, DON, , , ,**								
march14-2	03/27/14	inspections	03/27/14	$700.00	$700.00	10-02-5695	Special Services - Miscell	$2,000.00	($1,400.00)
					$700.00				
132	**MCCOY'S BUILDING SUPPLY, PO BOX 1362, SAN MARCOS, TX, 78667**								
1384282	03/27/14	10' x 2 x 4 treated lumber	03/27/14	$99.88	$99.88	10-08-5310	Building & Grounds M&R	$65,000.00	$6,901.94
					$99.88				
154	**PROMOTIONS UNLIMITED, 849 WEST PLANTATION DRIVE, CLUTE, TX, 77531**								
27421	03/27/14	Shirts - Park and Rec	03/27/14	$430.45	$430.45	10-08-5240	Expendable Operating S	$200.00	($1,057.57)
					$430.45				
155	**QUILL CORPORATION, PO BOX 37600, PHILADELPHIA, PA, 91901-0600**								
1414919	03/27/14	coffee	03/27/14	$145.92	$145.92	10-01-5240	Expendable Operating S	$12,000.00	$5,369.30
					$145.92				
156	**R & M TELEPHONE SERVICE, 108 THAT WAY, LAKE JACKSON, TX, 77566**								
41223	03/27/14	Reprogram Chief;s telephone	03/27/14	$98.00	$98.00	10-05-5420	Telephone	$6,000.00	$2,833.29
					$98.00				
183	**T.J.'S LUBE STOP, 125 DIXIE DRIVE, SUITE A, CLUTE, TX, 77531**								
140258	03/27/14	oil change unit#748	03/27/14	$43.74	$43.74	10-05-5340	Vehicle M&R	$10,300.00	$3,572.42
					$43.74				
185	**TX CHILD SUPPORT SDU, PO BOX 659791, SAN ANTONIO, TX, 78265-9791**								
march14-	03/27/14	child support	03/27/14	$289.00	$289.00	10-29-2138	Child Support Payable	$0.00	($15.00)
					$289.00				
190	**TEXAS GARDEN SOILS, PO BOX 1197, CLUTE, TX, 77531**								
14-243	03/27/14	dirt for ball fields	03/27/14	$250.00	$250.00	10-08-5310	Building & Grounds M&R	$65,000.00	$6,901.94
					$250.00				
191	**TEXAS MUNICIPAL CLERKS PROGRAM, 155 UNION CIRCLE # 305067, DENTON, TX, 76203-5017**								
march14	03/27/14	Election law supplement	03/27/14	$48.00	$48.00	10-01-5210	Office Supplies	$24,000.00	$8,066.89

City of Richwood

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Vendor / InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted $	YTD Balance
					$48.00				
201	**COMCAST, PO BOX 660618, DALLAS, TX, 75266-0618**								
march14-1	03/27/14	internet	03/27/14	$50.74	$50.74	10-01-5420	Telephone	$2,500.00	$1,350.57
march14-1	03/27/14	internet	03/27/14	$85.19	$85.19	10-04-5294	Expenditures - Court Tec	$0.00	($2,013.52)
march14-1	03/27/14	internet	03/27/14	$178.17	$178.17	10-05-5695	Special Services - Miscell	$4,000.00	$2,736.60
					$314.10				
260	**EXTRA MILE PRINTING, 9478 CR 810, WEST COLUMBIA, TX, 77486**								
3049	03/27/14	court envelopes	03/27/14	$166.66	$166.66	10-06-5210	Office Supplies	$5,193.00	$2,440.08
					$166.66				
423	**BRAZOSPORT STARTER & ALTERNATOR SERVICE, P.O. BOX 566, CLUTE, TX, 77531**								
5373	03/27/14	battery for unit#746	03/27/14	$147.95	$147.95	10-05-5340	Vehicle M&R	$10,300.00	$3,572.42
					$147.95				
648	**TJ'S AUTOMOTIVE REPAIR, 1339 HWY 332, CLUTE, TX, 77531**								
140419	03/27/14	Inspections, oil changes and wiper blades	03/27/14	$83.49	$83.49	10-02-5340	Vehicle M&R	$4,000.00	$1,534.88
					$83.49				
753	**BEARS RECYCLING, P.O. BOX 35, CLUTE, TX, 77531**								
72500	03/27/14	dump fees	03/27/14	$380.00	$380.00	10-02-5245	Dump Charges	$2,500.00	$1,550.75
					$380.00				
1061	**PERDUE, BRANDON, FIELDER, COLLINS & MOTT LLP, 1235 NORTH LOOP WEST, SUITE 600, HOUSTON, TX, 77008**								
ivc00020857	03/27/14	warrant collection	03/27/14	$802.11	$802.11	10-29-2140	Municipal Court Costs	$0.00	($49,463.20)
					$802.11				
1142	**C & S JANITORIAL SERVICES, INC., P.O. BOX 680731, HOUSTON, TX, 77268**								
15538	03/27/14	cleaning services for april	03/27/14	$275.00	$275.00	10-01-5102	Contract Labor	$10,000.00	$8,406.25
					$275.00				
1165	**TEXAS RAPID RESPONSE K9 LLC, 3837 US HWY 77 SOUTH, LA GRANGE, TX, 78945**								
1098	03/27/14	police k9	03/27/14	$4,389.45	$4,389.45	10-04-5296	K-9 Unit	$0.00	($710.90)
1098	03/27/14	owens dog box	03/27/14	$354.00	$354.00	10-04-5296	K-9 Unit	$0.00	($710.90)
					$4,743.45				
		Total Bills To Pay:			**$9,334.49**				

City of Richwood

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

(Council Approval Report)

Vendor InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted $	YTD Balance
19	AT&T, PO BOX 105414, ATLANTA, GA, 30348-5414								
march14-	03/27/14	telephone	03/27/14	$84.30	$84.30	30-21-5420	Telephone	$2,500.00	$1,531.76
					$84.30				
36	BRAZORIA COUNTY GROUNDWATER CONSERVATION DISTRICT, 111 E. LOCUST, BLDG. A- 29, SUITE 140, ANGLETON, TX, 77515								
march14	03/27/14	groundwater prod and export fee	03/27/14	$59.92	$59.92	30-21-5660	Dues & Subscriptions	$1,250.00	$580.57
					$59.92				
62	CLUTE POSTMASTER, , CLUTE, TX, 77531								
march14	03/27/14	postage for utility bills	03/27/14	$403.58	$403.58	30-21-5210	Office Supplies	$10,000.00	$4,242.05
					$403.58				
101	GREAT WESTERN SUPPLY CO., P.O. BOX 4346, HOUSTON, TX, 77210-4346								
s1062095-001	03/27/14	4" sch. 80 blind flange	03/27/14	$111.30	$111.30	30-30-1140	Due from Capital Improv	$0.00	($35,875.66)
s1062095-001	03/27/14	4x8 general purpose fiberglass grading	03/27/14	$545.15	$545.15	30-30-1140	Due from Capital Improv	$0.00	($35,875.66)
s1062095-001	03/27/14	gasket	03/27/14	$5.90	$5.90	30-30-1140	Due from Capital Improv	$0.00	($35,875.66)
					$662.35				
106	HD SUPPLY WATERWORKS, PO BOX 840700, DALLAS, TX, 75284-0700								
c135793	03/27/14	8x6 tapping sleeve 8" ac to 6" c900 with flange	03/27/14	$594.68	$594.68	30-21-5390	Water Lines M&R	$47,280.00	$26,694.93
c135793	03/27/14	shipping	03/27/14	$25.32	$25.32	30-21-5390	Water Lines M&R	$47,280.00	$26,694.93
c135950	03/27/14	4" ductal iron wheel valves	03/27/14	$1,258.92	$1,258.92	30-21-5390	Water Lines M&R	$47,280.00	$26,694.93
c135950	03/27/14	6" mj valve (left hand open)	03/27/14	$61.83	$61.83	30-21-5390	Water Lines M&R	$47,280.00	$26,694.93
c135950	03/27/14	1.5x2.5 adjustabel valve box and lid	03/27/14	$62.40	$62.40	30-21-5390	Water Lines M&R	$47,280.00	$26,694.93
c135950	03/27/14	6" gland packs	03/27/14	$10.14	$10.14	30-21-5390	Water Lines M&R	$47,280.00	$26,694.93
c135950	03/27/14	4x1/8 flg acc rr ff	03/27/14	$34.84	$34.84	30-21-5390	Water Lines M&R	$47,280.00	$26,694.93
c135950	03/27/14	6a2360-19 mjxfrwgvoll/acc	03/27/14	$810.46	$810.46	30-21-5390	Water Lines M&R	$47,280.00	$26,694.93
c150782	03/27/14	tapping saddle	03/27/14	$52.24	$52.24	30-21-5390	Water Lines M&R	$47,280.00	$26,694.93
c150782	03/27/14	corp stop	03/27/14	$152.74	$152.74	30-21-5390	Water Lines M&R	$47,280.00	$26,694.93
c150782	03/27/14	cts	03/27/14	$195.24	$195.24	30-21-5390	Water Lines M&R	$47,280.00	$26,694.93
					$3,258.81				
155	QUILL CORPORATION, PO BOX 37600, PHILADELPHIA, PA, 91901-0600								
1333026	03/27/14	toner	03/27/14	$104.38	$104.38	30-21-5210	Office Supplies	$10,000.00	$4,242.05
					$104.38				
290	NES RENTALS, PO BOX 8500-1226, PHILADELPHIA, PA, 19178-1226								
25259201	03/27/14	hammer drill rental	03/27/14	$34.20	$34.20	30-30-1140	Due from Capital Improv	$0.00	($35,875.66)
					$34.20				
402	BEATY, JENNIFER, , , ,								
march14-	03/27/14	fuel for code enforcement	03/27/14	$26.32	$26.32	30-21-5230	Gas, Oil, & Lubricants	$12,000.00	$5,250.90
					$26.32				
536	UTILITY MAINTENANCE, 13510 FM 523, ANGLETON, TX, 77515								

City of Richwood

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(Council Approval Report)

Vendor

InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted $	YTD Balance
march14-3	03/27/14	tap, line and meter for daycare	03/27/14	$1,000.00	$1,000.00	30-21-5390	Water Lines M&R	$47,280.00	$26,694.93
march14-3	03/27/14	install 8x6 tapping sleeve and hot tap for hydran	03/27/14	$1,750.00	$1,750.00	30-21-5390	Water Lines M&R	$47,280.00	$26,694.93
march14-3	03/27/14	mj offset install	03/27/14	$300.00	$300.00	30-21-5390	Water Lines M&R	$47,280.00	$26,694.93
march14-3	03/27/14	6" fire hydrant lead install	03/27/14	$250.00	$250.00	30-21-5390	Water Lines M&R	$47,280.00	$26,694.93
march14-3	03/27/14	days labor for ls#1 rehab	03/27/14	$3,000.00	$3,000.00	30-30-1140	Due from Capital Improv	$0.00	($35,875.66)
					$6,300.00				
		Total Bills To Pay:			**$10,933.86**				

City of Richwood

Council Approval Report for FIRST NATIONAL BANK--100103073

(Council Approval Report)

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Vendor InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted $	YTD Balance
505	**SMOOT, ANGELA, , , ,**								
march14	03/31/14	court training	03/31/14	$131.40	$131.40	10-06-5130	Training & Travel	$2,000.00	$789.21
					$131.40				
		Total Bills To Pay:			**$131.40**				

City of Richwood

Council Approval Report for FIRST NATIONAL BANK--100103073

(Council Approval Report)

Vendor / InvoiceNumber	Date	Description	Due Date	Invoice Amt	Approved Amt	Account Number	Account Description	Budgeted $	YTD Balance
8	**AFLAC INSURANCE, 1932 WYNNTON ROAD, COLUMBUS, GA, 31999-0797**								
311604	04/03/14	insurance	04/03/14	$143.16	$143.16	10-29-2136	Insurance Payable	$0.00	$1,157.88
					$143.16				
19	**AT&T, PO BOX 105414, ATLANTA, GA, 30348-5414**								
april14	04/03/14	telephone	04/03/14	$264.87	$264.87	10-02-5420	Telephone	$2,500.00	$990.96
					$264.87				
22	**AUL AMERICAN UNITED LIFE INS., GROUP UNIT 2, 5570 RELIABLE PARKWAY, CHICAGO, IL, 60686-0055**								
1273381	04/03/14	insurance	04/03/14	$30.00	$30.00	10-01-5115	Hospitalization	$29,100.00	$14,800.18
1273381	04/03/14	insurance	04/03/14	$30.00	$30.00	10-02-5115	Hospitalization	$21,000.00	$9,892.92
1273381	04/03/14	insurance	04/03/14	$80.00	$80.00	10-05-5115	Hospitalization	$65,000.00	$35,072.14
1273381	04/03/14	insurance	04/03/14	$20.00	$20.00	10-06-5115	Hospitalization	$17,500.00	$10,081.86
					$160.00				
127	**MALONE, DON, , , ,**								
april14	04/03/14	inspections	04/03/14	$200.00	$200.00	10-02-5695	Special Services - Miscell	$2,000.00	($1,400.00)
					$200.00				
132	**MCCOY'S BUILDING SUPPLY, PO BOX 1362, SAN MARCOS, TX, 78667**								
1383557	04/03/14	asphalt patch	04/03/14	$53.34	$53.34	10-03-5380	Streets M&R	$21,600.00	$8,643.72
					$53.34				
155	**QUILL CORPORATION, PO BOX 37600, PHILADELPHIA, PA, 91901-0600**								
1600244	04/03/14	AA batteries and envelopes	04/03/14	$109.12	$109.12	10-01-5210	Office Supplies	$24,000.00	$8,066.89
1634892	04/03/14	magnetic letters and permanent markers	04/03/14	$69.47	$69.47	10-01-5210	Office Supplies	$24,000.00	$8,066.89
1635166	04/03/14	reams of 11x17paper	04/03/14	$68.35	$68.35	10-01-5210	Office Supplies	$24,000.00	$8,066.89
					$246.94				
195	**TML - IEBP, PO BOX 910404, DALLAS, TX, 75391-0404**								
0000470086	04/03/14	insurance	04/03/14	$2,459.59	$2,459.59	10-01-5115	Hospitalization	$29,100.00	$14,800.18
0000470086	04/03/14	insurance	04/03/14	$1,826.18	$1,826.18	10-02-5115	Hospitalization	$21,000.00	$9,892.92
0000470086	04/03/14	insurance	04/03/14	$4,921.31	$4,921.31	10-05-5115	Hospitalization	$65,000.00	$35,072.14
0000470086	04/03/14	insurance	04/03/14	$1,219.69	$1,219.69	10-06-5115	Hospitalization	$17,500.00	$10,081.86
0000470086	04/03/14	insurance	04/03/14	$350.18	$350.18	10-29-2136	Insurance Payable	$0.00	$1,157.88
					$10,776.95				
421	**DIRCON, 4075 CR 355, BRAZORIA, TX, 77422**								
april14	04/03/14	breakout concrete driveway	04/03/14	$750.00	$750.00	10-01-5310	Building & Grounds M&R	$15,000.00	$3,526.41
					$750.00				
500	**THE CENTER FOR THE ARTS AND SCIENCES, 400 COLLEGE BLVD., CLUTE, TX, 77531**								
808	04/03/14	rental of facilities and equipment for bcca dinne	04/03/14	$419.00	$419.00	10-01-5101	Administrative Expense	$6,000.00	($3,606.28)
					$419.00				

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716	**ALLYSON'S UPHOLSTERY, 212 N. VELASCO, ANGLETON, TX, 77515**								
004508	04/03/14	repair seat in code enforcement car	04/03/14	$250.00	$250.00	10-29-1119	Due from Replacment	$0.00	($21,312.01)
					$250.00				
947	**CREATIONS BY GRACE, 358 E. PLANTATION DRIVE, CLUTE, TX, 77531-5511**								
000047781	04/03/14	flowers	04/03/14	$389.70	$389.70	10-01-5101	Administrative Expense	$6,000.00	($3,606.28)
					$389.70				
1068	**COMBINED INSURANCE CO. OF AMERICA, 5277 PAYSPHERE CIRCLE, CHICAGO, IL, 60674**								
379414	04/03/14	insurance	04/03/14	$128.14	$128.14	10-29-2136	Insurance Payable	$0.00	$1,157.88
					$128.14				
1167	**MEMORIAL HERMANN HOSPITAL, P.O. BOX 4370, HOUSTON, TX, 77210-4370**								
april14	04/03/14	laboratory	04/03/14	$20.00	$20.00	10-05-5240	Expendable Operating S	$1,500.00	$264.61
april14	04/03/14	emergency room	04/03/14	$233.00	$233.00	10-05-5240	Expendable Operating S	$1,500.00	$264.61
april14	04/03/14	emergency room	04/03/14	$128.00	$128.00	10-05-5240	Expendable Operating S	$1,500.00	$264.61
april14	04/03/14	emergency room	04/03/14	$250.00	$250.00	10-05-5240	Expendable Operating S	$1,500.00	$264.61
april14	04/03/14	sexual assault kit	04/03/14	$50.00	$50.00	10-05-5240	Expendable Operating S	$1,500.00	$264.61
					$681.00				

Total Bills To Pay: **$14,463.10**

City of Richwood

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22	**AUL AMERICAN UNITED LIFE INS., GROUP UNIT 2, 5570 RELIABLE PARKWAY, CHICAGO, IL, 60686-0055**								
1273381--01	04/03/14	insurance	04/03/14	$30.00	$30.00	30-21-5115	Hospitalization	$28,000.00	$15,141.31
					$30.00				
27	**AUDUBONWOODS DEVELOPMENT, 1008 MOCKINGBIRD, RICHWOOD, TX, 77531**								
april14	04/03/14	water tap fee refund	04/03/14	$2,000.00	$2,000.00	30-30-4440	Water Taps	$11,300.00	$5,075.00
april14	04/03/14	sewer tap fee refund	04/03/14	$2,000.00	$2,000.00	30-30-4450	Sewer Taps	$5,500.00	$3,875.00
					$4,000.00				
39	**BRAZORIA COUNTY WATER LAB, 434 E MULBERRY, ANGLETON, TX, 77515**								
april14	04/03/14	water sample test	04/03/14	$90.00	$90.00	30-21-5390	Water Lines M&R	$47,280.00	$26,694.93
					$90.00				
57	**AT&T MOBILITY, PO BOX 6463, CAROL STREAM, IL, 60197-6463**								
april14	04/03/14	telephone	04/03/14	$78.68	$78.68	30-21-5420	Telephone	$2,500.00	$1,531.76
					$78.68				
59	**CITY OF RICHWOOD WATER/SEWER FUND, , , ,**								
april14	04/03/14	water deposit refund	04/03/14	$330.71	$330.71	30-30-2220	Customer Meter Deposits	$0.00	($90,586.10)
					$330.71				
106	**HD SUPPLY WATERWORKS, PO BOX 840700, DALLAS, TX, 75284-0700**								
c194276	04/03/14	flange kit	04/03/14	$97.96	$97.96	30-21-5390	Water Lines M&R	$47,280.00	$26,694.93
c194276	04/03/14	6" cast iron offset 18" flanged for fire hydrant	04/03/14	$215.00	$215.00	30-21-5390	Water Lines M&R	$47,280.00	$26,694.93
					$312.96				
195	**TML - IEBP, PO BOX 910404, DALLAS, TX, 75391-0404**								
0000470086--01	04/03/14	insurance	04/03/14	$3,041.38	$3,041.38	30-21-5115	Hospitalization	$28,000.00	$15,141.31
0000470086--01	04/03/14	insurance	04/03/14	$37.50	$37.50	30-30-2136	Insurance Payable	$0.00	($1,022.83)
					$3,078.88				
206	**UTILITY DATA SYSTEMS OF TEXAS, LLC, P.O. BOX 6147, FRISCO, TX, 75035**								
10232	04/03/14	billing stock	04/03/14	$676.00	$676.00	30-21-5210	Office Supplies	$10,000.00	$4,242.05
10232	04/03/14	shipping and handling	04/03/14	$36.44	$36.44	30-21-5210	Office Supplies	$10,000.00	$4,242.05
					$712.44				
236	**WASTE MANAGEMENT, PO BOX 660585, DALLAS, TX, 75266-0585**								
0442995-1013-9	04/03/14	residential trash	04/03/14	$17,756.40	$17,756.40	30-30-2240	Sanitation Payable	$0.00	$185.12
					$17,756.40				
536	**UTILITY MAINTENANCE, 13510 FM 523, ANGLETON, TX, 77515**								
april14	04/03/14	labor for ls#1	04/03/14	$3,000.00	$3,000.00	30-30-1140	Due from Capital Improv	$0.00	($35,875.66)
					$3,000.00				
1168	**FORTNER, BOBBY, , , ,**								
april14	04/03/14	water deposit refund	04/03/14	$45.04	$45.04	30-30-2220	Customer Meter Deposits	$0.00	($90,586.10)

City of Richwood

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					$45.04				
1169 HOLT, ALLISON, , , ,									
april14	04/03/14	water deposit refund	04/03/14	$14.08	$14.08	30-30-2220	Customer Meter Deposits	$0.00	($90,586.10)
					$14.08				
		Total Bills To Pay:			**$29,449.19**				

MEMORANDUM

To: Members of the Richwood City Council

From: Clint Kocurek, Mayor

Date: April 11, 2014

Subject: Authorization to sell water to Ken Mueller's RV park and one and ½ times the city rate

Mr. Mueller does not wish to be annexed at this time but would like city water. Our policy is to charge those outside of the city a rate of 1 ½ times the rate paid by those within the city limits. Mr. Mueller will be responsible for the costs of connecting to our water services.

The out of city rates are as follows:

Base rate (2,000 gallons)	22.50	
3,000-5000	4.50	per 1,000 gallons
6,000-14,000	4.65	
14,000-20,000	5.02	
21,000-30,000	5.40	
31,000+	5.77	

AGENDA ITEM REQUEST FORM

MUST BE SUBMITTED BY NOON THE WEDNESDAY PRIOR TO MONDAY'S COUNCIL MEETING.

SUBMITTED BY: Victor WADE, Charles Smith
Individual, Company, or Organizations' Name

BY: Vic R. Wade 3/31/14
Signature Date

2314 Oakwood Lake Jackson, Tx 77566
Address City, State, Zip

DO HEREBY REQUEST TO APPEAR BEFORE THE RICHWOOD CITY COUNCIL AT

THE NEXT REGULARLY SCHEDULED MEETING ON ____________
Month Day Year

AGENDA ITEM TO DISCUSS AND CONSIDER: Resolution to protect & defend the Constitutional Right to Keep & Bear Arms

ACTION REQUESTED: Request to ask Council to Send Resolution to our elected officials stating that citizens want Constitutional rights protected all the way to Federal level of Government

To be placed on the agenda of the Richwood City Council, sufficient information must be given with this request. Any accompanying informational material should also be submitted at this time. You must state if a specific action is requested. The Richwood City Council is governed by the Open Meetings Act and is limited to discussing and taking action only on items on the agenda.

I respectfully request this item be removed from the Council agenda.

Vic R. Wade 3/31/14
Signature Date

Resolution to Protect and Defend the Constitutional Right to Keep and Bear Arms

Whereas, a government of, by, and for the people has long been a cherished American value and the foundation of our freedom; and We The People's fundamental and inalienable right to self-govern, and thereby secure rights to life, liberty, property, and the pursuit of happiness is guaranteed in the U.S. Constitution and the Declaration of Independence, and;

Whereas, the Second Amendment to the United States Constitution provides: "A well-regulated militia being necessary to the security of a free state, the right of the people to keep and bear arms shall not be infringed," and;

Whereas, the Fourth Amendment to the United States Constitution provides: "The right of the people to be secure in their persons, houses, papers, and effects, against unreasonable searches and seizures, shall not be violated, and no Warrants shall issue, but upon probable cause, supported by Oath or affirmation, and particularly describing the place to be searched, and the persons or things to be seized," and;

Whereas, the Ninth Amendment to the United States Constitution provides: "The enumeration in the Constitution, of certain rights, shall not be construed to deny or disparage others retained by the people," and;

Whereas, the Tenth Amendment to the United States Constitution provides: "The powers not delegated to the United States by the Constitution, nor prohibited by it to the States, are reserved to the States respectively, **or to the people,**" and;

Whereas, the Texas Constitution, Article 1 Section 23a declares: "Every citizen shall have the right to keep and bear arms in the lawful defense of himself or the State," and;

Whereas, the Texas Constitution, Article 1 Section 29 declares: "To guard against transgressions of the high powers herein delegated, we declare that everything in this 'Bill of Rights' is excepted out of the general powers of government, and shall forever **remain inviolate**, and all laws contrary thereto, or to the following provisions, **shall be void**," and;

Whereas, the citizens of Richwood recognize their duty as law-abiding citizens to act in accordance with the U.S. Constitution and the Texas Constitution, and agree that the right to keep and bear arms shall not be infringed upon by any government or organization, political or otherwise.

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

Section 1. The citizens representatives, City Council and Mayor of Richwood, Texas hereby call upon our state legislators and elected officials to join with us in the affirmation of the rights of our citizens under the 2nd Amendment.

Section 2. All federal acts, laws, executive orders, agency orders, and rules or regulations of all kinds with the purpose, intent, or effect of confiscating any firearm, banning any firearm, limiting the size of a magazine for any firearm, imposing any limit on the ammunition that may be purchased for any firearm, taxing any firearm or ammunition therefore, or requiring the registration of any firearm or ammunition therefore, infringes upon [Texans'] right to bear arms in direct violation of the Second Amendment to the Constitution of the United States, and therefore, any such law is not made in pursuance of the Constitution, is not authorized by the Constitution, and thus, is not the supreme law of the land, and consequently, is invalid in the State of Texas and shall be further considered null and void and of no effect in this City.

Section 3. That all agencies of the City of Richwood are instructed to refuse requests or directives by federal agencies acting under unconstitutional powers enumerated in Section 2 above that would infringe upon our residents' second, fourth, ninth, and tenth amendment rights, or other inalienable rights not here explicitly enumerated.

Section 4. The City of Richwood, Texas calls on other communities and jurisdictions to join with us in this action by passing similar Resolutions.

Section 5. That copies of this Resolution be immediately transmitted to the President of the United States; the President of the United States Senate; the Speaker of the House of Representatives; each member of Congress from the State of Texas; each justice on the United States Supreme Court; the Attorney General of the State of Texas; the President of the Senate and the Speaker of the House of Representatives of Texas legislature; each individual legislator that represents our district in the State of Texas; and the Sheriff of Brazoria County.

MEMORANDUM

To: Members of the Richwood City Council

From: Clint Kocurek, Mayor

Date: April 11, 2014

Subject: Offer to purchase property at 503 N. Yaupon

In August, 2012, this property was seized for non-payment of property taxes. When it did not sell at the Sheriff's auction, it was then held in trust by Brazoria County. The City then condemned the house and garage and the buildings were demolished.

The Property Tax Resale Committee has received an offer on the property and they have given their approval. It is now up to the taxing entities to approve the offer.

The offer is for $4,250. The City of Richwood will receive a portion of this money if the offer is accepted. Currently, the property is not on the tax roll. If Council approves the sale, we will receive $1,072.20 and the property will then be placed back on the tax roll.

I recommend that Council accept the offer.

Brazoria County Tax Office

Ro'Vin Garrett, PCC
Tax Assessor-Collector

Brazoria County
111 E. Locust
Angleton, Texas 77515-4682

Tuesday, March 25, 2014

City of Richwood
% Karen Schrom
215 Halbert Street
Richwood, Texas 77531

Re: 3200-0085-110
Brazoria County
Offer: $4,250.00

Dear Ms. Schrom:

The Property Tax Resale Committee of Brazoria County has received an offer on certain property(s) held in trust.

The Resale Committee has approved the attached offers and asks that you present them to your governing body for approval. When your governing body has made their decision notify the Brazoria County Tax office. Also, include the property Tax Account number in your reply.

If you have any questions contact me at 979-864-1886.

Sincerely,

Nicholette Reynolds

Tax Resale Property Information

RESALE MEETING OF: March 25 2014

Legal Description:	DAVIDSON SLATER PLACE (A0066 J E GROCE TR 105A)(RICHWOOD), BLOCK 7, LOT 1 TR 105, CAUSE NO 57768 ACRES .3444
Physical Address:	503 N MAHAN
Account Number:	3200-0085-110
In Trust To:	BRAZORIA COUNTY
Adjudged Value:	$85,090.00
Minimum Bid at Sale:	$11,115.44 **PUBLIC RESALE 6-4-2013 $5,558.00**
Offer:	**$4,250.00**
Offer made by:	John Benkenstein
Sheriff's Deed Filed:	8/25/2011
Redemption Expiration:	2/25/2012
Post Judgment Taxes:	$2,005.14
Post Judgment Years:	2011
City weed/demo liens:	UNKNOWN
Land Value: (Current)	$15,000.00
Improvement Value:(Current)	$0.00
Previous Owner:	**Patricia Ashley Tarkelly ET**
Precinct:	1
School District:	BRAZOSPORT ISD

Vote:	**AYE**	**NAY**
R. Garrett	**X**	
C. Garner	**X**	
Judge King	**X**	
D.Payne	**X**	
Civil Div. Rep.	**X**	

Notes: PBFCM representative present

BID ANALYSIS

Cause Number:	57288	***Account Number:***	3200-0085-110
Offer Amount:	$4,250.00	***Value $:***	$15,000.00
Person Offering:	**JOHN BENKENSTEIN**	**Adjudged Value$:**	$85,090.00

Judgement Information

Taxing Entity	Tax Years	Amount Due
BC	2007-2010	$1,863.15
Brazosport ISD	2007-2010	$4,682.81
BRHND	2007-2010	$245.60
Brazosport College	2007-2010	$733.34
Velasco Drainage	2007-2010	$388.78
City of Richwood	2007-2010	$3,919.17
	Total	$11,832.85

Costs

Court Costs	$622.00	Sheriff Fees	
Publication Fees	$175.80	Research Fees	$191.00
Ad Litem		Recording fee's	$24.00
	Liens		
Cost of Deed		**Deed file date**	
	Total	$1,012.80	

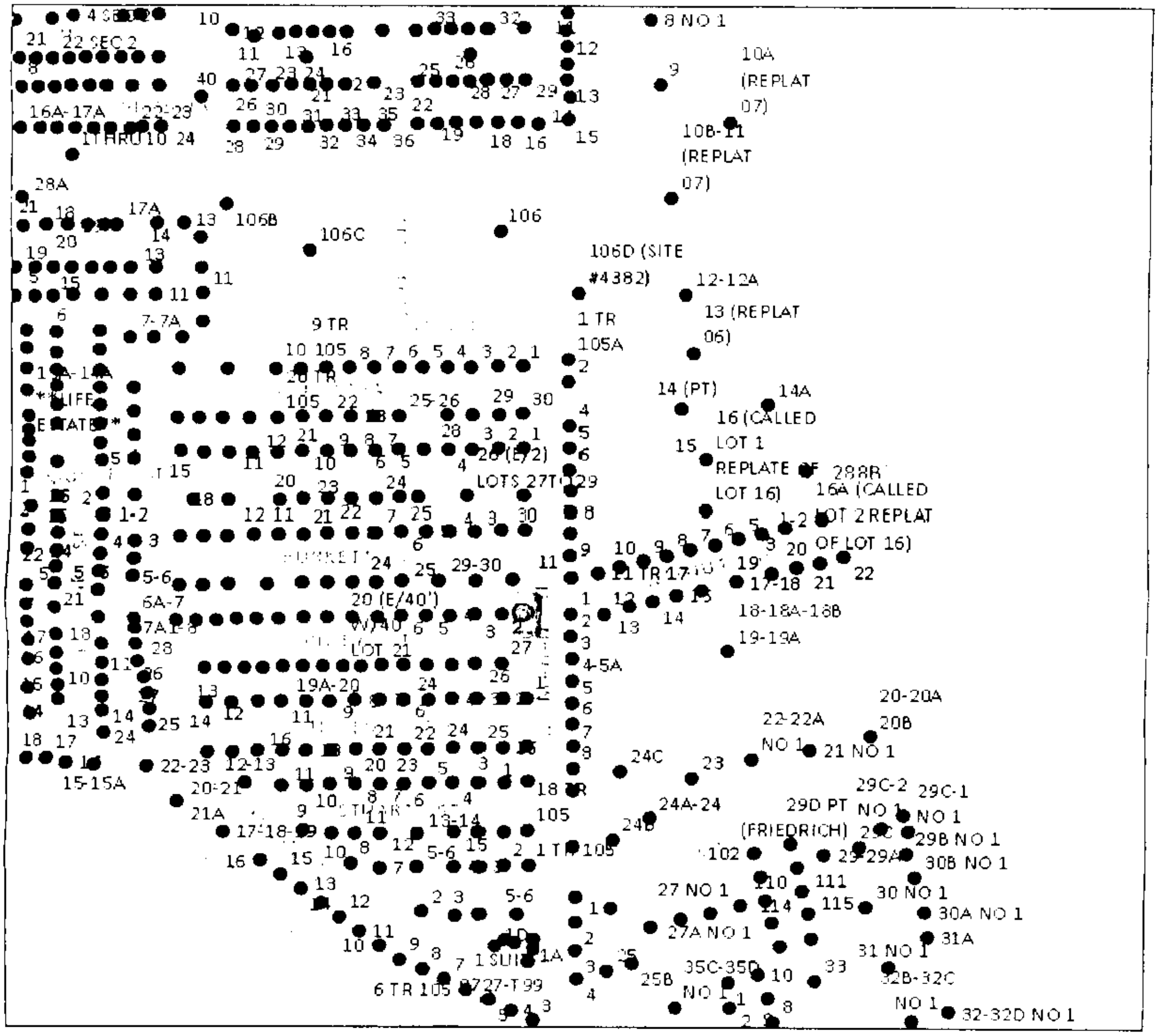
Post Judgement Information

Taxing Entity	Tax Year's	
BC	2011	$331.28
Brazosport ISD	2011	$790.86
BRHND	2011	$37.68
Brazosport College	2011	$168.43
Velasco Drainage	2011	$66.34
City of Richwood	2011	$610.55
	Post Judgment Total	$2,005.14

Proposed Distribution

	Offer Amount	**Costs & J**
	$4,250.00	$12,845.65
	Net to Distribute $	$3,237.20

BC	15.75%	$509.72
Brazosport ISD	39.57%	$1,281.11
BRHND	2.08%	$67.19
Brazosport College	6.20%	$200.63
Velasco Drainage	3.29%	$106.36
City of Richwood	33.12%	$1,072.20



1 Property with Property ID matching "203871"

DAVIDSON SLATER PLACE (A0066 J E GROCE TR 105A)(RICHWOOD), BLOCK 7, LOT 1 TR 105,CAUSE NO 57768

Property ID 203871

Geo ID 3200-0085-110

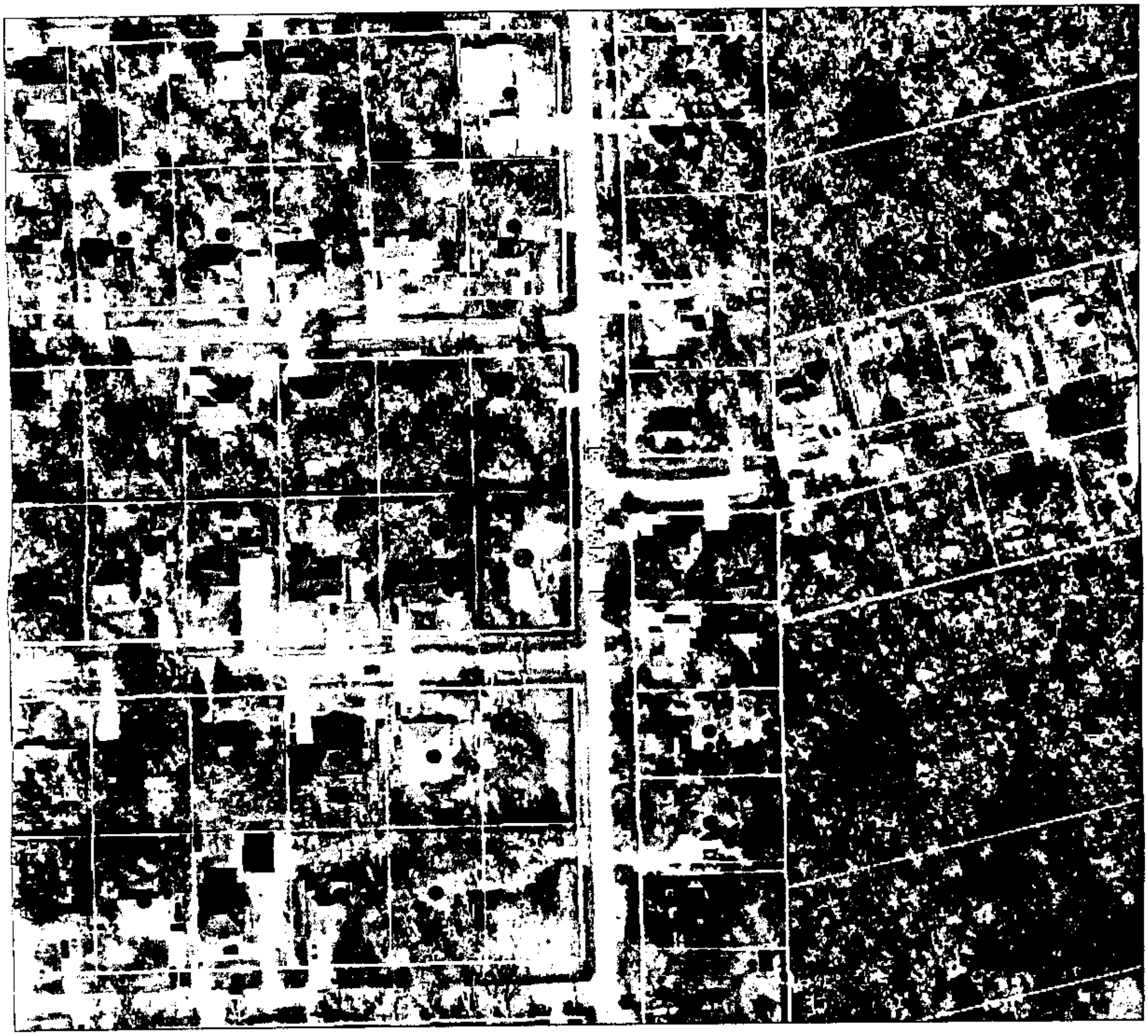
Owned by BRAZORIA COUNTY IN TRUST

Address 503 N MAHAN , RICHWOOD

Full Details

203871

Print Date: 03/14/2014
Image Date:01/22/2013
Level: Neighborhood



1 Property with Property ID matching "203871"

DAVIDSON SLATER PLACE (A0066 J E GROCE TR 105A)(RICHWOOD), BLOCK 7, LOT 1 TR 105,CAUSE NO 57768

Property ID 203871

Geo ID 3200-0085-110

Owned by BRAZORIA COUNTY IN TRUST

Address 503 N MAHAN , RICHWOOD

Full Details

Resale Meeting of March 25, 2014

Account Number	Precinct	Amount	Approve	Reject	Comments
2106-0023-000	1	$723.00	X		
3200-0085-110	1	$4,250.00	X		
8110-0635-000	1	$879.00	X		
8402-0039-000	1	$8,000.00	X		
3700-0038-000	3	$1,382.00		X	
3700-0039-000	3	$245.00		X	
8060-0065-000	3	$5,389.00	X		
0268-0031-000	4	$400.00	X		
2901-0079-000	4	$1,000.00	X		
2901-0376-000	4	$1,000.00	X		
2901-0418-000	4	$1,000.00	X		
2901-0445-000	4	$1,000.00	X		
2901-0577-000	4	$1,000.00	X		
5600-0007-000	4	$330.00	X		
5760-0013-000	4	$4,510.00	X		

ONLY approve ACCOUNTS IN YOUR District!

MEMORANDUM

To: Members of the Richwood City Council

From: Clint Kocurek, Mayor

Date: April 14, 2014

Subject: Authorization to seek bids for Storm Debris Removal - Annual Contingency Contract

We are rapidly approaching hurricane season. One of the lessons learned during Hurricane Ike is that in order for the City to be reimbursed, FEMA requires all major contracts, such as debris removal, follow all applicable state and federal competitive bidding laws. Therefore I am requesting the Council authorize City staff to let bids for the annual contingency contract for storm debris removal. It is my sincere hope that we have as quiet a hurricane season as last year and do not need these services.

BID NOTICE

The City of Richwood is soliciting bids for Storm Debris Removal - Annual Contingency Contract. Specifications and detailed requirements are available at Richwood City Hall, 1800 Brazosport Blvd. N, Richwood, Texas 77531 or calling 979.265.2082.

....
Bids will be received until Friday, May 9, 2014 at 5:00 p.m. and will be opened Monday, May 12, 2014 at 10:00 p.m. The bids will be presented to City Council for their approval. Bids shall be sealed and clearly marked "Bid - Storm Debris Removal - Annual Contingency Contract" and submitted to:

City of Richwood
Attn: Karen Schrom, City Secretary
1800 Brazosport Blvd. N
Richwood, Texas 77531

The City of Richwood reserves the right to reject any and all bids to waive any and all technicalities and to accept any bid or part thereof which in the opinion of the City Council is the most advantageous to the City.

April 14, 2014

Subject: Invitation to bid on the following equipment, supply, and/or services

Name of bid: Storm Debris Removal - Annual Contingency Contract

This letter extends to your Firm an invitation to submit a bid to supply the City of Richwood with equipment, supplies, and/or services as indicated above. Sealed Bids will be received until Friday, May 9, 2014 at 5:00 p.m. and will be opened Monday, May 12, 2014 at 10:00 p.m. The bids will be presented to City Council for their approval. Bids shall be sealed and clearly marked "Bid - Storm Debris Removal - Annual Contingency Contract" and submitted to:

City of Richwood
Attn: Karen Schrom, City Secretary
1800 Brazosport Blvd. N
Richwood, Texas 77531

Instructions for the preparation and submission of a bid proposal are contained in the attached packet. Bids must be typed or printed in ink.

The City of Richwood has an equal opportunity purchasing policy. The city of Richwood seeks to ensure that all segments of the business community have access to supplying the goods and services needed by City programs. The City affirmatively works to encourage utilization of minority business enterprises in our procurement activities.

SERVICES

Scope of Contracted Services:

The contractor shall provide all expertise, personnel, tools, materials, equipment, transportation, supervision and all other services and facilities of any nature necessary to execute, complete and deliver the timely removal and lawful disposal of all eligible storm-generated debris (herein referred to as "debris"), including hazardous and industrial waste materials and within the time specified within this Contract. Emergency clearance, debris removal, disposal and demolition of structures will be limited to:

1. That which is determined to eliminate immediate threats to life, public health, and safety;

2. That which has been determined to eliminate immediate threats of significant damage to approved public or private property; and

3. That which is considered essential to ensure the economic recovery of the affected community to the benefit of the community at large.

These contracted services shall provide for the cost effective and efficient removal and lawful disposal of debris accumulated on all public residential and commercial properties, streets, roads, other rights-of-way and public school properties, including any other locally owned facility or site as may be directed by the City of Richwood. Contracted services will only be performed when requested and as designated by the City of Richwood.

Geographic Assignment:

The geographic boundary for work by the contractor's crews shall be directed by the City of Richwood and will be limited to properties located within the City of Richwood's legal boundaries.

Operation of Equipment:

The contractor shall operate all trucks, trailers and all other equipment in compliance with any/all applicable federal, state and local rules and regulations. Equipment shall be in good working condition. The contractor should use mechanical equipment to load and reasonably compact debris into trucks and trailers. All loading equipment shall be operated from the road, street or ROW using buckets and/or boom and grapple devices to collect and load debris. No equipment shall be allowed behind the curb or outside of the public ROW unless otherwise directed by the City of Richwood.

STANDARDS OF PERFORMANCE

Contractor Representative:

The contractor shall have a knowledgeable and responsible Representative report to the City of Richwood's designated Contract Representative within 24 hours following the execution of this Contract. The Contractor Representative shall have the authority to implement all actions required to begin the performance of contracted services as set out in this proposal.

Mobilization:

When the Notice to Proceed has been received by the contractor, they will make all necessary arrangements to mobilize a minimum of 50% of the required resources within 48 hours and 100% of the required resources within 72 hours to commence and conduct the contracted services.

Time to Complete:

The contractor shall complete all directed work as set out in the Contract. A completion date will be determined once the extent of damage has been determined and a time frame will be put in place to be followed.

BID PROPOSAL

We, the undersigned, have completely read the specification for:

STORM DEBRIS REMOVAL - ANNUAL CONTINGENCY CONTRACT

$__________________ per cubic yard loaded and hauled

$__________________ per cubic yard hauled only

This bid price includes all equipment, labor, supervision and material as set forth in the attached specificaiton packet and instructions. I have read and agree to comply with all these requirements.

Date:_________________

BIDDER ____

ADDRESS ____

PHONE ____

______________________________ ______________________________

Authorized Representative Title

______________________________ ______________________________

Authorized Signature Date

CERTIFICATION OF AUTHORIZED REPRESENTATIVE:

I hereby certify that I possess the authority to submit a bid on behalf of the firm I represent and by my signature hereon I certify that the services/unit(s) I propose to furnish will meet or exceed every specification contained herein. Further, I agree that if my bid is accepted, I shall perform as required in these contract documents. I am aware that, once accepted by the City of Richwood, my bid becomes a binding contract in accordance with the provisions herein and that I will not be permitted to attempt enforcement of any other contract or contract provisions.

____

Authorized Representative

MEMORANDUM

To: Members of the Richwood City Council

From: Clint Kocurek, Mayor

Date: April 11, 2014

Subject: Authorization to let bids for Debris Monitoring, Recovery, and Other Related Services

Background:

City staff was responsible for monitoring and managing the removal of Hurricane Ike generated debris as well as all subsequent reporting.

Analysis:

This contract is separate to the actual debris removal contingency contract. In the past, O=Brien=s has been the only firm that responded. This will help to ensure that the entire debris removal, hauling, and disposal process is done properly and is eligible for reimbursement from the FEMA PA program and the GDEM guidelines.

While City staff has done a remarkable job in monitoring and managing the Hurricane Ike generated debris, contracting out this additional portion of debris removal, it will free our limited city resources to focus on other issues in the event of another disaster.

Recommendation:

It is my recommendation that City Council authorize City staff to seek requests for proposals for professional services for the monitoring and managing removal of disaster related debris.

REQUEST FOR PROPOSAL

The enclosed REQUEST FOR PROPOSAL (RFP) and accompanying SPECIFICATIONS are for your convenience in submitting an offer for the enclosed referenced products and/or services for:

Debris Monitoring, Recovery, and Other Related Services

(professional services for the monitoring and managing removal of
disaster generated debris from public lands, easements, and rights-of-way
- private property may be included)

RECEIPT: Sealed proposals will be received no later than Friday, May 9, 2014, at 5:00 p.m at the City of Richwood; City Secretary's Office, 1800 Brazosport Blvd. N., Richwood, TX 77531.

NO LATE PROPOSALS WILL BE CONSIDERED

OPENING: Proposals will be opened and names publicly read in the Council Chambers at City Hall located at 1800 Brazosport Blvd. N. Richwood, TX 77531, on Monday, May 12, 2014 at 11:00 a.m.

FORMS: Will be furnished by the City of Richwood and may be obtained without deposit from Richwood City Hall, 1800 Brazosport Blvd. N., Richwood, TX 77531; (979) 265-2082; kschrom@richwoodtx.gov.

SEALED PROPOSALS: Shall be submitted including one (1) marked original and four (4) duplicates on the original forms.

MARK ENVELOPE: "RFP Debris Monitoring, Recovery, and Other Related Services"

Proposals will be opened so as to avoid disclosure of contents to competing offerors and kept secret during the process of negotiation. All proposals shall be open for public inspection after contract award. Trade secrets and confidential or proprietary information, so noted in proposal, shall not be open for public inspection.

The City of Richwood hereby notifies all offerors that in regard to any agreement entered into pursuant to this advertisement, minority business enterprises will be afforded equal opportunities to submit proposals in response to this invitation and will not be discriminated against on the grounds of race, color, sex, age, religion or national origin in consideration for an award.

The City reserves the right to reject any and/or all proposals, to waive any and all technicalities and to accept any proposal or part thereof, which in the opinion of the City Council, is most advantageous to the City. In case of ambiguity or lack of clearness in stating the prices in the bid, the City reserves the right to consider the most advantageous bid thereof or to reject the bid.

Published: April 15, 2014

April 22, 2014

REQUEST FOR PROPOSAL FOR

DEBRIS MONITORING, RECOVERY, and OTHER RELATED SERVICES FOR THE CITY OF RICHWOOD

The City of Richwood is located near the Gulf of Mexico and is vulnerable to natural and manmade disasters including hurricanes, tornadoes, floods, oil spills, hazardous material releases.

Disasters such as hurricanes often produce large volumes of debris. Debris and damaged trees create hazardous conditions including blocked roadways/drives and obstacles to emergency vehicles. These hazards and obstacles often block routine, essential, and emergency traffic, both vehicular and pedestrian. One of the first essential steps in securing the community is the removal of hazardous debris, to allow for security, emergency, and other service traffic. It is in the best interest of the City of Richwood to enter into a pre-event agreement with a firm to provide debris management and monitoring services in the event of a disaster.

The City of Richwood, (the "Owner") is seeking qualifications and proposals for monitoring and managing the removal of disaster generated debris from public lands, easements, and rights-of-way. Removal of debris from private property may also be included. The primary purpose of these services is to ensure that the entire debris removal, hauling, and disposal process is done properly and expeditiously and is eligible for reimbursement under Federal Emergency Management Agency (FEMA) Public Assistance Program and Governor's Division of Emergency Management (GDEM) guidelines.

Respondent must meet the following general conditions:

(1) Ability to respond within seventy-two (72) hours after the disaster;
(2) Selecting and permitting of TDSRS (Temporary Debris Staging and Reduction Sites) locations and any other permitting/regulatory issues as necessary;
(3) Ability to provide monitoring of the clean up, removal, separation, reduction and disposal of Debris as defined in the Scope of Services set forth on Exhibit "A" attached hereto and incorporated herein by reference (the "Services");
(4) Certifying contractor vehicles for debris removal using methodology and documentation practices appropriate for contract monitoring;
(5) Entering load tickets into a database application and digitization of source documentation;
(6) Developing daily operational reports to keep the City informed of work progress;
(7) Development of maps, GIS applications as necessary;
(8) Capability. of performing the Services, including, but not limited to, proper documentation preparation, management, and event closure services;
(9) Possessing the experience in the provision of the Services for reimbursement through the FEMA Public Assistance program;

(10) Ability to perform the Services and any other agreed to services in a timely manner, recognizing that the Owner desires to have this project completed within thirty (30) days following completion of debris hauling and removal;

(11) Ability to conduct a comprehensive review, reconciliation, and validation of debris removal contractor(s) invoices prior to submission to the City for processing.

Respondent must further provide all information requested in this RFP.

CITY OF RICHWOOD
GENERAL TERMS & CONDITIONS

1. RECEIPT AND OPENING OF PROPOSALS

The City of Richwood, (hereinafter called the "Owner"), invites proposals on the form attached hereto. Sealed proposals shall be submitted **including one (1) marked original and four (4) duplicates on the original forms, clearly marked with RFP number and description. Forms supplied by the City in this package must be completed and included in all submittals.** Owner will receive proposals at the Richwood City Hall, 1800 Brazosport Blvd. N., Richwood, TX 77531. Proposals will be publicly opened at 11:00 a.m. on Monday, May 12, 2014. Vendor name **only** will be read aloud so as to avoid disclosure of contents.

Any proposal received after the time and date specified shall not be considered.

The Owner may not consider any proposal not prepared and submitted in accordance with the provisions hereof and may waive any informalities or reject any and all proposals. Any proposal may be withdrawn prior to the scheduled time for the opening of proposals or authorized postponement thereof.

2. TERM OF AGREEMENT

The initial term of this contract shall be for a period of one (1) year from the date of award to May 15, 2015. The City of Richwood reserves the right, and the Contractor agrees; that the contract may be extended for up to one (1) additional one (1) year term. Should the City of Richwood wish to exercise this right, it shall so notify the Contractor. Notice of intent to renew this contract will be given to the Contractor in writing by the Project Administrator, sixty (60) days before the expiration date of the current contract. (This notice shall not be deemed to commit the City of Richwood to a contract renewal). In the event a contract is fully executed, the Contractor acknowledges and agrees that any service it provides to the City of Richwood after the termination date of the initial Contract, will be deemed to be gratuitously provided, and the City of Richwood shall have no obligation to pay for such services unless the City of Richwood approves an agreement, in writing, to do so in its sole discretion.

3. PROPOSAL MODIFICATIONS

Any offeror may modify their proposal by written communication at any time prior to the scheduled receipt of proposals, provided such communication is received by the Owner prior to closing time. The communication should not reveal the proposal price, but should provide the addition or subtraction or other modification so that the Owner will not know the final prices or terms until the sealed proposal is opened.

Owner shall not provide interpretation of the meaning of the plans, specifications or other pre-proposal documents to any bidder orally. Such communication must be in writing.

Every request for such interpretation should be in writing addressed to:

Richwood City Hall
1800 Brazosport Blvd. N.
Richwood, TX 77531
Attn: Karen Schrom, City Secretary
or e-mailed to
kschrom@richwoodtx.gov

All requests shall be received at least five (5) days prior to the scheduled time for receipt of proposals. Any and all such interpretations and any supplemental instructions, will be in the form of written addenda to the specifications which, if issued, will be submitted to all prospective offerors not later than three (3) working days prior to the scheduled time for receipt of proposals. Failure of any bidder to receive any such addendum or interpretation shall not relieve offeror from any obligation of submitted proposal. All addenda issued shall become part of the contract documents and must be acknowledged as received on submitted document.

4. **METHOD OF AWARD**

Evaluation will be based on the criteria stated in the RFP. The best proposal submitted by a responsible offeror will be negotiated with the Owner. If proposal amounts exceed the available funds to finance the contract, the Owner may reject all proposals or may award the contract on a negotiated proposal with deductible alternates applied in numerical order in which they are listed on the Form of Proposal, as produces a net amount, which is within the available funds.

The Owner reserves the right to waive any informalities or technical errors that in its judgment will best serve the interests of the Owner.

5. **FUNDING OUT CLAUSE**

In the event of a disaster, the City may elect to remove debris with City forces, to activate a contract resulting from this RFP or contract separately for debris removal. Funding sources will be identified when the contract is activated and will likely include FEMA, GDEM, and City funds.

The Owner warrants that funds are available to pay for this contract until the end of its current fiscal year and warrants funds will be requested to make payment in each appropriation period from now until the end of the last renewable option year. However, if funds are not made available after such request, then the Owner may terminate this agreement with thirty (30) days written notice.

6. **QUALIFICATIONS OF OFFEROR**

At the time of the opening of proposals, each offeror will be presumed to be thoroughly familiar with the plans and contract documents (including all addenda). The failure or omission of any offeror to examine any form, instrument, or document shall in no way relieve any offeror from any obligation in respect of his proposal.

The Owner may make such investigations as he deems necessary to determine the ability of the offeror to perform the work, and the offeror shall furnish to the Owner all such information and data for this purpose as the Owner may request. The Owner reserves the right to reject any proposal if the evidence submitted by, or investigation of, such offeror fails to satisfy the Owner that such offeror is properly qualified to carry out the obligations of the contract and to complete the work contemplated therein. Conditional proposals will not be accepted.

7. **CONDITIONS OF WORK**

At the time of the opening of proposals, each offeror will be presumed to be thoroughly familiar with the plans and contract documents (including all addenda). The failure or omission of any offeror to examine any form, instrument, or document shall in no way relieve any offeror from any obligation in respect of his proposal.

The Owner may make such investigations as he deems necessary to determine the ability of the offeror to perform the work, and the offeror shall furnish to the Owner all such information and data for this purpose as the Owner may request. The Owner reserves the right to reject any proposal if the evidence submitted by, or investigation of, such offeror fails to satisfy the Owner that such offeror is properly qualified to carry out the obligations of the contract and to complete the work contemplated therein. Conditional proposals will not be accepted.

8. **LAWS AND REGULATIONS**

The offeror's attention is directed to the fact that all applicable state laws, municipal ordinances, and the rules and regulations of all authorities having jurisdiction over construction of the project shall apply to the contract throughout, and they will be deemed to be included in the contract the same as though herein written out in full.

9. **SUBCONTRACTS**

The offeror is specifically advised that any person, firm, or other party to whom it is proposed to award a subcontract under this contract must be acceptable to the Owner.

10. **SAFETY STANDARDS AND ACCIDENT PREVENTION**

With respect to all work performed under this contract, the Contractor(s) shall:

(a) Comply with the safety standards provisions of applicable laws, building and construction codes and the "Manual of Accident Prevention in Construction" published by the Associated General Contractors of America, and the requirements of the Occupational Safety and Health Act of 1970 (Public Law 91-596).

(b) Exercise every precaution at all times for the prevention of accidents and the protection of persons (including employees) and property.

11. **CONFLICT OF INTEREST**

Chapter 176 of the Texas Local Government Code requires that any person, who enters or seeks to enter into a contract for the sale or purchase of property, goods or services with a local government entity and who has a business relationship (as defined by Section 176.001(1-a)) with the local government entity, shall file a completed conflict of interest questionnaire with the City Secretary within seven (7) business days after the latter of:

(a) the date the person begins discussions or negotiations to enter into a contract, including submission of a bid or proposal, or

(b) the date the person becomes aware of facts that require the statement to be filed.

The Conflict of Interest Questionnaire (Form CIQ) is available from the City of Richwood or from the Texas Ethics Commission at www.ethics.state.us. Completed conflict of interest forms may be mailed or delivered to the office of City Secretary, 1800 Brazosport Blvd. N., Richwood, TX 77531. Please consult your own legal advisor if you have questions regarding the statute or this form.

12. **PUBLIC ASSISTANCE CONSULTING SERVICES**

The Contractor shall provide if requested by the City:

(a) Identification of eligible emergency and permanent work (Category A-G);
(b) Damage Assessment;
(c) Assistance in attaining Immediate Needs Funding;
(d) Loss measurement and categorization;
(e) Insurance evaluation, documentation adjusting and settlement services;
(f) Project Worksheet generation and review;
(g) FEMA, FHWA and Natural Resources Conservation Services (NRCS) reimbursement support;
(h) Staff augmentation with experienced Public Assurance Coordinators and Project Officers;
(i) Interim inspections, final inspections, supplemental Project Worksheet generation and final review;
(j) Appeal services and negotiations;
(k) Reconstruction and long-term infrastructure planning; and
(l) Final review of all emergency and permanent work performed.

13. SUPPLEMENTAL INFORMATION

(a) All prices to be F.O.B., Destination, City of Richwood, TX 77531.

(b) The City of Richwood is exempt from all taxes in the State of Texas, including sales tax. A tax-exempt form will be provided upon request.

(c) Use of brand names in specifications is descriptive and not restrictive, and any product of equal quality will be considered.

(d) All exceptions to the specifications and/or brand names must be so stated on the proposal.

(e) It is requested that vendors electing not to offer a proposal, submit a **"NO RESPONSE"** in order to remain on the bidder's list.

Exhibit "A"

Scope of Services
Debris Removal Monitoring

Field Documentation of Work
Respondent shall carefully document debris removal activities as well as trees that contain hazardous hanging limbs, and hazardous trees that need to be removed. Respondent will work closely with the City and with FEMA to determine the most effective methods of documentation of the Contractor's work to ensure that debris removal is eligible for Federal funding. Communicate with FEMA to ensure documentation supports verification needs for project reimbursement. Assess and monitor marine debris removal, including navigable waterways within the City's jurisdiction.

Collection Monitoring of Right-of-Way and Public Property Debris/Trees
Respondent will provide collection monitors with each of the Contractor's loading crews to ensure each load is related to the disaster, and is eligible for federal reimbursement. The street address will be recorded on each load ticket. The respondent will initiate a multi-part ticket in the field for each load, containing information related to the location of the debris, time, date, truck identification, truck driver, etc. The ticket will then be delivered to the temporary debris management site (DMS) or disposal site with the truck driver for rating. Respondent will provide similar services if debris removal from private property is approved later for this project.

Pre-Validation of Debris and Trees
Respondent will work with FEMA in an effort to pre-validate as much debris and tree removal as possible.

Monitor Training
Respondent will provide training to all employees concerning safety, eligibility for reimbursement, and disaster specific information. Additionally, Respondent will get FEMA involved with the training program so that everyone has the same understanding of the disaster specific guidance for debris removal.

Spot Checks and Auditing of Monitors
Respondent will provide roving monitors, field coordinators, and supervisory personnel to ensure that field monitors are making accurate eligibility calls, keeping good documentation, and are working effectively with the debris removal contractor.

Project Mapping
Maps will be used to document the debris removal progress. The final pass along each roadway will be mapped for the City's information, and FEMA documentation. Respondent will assist the City in public communication and relay any citizen complaints for action by the contractor or the City.

Truck Certification
Respondent will establish a team of individuals who will inspect and certify vehicles for hauling storm related debris in accordance with FEMA guidelines. A certification sheet with measurement, photos, and calculations documenting the capacity of the truck is kept for load rating and ticket auditing. Summary books will be kept at each DMS/disposal site for quality control.

DMS/Disposal Sites
Respondent will provide trained monitors at DMS and disposal sites to call loads based on the amount of debris in each truck. It is imperative that these monitors make accurate calls to safeguard public funds. Monitors will also make sure that the trucks are empty as they leave the site. Furthermore, monitors will review the truck certification worksheets to make sure the trucks have not been modified to affect their capacity (shortened or removed sideboards, for example). Similar systems will be used to verify, track, and document hauling of reduced debris from the DMS through final disposal, if applicable.

Data Management
Respondent will establish a data management team that reconciles load ticket information on a daily basis. This information can be provided to the City, FEMA, and the Contractor for use and information. Additionally, the staff will work with the Contractor to reconcile invoices, and review debris removal invoices for recommendation of payment by the City. Furthermore, Respondent will organize field information for FEMA documentation including photographs and GPS coordinates or addresses for tree and stump removal, and debris removal progress, as applicable. Respondent will help track invoices for FEMA reimbursement and provide additional supporting information as necessary.

Recovery Services
The City is interested in selecting a monitoring firm with field implementation and FEMA reimbursement experience in coastal community recovery including, but not limited to:

- Right-of-Entry (ROE) administration and data base management
- ROW and Private property vegetative/C & D hazard removal monitoring
- ROW and Private property demolition coordination and monitoring

Other Related Services
Services not specifically identified in this request, but are needed to provide a complete debris removal project.

Safety Meetings and Monitoring Updates
Respondent will hold daily meetings with debris monitors and staff for project updates and to communicate safety issues. If important information becomes available, the staff may meet more frequently.

Coordination Meetings with Contractor(s)
Respondent will initiate a coordination meeting with the debris removal contractor to help expedite the work, and to discuss any issues that may arise during the project. It is important that the monitor and contractor are communicating with each other to ensure a successful project.

Status Reports
Respondent will provide detailed daily or weekly status reports to the City for use and information. Relevant project statistics and cumulative statistics will be shown in a straight forward manner to officials to provide information to the media or to their constituents.

Insurance

The proposer receiving the award will obtain or possess the following insurance coverages, and will provide Certificates of Insurance to the City to verify such coverage.

(1) Workers' Compensation - The vendor shall provide coverage for its employees with statutory workers' compensation limits, and no less than $1,000,000.00 for Employers' Liability. Said coverage shall include a waiver of subrogation in favor of the City of Richwood and its agents, employees and officials.

(2) Commercial General Liability - The vendor shall provide coverage for all operations including, but not limited to Contractual, Products and Completed Operations, and personal Injury. The limits shall not be less than $1,000,000.00, per occurrence, with a $2,000,000.00 aggregate.

(3) Business Automotive Liability - The vendor shall provide coverage for all owned, non-owned and hired vehicles with limits of not less than $1,000,000.00, per occurrence, Combined Single Limits (CSL) or its equivalent.

(4) Professional Liability (Errors & Omissions) - The vendor shall provide coverage for all claims arising out of the services performed with limits not less than $1,000,000.00 per claim. The aggregate limit shall either apply separately to this contract or shall be as least twice the required per claim limit.

Exhibit "B"
Fee Schedule
Debris Removal Monitoring

Position	Hourly Rate
Project Manager	$ ________
Operations Manager	$ ________
Schedule/Expeditor	$ ________
GIS Analyst	$ ________
Field Supervisor	$ ________
Collection Monitor	$ ________
Debris Site/Tower Monitor	$ ________
Environmental Specialist	$ ________
Project Inspector	$ ________
Load Ticket Data Entry Clerk	$ ________
Billing/Invoice Analyst	$ ________
Administrative Assistant	$ ________
Field Coordinator	$ ________
Data Manager	$ ________
Damage Assessment Estimator	$ ________

OTHER REQUIRED POSITIONS:

Proposer may include other positions, with hourly rates, as needed.

Positions	Hourly Rates
	$ ________
	$ ________
	$ ________

PROPOSAL REQUIREMENTS AND RESPONSE FORMAT

Respondent shall present their responses to this Request for Proposal in the manner and format listed below, identifying each response by its respective tab.

TAB ITEM

1. **COMPANY INFORMATION**

   A company profile which must include the firm name and business address, including telephone number. Year established (include former firm names and year established, if applicable). Type of ownership and parent company, if any. Provide the name of the person who shall serve as authorized negotiator for Respondent, should Respondent be selected to negotiate with the Owner.

2. **COMPANY EXPERIENCE**

   Provide information indicative of experience in other projects of similar complexity that documents successful and reliable experience in past performance within the last five (5) years, as it related to this proposal. The proposing firm must demonstrate that they have successfully performed services on at least ten (10) FEMA reimbursable disaster debris removal projects related to at least three (3) different declared disasters, over the past five (5) years, including at least one project involving removal of at least 100,000 cubic yards of debris. Identification of governmental clients for whom similar services have been provided including name of client, client contact person, the description of services performed and quantity of debris monitored. Whether or not Respondent has had a contract related to debris removal cancelled within the past seven (7) years. If so, state the name and address of the other contracting party and reason. Provide resumes of key staff.

3. **REPRESENTATIVE LIST OF PROJECTS**

   The respondent shall provide references for five debris projects of similar size performed over the past five years. Include the client name, debris quantity, brief summary of work, and name, address, and phone number of a responsible contact person. Provide a listing of all pre-position or pre-event debris contracts with cities, counties, or other entities within 100 miles of the City of Richwood.

4. **Completed Exhibit "B" - "Fee Schedule."**

5. **Completed "Indemnity Hold Harmless Agreement"**

6. **Completed Bid Affidavit**

7. **Completed Conflict of Interest Questionnaire - Form CIQ**

EVALUATION AND CONTRACT AWARD

(5)_______________

(6)____A. The Owner reserves the right to conduct a pre-award discussion and/or pre-award/contract negotiations with the responsive and responsible Respondent, who after evaluation of the criteria stated in Item D, is determined to best meets the needs of the Owner. The Owner has the option to:___________

(7)_______________

(1) Request that Respondent(s) modify their proposal to more fully meet the needs of the Owner or to furnish additional information as may be reasonably required.

(2)

(3) Process the selection of the successful Respondent without further discussion with or notification to the other Respondents.

(4)

(5) (3) Waive any irregularity in any proposal, or reject any and all Proposals should it be deemed in the Owner's best interest to do so. The Owner shall be the sole judge of Respondent's qualifications and reserves the right to verify all information submitted by Respondent(s).

(6)

(7) B. In order to initiate action toward making the required determinations, the Owner must have available, from each Respondent who is or may become eligible for an award, certain current information concerning each apparent or prospective eligible Respondent. In many cases it is deemed advisable to conduct investigations of several Respondents concurrently in order to avoid any delay in making award on urgent programs should an investigation disclose that the apparent successful Respondent is not eligible to receive an award.

(8)

(9) C. The following criteria will be used by City staff to evaluate the proposals and make a selection:

- 15% References on recent projects of similar size and scope
- 20% Qualifications of firm and key staff
- 15% History of successful project performance without major de-obligations of FEMA funding
- 20% Management Systems/Reporting Systems/Training Manual
- 30% Cost of Services Proposed

D. Award will be made to one or more Respondents that the Owner determines can accomplish the requirements set forth in the Request for Proposal packet in a manner most advantageous to the Owner, cost and other factors considered, or to reject any and all Proposals.

SECTION III – PROPOSAL STATEMENTS

I have read and understand the requirements of this proposal, Debris Monitoring, Recovery, and other Related Services, and agree to provide the required services in accordance with this Proposal and all attachments, exhibits etc. I agree to furnish the services as described in RFP except where specific exception has been taken. The hourly labor rates shall include all applicable overhead and profit. All non-labor related project costs (including travel, lodging, per diem, communications, supplies, rental equipment, and other direct project expenses) will be billed to the City at cost without mark-up.

Positions	Hourly Rates
Project Manager	$____________
Operations Manager	$____________
Schedule/Expeditor	$____________
GIS Analyst	$____________
Field Supervisor	$____________
Collection Monitor	$____________
Debris Site/Tower Monitor	$____________
Environmental Specialist	$____________
Project Inspector	$____________
Load Ticket Data Entry Clerk	$____________
Billing/Invoice Analyst	$____________
Administrative Assistant	$____________
Field Coordinator	$____________
Data Manager	$____________
Damage Assessment Estimator	$____________

OTHER REQUIRED POSITIONS:
Proposer may include other positions, with hourly rates, as needed.

Positions	Hourly Rates
________________	$____________
________________	$____________
________________	$____________
________________	$____________
________________	$____________
________________	$____________

SUBMITTED BY:

PROPOSER: ______________________________

SIGNED: ______________________________

NAME (PRINT): ______________________________

ADDRESS: ______________________________

CITY/STATE: ______________________________

TELEPHONE: ______________________________

FAX: ______________________________

EMAIL: ______________________________

BID AFFIDAVIT

All pages in Offerer's PROPOSAL containing statements, letters, etc., shall be signed by a duly authorized officer of the company, whose signature in binding on the PROPOSAL.

The undersigned offers and agrees to furnish all of the items and/or services upon which process are stated in the accompanying proposal. Further the undersigned certifies to having read and understands the terms of this invitation. The period of acceptance of this bid will be ninety (90) calendar days from the bid opening.

STATE OF ______________________________ §
§
COUNTY OF ___________________________ §

BEFORE ME, the undersigned authority, a Notary Public in and for the State of _________________ on this day personally appeared, who after being by me duly sworn, did depose and say:

"I, ______________________________________, am duly authorized officer of/agent for ______________________________________ and have been duly authorized to execute the foregoing bid on behalf of the said company, agency or proprietorship.

I hereby certify that the foregoing proposal has not been prepared in collusion with any other offerer or other persons engaged in the same line of business prior to the official receipt of this proposal. Further, I certify that the officer is not now, nor has ever been for the past six (6) months, directly or indirectly concerned in any pool or agreement or combination, to control the price of services/items offered, or to influence any person or persons to offer or not to offer thereon."

STATE RESIDENT CERTIFICATION:
Our principal place of business or corporate office is in the STATE of Texas. Yes ___ No ___

LOCAL RESIDENT CERTIFICATION:
Our principal place of business or corporate office is in the City of Richwood, State of Texas.
Yes_____ NO _____

NON-RESIDENT CERTIFICATION:
Our principal place of business is ______________________________, _________________.

Name and Address of Offerer:

____

____

____ Telephone Number __________________

By:_____________________________________ Title:___________________________

Signature: ____

SUBSCRIBED AND SWORN to before me by the above-named,

______________________________ on this the ______________________day of 2014.
(Name of Notary)

Notary Public in and for the State of ____

(Seal)

RETURN THIS PAGE PROPERLY EXECUTED WITH YOUR PROPOSAL

NOTICE TO ALL CITY VENDORS AND ALL POTENTIAL CITY VENDORS:

On May 23, 2005, the Texas Senate passed House Bill 914, adding Chapter 176 to the Local Government Code, and imposing new disclosure and reporting obligations on vendors and potential vendors to local governmental entities beginning on January 1, 2006. Failure to abide by these new statutory requirements can result in possible criminal penalties. The City of Richwood is requiring you to complete the attached Conflict of Interest Questionnaire (CIQ) Form, prepared by the Texas Ethics Commission, at the direction of the legislature and strongly recommends you become familiar with House Bill 914.

The City of Richwood will not provide any further interpretation or information regarding these new requirements; however, you may contact the Texas Ethics Commission at

www.ethics.state.tx.us or at 1-800-1325-8506.

Please remit the CIQ form with your bid.

Thank you.

CITY OF RICHWOOD

INDEMNITY HOLD HARMLESS AGREEMENT

To the fullest extent permitted by law, Contractor(s), its successors, assigns and guarantors, shall pay, defend, indemnify and hold harmless the City of Richwood, its agents, representatives, officers, directors, officials and employees from and against all allegations, demands, proceedings, suits, actions, claims, including claims of patent or copyright infringement, damages, losses, expenses, including but not limited to, attorney's fees, court costs, and the cost of appellate proceedings, and all claim adjusting and handling expenses, related to, arising from or out of or resulting from any actions, acts, errors, mistakes or omissions caused in whole or part by Contractor(s) relating to work, services and/or products provided in the performance of this Contract, including but not limited to, any Subcontractor(s) or anyone directly or indirectly employed by or working as an independent contractor for Contractor(s) or said Subcontractors or anyone for whose acts any of them may be liable and any injury or damages claimed by any of Contractor's and Subcontractor's employees or independent contractors.

The Contractor(s) expressly understands and agrees that any insurance policies required by this contract, or otherwise provided by the Contractor(s), shall in no way limit the responsibility to indemnify, keep and save harmless and defend the City of Richwood, its Council members, officers, agents and employees and herein provided.

Contractor	Date
Printed Name	Signature

STATE OF TEXAS

COUNTY OF BRAZORIA

NON-EXCLUSIVE CONTRACT FOR DEBRIS REMOVAL

RESULTING FROM FUTURE DISASTERS

This contract (this "Contract") is made and entered into on the ________________ day of ________________________, 2014, by and between the City of Richwood, Texas (the "Owner") and ____________________________________ ("Contractor") authorized to transact business in the State of Texas (the "State").

WHEREAS, the Owner is located in an area subject to a variety of potential disaster, including catastrophic disasters, such as major hurricanes which may produce huge quantities of debris; and

WHEREAS, the Owner desires to retain the services of Contractor, and Contractor desires to provide services to monitor the clean up, removal, separating, reduction and disposal of Debris as defined in the Scope of Services set forth on Exhibit "A" attached hereto and incorporated herein by reference (the "Services"); and

WHEREAS, the Contractor represents that it is willing and capable of performing the Services, including, but not limited to proper documentation preparation, management and event closure services; and

WHEREAS, Contractor represents that it is knowledgeable and has experience in the provision of the Services and in insuring that all Services qualify for reimbursement under FEMA and GDEM, as hereinafter defined;

WHEREAS, the term of this contract shall be for a period of one (1) years, ending on December 31st of the first year, with an option to renew for an additional one (1) years;

NOW, THEREFORE, for and in consideration of the terms and conditions herein provided, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged by both parties, the Owner and Contractor hereby contract and agree to comply with these Contract Documents.

The contract documents which comprise and supplement the Contract between the Owner and Contractor consist of the following documents, which documents are made part of this Contract as fully as if disclosed and written at length and made a part hereof:

(1) This Contract;

(2) All Exhibits, including Exhibit A and Exhibit B;

(3) Notice of Invitation for Proposal;

(4) Contractor's Qualifications;

(5) General Conditions;

(6) Contractor's Bonds;

(7) Notice of Award;

(8) Notice to Proceed; and

(9) Any modifications, including Change Orders duly delivered after execution of this Contract.

If language or terms in these documents conflict, the following order will determine which document's language or terms control:

(a) Contract, including Exhibit A - Scope of Services, and Exhibit B - Contractor's Proposal;
(b) Duly authorized Change Orders;
(c) General Conditions;
(d) Notices, Bonds, and
(e) Contractor's Qualifications.

This Contract will be executed in multiple counter-parts, each one of which, when so executed, shall constitute an original.

IN WITNESS WHEREOF, the parties hereto have caused this Contract to be entered into on the date first above written.

CONTRACTOR

By: ______________________________

Its: ______________________________

CITY OF RICHWOOD, TEXAS

By: ______________________________

Its: ______________________________

Attest: ______________________________

AGENDA ITEM REQUEST FORM

MUST BE SUBMITTED BY NOON THE WEDNESDAY PRIOR TO MONDAY'S COUNCIL MEETING.

SUBMITTED BY: [illegible]
Individual, Company, or Organizations' Name

BY: [illegible] 4/7/14
Signature Date

101 [illegible] Richwood, TX [illegible]
Address City, State, Zip

DO HEREBY REQUEST TO APPEAR BEFORE THE RICHWOOD CITY COUNCIL AT

THE NEXT REGULARLY SCHEDULED MEETING ON [illegible]
Month Day Year

AGENDA ITEM TO DISCUSS AND CONSIDER: [illegible]

ACTION REQUESTED: [illegible]

To be placed on the agenda of the Richwood City Council, sufficient information must be given with this request. Any accompanying informational material should also be submitted at this time. You must state if a specific action is requested. The Richwood City Council is governed by the Open Meetings Act and is limited to discussing and taking action only on items on the agenda.

I respectfully request this item be removed from the Council agenda.

Signature Date

MEMORANDUM

To: Members of the Richwood City Council

From: Clint Kocurek, Mayor

Date: March 13, 2014

Subject: Keep Richwood Beautiful applications

We have received 5 applications for Keep Richwood Beautiful. They are included in your packet.

BOARDS AND COMMISSIONS
INFORMATION STATEMENT AND APPLICATION

CITY OF RICHWOOD, TEXAS
979-265-2082

Your name has been suggested or you have requested an application for possible service on a City of Richwood board or commission.

Please specify on which Board/Commission you wish to serve.

☑ Beautification ☐ Planning and Zoning/Board of Adjustments ☐ Crime Control and Prevention

☐ Parks and Recreation

THIS INFORMATION WILL BECOME PUBLIC RECORD

NAME: Blanks (Last) Melissa (First) G. (MI)

HOME ADDRESS: 411 W. Mahan
Richwood, Tx 77531

HOME TELEPHONE: 979-236-0269

CELL TELEPHONE: 979-236-0269

PROFESSION: Teacher

WORK TELEPHONE: 979-848-8990

EMPLOYER: Angleton ISD (Westside Elementary).

EMPLOYER'S ADDRESS: 1900 N. Downing
Angleton, Tx 77515

EMAIL ADDRESS: mblanks@angletonisd.net

PERSONAL REFERENCES:

NAME: Pat Griffith

ADDRESS: Richwood City Hall

PHONE: ~~979~~ 713-376-0600

NAME: Linda Pace

ADDRESS: Richwood City Hall.

PHONE: 979-265-2082

If you have been a member of a Richwood board or commission before, please indicate the board and commission and approximate dates of service:

- Keep Richwood Beautiful (May 2012-Present) board member
- Richwood Parks & Rec. board (Feb. 2014-Present)

What experience do you have that may qualify you for service on a particular board or commission (i.e., licenses, degrees and certificates) • B.S in Interdisciplinary Studies

• Certified Texas Teacher • M.Ed in Counseling

certifications

• EC-4th grade Generalist, 4th-8th grade English/Reading/Lang. Arts.

• ESL (English as a Second Language)

Please list any civic or community endeavors in which you have been involved:

- Keep Richwood Beautiful
- Richwood Parks & Rec.

Please list all the reasons for applying and state any additional information you feel may be helpful to us in considering your application.

I want to continue ~~helping make~~ to help make Richwood beautiful through community engagement, litter prevention, and beautification projects!

I hereby affirm the information provided herein is true and correct to the best of my knowledge.

Melissa Blanks
Signature

02/21/14
Date

Return to:

Karen B. Schrom, City Secretary
kschrom@richwoodtx.gov
215 Halbert
Richwood, TX 77531
Fax: 979-265-7345

BOARDS AND COMMISSIONS
INFORMATION STATEMENT AND APPLICATION

CITY OF RICHWOOD, TEXAS
979-265-2082

Your name has been suggested or you have requested an application for possible service on a City of Richwood board or commission.

Please specify on which Board/Commission you wish to serve.

☒ Beautification ☐ Planning and Zoning/Board of Adjustments ☐ Crime Control and Prevention

☒ Parks and Recreation

THIS INFORMATION WILL BECOME PUBLIC RECORD

NAME: Green Denise L
Last First MI

HOME ADDRESS: 423 Wisteria
Richwood, TX 77531

HOME TELEPHONE: —

CELL TELEPHONE: 361-212-6676

PROFESSION: housewife

WORK TELEPHONE: —

EMPLOYER: —

EMPLOYER'S ADDRESS: —

EMAIL ADDRESS: dmiller8879@gmail.com

PERSONAL REFERENCES:

NAME: Kelley Mozisek

ADDRESS: 501 Crocket, Halletsville

PHONE: 361-217-0998

NAME: (JR) Layne Box

ADDRESS: 186 Jefferson St #3R Brooklyn, NY 11206

PHONE: 512-909-0429

If you have been a member of a Richwood board or commission before, please indicate the board and commission and approximate dates of service:

n/A

What experience do you have that may qualify you for service on a particular board or commission (i.e., licenses, degrees and certificates)

honestly I have no experience but want to learn

Please list any civic or community endeavors in which you have been involved:

I haven't been involved with anything but I want that to change

I forgot I was the advancement chair for my sons cub scout troop for 2 years.

Please list all the reasons for applying and state any additional information you feel may be helpful to us in considering your application.

In the past I have wanted to help out with different committees but never had the time. now that I am not working I want to be involved in something meaningful

I hereby affirm the information provided herein is true and correct to the best of my knowledge.

Signature

2/25/14

Date

Return to:

Karen B. Schrom, City Secretary
kschrom@richwoodtx.gov
1800 Brazosport Blvd.
Richwood, TX 77531
Fax: 979-265-7345

BOARDS AND COMMISSIONS
INFORMATION STATEMENT AND APPLICATION

CITY OF RICHWOOD, TEXAS
979-265-2082

Your name has been suggested or you have requested an application for possible service on a City of Richwood board or commission.

Please specify on which Board/Commission you wish to serve.

☒ Beautification ☐ Planning and Zoning/Board of Adjustments ☐ Crime Control and Prevention

☐ Parks and Recreation

THIS INFORMATION WILL BECOME PUBLIC RECORD

NAME: Venegas (Last) Katherine (First) (MI)

HOME ADDRESS: 113 Goldfinch Ct
Richwood, TX 77566

HOME TELEPHONE:

CELL TELEPHONE: 974-864-0419

PROFESSION: Business Manager

WORK TELEPHONE: 974-422-1313

EMPLOYER: Optimized Pipeline Solutions

EMPLOYER'S ADDRESS: 1610 Main St.
Danbury TX

EMAIL ADDRESS: Katv2u@yahoo.com

PERSONAL REFERENCES:

NAME: Ellis Regini

ADDRESS: 242 Timbercreek Dr Lake Jackson

PHONE: ~~[illegible]~~ 281-723-5603

NAME: Richard Romero

ADDRESS: 54 Joshua Ct. Lake Jackson, TX

PHONE: 974-583-8834

BOARDS AND COMMISSIONS
INFORMATION STATEMENT AND APPLICATION

CITY OF RICHWOOD, TEXAS
979-265-2082

Your name has been suggested or you have requested an application for possible service on a City of Richwood board or commission.

Please specify on which Board/Commission you wish to serve.

☑ Beautification ☐ Planning and Zoning/Board of Adjustments ☐ Crime Control and Prevention

☐ Parks and Recreation

THIS INFORMATION WILL BECOME PUBLIC RECORD

NAME: Jackson-Ellis Janet
Last First MI

HOME ADDRESS: 503 N Yaupon
Richwood, TX 77531

HOME TELEPHONE: 979-265-0697

CELL TELEPHONE: 979-440-2549

PROFESSION: ____________

WORK TELEPHONE: ____________

EMPLOYER: ____________

EMPLOYER'S ADDRESS: ____________

EMAIL ADDRESS: janetjellis@yahoo.com

PERSONAL REFERENCES:

NAME: Ophelia Martinez

ADDRESS: 223 Schley, Richwood

PHONE: 979-265-4644

NAME: Jack + Carolynn Ensminger

ADDRESS: 1014 Mockingbird Lane Richwood

PHONE: 979-265-5250

If you have been a member of a Richwood board or commission before, please indicate the board and commission and approximate dates of service: Planning + Zoning
Richwood Beautification Committee 2004-2014

What experience do you have that may qualify you for service on a particular board or commission (i.e., licenses, degrees and certificates) Training as Master Naturalist 10 years experience on Richwood Beautification Committee, Bachelor of Arts, Master of Science, Master of Education, 46 years as speech + language pathologist

Please list any civic or community endeavors in which you have been involved: Volunteer for Sea Center, Helping Hands + Hearts Hospice, Brazosport Art Gallery, Stephen Minister, Society of St Stephen, Gathering Place, Reading Buddy - Brannen Elementary

Please list all the reasons for applying and state any additional information you feel may be helpful to us in considering your application. Homeowner in Richwood for 43 years want to continue to make Richwood a clean and beautiful city

I hereby affirm the information provided herein is true and correct to the best of my knowledge.

Janet Jackson-Ellis
Signature

2-24-14
Date

Return to:

Karen B. Schrom, City Secretary
kschrom@richwoodtx.gov
1800 Brazosport Blvd.
Richwood, TX 77531
Fax: 979-265-7345

BOARDS AND COMMISSIONS
INFORMATION STATEMENT AND APPLICATION

CITY OF RICHWOOD, TEXAS
979-265-2082

Your name has been suggested or you have requested an application for possible service on a City of Richwood board or commission.

Please specify on which Board/Commission you wish to serve.

☒ Beautification ☐ Planning and Zoning/Board of Adjustments ☐ Crime Control and Prevention

☐ Parks and Recreation

THIS INFORMATION WILL BECOME PUBLIC RECORD

NAME: Puckett (Last) Linda (First) L. (MI)

HOME ADDRESS: 220 Stuart

HOME TELEPHONE: 265-7777

CELL TELEPHONE:

PROFESSION: Volunteer

WORK TELEPHONE: NA

EMPLOYER: N/A

EMPLOYER'S ADDRESS: N/A

EMAIL ADDRESS:

PERSONAL REFERENCES:

NAME: ~~Maj~~ Major Maria Maldonado

ADDRESS: 1619 ave J

PHONE: 233-5420

NAME: Ms Patsy Parker

ADDRESS:

PHONE: 979 864 6229

If you have been a member of a Richwood board or commission before, please indicate the board and commission and approximate dates of service:

Beautification approx 2006

What experience do you have that may qualify you for service on a particular board or commission (i.e., licenses, degrees and certificates)

B. A Education
Southwestern Bell retired 33yr 10mo + 2days

Please list any civic or community endeavors in which you have been involved:

On the board Brazosport Cares
Director Salvation Army Pantry

Please list all the reasons for applying and state any additional information you feel may be helpful to us in considering your application.

to help improve my city
I'm involved in composting, gardening recycling at Brazport Cares + Salvation Army

I hereby affirm the information provided herein is true and correct to the best of my knowledge.

Linda L Puckett
Signature

2/28/2014
Date

Return to:

Karen B. Schrom, City Secretary
kschrom@richwoodtx.gov
1800 Brazosport Blvd.
Richwood, TX 77531
Fax: 979-265-7345

BOARDS AND COMMISSIONS
INFORMATION STATEMENT AND APPLICATION

CITY OF RICHWOOD, TEXAS
979-265-2082

Your name has been suggested or you have requested an application for possible service on a City of Richwood board or commission.

Please specify on which Board/Commission you wish to serve.

☑ Beautification ☐ Planning and Zoning/Board of Adjustments ☐ Crime Control and Prevention

☐ Parks and Recreation

THIS INFORMATION WILL BECOME PUBLIC RECORD

NAME: ELLIS (Last) WALTER (First) G. (MI)

HOME ADDRESS: 503 N YAUPON

HOME TELEPHONE: 265 0697

CELL TELEPHONE: 480 . 7548

PROFESSION: RETIRED

WORK TELEPHONE: —

EMPLOYER: —

EMPLOYER'S ADDRESS:

EMAIL ADDRESS: Janetjellis@yahoo.com

PERSONAL REFERENCES:

NAME: Ophelia Martinez

ADDRESS: 323 Ashley Richwood

PHONE: 979 265 -4644

NAME: Jack + Caralynn Ensminger

ADDRESS: 1014 Mockingbird Lane Richwood

PHONE: 979-265-5250

If you have been a member of a Richwood board or commission before, please indicate the board and commission and approximate dates of service:

10 years on beautification Comm,

What experience do you have that may qualify you for service on a particular board or commission (i.e., licenses, degrees and certificates)

Former fire department in 60's; Helping Hands & Hearts Hospice
Society of St. Stephen

Please list any civic or community endeavors in which you have been involved:

Sea center volunteer, Treasurer for A Saints @ Chapelwood
Member Honor guard 241 Post American Legion
Gathering Place @ Chapelwood Church.

Please list all the reasons for applying and state any additional information you feel may be helpful to us in considering your application.

Home Owner in Richwood since 1961

I hereby affirm the information provided herein is true and correct to the best of my knowledge.

Walter Gary Ellis
Signature

2-24-14
Date

Return to:

Karen B. Schrom, City Secretary
kschrom@richwoodtx.gov
1800 Brazosport Blvd.
Richwood, TX 77531
Fax: 979-265-7345

BOARDS AND COMMISSIONS
INFORMATION STATEMENT AND APPLICATION

CITY OF RICHWOOD, TEXAS
979-265-2082

Your name has been suggested or you have requested an application for possible service on a City of Richwood board or commission.

Please specify on which Board/Commission you wish to serve.

☑ Beautification ☐ Planning and Zoning/Board of Adjustments ☐ Crime Control and Prevention

☐ Parks and Recreation

THIS INFORMATION WILL BECOME PUBLIC RECORD

NAME: MARTINEZ (Last) OPHILIA (First) C (MI)

HOME ADDRESS: 223 Schley St Richwood, TX 77531

HOME TELEPHONE: 979-265-4644

CELL TELEPHONE: 979-239-7750

PROFESSION: Housewife

WORK TELEPHONE: N/A

EMPLOYER: N/A

EMPLOYER'S ADDRESS: N/A

EMAIL ADDRESS: ophiliamartinez@comcast.net

PERSONAL REFERENCES:

NAME: Charles Pottery

ADDRESS: 207 W Mahan

PHONE: 979-265-5591

NAME: Mary Ruth Rodenbaugh

ADDRESS: Rt 1 Brazoria, Texas

PHONE:

If you have been a member of a Richwood board or commission before, please indicate the board and commission and approximate dates of service:

Beautification board - 10 yrs volunteer & Board 13 yrs

What experience do you have that may qualify you for service on a particular board or commission (i.e., licenses, degrees and certificates)

HELP PUT THE Album together when BEAUTIFICATIO WON the GOVENER'S ~~...~~ AWARD FOR 2005, 2009, 2013. TOOK Photos of All EVENTS of BEAUTIFICATIONS, HELP ORGANIZE the Richwood youth to help At the EVENTS (all)

Please list any civic or community endeavors in which you have been involved:

HABITAT FOR HUMANITY - ON the board 3 yrs, volunteer 10 yrs
INTERNATIONAL FRIENDS - ESL - 8 yrs to teach english AS A SECOND LANGUAGE. ~~...~~ TAUGHT CCD classes At St. JEROME'S CATHOLIC CHURCH - 12 YRS

Please list all the reasons for applying and state any additional information you feel may be helpful to us in considering your application.

SINCE I HAVE BEEN A ~~PART~~ PART of BEAUTIFICATION, ON THE board And A VOLUNTEER, I FEEL LIKE THERE ARE Alot of things that still NEED to be done to KEEP Richwood BEAUTIFUL, AND I would like to be part of that. If whoever votes; if I will be on the Board or not, that will not stop be from being a volunteer for Beautification

I hereby affirm the information provided herein is true and correct to the best of my knowledge.

Ophelia C. Martinez
Signature

March 12, 2014
Date

Return to:

Karen B. Schrom, City Secretary
kschrom@richwoodtx.gov
1800 Brazosport Blvd.
Richwood, TX 77531
Fax: 979-265-7345

BOARDS AND COMMISSIONS
INFORMATION STATEMENT AND APPLICATION

CITY OF RICHWOOD, TEXAS
979-265-2082

Your name has been suggested or you have requested an application for possible service on a City of Richwood board or commission.

Please specify on which Board/Commission you wish to serve.

☑ Beautification ☐ Planning and Zoning/Board of Adjustments ☐ Crime Control and Prevention

☐ Parks and Recreation

THIS INFORMATION WILL BECOME PUBLIC RECORD

NAME: Martinez Jr. (Last) Anastacio (Rocky) (First) (NMI) (MI)

HOME ADDRESS: 223 Schley St.
Richwood, TX

HOME TELEPHONE: (979) 265-4644

CELL TELEPHONE: (979) 236-1160

PROFESSION: Retired

WORK TELEPHONE: N/A

EMPLOYER: N/A

EMPLOYER'S ADDRESS: N/A

EMAIL ADDRESS: arockymartinezjr@comcast.net

PERSONAL REFERENCES:

NAME: John Pitts

ADDRESS: 631 W. Mahan
Richwood, TX 77531

PHONE: (979) 265-4925

NAME: David Resuriz

ADDRESS: 430 Wisteria
Richwood, TX 77531

PHONE: (979) 265-7039

If you have been a member of a Richwood board or commission before, please indicate the board and commission and approximate dates of service:

none

What experience do you have that may qualify you for service on a particular board or commission (i.e., licenses, degrees and certificates)

none

Please list any civic or community endeavors in which you have been involved:

Yearly clean-up participant, helped beautification committee clean parks flower beds
Easter Egg Hunt - Christmas in the park
Richwood cook-off - Municipal Court Judge (20 years)

Please list all the reasons for applying and state any additional information you feel may be helpful to us in considering your application. Being that my health has improved, I feel a need to get involved in my community. I can do photography and some clean up.

I hereby affirm the information provided herein is true and correct to the best of my knowledge.

[signature] March 12, 2014

Signature Date

Return to:

Karen B. Schrom, City Secretary
kschrom@richwoodtx.gov
1800 Brazosport Blvd.
Richwood, TX 77531
Fax: 979-265-7345

MEMORANDUM

To: Members of the Richwood City Council

From: Clint Kocurek, Mayor

Date: April 11, 2014

Subject: Personnel Policy Changes

We recently made changes to our personnel policy. Most of the changes were housekeeping changes to bring it into compliance with our Charter such as changing City Administrator to City Manager and changing the duties of City Manager, Mayor and Council to match those described in the Charter.

The Grievance process was streamlined. In the past, the employee would have to file a notice of intent to appeal within 3 days and hand deliver it to the Department Head and City Manager and then it would be forwarded to the City Attorney. Now the employee only has to submit the appeal to the City Manager. The new wording is included in the packet. The personnel policy as it stood prior to the changes is uploaded under resources in Boardbook.

Also attached is an opinion from Jason Cordoba, our City Attorney.

The old policy also had a section on protection of the employee's reputation. This was removed as it was redundant with the grievance policy.

violation received by the Employee. In the case of termination or dismissal of the Employee from the employment of the City, the City Manager must approve the same.

Any Department Head who witnesses or is made aware of any violation of this policy manual may immediately relieve such Employee from duty if such Department Head believes that the action is in the best interest of the city and is immediately necessary for the good order of City government.

Sec. 6.3 Appeals and Grievance Procedure

Any Employee has the right to appeal any disciplinary action taken against the Employee, whether that be a written warning, layoff without pay, suspension, and/or discharge from employment.

The Employee will follow the below denoted appeals procedure.

The Employee will submit a written appeal, with all pertinent details of the grievance to the City Manager within three (3) days of the disciplinary action taken against the Employee. Within three (3) days of receiving the grievance, the City Manager shall meet with the Department Head, supervisor and employee to discuss the grievance and decide what action, if any, to take regarding the grievance. The City Manager will have three (3) days to decide what action, if any, to take regarding the grievance and notify the employee in writing of the decision. The decision of the City Manager, regarding any action on the grievance, is final.

Sec. 6.4 Temporary and Probationary Employees

Any Temporary Employee or Probationary Employee may be terminated by his or her Department Head at any time with or without cause, and without a hearing.

Sec. 6.5 Grievance in reference to Non-Disciplinary Action Taken

Employees who feel that they have been improperly treated somehow in their job even though the improper treatment does not result in disciplinary action, or feel that they have been improperly treated in their work relationship with the City shall have the right to file a grievance.

Actions or results which are beyond the control of the City will not be considered grounds for a grievance.

Any grievance action shall be initiated by a written notification to the Department Head, who shall then conduct an investigation and make a determination as to the allegations surrounding the alleged grievance. If the Employee is not satisfied with the determination of the Department Head, the

Mauro & Cordoba
A Texas Professional Limited Liability Company
208 Parking Way
Lake Jackson, Texas 77566

*Frank L. Mauro, J.D.**
Jason M. Cordoba, J.D.
**Board Certified Civil Trial (1979)*
Texas Board of Legal Specialization

Debbie Smith, Legal Assistant

Telephone: (979) 297-2854
Facsimile: (979) 299-6440

March 28, 2014

City of Richwood
1800 N Brazosport Blvd.
City Council

Re: Employee Discipline and Appeal Procedure

Dear City Council:

Allow this letter to serve as my opinion regarding employee discipline and appeal procedure as mandated by the City Charter and the Personnel Handbook I have reviewed the Personnel Policy handbook and have had the opportunity to make several revisions, which I believe are compatible with the City Charter. This specifically includes the provisions related to employee discipline and appeal procedure issues. Generally, I believe requiring employees and Department Heads to appeal to the City Manager is compliant with the City Charter, and that cannot be changed short of a change to the City Charter, which would require approval by vote of the citizens

The City Charter states the following, which I believe supports my opinion:

1. Section 4.01 City Manager: The City Manager shall be responsible to the City Council for the efficient and economic administration of the City government. He/she shall attend City Council meetings if so requested by City Council. ***He/she shall have the authority with the approval of the City Council to appoint and remove all department heads. He/she shall have the authority to appoint and remove all other employees in the administrative service of the City. He/she may authorize the head of a department to appoint and remove subordinates in his/her respective department. Except for the purpose of inquiry, the City Council and its members shall deal with the administrative service solely through the City Manager.***

2. Section 3.07 Powers of City Council: Remove from any office or position of employment in the City government, any officer or employee or member of any board or commission, ***unless that person is a department head, reports to a department head or is employed in one of the departments under the direction of the City Manager*** The power of removal

shall be a concurrent power with other individuals as authorized by this Charter and other written and duly authorized City policies;

In addition to these provisions in the Charter, which were approved by City Council, there is one very important issue I must raise and caution Council. As Council knows, they are individuals that are given broad protection from lawsuits and liabilities as a result of official immunity

"Common law official immunity is based on the necessity of public officials to act in the public interest with confidence and without the hesitation that could arise from having their judgment continually questioned by extended litigation." *Ballantyne v Champion Builders, Inc*, 144 S W 3d 417, 423 (Tex. 2004) Public officials will maintain this broad protection and immunity if the public officials are engaged in the following: (1) discretionary duties (2) in good faith and (3) they are acting within the scope of their authority *Id* at 422.

The last requirement—acting within the scope of their authority—is critical. If City Council goes beyond the authority that is granted by the City Charter, the Council Members could be sued personally for their acts and will lose the ability to assert official immunity. I cannot stress how critical it is that any public official act within their scope of authority.

Please do not hesitate to contact me should you have any questions As always, thank you for the opportunity to advise council on these important matters

Very truly yours,

Jason M Cordoba

FY 2014/15

Item	Estimated cost		Comments
Raises for all Admin/Court employees	$13,000	Budgeted Funds	5% to be distributed per evaluations
Scanner for Municipal Court	$1,000	Budgeted Funds	This will help us move toward digitalization of our records retention.
Upgrade Court Computers	$2,500	Court Technology Funds	The plan is to upgrade each computer every 3 years
Electronic Docket Sheets	Not received estimate yet	Budgeted Funds	This will help us move toward digitalization of our records retention.
Updated Web site	$40,000	Budgeted Funds	To be paid in annual installments
Upgrade server software	$1,000	Budgeted Funds	The current server software will no longer be supported by Microsoft
Video presentation equipment in Council Chambers	$4,000	Budgeted Funds	2 50+ inch TVs and 1 computer.

5 Year Plan

Item	Estimated cost		Comments
Separate duties of City Secretary and Finance Director	$62,000	Budgeted Funds	The work load is increasing. This will add an additional position. The estimated cost includes salary for the City Secretary as well as insurance and retirement.
Electronic records retention	$25,000	Budgeted Funds	The estimate is for a high quality/high volume scanner and city staff scans records. We are in the process of getting quotes for an outside company.
Video streaming council meetings	Not received estimate yet	Budgeted Funds	
Electronic check conversion	Not received estimate yet	Budgeted Funds	
Program changes to allow late notices to be printed on cards instead of paper	$5,000	Budgeted Funds	This will save time and money in the long term. Employees will no longer have to stuff envelopes and will result in a savings of $105 per month in postage

Five Year Plan

In order of priority

The addition of a daytime clerical/dispatcher position;
The position could be accountable for answering non-emergency calls on the department's administrative telephone lines, operation of the computer aided dispatch (CAD) system (through module), the records management system (RMS), walk-in traffic in the police department lobby and radio dispatch for all on-duty police, fire, EMS and utility departments. The Communications Division is also responsible for entering, removing and modifying persons, vehicles and articles in the Texas Crime Information Center's (TCIC) system and the National Crime Information Center's (NCIC) system. Assist with all clerical entries and reports such as, UCR, Sex Offender Registration, Racial Profiling, warrant entry and removal and other tasks as designated by the Chief or Administrative Lieutenant.

Salary Survey of Telecommunication positions;
Lake Jackson Police Department- $14.60 to $18.95
Clute Police Department- $14.12 to $17.82
Oyster Creek Police Department- $12.00 to $15.94

I would request that our salary be competitive with the above listed as to retain the best qualified person available. **Starting salary dependent on experience; $13.57**
Top out salary; $17.57

The addition of one Patrol Officer;
This addition would give the department the ability to have two officers per shift
The cost of this addition would be approximately **$46,610.00** at our current salary rate plus that of benefits.

Sally Port
The sally port allows safe transport of prisoners to and from the department, eliminating contact with civilians. The Sally Port can include a link that does not allow the interior door to open while the garage door is open.

Estimated cost; $10 PSF at approximately 520sqft- $5,200.00
Estimated cost of roll up doors (8x8) $710.00, (10x10) $1190.00 x 2
Estimated cost of 36" steel exterior door $700.00
Estimated cost; chain link $2,095.00 (without rollup doors)
Projected cost with exception to labor charges; $8980.00

Physical Fitness

We have continued to promote officers to utilize our workout facility. We have implemented mandatory physical fitness testing occurring twice a year that is reflected on the officers evaluation.

Citizen Police Academy

Allows the citizens to gain a better understanding of our agency and policing methods are conducted.

National Night Out

Continued function;
This is a chance for communities to join together and meet their neighbors and discuss crime issues along with quality of life issues with the public safety officers

Mobile Records Management System

Implemented in 2012; the system allows officers to write reports in the field, real-time dispatching, run and receive license plates/driver's licenses and wanted checks and has a mapping system.

In law enforcement as with many other businesses, it is difficult to forecast needs this far out, this is why we view these plans as living documents that will be continually updated based upon the challenges we are met with.

31-Mar-14

	BUDGET FY 2013/14	CURRENT FY 2013/14	BALANCE FY 2013/14	PERCENT REMAINING
ADMINISTRATION	422,436.00	232,422.49	190,013.51	44.98%
CITY MAINTENANCE	269,698.00	137,618.17	132,079.83	48.97%
STREETS & DRAINAGE	83,000.00	69,769.07	13,230.93	15.94%
POLICE DEPARTMENT	712,996.00	362,894.46	350,101.54	49.10%
JUDICIAL	116,904.00	58,891.69	58,012.31	49.62%
FIRE DEPARTMENT	119,740.00	73,890.77	45,849.23	38.29%
PARKS & RECREATION	80,700.00	62,909.17	17,790.83	22.05%
TOTAL	1,805,474.00	998,395.82	807,078.18	
GENERAL FUND REVENUES	1,805,474.00	1,351,739.18	453,734.82	25.13%
		353,343.36	353,343.36	
DEBT SERVICE	165,230.00	20,788.58	144,441.42	87.42%
TOTAL	165,230.00	20,788.58	144,441.42	
DEBT SERVICE REVENUES	165,350.00	151,779.91	13,570.09	8.21%
		130,991.33	130,871.33	
WATER/SEWER	1,178,549.00	409,762.54	768,786.46	65.23%
TOTAL	1,178,549.00	409,762.54	768,786.46	
WATER/SEWER REVENUES	1,178,549.00	431,195.24	747,353.76	63.41%
		21,432.70	21,432.70	
DEBT SERVICE	113,420.00	43,462.75	69,957.25	61.68%
TOTAL	113,420.00	43,462.75	69,957.25	
DEBT SERVICE REVENUES	113,420.00	40,764.96	72,655.04	64.06%
		(2,697.79)	(2,697.79)	
TRANSPORTATION	100,000.00		100,000.00	100.00%
TOTAL	100,000.00	-	100,000.00	
TRANSPORTATION REV.	100,000.00	49,787.31	50,212.69	50.21%
		49,787.31	50,212.69	
INSURANCE CONTINGENCY	-	-	-	
TOTAL	-	-	-	
REPLACEMENT	-	26,597.66	(26,597.66)	#DIV/0!
TOTAL	-	26,597.66	(26,597.66)	
CRIME CONTROL & PREVEN	40,000.00	30,000.00	10,000.00	25.00%
TOTAL	40,000.00	30,000.00	10,000.00	
CRIME CONTROL REV.	50,000.00	20,642.95	29,357.05	58.71%
		(9,357.05)	29,357.05	
CAPITAL IMPROVEMENTS	18,000.00	6,028.35	11,971.65	66.51%
TOTAL	18,000.00	6,028.35	11,971.65	
CAPITAL PROJECTS W/S			-	#DIV/0!
TOTAL	-	-	-	
CAPITAL PROJECTS GF		58,775.00	(58,775.00)	#DIV/0!
TOTAL	-	58,775.00	(58,775.00)	
GRAND TOTAL	3,420,673.00	1,593,810.70	1,726,862.30	

City of Richwood

Statement of Revenue and Expenditures

Revised Budget

For General Fund (10)

For the Fiscal Period 2014-6 Ending March 31, 2014

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues						
10-04-4250	Revenues - Festivals	$ 0.00	$ 1,210.00	$ 0.00	$ 1,210.00	0.00%
10-04-4251	Revenues - Police Officer Training	0.00	1,100.61	0.00	1,100.61	0.00%
10-04-4252	Revenues - Seizure & Forfeiture	0.00	0.00	0.00	615.00	0.00%
10-04-4253	Revenues - Court Security	0.00	0.00	0.00	895.81	0.00%
10-04-4254	Revenues - Court Technology	0.00	0.00	0.00	1,194.34	0.00%
10-04-4255	Revenues - Bobby Ford Park	0.00	0.00	0.00	0.00	0.00%
10-04-4256	K-9 Unit	0.00	0.00	0.00	7,000.00	0.00%
10-29-4103	Ad Valorem Taxes	0.00	27,585.42	1,048,725.00	983,449.63	6.22%
10-29-4104	Delinquent Taxes	0.00	1,532.51	25,000.00	16,909.06	32.36%
10-29-4105	Penalty & Interest	0.00	1,598.62	22,000.00	6,858.29	68.83%
10-29-4106	Licenses & Permits	0.00	432.50	12,000.00	4,443.00	62.98%
10-29-4107	Building Permits	0.00	5,997.50	30,000.00	23,137.50	22.88%
10-29-4109	Municipal Court	0.00	25,960.07	135,000.00	98,311.02	27.18%
10-29-4110	Interest Earnings	0.00	(10,947.78)	5,000.00	427.66	91.45%
10-29-4111	Franchise Taxes	0.00	7,214.70	175,000.00	69,643.28	60.20%
10-29-4112	Miscellaneous Income	0.00	(643.79)	20,000.00	9,872.45	50.64%
10-29-4113	Intragovernmental Income	0.00	0.00	0.00	0.00	0.00%
10-29-4114	Animal Fines/Licenses	0.00	10.00	500.00	135.00	73.00%
10-29-4116	Sales Tax - Streets	0.00	4,931.09	55,000.00	26,893.46	51.10%
10-29-4117	Sales Tax	0.00	19,724.36	215,000.00	107,573.83	49.97%
10-29-4118	Municipal Building Rentals	0.00	470.00	0.00	3,185.00	0.00%
10-29-4120	Deferred Revenue	0.00	0.00	0.00	0.00	0.00%
10-29-4121	Parks & Recreation	0.00	300.00	11,000.00	900.00	91.82%
10-29-4123	Other Revenues	0.00	0.00	0.00	0.00	0.00%
10-29-4125	Transportation Fee	0.00	0.00	0.00	0.00	0.00%
10-29-4221	Bond Proceeds	0.00	0.00	0.00	0.00	0.00%
10-29-4435	Capital Contributions	0.00	0.00	0.00	0.00	0.00%
10-60-4250	Revenues - Festivals	0.00	0.00	0.00	0.00	0.00%
10-60-4251	Revenues - Police Officer Training	0.00	0.00	0.00	0.00	0.00%
10-60-4252	Revenues - Seizure & Forfeiture	0.00	0.00	0.00	0.00	0.00%
10-60-4253	Revenues - Court Security	0.00	0.00	0.00	0.00	0.00%
10-60-4254	Revenues - Court Technology	0.00	0.00	0.00	0.00	0.00%
10-61-4124	Beautification Revenues	0.00	0.00	0.00	0.00	0.00%
Total General Fund Revenues		**$ 0.00**	**$ 86,475.81**	**$ 1,754,225.00**	**$ 1,363,754.94**	**22.26%**
General Fund Excess of Revenues Over Expenditures		**$ 0.00**	**$ (31,964.97)**	**$ (51,249.00)**	**$ 355,541.03**	**793.75%**

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For Administration (01)

For the Fiscal Period 2014-6 Ending March 31, 2014

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaing % of Budget
10-01-5101	Administrative Expense	$6,000.00	$2,117.02	$9,606.28	$1,916.76	($5,523.04)	(92.05%)
10-01-5102	Contract Labor	$10,000.00	$275.00	$1,868.75	$0.00	$8,131.25	81.31%
10-01-5103	Salaries & Wages	$155,136.00	$10,814.96	$84,153.85	$0.00	$70,982.15	45.75%
10-01-5105	Retirement	$19,000.00	$1,974.89	$11,701.33	$0.00	$7,298.67	38.41%
10-01-5110	Workmen's Compensation Ins	$400.00	$0.00	$424.89	$0.00	($24.89)	(6.22%)
10-01-5115	Hospitalization	$29,100.00	$0.00	$14,299.82	$0.00	$14,800.18	50.86%
10-01-5120	Unemployment Insurance	$1,200.00	$105.08	$808.45	$0.00	$391.55	32.63%
10-01-5130	Training & Travel	$13,000.00	$1,666.00	$5,960.22	$0.00	$7,039.78	54.15%
10-01-5175	Employee Incentive	$7,900.00	$0.00	$0.00	$0.00	$7,900.00	100.00%
Total Administration Personnel Costs		**$241,736.00**	**$16,952.95**	**$128,823.59**	**$1,916.76**	**$110,995.65**	**45.92%**
10-01-5210	Office Supplies	$24,000.00	$993.44	$15,981.11	$1,853.37	$6,165.52	25.69%
10-01-5215	Custodial Supplies	$1,500.00	$139.98	$766.10	($161.92)	$895.82	59.72%
10-01-5220	Tools	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
10-01-5240	Expendable Operating Supplies	$12,000.00	$2,153.75	$8,343.26	($8.74)	$3,665.48	30.55%
Total Administration Operating Supplies		**$37,500.00**	**$3,287.17**	**$25,090.47**	**$1,682.71**	**$10,726.82**	**28.60%**
10-01-5310	Building & Grounds M&R	$15,000.00	$679.67	$11,473.59	($627.00)	$4,153.41	27.69%
10-01-5312	Contingency Fund M&R	$10,000.00	$0.00	$3,000.00	$0.00	$7,000.00	70.00%
10-01-5320	Office Furniture/Fixture M&R	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
10-01-5365	Other Equipment M&R	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
Total Administration Maintenance & Repair		**$25,000.00**	**$679.67**	**$14,473.59**	**($627.00)**	**$11,153.41**	**44.61%**
10-01-5410	Electricity	$12,000.00	$646.56	$4,424.71	$0.00	$7,575.29	63.13%
10-01-5420	Telephone	$2,500.00	$277.76	$1,200.17	$0.00	$1,299.83	51.99%
10-01-5430	Natural Gas	$1,500.00	$137.18	$536.02	$0.00	$963.98	64.27%
Total Administration Utilities & Telephone		**$16,000.00**	**$1,061.50**	**$6,160.90**	**$0.00**	**$9,839.10**	**61.49%**
10-01-5510	Elections	$4,000.00	$0.00	$600.00	$0.00	$3,400.00	85.00%
10-01-5556	Contractural Services - Taxes	$12,000.00	$2,242.50	$7,323.98	$0.00	$4,676.02	38.97%
10-01-5560	Engineering	$4,500.00	$0.00	$6,319.00	$0.00	($1,819.00)	(40.42%)
10-01-5570	Attorney's Fees	$25,000.00	$510.00	$5,887.50	$0.00	$19,112.50	76.45%
10-01-5572	Economic Development	$1,500.00	$0.00	$0.00	$0.00	$1,500.00	100.00%
10-01-5580	Auditor's Fees	$22,000.00	$7,825.56	$18,524.47	$0.00	$3,475.53	15.80%
Total Administration Services		**$69,000.00**	**$10,578.06**	**$38,654.95**	**$0.00**	**$30,345.05**	**43.98%**
10-01-5640	Insurance - Bldg/Liab/Bond	$5,000.00	$0.00	$3,203.18	$0.00	$1,796.82	35.94%

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For Administration (01)

For the Fiscal Period 2014-6 Ending March 31, 2014

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaing % of Budget
10-01-5660	Dues & Subscriptions	$3,500.00	$1,050.00	$3,136.00	($56.00)	$420.00	12.00%
10-01-5685	Publishing & Advertising	$5,000.00	$0.00	$2,280.02	($887.55)	$3,607.53	72.15%
10-01-5695	Special Services - Miscellaneous	$200.00	$0.00	$5,960.00	$0.00	($5,760.00)	(2880.00%)
Total Administration Sundry		**$13,700.00**	**$1,050.00**	**$14,579.20**	**($943.55)**	**$64.35**	**0.47%**
10-01-5910	Office Equipment	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
10-01-5930	Equipment	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
10-01-5935	Equipment - Time Payments	$4,500.00	$467.60	$2,610.87	$0.00	$1,889.13	41.98%
10-01-5940	Special Equipment	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
10-01-5950	Contingency Fund	$10,000.00	$0.00	$0.00	$0.00	$10,000.00	100.00%
10-01-5960	Transfer to Capital Projects	$5,000.00	$0.00	$0.00	$0.00	$5,000.00	100.00%
10-01-5961	Transfer to Water/Sewer	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
Total Administration Capital Outlay		**$19,500.00**	**$467.60**	**$2,610.87**	**$0.00**	**$16,889.13**	**86.61%**
Total Administration Expense		**$422,436.00**	**$34,076.95**	**$230,393.57**	**$2,028.92**	**$190,013.51**	**44.98%**

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For City Maintenance (02)

For the Fiscal Period 2014-6 Ending March 31, 2014

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaing % of Budget
10-02-5102	Contract Labor	$7,000.00	$0.00	$0.00	$0.00	$7,000.00	100.00%
10-02-5103	Salaries & Wages	$119,398.00	$11,227.26	$65,350.74	$0.00	$54,047.26	45.27%
10-02-5105	Retirement	$15,500.00	$1,445.49	$8,682.83	$0.00	$6,817.17	43.98%
10-02-5110	Workmen's Compensation Ins	$4,100.00	$0.00	$3,034.11	$0.00	$1,065.89	26.00%
10-02-5115	Hospitalization	$21,000.00	$0.00	$11,107.08	$0.00	$9,892.92	47.11%
10-02-5120	Unemployment Insurance	$1,600.00	$132.77	$704.42	$0.00	$895.58	55.97%
10-02-5130	Training & Travel	$2,000.00	$918.11	$1,490.83	$0.00	$509.17	25.46%
10-02-5190	Uniforms	$1,600.00	$0.00	$341.05	$0.00	$1,258.95	78.68%
Total City Maintenance Personnel Costs		**$172,198.00**	**$13,723.63**	**$90,711.06**	**$0.00**	**$81,486.94**	**47.32%**
10-02-5210	Office Supplies	$500.00	$651.50	$926.13	$0.00	($426.13)	(85.23%)
10-02-5215	Custodial Supplies	$500.00	$42.00	$123.84	$0.00	$376.16	75.23%
10-02-5220	Tools	$1,000.00	$0.00	$1,060.56	($311.21)	$250.65	25.07%
10-02-5230	Gas, Oil, & Lubricants	$9,000.00	$0.00	$3,967.04	$4,837.98	$194.98	2.17%
10-02-5240	Expendable Operating Supplies	$3,000.00	$688.31	$1,422.31	($61.31)	$1,639.00	54.63%
10-02-5245	Dump Charges	$2,500.00	$532.25	$1,329.25	$0.00	$1,170.75	46.83%
10-02-5270	Chemicals	$2,000.00	$0.00	$20.18	($20.18)	$2,000.00	100.00%
Total City Maintenance Operating Supplies		**$18,500.00**	**$1,914.06**	**$8,849.31**	**$4,445.28**	**$5,205.41**	**28.14%**
10-02-5310	Building & Grounds M&R	$1,000.00	$93.24	$298.40	$0.00	$701.60	70.16%
10-02-5320	Office Furniture/Fixture M&R	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
10-02-5340	Vehicle M&R	$4,000.00	$403.93	$2,548.61	($418.51)	$1,869.90	46.75%
10-02-5360	Radio M&R	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
10-02-5365	Other Equipment M&R	$4,000.00	$0.00	$1,096.28	($122.95)	$3,026.67	75.67%
10-02-5376	Signs M&R	$2,000.00	$40.95	$1,343.91	($550.32)	$1,206.41	60.32%
Total City Maintenance Maintenance & Repair		**$11,000.00**	**$538.12**	**$5,287.20**	**($1,091.78)**	**$6,804.58**	**61.86%**
10-02-5410	Electricity	$45,000.00	$2,972.07	$14,980.42	$0.00	$30,019.58	66.71%
10-02-5420	Telephone	$2,500.00	$451.04	$1,509.04	$0.00	$990.96	39.64%
10-02-5430	Natural Gas	$500.00	$56.97	$186.98	$0.00	$313.02	62.60%
Total City Maintenance Utilities & Telephone		**$48,000.00**	**$3,480.08**	**$16,676.44**	**$0.00**	**$31,323.56**	**65.26%**
10-02-5560	Engineering	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
10-02-5570	Attorney's Fees	$500.00	$0.00	$0.00	$0.00	$500.00	100.00%
Total City Maintenance Services		**$500.00**	**$0.00**	**$0.00**	**$0.00**	**$500.00**	**100.00%**
10-02-5630	Insurance - Motor Vehicles	$3,000.00	$0.00	$2,229.18	$0.00	$770.82	25.69%

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For City Maintenance (02)

For the Fiscal Period 2014-6 Ending March 31, 2014

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaing % of Budget
10-02-5640	Insurance - Bldg/Liab/Bond	$3,000.00	$0.00	$1,655.98	$0.00	$1,344.02	44.80%
10-02-5660	Dues & Subscriptions	$11,000.00	$2,311.95	$4,755.50	$0.00	$6,244.50	56.77%
10-02-5685	Publishing & Advertising	$500.00	$0.00	$0.00	$0.00	$500.00	100.00%
10-02-5695	Special Services - Miscellaneous	$2,000.00	$850.00	$4,100.00	$0.00	($2,100.00)	(105.00%)
Total City Maintenance Sundry		**$19,500.00**	**$3,161.95**	**$12,740.66**	**$0.00**	**$6,759.34**	**34.66%**
10-02-5910	Office Equipment	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
10-02-5920	Motor Vehicles	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
10-02-5930	Equipment	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
10-02-5935	Equipment - Time Payments	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
10-02-5940	Special Equipment	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
Total City Maintenance Capital Outlay		**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**0.00%**
Total City Maintenance Expense		**$269,698.00**	**$22,817.84**	**$134,264.67**	**$3,353.50**	**$132,079.83**	**48.97%**

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For Streets And Drainage (03)

For the Fiscal Period 2014-6 Ending March 31, 2014

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaing % of Budget
10-03-5380	Streets M&R	$21,600.00	$0.00	$12,956.28	$613.40	$8,030.32	37.18%
10-03-5385	Drainage M&R	$2,500.00	$0.00	$8,262.63	($45.00)	($5,717.63)	(228.71%)
Total Streets And Drainage Maintenance & Repair		**$24,100.00**	**$0.00**	**$21,218.91**	**$568.40**	**$2,312.69**	**9.60%**
10-03-5965	Street Projects	$52,000.00	$0.00	$47,981.76	$0.00	$4,018.24	7.73%
10-03-5975	Drainage	$6,900.00	$0.00	$0.00	$0.00	$6,900.00	100.00%
Total Streets And Drainage Capital Outlay		**$58,900.00**	**$0.00**	**$47,981.76**	**$0.00**	**$10,918.24**	**18.54%**
Total Streets And Drainage Expense		**$83,000.00**	**$0.00**	**$69,200.67**	**$568.40**	**$13,230.93**	**15.94%**

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For Police Department (05)

For the Fiscal Period 2014-6 Ending March 31, 2014

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaing % of Budget
10-05-5102	Contract Labor	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
10-05-5103	Salaries & Wages	$435,838.00	$34,503.84	$218,722.44	$0.00	$217,115.56	49.82%
10-05-5105	Retirement	$56,000.00	$5,513.05	$33,506.51	$0.00	$22,493.49	40.17%
10-05-5110	Workmen's Compensation Ins	$11,500.00	$0.00	$9,607.42	$0.00	$1,892.58	16.46%
10-05-5115	Hospitalization	$65,000.00	$0.00	$29,927.86	$0.00	$35,072.14	53.96%
10-05-5120	Unemployment Insurance	$2,000.00	$64.70	$1,512.01	$0.00	$487.99	24.40%
10-05-5130	Training & Travel	$13,300.00	$799.03	$4,020.70	($2,414.33)	$11,693.63	87.92%
10-05-5175	Education Incentive	$6,700.00	$1,300.00	$3,900.00	$0.00	$2,800.00	41.79%
10-05-5190	Uniforms	$2,500.00	$298.55	$1,087.80	$0.00	$1,412.20	56.49%
Total Police Department Personnel Costs		**$592,838.00**	**$42,479.17**	**$302,284.74**	**($2,414.33)**	**$292,967.59**	**49.42%**
10-05-5210	Office Supplies	$5,500.00	$0.00	$3,678.58	$0.00	$1,821.42	33.12%
10-05-5215	Custodial Supplies	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
10-05-5220	Tools	$1,500.00	$730.09	$948.10	$0.00	$551.90	36.79%
10-05-5230	Gas, Oil, & Lubricants	$30,208.00	$0.00	$12,278.11	$0.00	$17,929.89	59.35%
10-05-5240	Expendable Operating Supplies	$1,500.00	$40.99	$1,235.39	$0.00	$264.61	17.64%
Total Police Department Operating Supplies		**$38,708.00**	**$771.08**	**$18,140.18**	**$0.00**	**$20,567.82**	**53.14%**
10-05-5310	Building & Grounds M&R	$1,000.00	$0.00	$0.00	$0.00	$1,000.00	100.00%
10-05-5320	Office Furniture/Fixture M&R	$500.00	$0.00	$0.00	$0.00	$500.00	100.00%
10-05-5340	Vehicle M&R	$10,300.00	$2,642.91	$6,919.27	($750.45)	$4,131.18	40.11%
10-05-5350	Radar M&R	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
10-05-5360	Radio M&R	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
10-05-5365	Other Equipment M&R	$2,000.00	$0.00	$1,474.20	($170.71)	$696.51	34.83%
Total Police Department Maintenance & Repair		**$13,800.00**	**$2,642.91**	**$8,393.47**	**($921.16)**	**$6,327.69**	**45.85%**
10-05-5420	Telephone	$6,000.00	$469.23	$3,264.71	$0.00	$2,735.29	45.59%
Total Police Department Utilities & Telephone		**$6,000.00**	**$469.23**	**$3,264.71**	**$0.00**	**$2,735.29**	**45.59%**
10-05-5540	Dispatch Services	$34,000.00	$0.00	$17,000.00	$0.00	$17,000.00	50.00%
10-05-5542	Jail Expense	$5,500.00	$100.00	$2,228.48	$0.00	$3,271.52	59.48%
10-05-5558	Animal Control	$6,000.00	$0.00	$3,000.00	$0.00	$3,000.00	50.00%
10-05-5560	Engineering	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
10-05-5570	Attorney's Fees	$250.00	$0.00	$1,325.00	$0.00	($1,075.00)	(430.00%)
Total Police Department Services		**$45,750.00**	**$100.00**	**$23,553.48**	**$0.00**	**$22,196.52**	**48.52%**
10-05-5630	Insurance - Motor Vehicles	$4,000.00	$0.00	$3,393.44	$0.00	$606.56	15.16%

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For Police Department (05)

For the Fiscal Period 2014-6 Ending March 31, 2014

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaing % of Budget
10-05-5640	Insurance - Bldg/Liab/Bond	$6,000.00	$0.00	$4,590.86	$0.00	$1,409.14	23.49%
10-05-5660	Dues & Subscriptions	$1,900.00	$1,068.00	$1,168.00	$0.00	$732.00	38.53%
10-05-5685	Publishing & Advertising	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
10-05-5695	Special Services - Miscellaneous	$4,000.00	$554.60	$1,441.57	$0.00	$2,558.43	63.96%
Total Police Department Sundry		**$15,900.00**	**$1,622.60**	**$10,593.87**	**$0.00**	**$5,306.13**	**33.37%**
10-05-5910	Office Equipment	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
10-05-5920	Motor Vehicles	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
10-05-5930	Equipment	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
10-05-5935	Equipment - Time Payments	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
10-05-5940	Special Equipment	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
Total Police Department Capital Outlay		**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**0.00%**
Total Police Department Expense		**$712,996.00**	**$48,084.99**	**$366,230.45**	**($3,335.49)**	**$350,101.04**	**49.10%**

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For Judicial (06)

For the Fiscal Period 2014-6 Ending March 31, 2014

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaing % of Budget
10-06-5102	Contract Labor	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
10-06-5103	Salaries & Wages	$71,961.00	$6,162.51	$37,104.68	$0.00	$34,856.32	48.44%
10-06-5105	Retirement	$11,000.00	$833.51	$5,017.27	$0.00	$5,982.73	54.39%
10-06-5110	Workmen's Compensation Ins	$300.00	$0.00	$282.79	$0.00	$17.21	5.74%
10-06-5115	Hospitalization	$17,500.00	$0.00	$7,418.14	$0.00	$10,081.86	57.61%
10-06-5120	Unemployment Insurance	$750.00	$117.72	$499.54	$0.00	$250.46	33.39%
10-06-5130	Training & Travel	$2,000.00	$131.40	$1,342.19	$0.00	$657.81	32.89%
Total Judicial Personnel Costs		**$103,511.00**	**$7,245.14**	**$51,664.61**	**$0.00**	**$51,846.39**	**50.09%**
10-06-5210	Office Supplies	$5,193.00	$457.21	$2,919.58	$101.00	$2,172.42	41.83%
10-06-5240	Expendable Operating Supplies	$500.00	$0.00	$0.00	$0.00	$500.00	100.00%
Total Judicial Operating Supplies		**$5,693.00**	**$457.21**	**$2,919.58**	**$101.00**	**$2,672.42**	**46.94%**
10-06-5565	Jury Expense	$500.00	$0.00	$66.00	$0.00	$434.00	86.80%
10-06-5570	Attorney's Fees	$7,000.00	$750.00	$4,140.50	$0.00	$2,859.50	40.85%
Total Judicial Services		**$7,500.00**	**$750.00**	**$4,206.50**	**$0.00**	**$3,293.50**	**43.91%**
10-06-5660	Dues & Subscriptions	$200.00	$0.00	$0.00	$0.00	$200.00	100.00%
Total Judicial Sundry		**$200.00**	**$0.00**	**$0.00**	**$0.00**	**$200.00**	**100.00%**
10-06-5910	Office Equipment	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
10-06-5930	Equipment	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
10-06-5940	Special Equipment	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
Total Judicial Capital Outlay		**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**0.00%**
Total Judicial Expense		**$116,904.00**	**$8,452.35**	**$58,790.69**	**$101.00**	**$58,012.31**	**49.62%**

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For Fire Department (07)

For the Fiscal Period 2014-6 Ending March 31, 2014

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaing % of Budget
10-07-5106	Pension	$11,390.00	$0.00	$2,400.00	$0.00	$8,990.00	78.93%
10-07-5110	Workmen's Compensation Ins	$300.00	$0.00	$531.94	$0.00	($231.94)	(77.31%)
10-07-5130	Training & Travel	$1,000.00	($3,080.00)	$0.00	$0.00	$1,000.00	100.00%
10-07-5190	Uniforms	$6,500.00	$0.00	$254.82	$0.00	$6,245.18	96.08%
Total Fire Department Personnel Costs		**$19,190.00**	**($3,080.00)**	**$3,186.76**	**$0.00**	**$16,003.24**	**83.39%**
10-07-5210	Office Supplies	$1,000.00	$0.00	$1,056.68	$0.00	($56.68)	(5.67%)
10-07-5215	Custodial Supplies	$300.00	$0.00	$65.38	$0.00	$234.62	78.21%
10-07-5220	Tools	$7,500.00	$0.00	$6,177.98	$0.00	$1,322.02	17.63%
10-07-5230	Gas, Oil, & Lubricants	$2,000.00	$0.00	$1,053.58	$0.00	$946.42	47.32%
10-07-5240	Expendable Operating Supplies	$0.00	$0.00	($369.40)	$0.00	$369.40	0.00%
10-07-5285	Fire Prevention Supplies	$1,000.00	$0.00	$0.00	$0.00	$1,000.00	100.00%
Total Fire Department Operating Supplies		**$11,800.00**	**$0.00**	**$7,984.22**	**$0.00**	**$3,815.78**	**32.34%**
10-07-5310	Building & Grounds M&R	$1,000.00	$0.00	$2,717.96	($2,748.96)	$1,031.00	103.10%
10-07-5340	Vehicle M&R	$2,000.00	$0.00	$4,092.59	$0.00	($2,092.59)	(104.63%)
10-07-5360	Radio M&R	$2,000.00	$124.95	$549.95	$0.00	$1,450.05	72.50%
10-07-5365	Other Equipment M&R	$1,000.00	$0.00	$3,122.70	($1,476.50)	($646.20)	(64.62%)
Total Fire Department Maintenance & Repair		**$6,000.00**	**$124.95**	**$10,483.20**	**($4,225.46)**	**($257.74)**	**(4.30%)**
10-07-5410	Electricity	$2,500.00	$244.06	$1,043.06	$0.00	$1,456.94	58.28%
10-07-5420	Telephone	$1,200.00	$150.83	$903.37	$0.00	$296.63	24.72%
10-07-5430	Natural Gas	$750.00	$18.05	$89.27	$0.00	$660.73	88.10%
Total Fire Department Utilities & Telephone		**$4,450.00**	**$412.94**	**$2,035.70**	**$0.00**	**$2,414.30**	**54.25%**
10-07-5560	Engineering	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
10-07-5566	Contractural Services - Ambulance	$65,000.00	$0.00	$31,250.00	$0.00	$33,750.00	51.92%
10-07-5570	Attorney's Fees	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
Total Fire Department Services		**$65,000.00**	**$0.00**	**$31,250.00**	**$0.00**	**$33,750.00**	**51.92%**
10-07-5630	Insurance - Motor Vehicles	$3,000.00	$0.00	$2,582.82	$0.00	$417.18	13.91%
10-07-5640	Insurance - Bldg/Liab/Bond	$1,000.00	$0.00	$954.33	$0.00	$45.67	4.57%
10-07-5660	Dues & Subscriptions	$800.00	$0.00	$0.00	$0.00	$800.00	100.00%
10-07-5685	Publishing & Advertising	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
10-07-5695	Special Services - Miscellaneous	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
Total Fire Department Sundry		**$4,800.00**	**$0.00**	**$3,537.15**	**$0.00**	**$1,262.85**	**26.31%**

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For Fire Department (07)

For the Fiscal Period 2014-6 Ending March 31, 2014

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaing % of Budget
10-07-5910	Office Equipment	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
10-07-5920	Motor Vehicles	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
10-07-5930	Equipment	$8,500.00	$0.00	$19,639.20	$0.00	($11,139.20)	(131.05%)
10-07-5935	Equipment - Time Payments	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
10-07-5940	Special Equipment	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
Total Fire Department Capital Outlay		**$8,500.00**	**$0.00**	**$19,639.20**	**$0.00**	**($11,139.20)**	**(131.05%)**
Total Fire Department Expense		**$119,740.00**	**($2,542.11)**	**$78,116.23**	**($4,225.46)**	**$45,849.23**	**38.29%**

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For Parks and Recreation (08)

For the Fiscal Period 2014-6 Ending March 31, 2014

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaing % of Budget
10-08-5102	Contract Labor	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
10-08-5103	Salaries & Wages	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
10-08-5105	Retirement	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
10-08-5110	Workmen's Compensation Ins	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
10-08-5120	Unemployment Insurance	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
10-08-5130	Training & Travel	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
Total Parks and Recreation Personnel Costs		**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**0.00%**
10-08-5210	Office Supplies	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
10-08-5215	Custodial Supplies	$600.00	$0.00	$448.75	$39.73	$111.52	18.59%
10-08-5220	Tools	$500.00	$0.00	$37.98	($37.98)	$500.00	100.00%
10-08-5240	Expendable Operating Supplies	$200.00	$1,677.47	$1,688.02	$0.00	($1,488.02)	(744.01%)
10-08-5270	Chemicals	$1,500.00	$0.00	$976.00	$0.00	$524.00	34.93%
Total Parks and Recreation Operating Supplies		**$2,800.00**	**$1,677.47**	**$3,150.75**	**$1.75**	**($352.50)**	**(12.59%)**
10-08-5310	Building & Grounds M&R	$65,000.00	$399.88	$58,447.94	($1,950.28)	$8,502.34	13.08%
10-08-5365	Other Equipment M&R	$5,000.00	$100.06	$254.75	$1,391.11	$3,354.14	67.08%
Total Parks and Recreation Maintenance & Repair		**$70,000.00**	**$499.94**	**$58,702.69**	**($559.17)**	**$11,856.48**	**16.94%**
10-08-5410	Electricity	$5,400.00	$81.12	$547.15	$0.00	$4,852.85	89.87%
10-08-5420	Telephone	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
Total Parks and Recreation Utilities & Telephone		**$5,400.00**	**$81.12**	**$547.15**	**$0.00**	**$4,852.85**	**89.87%**
10-08-5560	Engineering	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
10-08-5570	Attorney's Fees	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
Total Parks and Recreation Services		**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**0.00%**
10-08-5640	Insurance - Bldg/Liab/Bond	$1,500.00	$0.00	$1,066.00	$0.00	$434.00	28.93%
10-08-5660	Dues & Subscriptions	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
10-08-5685	Publishing & Advertising	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
10-08-5695	Special Services - Miscellaneous	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
Total Parks and Recreation Sundry		**$1,500.00**	**$0.00**	**$1,066.00**	**$0.00**	**$434.00**	**28.93%**
10-08-5850	Beautification	$1,000.00	$0.00	$0.00	$0.00	$1,000.00	100.00%
10-08-5851	Parks & Recreation	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
Total Parks and Recreation Parks and Recreation		**$1,000.00**	**$0.00**	**$0.00**	**$0.00**	**$1,000.00**	**100.00%**
10-08-5930	Equipment	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For Parks and Recreation (08)

For the Fiscal Period 2014-6 Ending March 31, 2014

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaing % of Budget
10-08-5940	Special Equipment	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
10-08-5962	Transfer to Replacement	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
Total Parks and Recreation Capital Outlay		$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
Total Parks and Recreation Expense		$80,700.00	$2,258.53	$63,466.59	($557.42)	$17,790.83	22.05%

City of Richwood

Balance Sheet

For General Fund (10)

March 31, 2014

Assets

10-29-1101	Cash	85,006.61
10-29-1103	Cash in bank - Beautification	.00
10-29-1105	Seizure and Forfeiture Fund	715.00
10-29-1106	TexPool Investments	399,779.01
10-29-1107	Petty Cash	800.00
10-29-1108	TexStar Investments	10,610.73
10-29-1109	Logic Investments	51,648.79
10-29-1110	WCMA - Merrill Lynch Investments	.00
10-29-1111	Certificates of Deposit	270,016.10
10-29-1112	Tax Receivable	(920,027.03)
10-29-1113	Accrued Interest Receivable	1,636.88
10-29-1114	Sales Tax Receivable	25,651.40
10-29-1115	Due from Fire Department	.00
10-29-1116	Due from Enterprise Fund	332,868.88
10-29-1118	Due from Capital Construction Fund	210,295.94
10-29-1119	Due from Replacment	21,312.01
10-29-1120	Allowance for Uncollectibles	(18,422.06)
10-29-1121	Due from Insurance Contingency	.00
10-29-1122	Accounts Receivable - Other	30,386.24
10-29-1123.	Deferred Taxes	(25,354.78)
10-29-1125	Prepaid Expenditures	.00
10-29-1127	Investments - Merrill Lynch	.00
10-29-1129	Delinquent Taxes	(17,286.17)
10-29-1130	Accounts Rec/NSF checks	735.42
10-29-1131	Due from Other Governments	1,433.50
10-29-1133	Reserve for Ad Valorem Taxes	981,943.92
10-29-1134	Reserve for Delinquent Taxes	17,500.31
10-29-1140	Due from Capital Improvements	.00
10-29-1141	Due From Debt Service	.00
10-29-1142	Due from General - Replacement	.00
10-29-1143	Due from Seizure and Forfeiture	715.00
10-29-1144	Due from Crime Control and Prevention	35,678.22
10-29-1145	Due from Beautification	.00
10-29-1146	Due from Transportation Fund	.00
10-29-1147	Due from General (Seizure)	(100.00)
10-29-1150	Loan receivable	100,896.00
10-29-1261	Land	.00
10-29-1262	Buildings	.00
10-29-1263	Vehicles	.00
10-29-1264	Office Equipment	.00
10-29-1265	Equipment	.00
	Total Assets	$ 1,598,439.92

Liabilities and Fund Balance

City of Richwood
Balance Sheet
For General Fund (10)

March 31, 2014

10-29-2125	Cash Over/Under	$ (122.14)
10-29-2127	Municipal Court Bonds	165.00
10-29-2129	Accts Payble - Other	3,502.77
10-29-2130	Accounts Payable	23,867.80
10-29-2131	Federal W/H Payble	8,906.67
10-29-2132	Retirement Payable	3,561.65
10-29-2134	Due to Debt Service Fund	.00
10-29-2136	Insurance Payable	(853.29)
10-29-2137	Credit Union Payable	.00
10-29-2138	Child Support Payable	15.00
10-29-2139	Festivals	.00
10-29-2140	Municipal Court Costs	48,661.09
10-29-2141	Overdrawn	.00
10-29-2142	Student Loan	.00
10-29-2144	Social Security Payable	29,474.00
10-29-2145	Special Police Training Fund	.00
10-29-2146	Deferred Police Forfeitures	.00
10-29-2149	Due to Capital Porjects	.00
10-29-2150	Due to Water/Sewer	104,374.65
10-29-2151	Due to Insurance Contingency	.00
10-29-2153	Due to Water Meter Deposit	.00
10-29-2155	Due to Replacement	33,563.90
10-29-2156	Due to Revenue Bond I&S	.00
10-29-2157	Couirt Security Fund	.00
10-29-2158	Due to Capital Improvement	.00
10-29-2159	Due to Crime Control and Prevention District	20,636.58
10-29-2160	Due to Reserve Fund	.00
10-29-2161	Due to Beautification	.00
10-29-2162	Due to Transportation Fund	33,487.31
10-29-2165	Accounts Payable - Debt Service	124,351.65
10-29-2166	Due to Seizure & Forfeiture	715.00
10-29-2170	Tax Escrow Account	.00
10-29-2172	Due to General from Seizure and Forfeiture	.00
10-29-2175	AFU Account	.00
10-61-2221	Due to General	.00
	Total Liabilties	434,307.64
10-29-3103	Fund Balance	779,488.03
10-29-3105	Reserved for Investment in Inventory	.00
10-29-3110	Encumberance Account	19,288.34
10-29-3190	Seizure and Forfeiture Fund	858.60
10-29-3191	Reserve - Festival	1,989.38
10-29-3192	Reserve - Police Training	747.97
10-29-3198	Reserve - Municipal Court Security	1,779.26
10-29-3199	Reserve for Municipal Court Technology	4,439.67
	Excess of Revenue Over Expenditures	355,541.03

City of Richwood
Balance Sheet
For General Fund (10)
March 31, 2014

Total Fund Balances		1,164,132.28
Total Liabilities and Fund Balances	$	1,598,439.92

City of Richwood
Statement of Revenue and Expenditures
Revised Budget
For Enterprise (30)
For the Fiscal Period 2014-6 Ending March 31, 2014

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues						
30-25-4113	Intragovernmental Income	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00%
30-25-4410	Water Fees	0.00	6,674.19	60,666.00	24,928.28	58.91%
30-25-4420	Sewer Fees	0.00	0.00	52,754.00	15,836.68	69.98%
30-30-4110	Interest Earnings	0.00	89.22	5,100.00	162.26	96.82%
30-30-4112	Miscellaneous Income	0.00	6.87	6,000.00	(853.11)	114.22%
30-30-4113	Intragovernmental Income	0.00	0.00	0.00	0.00	0.00%
30-30-4120	Deferred Revenue	0.00	0.00	0.00	0.00	0.00%
30-30-4123	Other Revenues	0.00	0.00	0.00	0.00	0.00%
30-30-4221	Bond Proceeds	0.00	0.00	0.00	0.00	0.00%
30-30-4410	Water Fees	0.00	32,241.58	576,795.00	197,226.60	65.81%
30-30-4420	Sewer Fees	0.00	27,859.88	533,854.00	171,081.42	67.95%
30-30-4430	Delinquent Charges	0.00	2,713.49	28,000.00	10,884.24	61.13%
30-30-4435	Capital Contributions	0.00	0.00	0.00	0.00	0.00%
30-30-4440	Water Taps	0.00	1,600.00	11,300.00	6,225.00	44.91%
30-30-4450	Sewer Taps	0.00	1,000.00	5,500.00	1,625.00	70.45%
30-30-4460	Reconnect Fees	0.00	325.00	7,000.00	2,075.00	70.36%
30-30-4470	Garbage Receipts	0.00	856.30	5,000.00	2,003.87	59.92%
Total Enterprise Revenues		**$ 0.00**	**$ 73,366.53**	**$ 1,291,969.00**	**$ 431,195.24**	**66.62%**
Enterprise Excess of Revenues Over Expenditures		**$ 0.00**	**$ 27,499.66**	**$ 0.00**	**$ (23,506.96)**	**0.00%**

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For Water/Sewer (21)

For the Fiscal Period 2014-6 Ending March 31, 2014

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaing % of Budget
30-21-5102	Contract Labor	$0.00	$0.00	$576.00	$0.00	($576.00)	0.00%
30-21-5103	Salaries & Wages	$167,071.00	$16,341.34	$72,559.07	$0.00	$94,511.93	56.57%
30-21-5105	Retirement	$16,000.00	$1,721.19	$8,092.87	$0.00	$7,907.13	49.42%
30-21-5110	Workmen's Compensation Ins	$3,500.00	$0.00	$3,034.11	$0.00	$465.89	13.31%
30-21-5115	Hospitalization	$28,000.00	$0.00	$12,858.69	$0.00	$15,141.31	54.08%
30-21-5120	Unemployment Insurance	$1,000.00	$205.01	$601.58	$0.00	$398.42	39.84%
30-21-5130	Training & Travel	$4,000.00	$275.38	$1,381.78	$0.00	$2,618.22	65.46%
30-21-5190	Uniforms	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
Total Water/Sewer Personnel Costs		**$219,571.00**	**$18,542.92**	**$99,104.10**	**$0.00**	**$120,466.90**	**54.86%**
30-21-5210	Office Supplies	$10,000.00	$507.96	$6,265.91	$676.00	$3,058.09	30.58%
30-21-5215	Custodial Supplies	$300.00	$0.00	$0.00	$0.00	$300.00	100.00%
30-21-5220	Tools	$2,000.00	$0.00	$1,143.60	($929.07)	$1,785.47	89.27%
30-21-5230	Gas, Oil, & Lubricants	$12,000.00	$84.71	$6,775.42	$0.00	$5,224.58	43.54%
30-21-5240	Expendable Operating Supplies	$500.00	($2,691.26)	($2,086.04)	$0.00	$2,586.04	517.21%
30-21-5270	Chemicals	$7,000.00	$380.00	$3,280.03	$0.00	$3,719.97	53.14%
Total Water/Sewer Operating Supplies		**$31,800.00**	**($1,718.59)**	**$15,378.92**	**($253.07)**	**$16,674.15**	**52.43%**
30-21-5310	Building & Grounds M&R	$5,000.00	$158.00	$546.00	$0.00	$4,454.00	89.08%
30-21-5320	Office Furniture/Fixture M&R	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
30-21-5340	Vehicle M&R	$3,000.00	($239.52)	$0.00	$0.00	$3,000.00	100.00%
30-21-5360	Radio M&R	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
30-21-5365	Other Equipment M&R	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
30-21-5390	Water Lines M&R	$47,280.00	$10,149.13	$27,143.88	($948.86)	$21,084.98	44.60%
30-21-5392	Sewer Lines M&R	$20,000.00	$1,836.29	$21,610.68	($330.98)	($1,279.70)	(6.40%)
Total Water/Sewer Maintenance & Repair		**$75,280.00**	**$11,903.90**	**$49,300.56**	**($1,279.84)**	**$27,259.28**	**36.21%**
30-21-5410	Electricity	$42,000.00	$3,691.82	$19,095.95	$0.00	$22,904.05	54.53%
30-21-5420	Telephone	$2,500.00	$167.97	$1,052.54	$0.00	$1,447.46	57.90%
30-21-5430	Natural Gas	$500.00	$0.00	$0.00	$0.00	$500.00	100.00%
Total Water/Sewer Utilities & Telephone		**$45,000.00**	**$3,859.79**	**$20,148.49**	**$0.00**	**$24,851.51**	**55.23%**
30-21-5505	Lease expense	$132,520.00	$0.00	$0.00	$0.00	$132,520.00	100.00%
30-21-5560	Engineering	$2,197.00	$0.00	$0.00	$0.00	$2,197.00	100.00%
30-21-5570	Attorney's Fees	$0.00	$106.16	$2,557.76	$0.00	($2,557.76)	0.00%
30-21-5580	Auditor's Fees	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For Water/Sewer (21)

For the Fiscal Period 2014-6 Ending March 31, 2014

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaing % of Budget
Total Water/Sewer Services		**$134,717.00**	**$106.16**	**$2,557.76**	**$0.00**	**$132,159.24**	**98.10%**
30-21-5630	Insurance - Motor Vehicles	$2,000.00	$0.00	$2,229.18	$0.00	($229.18)	(11.46%)
30-21-5640	Insurance - Bldg/Liab/Bond	$25,000.00	$0.00	$6,569.55	$0.00	$18,430.45	73.72%
30-21-5660	Dues & Subscriptions	$1,250.00	$59.92	$729.35	$0.00	$520.65	41.65%
30-21-5685	Publishing & Advertising	$500.00	$0.00	$511.20	$56.00	($67.20)	(13.44%)
30-21-5695	Special Services - Miscellaneous	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
Total Water/Sewer Sundry		**$28,750.00**	**$59.92**	**$10,039.28**	**$56.00**	**$18,654.72**	**64.89%**
30-21-5910	Office Equipment	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
30-21-5920	Motor Vehicles	$24,000.00	$0.00	$23,978.75	$0.00	$21.25	0.09%
30-21-5930	Equipment	$0.00	$0.00	$190.00	$0.00	($190.00)	0.00%
30-21-5935	Equipment - Time Payments	$20,000.00	$479.17	$14,697.02	$0.00	$5,302.98	26.51%
30-21-5940	Special Equipment	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
30-21-5990	Sewage Treatment Plant	$220,000.00	$0.00	$107,713.37	$0.00	$112,286.63	51.04%
30-21-5995	Brazosport Water Authority	$160,000.00	$12,633.60	$68,131.20	$0.00	$91,868.80	57.42%
30-21-5996	Transfer to Capital Improvement	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
30-21-5999	Depreciation	$219,431.00	$0.00	$0.00	$0.00	$219,431.00	100.00%
Total Water/Sewer Capital Outlay		**$643,431.00**	**$13,112.77**	**$214,710.34**	**$0.00**	**$428,720.66**	**66.63%**
Total Water/Sewer Expense		**$1,178,549.00**	**$45,866.87**	**$411,239.45**	**($1,476.91)**	**$768,786.46**	**65.23%**

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For Reserve (24)

For the Fiscal Period 2014-6 Ending March 31, 2014

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaing % of Budget
30-24-5240	Expendable Operating Supplies	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
Total Reserve Operating Supplies		**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**0.00%**
Total Reserve Expense		**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**0.00%**

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For Revenue Bond I&S (25)

For the Fiscal Period 2014-6 Ending March 31, 2014

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaing % of Budget
30-25-5240	Expendable Operating Supplies	$1,500.00	$0.00	$0.00	$0.00	$1,500.00	100.00%
Total Revenue Bond I&S Operating Supplies		**$1,500.00**	**$0.00**	**$0.00**	**$0.00**	**$1,500.00**	**100.00%**
30-25-5970	Certificates of Obligation Series 2011	$58,008.00	$0.00	$14,004.00	$0.00	$44,004.00	75.86%
30-25-5989	RB I&S Series 1980	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
30-25-5991	RB I&S Series 2004	$38,453.00	$0.00	$29,458.75	$0.00	$8,994.25	23.39%
30-25-5992	Loan interest	$15,459.00	$0.00	$0.00	$0.00	$15,459.00	100.00%
Total Revenue Bond I&S Capital Outlay		**$111,920.00**	**$0.00**	**$43,462.75**	**$0.00**	**$68,457.25**	**61.17%**
Total Revenue Bond I&S Expense		**$113,420.00**	**$0.00**	**$43,462.75**	**$0.00**	**$69,957.25**	**61.68%**

City of Richwood

Balance Sheet

For Enterprise (30)

March 31, 2014

Assets

30-23-1101	Cash	.00
30-24-1101	Reserve Cash	.00
30-25-1101	Cash - Revenue Bond	.00
30-30-1101	Cash	23,997.39
30-23-1106	TexPool Investments	64,813.09
30-25-1106	TexPool Investments	.00
30-30-1106	TexPool Investments	.00
30-54-1106	TexPool Investments	.00
30-30-1107	Petty Cash	.00
30-25-1109	Logic Investments	803.71
30-24-1110	Reserve - WCMA	.00
30-25-1110	WCMA - Merrill Lynch Investments	.00
30-30-1110	WCMA - Merrill Lynch Investments	.00
30-23-1111	Certificates of Deposit	28,071.62
30-25-1111	Certificates of Deposit	.00
30-30-1111	Certificates of Deposit	73,707.80
30-30-1113	Accrued Interest Receivable	24.74
30-30-1118	Due from Capital Construction Fund	.00
30-30-1119	Due from Replacment	.00
30-30-1120	Allowance for Uncollectibles	.00
30-30-1121	Due from Insurance Contingency	.00
30-30-1122	Accounts Receivable - Other	.00
30-24-1125	Prepaid Expenditures	.00
30-25-1125	Prepaid Expenditures	.00
30-30-1125	Prepaid Expenditures	.00
30-24-1127	Investments - Merrill Lynch	.00
30-25-1127	Investments - Merrill Lynch	.00
30-30-1127	Investments - Merrill Lynch	.00
30-30-1130	Accounts Rec/NSF checks	.00
30-30-1131	Due from Other Governments	4,500.00
30-30-1140	Due from Capital Improvements	50,304.50
30-30-1141	Due From Debt Service	10,094.26
30-30-1207	Bond Issuance Cost	.00
30-30-1208	Accumulated amortization of bond	.00
30-30-1209	2011 CO Bond Issuance Costs	.00
30-30-1210	2011 CO Accumulated Amortization	.00
30-30-1227	Construction in Progress - CDBG	.00
30-30-1228	Construction in Progress - Water Wells	.00
30-30-1229	Construction in Progress - Sewer Lift Stations	.00
30-30-1230	Utility Receivables	162,831.38
30-30-1231	Reserve for Uncollectables	.00
30-30-1239	Due from Bond	.00
30-30-1240	Due from General Water/Sewer	110,138.47
30-30-1241	Due from General - Water/Meter	.00
30-30-1242	Due from General - Capital	.00
30-30-1245	Due from Capital Projects	19,441.42

Balance Sheet

For Enterprise (30)

March 31, 2014

30-30-1250	Due from General - Reserve	.00
30-25-1252	Due from W/S - Revenue Bond	.00
30-30-1252	Due from W/S - Revenue Bond	.00
30-23-1253	Due from W/S for W/M	.00
30-30-1253	Due from W/S for W/M	.00
30-30-1261	Land	122,580.00
30-30-1262	Buildings	193,270.01
30-30-1263	Vehicles	76,418.24
30-30-1264	Office Equipment	.00
30-30-1265	Equipment	185,930.48
30-30-1266	Water System	5,198,664.56
30-30-1267	Sewer System	5,044,532.04
30-30-1269	Accumulated Depreciation	(4,082,954.70)
30-25-1325	Due from General Fund	.00
	Total Assets	$ 7,287,169.01

Liabilities and Fund Balance

30-30-2125	Cash Over/Under	(305.15)
30-30-2129	Accts Payble - Other	652.95
30-30-2130	Accounts Payable	(43.36)
30-30-2131	Federal W/H Payble	868.44
30-30-2132	Retirement Payable	(197.01)
30-30-2134	Due to Debt Service Fund	.00
30-30-2136	Insurance Payable	1,152.58
30-30-2137	Credit Union Payable	.00
30-30-2138	Child Support Payable	.00
30-30-2144	Social Security Payable	4,506.36
30-30-2149	Due to Capital Porjects	.00
30-25-2150	Due to Water/Sewer	.00
30-54-2150	Due to Water/Sewer	19,857.30
30-30-2151	Due to Insurance Contingency	.00
30-30-2153	Due to Water Meter Deposit	.00
30-30-2155	Due to Replacement	.00
30-30-2156	Due to Revenue Bond I&S	.00
30-24-2158	Due to Capital Improvement	.00
30-30-2158	Due to Capital Improvement	.00
30-54-2158	Due to Capital Improvement	.00
30-30-2160	Due to Reserve Fund	.00
30-30-2175	AFU Account	.00
30-30-2220	Customer Meter Deposits	90,586.10
30-30-2221	Due to General	332,868.88
30-30-2222	Due to Debt Service	.00
30-30-2224	Due to W/S from Water/Meter	.00
30-30-2228	Due to Revenue Bond from W/S	.00

City of Richwood
Balance Sheet
For Enterprise (30)
March 31, 2014

30-30-2235	Sales Tax Payable	1,510.19
30-30-2240	Sanitation Payable	17,304.18
30-30-2241	Fire Department Donations	1,121.60
30-30-2242	Beautification Donations	1,101.89
30-30-2243	Transportation Fees	16,300.00
30-25-2249	Accured Revenue Bond Int. Payable	8,522.85
30-30-2249	Accured Revenue Bond Int. Payable	.00
30-25-2250	Revenue Bonds Payable - 1980	.00
30-30-2250	Revenue Bonds Payable - 1980	.00
30-25-2255	Loan Payable	.00
30-30-2255	Loan Payable	100,896.00
30-25-2256	Certificates Payable	355,000.00
30-30-2256	Certificates Payable	.00
30-25-2257	2011 Certificates of Obligation Bond	720,000.00
	Total Liabilties	1,671,703.80
30-30-3110	Encumberance Account	.00
30-30-3201	Retained Earnings	4,276,094.69
30-25-3205	Retained Earnings - Bonds	611,595.69
30-25-3206	Reserve - Construction	751,281.79
	Excess of Revenue Over Expenditures	(23,506.96)
	Total Fund Balances	5,615,465.21
	Total Liabilities and Fund Balances	$ 7,287,169.01

City of Richwood
Statement of Revenue and Expenditures
Revised Budget
For Capital Improvements (11)
For the Fiscal Period 2014-6 Ending March 31, 2014

Account Number		Current Budget		Current Actual		Annual Budget		YTD Actual	Remaining Budget %
Revenues									
11-55-4110 Interest Earnings	$	0.00	$	5.49	$	200.00	$	62.08	68.96%
11-55-4113 Intragovernmental Income		0.00		0.00		0.00		0.00	0.00%
Total Capital Improvements Revenues	**$**	**0.00**	**$**	**5.49**	**$**	**200.00**	**$**	**62.08**	**68.96%**
Capital Improvements Excess of Revenues Over Expenditur	**$**	**0.00**	**$**	**8,737.78**	**$**	**(17,800.00)**	**$**	**2,766.02**	**115.54%**

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For Capital Improvements (55)

For the Fiscal Period 2014-6 Ending March 31, 2014

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaing % of Budget
11-55-5240	Expendable Operating Supplies	$0.00	($8,732.29)	($8,732.29)	$0.00	$8,732.29	0.00%
Total Capital Improvements Operating Supplies		**$0.00**	**($8,732.29)**	**($8,732.29)**	**$0.00**	**$8,732.29**	**0.00%**
11-55-5915	Capital Expenditures	$18,000.00	$0.00	$6,028.35	$0.00	$11,971.65	66.51%
Total Capital Improvements Capital Outlay		**$18,000.00**	**$0.00**	**$6,028.35**	**$0.00**	**$11,971.65**	**66.51%**
Total Capital Improvements Expense		**$18,000.00**	**($8,732.29)**	**($2,703.94)**	**$0.00**	**$20,703.94**	**115.02%**

City of Richwood

Balance Sheet

For Capital Improvements (11)

March 31, 2014

Assets

11-55-1101	Cash		.00
11-55-1106	TexPool Investments		31,618.01
11-55-1109	Logic Investments		46,539.23
11-55-1110	WCMA - Merrill Lynch Investments		.00
11-55-1111	Certificates of Deposit		27,816.21
11-55-1113	Accrued Interest Receivable		13.01
11-55-1116	Due from Enterprise Fund		.00
11-55-1118	Due from Capital Construction Fund		.00
11-55-1119	Due from Replacment		.00
11-55-1125	Prepaid Expenditures		.00
11-55-1127	Investments - Merrill Lynch		.00
11-55-1140	Due from Capital Improvements		.00
11-55-1325	Due from General Fund		.00
	Total Assets	$	105,986.46

Liabilities and Fund Balance

11-55-2149	Due to Capital Porjects		.00
11-55-2150	Due to Water/Sewer		4,825.06
11-55-2155	Due to Replacement		.00
11-55-2158	Due to Capital Improvement		.00
11-55-2221	Due to General		.00
	Total Liabilties		4,825.06
11-55-3103	Fund Balance		98,395.38
11-55-3110	Prior Year Encumbrance Account		.00
	Excess of Revenue Over Expenditures		2,766.02
	Total Fund Balances		101,161.40
	Total Liabilities and Fund Balances	$	105,986.46

City of Richwood

Statement of Revenue and Expenditures

Revised Budget

For Insurance (12)

For the Fiscal Period 2014-6 Ending March 31, 2014

Account Number		Current Budget		Current Actual		Annual Budget		YTD Actual	Remaining Budget %
Revenues									
12-53-4110 Interest Earnings	$	0.00	$	0.00	$	100.00	$	37.50	62.50%
12-53-4113 Intragovernmental Income		0.00		0.00		0.00		0.00	0.00%
Total Insurance Revenues	**$**	**0.00**	**$**	**0.00**	**$**	**100.00**	**$**	**37.50**	**62.50%**
Insurance Excess of Revenues Over Expenditures	**$**	**0.00**	**$**	**0.00**	**$**	**100.00**	**$**	**37.50**	**62.50%**

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For Insurance (53)

For the Fiscal Period 2014-6 Ending March 31, 2014

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

City of Richwood

Balance Sheet

For Insurance (12)

March 31, 2014

Assets

12-53-1111	Certificates of Deposit		15,235.88
12-53-1113	Accrued Interest Receivable		16.45
12-53-1325	Due from General Fund		.00
	Total Assets	**$**	15,252.33

Liabilities and Fund Balance

12-53-2221	Due to General		.00
	Total Liabilties		.00
12-53-3103	Fund Balance		15,214.83
12-53-3110	Prior Year Encumbrance Account		.00
12-55-3110	Prior Year Encumbrance Account		.00
	Excess of Revenue Over Expenditures		37.50
	Total Fund Balances		15,252.33
	Total Liabilities and Fund Balances	**$**	15,252.33

City of Richwood

Statement of Revenue and Expenditures

Revised Budget

For Replacements (13)

For the Fiscal Period 2014-6 Ending March 31, 2014

Account Number		Current Budget		Current Actual		Annual Budget		YTD Actual	Remaining Budget %
Revenues									
13-52-4110 Interest Earnings	$	0.00	$	0.16	$	200.00	$	13.60	93.20%
13-52-4112 Miscellaneous Income		0.00		0.00		1,500.00		33,563.90	(2137.59%)
13-52-4113 Intragovernmental Income		0.00		0.00		0.00		0.00	0.00%
Total Replacements Revenues	**$**	**0.00**	**$**	**0.16**	**$**	**1,700.00**	**$**	**33,577.50**	**(1875.15%)**
Replacements Excess of Revenues Over Expenditures	**$**	**0.00**	**$**	**(21,100.00)**	**$**	**1,700.00**	**$**	**6,979.84**	**(310.58%)**

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For Replacement (52)

For the Fiscal Period 2014-6 Ending March 31, 2014

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaing % of Budget
13-52-5240	Expendable Operating Supplies	$0.00	$6,055.16	$11,552.66	$0.00	($11,552.66)	0.00%
Total Replacement Operating Supplies		**$0.00**	**$6,055.16**	**$11,552.66**	**$0.00**	**($11,552.66)**	**0.00%**
13-52-5310	Building & Grounds M&R	$0.00	$15,045.00	$15,045.00	$0.00	($15,045.00)	0.00%
Total Replacement Maintenance & Repair		**$0.00**	**$15,045.00**	**$15,045.00**	**$0.00**	**($15,045.00)**	**0.00%**
13-52-5910	Office Equipment	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
13-52-5915	Capital Expenditures	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
13-52-5920	Motor Vehicles	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
13-52-5930	Equipment	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
Total Replacement Capital Outlay		**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**0.00%**
Total Replacement Expense		**$0.00**	**$21,100.16**	**$26,597.66**	**$0.00**	**($26,597.66)**	**0.00%**

City of Richwood

Balance Sheet

For Replacements (13)

March 31, 2014

Assets

13-52-1106	TexPool Investments		.00
13-52-1108	TexStar Investments		6,859.99
13-52-1110	WCMA - Merrill Lynch Investments		.00
13-52-1111	Certificates of Deposit		30,760.09
13-52-1113	Accrued Interest Receivable		11.18
13-52-1116	Due from Enterprise Fund		.00
13-52-1119	Due from Replacment		.00
13-52-1125	Prepaid Expenditures		.00
13-52-1127	Investments - Merrill Lynch		.00
13-52-1140	Due from Capital Improvements		.00
13-52-1325	Due from General Fund		33,563.90
	Total Assets	$	71,195.16

Liabilities and Fund Balance

13-52-2150	Due to Water/Sewer		.00
13-52-2155	Due to Replacement		.00
13-52-2158	Due to Capital Improvement		.00
13-52-2221	Due to General		26,597.66
	Total Liabilties		26,597.66
13-52-3103	Fund Balance		37,617.66
13-52-3110	Prior Year Encumbrance Account		.00
13-55-3110			.00
	Excess of Revenue Over Expenditures		6,979.84
	Total Fund Balances		44,597.50
	Total Liabilities and Fund Balances	$	71,195.16

Revised Budget
For Crime Control and Prevention (15)
For the Fiscal Period 2014-6 Ending March 31, 2014

Account Number	Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues					
15-60-4110 Interest Earnings	$ 0.00	$ 0.80	$ 0.00	$ 6.37	0.00%
15-60-4112 Miscellaneous Income	0.00	0.00	0.00	0.00	0.00%
15-60-4117 Sales Tax	0.00	4,733.52	50,000.00	20,636.58	58.73%
Total Crime Control and Prevention Revenues	**$ 0.00**	**$ 4,734.32**	**$ 50,000.00**	**$ 20,642.95**	**58.71%**
Crime Control and Prevention Excess of Revenues Over Ex	**$ 0.00**	**$ (25,265.68)**	**$ 10,000.00**	**$ (9,357.05)**	**193.57%**

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For Crime Control and Prevention (60)

For the Fiscal Period 2014-6 Ending March 31, 2014

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaing % of Budget
15-60-5220	Tools	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
15-60-5240	Expendable Operating Supplies	$40,000.00	$0.00	$0.00	$0.00	$40,000.00	100.00%
Total Crime Control and Prevention Operating Supplies		**$40,000.00**	**$0.00**	**$0.00**	**$0.00**	**$40,000.00**	**100.00%**
15-60-5920	Motor Vehicles	$0.00	$30,000.00	$30,000.00	$0.00	($30,000.00)	0.00%
15-60-5930	Equipment	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
Total Crime Control and Prevention Capital Outlay		**$0.00**	**$30,000.00**	**$30,000.00**	**$0.00**	**($30,000.00)**	**0.00%**
Total Crime Control and Prevention Expense		**$40,000.00**	**$30,000.00**	**$30,000.00**	**$0.00**	**$10,000.00**	**25.00%**

City of Richwood

Balance Sheet

For Crime Control and Prevention (15)

March 31, 2014

Assets

15-60-1106	TexPool Investments		18,898.67
15-60-1108	TexStar Investments		16,591.08
15-60-1110	WCMA - Merrill Lynch Investments		.00
15-60-1111	Certificates of Deposit		.00
15-60-1113	Accrued Interest Receivable		.00
15-60-1114	Sales Tax Receivable		10,663.35
15-60-1127	Investments - Merrill Lynch		.00
15-60-1325	Due from General Fund		20,636.58
	Total Assets	$	66,789.68

Liabilities and Fund Balance

15-60-2221	Due to General		35,678.22
	Total Liabilties		35,678.22
15-60-3103	Fund Balance		40,468.51
15-60-3110	Prior Year Encumbrance Account		.00
	Excess of Revenue Over Expenditures		(9,357.05)
	Total Fund Balances		31,111.46
	Total Liabilities and Fund Balances	$	66,789.68

City of Richwood

Statement of Revenue and Expenditures

Revised Budget

For Transportation Fund (25)

For the Fiscal Period 2014-6 Ending March 31, 2014

Account Number		Current Budget		Current Actual		Annual Budget		YTD Actual	Remaining Budget %
Revenues									
25-40-4110 Interest Earnings	$	0.00	$	0.04	$	0.00	$	0.26	0.00%
25-40-4112 Miscellaneous Income		0.00		0.00		0.00		0.00	0.00%
25-40-4125 Transportation Fee		0.00		0.00		100,000.00		33,487.31	66.51%
Total Transportation Fund Revenues	**$**	**0.00**	**$**	**0.04**	**$**	**100,000.00**	**$**	**33,487.57**	**66.51%**
Transportation Fund Excess of Revenues Over Expenditure	**$**	**0.00**	**$**	**0.04**	**$**	**0.00**	**$**	**33,487.57**	**0.00%**

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For Transportation (40)

For the Fiscal Period 2014-6 Ending March 31, 2014

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaing % of Budget
25-40-5240	Expendable Operating Supplies	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
Total Transportation Operating Supplies		**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**0.00%**
25-40-5380	Streets M&R	$50,000.00	$0.00	$0.00	$0.00	$50,000.00	100.00%
25-40-5382	Sidewalks M&R	$50,000.00	$0.00	$0.00	$0.00	$50,000.00	100.00%
25-40-5385	Drainage M&R	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
Total Transportation Maintenance & Repair		**$100,000.00**	**$0.00**	**$0.00**	**$0.00**	**$100,000.00**	**100.00%**
25-40-5965	Street Projects	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
25-40-5975	Drainage	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
25-40-5985	Sidewalk Projects	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
Total Transportation Capital Outlay		**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**0.00%**
Total Transportation Expense		**$100,000.00**	**$0.00**	**$0.00**	**$0.00**	**$100,000.00**	**100.00%**

City of Richwood

Balance Sheet

For Transportation Fund (25)

March 31, 2014

Assets

25-40-1106	TexPool Investments		.00
25-40-1108	TexStar Investments		1,734.60
25-40-1109	Logic Investments		.00
25-40-1111	Certificates of Deposit		.00
25-40-1122	Accounts Receivable - Other		.00
25-40-1325	Due from General Fund		33,487.31
	Total Assets	$	35,221.91

Liabilities and Fund Balance

25-40-2221	Due to General		.00
	Total Liabilties		.00
25-40-3103	Fund Balance		1,734.34
25-40-3110	Prior Year Encumbrance Account		.00
	Excess of Revenue Over Expenditures		33,487.57
	Total Fund Balances		35,221.91
	Total Liabilities and Fund Balances	$	35,221.91

City of Richwood

Statement of Revenue and Expenditures

Revised Budget

For General Obligation I&S (40)

For the Fiscal Period 2014-6 Ending March 31, 2014

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues						
40-50-4103	Ad Valorem Taxes	$ 0.00	$ 2,393.29	$ 165,230.00	$ 151,738.56	8.17%
40-50-4104	Delinquent Taxes	0.00	0.00	0.00	0.00	0.00%
40-50-4110	Interest Earnings	0.00	11.48	120.00	41.35	65.54%
40-50-4112	Miscellaneous Income	0.00	0.00	0.00	0.00	0.00%
40-50-4113	Intragovernmental Income	0.00	0.00	0.00	0.00	0.00%
40-50-4221	Bond Proceeds	0.00	0.00	0.00	0.00	0.00%
40-50-4222	Bond Premium	0.00	0.00	0.00	0.00	0.00%
Total General Obligation I&S Revenues		**$ 0.00**	**$ 2,404.77**	**$ 165,350.00**	**$ 151,779.91**	**8.21%**
General Obligation I&S Excess of Revenues Over Expendit		**$ 0.00**	**$ 2,404.77**	**$ 120.00**	**$ 130,991.33**	**(109059.44%)**

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For General Obligation I&S (50)

For the Fiscal Period 2014-6 Ending March 31, 2014

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaing % of Budget
40-50-5240	Expendable Operating Supplies	$1,000.00	$0.00	$0.00	$0.00	$1,000.00	100.00%
Total General Obligation I&S Operating Supplies		**$1,000.00**	**$0.00**	**$0.00**	**$0.00**	**$1,000.00**	**100.00%**
40-50-5960	Bank Note	$21,390.00	$0.00	$10,694.32	$0.00	$10,695.68	50.00%
40-50-5970	1999 Certificates of Obligation	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
40-50-5980	Certificates of Obligation - 2012	$65,190.00	$0.00	$0.00	$0.00	$65,190.00	100.00%
40-50-5992	CO Series 2011 Refunding	$77,650.00	$0.00	$10,094.26	$0.00	$67,555.74	87.00%
Total General Obligation I&S Capital Outlay		**$164,230.00**	**$0.00**	**$20,788.58**	**$0.00**	**$143,441.42**	**87.34%**
Total General Obligation I&S Expense		**$165,230.00**	**$0.00**	**$20,788.58**	**$0.00**	**$144,441.42**	**87.42%**

City of Richwood

Balance Sheet

For General Obligation I&S (40)
March 31, 2014

Assets

40-50-1101	Cash	.00
40-50-1106	TexPool Investments	31,516.31
40-50-1109	Logic Investments	1,422.98
40-50-1110	WCMA - Merrill Lynch Investments	.00
40-50-1111	Certificates of Deposit	56,208.30
40-50-1112	Tax Receivable	(133,360.61)
40-50-1113	Accrued Interest Receivable	18.73
40-50-1116	Due from Enterprise Fund	.00
40-50-1118	Due from Capital Construction Fund	836.25
40-50-1120	Allowance for Uncollectibles	(1,979.49)
40-50-1122	Accounts Receivable - Other	129,131.95
40-50-1123	Deferred Taxes	(3,397.00)
40-50-1127	Investments - Merrill Lynch	.00
40-50-1131	Due from Other Governments	172.10
40-50-1133	Reserve for Ad Valorem Taxes	151,738.56
40-50-1245	Due from Capital Projects	.00
40-50-1325	Due from General Fund	.00
	Total Assets	$ 232,308.08

Liabilities and Fund Balance

40-50-2150	Due to Water/Sewer	10,094.26
40-50-2221	Due to General	.00
40-50-2249	Accrued Int. Payable	.00
	Total Liabilties	10,094.26
40-50-3103	Fund Balance	91,222.49
40-50-3110	Prior Year Encumbrance Account	.00
	Excess of Revenue Over Expenditures	130,991.33
	Total Fund Balances	222,213.82
	Total Liabilities and Fund Balances	$ 232,308.08

City of Richwood

Statement of Revenue and Expenditures

Revised Budget

For Capital Projects (50)

For the Fiscal Period 2014-6 Ending March 31, 2014

Account Number		Current Budget	Current Actual	Annual Budget	YTD Actual	Remaining Budget %
Revenues						
50-54-4110	Interest Earnings	$ 0.00	$ 0.00	$ 0.00	$ 0.00	0.00%
50-54-4112	Miscellaneous Income	0.00	0.00	0.00	84,870.00	0.00%
50-54-4113	Intragovernmental Income	0.00	0.00	0.00	0.00	0.00%
50-54-4221	Bond Proceeds	0.00	0.00	0.00	0.00	0.00%
Total Capital Projects Revenues		**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 84,870.00**	**0.00%**
Capital Projects Excess of Revenues Over Expenditures		**$ 0.00**	**$ 0.00**	**$ 0.00**	**$ 26,095.00**	**0.00%**

City of Richwood

Statement of Expenditures, Encumbrances, and Appropriations

Revised Budget

For Capital Projects (54)

For the Fiscal Period 2014-6 Ending March 31, 2014

Account	Description	Annual Budget	Current Period Actual	YTD Actual	Encumbered Balance	UnEncumbered Balance	Remaing % of Budget
30-54-5240	Expendable Operating Supplies	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
Total Capital Projects Operating Supplies		**$0.00**	**$0.00**	**$0.00**	**$0.00**	**$0.00**	**0.00%**
30-54-5915	Capital Expenditures	$0.00	$0.00	$0.00	$0.00	$0.00	0.00%
50-54-5915	Capital Expenditures	$0.00	$0.00	$58,775.00	$0.00	($58,775.00)	0.00%
Total Capital Projects Capital Outlay		**$0.00**	**$0.00**	**$58,775.00**	**$0.00**	**($58,775.00)**	**0.00%**
Total Capital Projects Expense		**$0.00**	**$0.00**	**$58,775.00**	**$0.00**	**($58,775.00)**	**0.00%**

City of Richwood
Balance Sheet
For Capital Projects (50)
March 31, 2014

Assets

50-54-1101	Cash	.00
50-54-1106	TexPool Investments	.00
50-54-1108	TexStar Investments	.00
50-54-1111	Certificates of Deposit	.00
50-54-1140	Due from Capital Improvements	.00
50-54-1325	Due from General Fund	.00
	Total Assets	$ .00

Liabilities and Fund Balance

50-54-2130	Accounts Payable	.00
50-54-2134	Due to Debt Service Fund	836.25
50-54-2150	Due to Water/Sewer	.00
50-54-2158	Due to Capital Improvement	.00
50-54-2221	Due to General	195,666.66
	Total Liabilties	196,502.91
50-54-3103	Fund Balance	(222,597.91)
50-54-3110	Prior Year Encumbrance Account	.00
	Excess of Revenue Over Expenditures	26,095.00
	Total Fund Balances	(196,502.91)
	Total Liabilities and Fund Balances	$ .00

Administration Report

Honesty, Integrity and Transparency in Government

FY 2012/13

<u>Administration</u>

City Council/Board Meetings staffed	45
City Council/Board Agendas compiled	45
Public Hearings held	17
Purchase orders processed monthly	80
Work orders generated monthly	49
Accounts billed monthly	1,195
Ordinances & Resolutions prepared	24
Invoices handled per month	138
Customers served	
Telephone calls per day	94
Walk up counter per day	46
Zoning Variances	12
Bid packets compiled	6
Budget Amendments	2

<u>Municipal Court</u>

Cases filed	1,633
Warrants issued	282
Citations closed	1,785
Trials held	3
Letters	497
Fines collected	$128,250.46

Of the goals and objectives identified for Administration, we have already implemented two – going to paperless council meetings and setting up Municipal Court for online payments. We are still working closely with the Police Department to get the patch for the court/police program. We have been in contact with one firm – Dahill – to get bids to digitalize our records retention.

We have taken steps to implement quite a few of Council's goals. We have created a survey with a link on our website and Facebook page to get input from the citizens on several issues, as well as print a paper copy for those who do not have access to the internet. Administration is working closely with the Parks and Recreation Board and they have set the following dates for community events:

Event	Date
Easter Egg Hunt	April 19th
Movie in the Park	June 21st
Concert in the Park	July 12th
Day in the Park	August 16th
Halloween Trunk or Treat	October 24th
Christmas in the Park	December 12th

Beginning in October, we began a program for online payment of Municipal Court Fines. Before the year end is out, we hold to have credit card scanners attached to the computers in the Water and Court system which will allow for automatic swiping for payment programs.

We are developing business cards with relevant information such as our phone numbers, emergency numbers, to pass out to new customers.

A bar code scanner will be added to the Water Department to allow for the scanning of monthly water bills. This will help streamline the payment process at the front desk.

Also, we have developed a process for adding more detailed information to the back of our utility bills. This month's bill went out with information on how citizens can volunteer and help the city. Not only is this another way to get information to our residents but it helps promote the City and further the goals set by Council.

RICHWOOD

POLICE DEPARTMENT

ANNUAL REPORT

2012/ 2013

CHIEF OF POLICE

BRAD CAUDLE

RICHWOOD POLICE DEPARTMENT

1800 Brazosport Boulevard
Richwood, Texas 77531

BRAD CAUDLE
Chief of Police

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

Richwood Police Department 2012 / 2013

This annual report for 2012/2013 contains statistical and informational data about the police department in an effort to keep our community informed about public safety. The data contained within this document is important; however, our police department performs many other functions that simply cannot be measured by statistical information. The community that we live in, and are proud of, remains a very safe place to live and raise a family.
2012/ 2013 was a building year with the addition of our new police facility. With this accomplishment we began seeking new ideas to enhance the service we provide to our community. We feel we have attained some of our goals that have benefited the community and are outlined within this document. This has been accomplished by involving our staff and continued support of the City Manager and our City Council. We are excited about the New Year and look forward to meeting those challenges that we may be presented with.
This past year we received positive feedback from our community and assisted in important quality of life issues. Our community continues to grow and we must be responsive and proactive to those needs with a willingness to listen, understand, and offer advice to the unique problems our citizens present us with. Some of those demands will need to be met in the form of personnel, equipment inclusive of technology, and training.
In closing, the Richwood Police Department continues to enjoy the support of its community and we are very mindful and vigilant of never breaking that sacred trust.

Brad Caudle
Chief of Police

Mission Statement
The mission of the Richwood Police Department is to enhance the quality of life in the City of Richwood by working cooperatively with the public and within the framework of the U. S. Constitution to enforce the laws, preserve the peace, reduce fear and provide for a safe environment. Our mandate is to do so with honor and integrity, while at all times, conducting ourselves with the highest ethical standards to maintain public confidence.

Vision
The vision of the Richwood Police Department is to become a recognized leader in law enforcement in the Brazoria country and Texas, by the efficient and effective management of personnel and resources, by providing the public with quality police service, and, the recruitment, selection, and training of competent and ethical police officers.

Values

Integrity
For the most part, the community's trust and confidence in the Police Department will be earned by the integrity of its police officers. All Richwood Police Department officers are expected to conduct themselves in a manner that is fair, ethical, and legal, and which exhibits a sense of duty and honor for the position entrusted to them.

Justice
The administration of law and order is based upon the ideals of justice and fairness for all. These ideals require a commitment by police officers to protect citizens and to strive to ensure that citizens will be treated with respect, dignity, and fairness.

Service
As members of the law enforcement profession, the Richwood Police Department recognizes the significance of serving the public. As such, all Richwood Police Department employees are duty-bound in our pursuit of excellence.

Trust
The community has entrusted the Richwood Police Department to exercise its authority with discretion, good judgment, respect, and a commitment to honesty and justice. Each member of the Richwood Police Department strives to build upon the trust and confidence of the community.

Responsibility
As members of the Richwood Police Department, we are accountable for our actions. We will exhibit self-restraint and calm in times of stress and not shy away from tough decisions that must be made.

Contents

Administration and Organizational Chart

Administration

Brad Caudle
Chief of Police

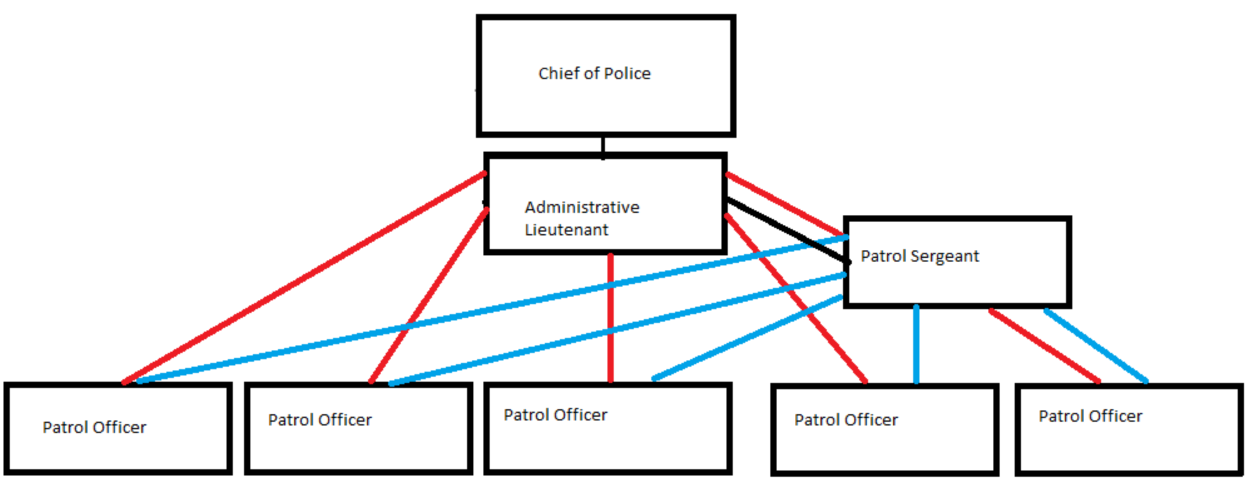
Jessica Bailey
Administrative Lieutenant

First Line Supervision

Brett Schilhab
Patrol Sergeant

Patrol Division

Officer Dan Mathes
Officer Kevin Munley
Officer Jim Castle
Officer Kevin Nutt
Officer Timothy Taylor



Peace Officer Certifications

BASIC PEACE OFFICER REQUIREMENTS
(1) one year experience as a peace officer;
(2) Successful completion of courses currently required by Texas Occupations Code §1701.402 and the commission;
(3) Successful completion of the agency's field training program as defined in §211.1 of this title; and
(4) Successful completion of human trafficking training as required in Texas Occupations Code §1701.258.

INTERMEDIATE PEACE OFFICER REQUIREMENTS
(1) A basic peace officer certificate;
(2) One of the following combinations of training hours or degrees and peace officer experience:
(A) 400 training hours and eight years,
(B) 800 training hours and six years,
(C) 1200 training hours and four years or an associate's degree and four years, or
(D) 2400 training hours and two years or a bachelor's degree and two years; and
(3) Successful completion of courses currently required by Texas Occupations Code §1701.402 and the commission.

ADVANCED PEACE OFFICER REQUIREMENTS
(1) An intermediate peace officer certificate;
(2) Successful completion of courses currently required by Texas Occupations Code §1701.402 and the commission; and
(3) One of the following combinations of training hours or degrees and peace officer experience:
(A) 800 training hours and 12 years,
(B) 1200 training hours and nine years or an associate's degree and six years, or
(C) 2400 training hours and six years or a bachelor's degree and five years.

MASTER PEACE OFFICER REQUIREMENTS
(1) An advanced peace officer certificate; and
(2) One of the following combinations of training hours or degrees and peace officer experience:
(A) 1200 training hours and 20 years or an associate's degree and 12 years,
(B) 2400 training hours and 15 years or a bachelor's degree and nine years,
(C) 3300 training hours and 12 years or a master's degree and seven years, or
(D) 4000 training hours and 10 years or a doctoral degree and five years

Administration and Records

The records and administrative duties of the police department are performed by our administrative team, consisting of Chief Brad Caudle, Administrative Lieutenant Bailey as well as Court Supervisor Peggy Tyler. Among many other duties, this team manages the collection, dissemination, maintenance, filing, retention, and control of all departmental reports and documents. This is accomplished utilizing a sophisticated records system and traditional hard copy filing system. This team is also tasked with fulfilling the numerous open records requests received each month by this office, which includes the following types of records:

- Incident reports/Calls for Service reports
- Arrest reports
- Accident reports
- Supplemental reports
- Case folders
- Juvenile cases
- Administrative & Employee records
- Fingerprinting

Administrative duties also include the development of reports for national and state agencies as mandated by law. The continued maintenance of the department's budget and equipment inventories, including warranties and general maintenance schedules also fall under their day to day function. This team handles all internal human resource needs and facilitates those issues with our city HR team. We are very fortunate to have this dedicated team who always possess an outstanding attitude and are customer service focused with external and internal customers alike.

Patrol Division

The Patrol Division is the largest division within our police agency that is comprised of 6 police officers and 1 sergeant assigned solely to patrol duties. In every police department across the United States this division is considered the "backbone" of the agency and we are no different in that aspect. The patrol officers are the most visible police entity within our community, answering the initial call for service when the citizen needs assistance. The types of calls an officer will answer vary in nature and may consist of; crimes in progress, traffic violations including vehicle accidents, public assistance, suspicious persons, and anything else out of the ordinary. Patrol is intended to prevent crime and reduce the fear of crime in the community through their presence. As mentioned, our current staffing level is 6 police officers and 1 sergeant assigned to patrol that provide 24/7 coverage for our community. Our goal is to staff a minimum of 2 officers to to each shift;

Racial Profiling

The chief administrator of the agency, regardless of whether the administrator is elected, employed, or appointed, is required to submit an annual report of the racial profiling information collected under Subdivision (6) of the Texas Code of Criminal Procedure to:
(A) the Commission on Law Enforcement Officer Standards and Education; and
(B) the governing body of each county or municipality served by the agency, if the agency is an agency of a county, municipality, or other political subdivision of the state.
The Boerne Police Department chooses to report a **Partial Exemption** or **Tier 1** Reporting, the agency is stating it routinely performs traffic stops or motor vehicle stops and the vehicles that routinely perform these stops are equipped with video and audio equipment in which these videos are maintained 90 days after the stop as per, Texas Code of Criminal Procedure Article 2.135.

Number of vehicle stops:
1. **1274** citation only
2. **56** arrest only
3. **10** both

4. **1340 Total** (4, 11, 14 and 17 must be equal)

Race or Ethnicity:
5. **121** African
6. **22** Asian
7. **974** Caucasian
8. **223** Hispanic
9. **0** Middle Eastern
10. **0** Native American

11. **1340 Total** (lines 4, 11, 14 and 17 must be equal)

Race or Ethnicity Known Prior to Stop?
12. **33** Yes
13. **1307** No

14. **1340 Total** (lines 4, 11, 14 and 17 must be equal)

Search Conducted?
15. **112** Yes
16. **1228** No

17. **1340 Total** (lines 4, 11, 14 and 17 must be equal)

Was Search Consented?
18. **32** Yes
19. **80** No

20. **112 Total** (must equal line 15)

Statistics Using Uniform Crime Reporting

The Uniform Crime Reports program began in 1930, and since then has become an important source of crime information for law enforcement, policymakers, scholars, and the media. The UCR Program consists of four parts:

- Traditional Summary Reporting System (SRS) and the National Incident Based Reporting System (NIBRS) – Offense and arrest data
- Law Enforcement Officers Killed and Assaulted (LEOKA) Program
- Hate Crime Statistics Program – hate crimes
- Cargo Theft Reporting Program – cargo theft

(Index Crimes)*Index crime types* include the violent offenses of murder and non-negligent manslaughter, forcible rape, robbery, and aggravated assault and the property offenses of burglary, larceny theft, and motor vehicle theft. (Arson was added to the index crimes in 1979. To maintain comparability of the index over time, arson is usually tabulated separately from other index crime types). The FBI defines these crime types as follows:

Violent Offenses

Murder and non-negligent manslaughter — The willful (non-negligent) killing of one human being by another. Deaths caused by negligence, attempts to kill, assaults to kill, suicides, and accidental deaths are excluded. Justifiable homicides are classified separately.

Forcible rape — The carnal knowledge of a female forcibly and against her will. Assaults or attempts to commit rape by force or threat of force are also included; however, statutory rape (without force) and other sex offenses are excluded.

Robbery — The taking or attempted taking of anything of value from the care, custody, or control of a person or persons by force or threat of force or violence and/or by putting the victim in fear.

Aggravated assault — An unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm. Simple assaults are excluded.

Property Offenses

Burglary - breaking or entering — The unlawful entry of a structure to commit a felony or a theft. Attempted forcible entry is included.

Larceny-theft (except motor vehicle theft) — The unlawful taking, carrying, leading, or riding away of property from the possession or constructive possession of another.

Examples are thefts of bicycles or automobile accessories, shoplifting, pocket-picking, or the stealing of any property or article that is not taken by force and violence or by fraud. Attempted larcenies are included. Embezzlement, confidence games, forgery, worthless checks, etc., are excluded.

Motor vehicle theft — The theft or attempted theft of a motor vehicle. A motor vehicle is self-propelled and runs on land surface and not on rails. Motorboats, construction equipment, airplanes, and farming equipment are specifically excluded from this category.

Arson — Any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, personal property of another, etc.

For more details see Appendices of Crime in the United States available at: http://www.fbi.gov/ucr/ucr.htm#cius.

Summarized Richwood Police UCR Report for 01/01/2012 to 09/30/2013

Reported Rape	3
Robbery	1
Assault	36
Burglary Building / Habitation	35
UUMV	1
Burglary Vehicle	34
Total	110
Total Cleared by arrest or Exceptional	72

Value of Property Stolen;

$73,183.00

Recovered;

$38,423.00

Note:
The following are guidelines for clearing a case base on the UCR guidelines:

Closed: Case is no longer being investigated due to varying reasons. An example would be when the statute of limitations for an offense has expired or the prosecutor refuses to accept the charges or file the case.

Inactive: No more leads to follow or a suspect has not been identified.

Exceptionally Cleared: Law enforcement is not able to clear an offense known to them by making an arrest. Often they have exhausted all leads and have done everything possible in order to clear a case. If agencies can answer all of the following questions in the affirmative, they can clear the offense exceptionally for the purpose of reporting to UCR.
• Has the investigation definitely established the identity of the offender?
• Is there enough information to support an arrest, charge, and turning over to the court for prosecution?
• Is the exact location of the offender known so that the subject could be taken into custody now?
• Is there some reason outside law enforcement control that precludes arresting, charging, and prosecuting the offender?

Cleared By Arrest/ Cleared by Citation (CBA/CBC): The offender or violator was arrested or issued a citation for the offense committed.

Referred: Case was referred to the prosecutor for review.
Unfounded: A false or baseless complaint.

Summarization of Richwood Reported Major Crimes and Clearances

27 Reported burglaries of buildings with a **clearance rate of 85.18%**
10 Reported burglaries of habitations with a **clearance rate of 50%**
8 Reported burglaries of vehicles with a **clearance rate of 25%**
28 Reported assaults with a **clearance rate of 100%**
3 Reported aggravated sexual assaults of a child; **1 unfounded, 2 direct filed**
1 Reported sexual assault with an **exceptional clearance**
1 Reported aggravated assault with other weapon (vehicle); **exceptional clearance**
1 Reported aggravated assault with a knife; **exceptional clearance**
4 Reported fraudulent use of identifying information;
1 unfounded, 1 occurred in Rome Italy, 1 victim refused to provide information, 1 transferred to another agency
16 Reported thefts with a **clearance rate of 31.25%**

Total Number of Traffic contacts for 2012 / 2013

3256 with **28.9% being citations**

Total number of arrests for 2012 / 2013

205 documented arrests

Year in Review

On top of the traffic contact numbers, reported criminal cases and clearances, calls for services and arrest, the past year has been filled with many accomplishments that we at the Richwood Police Department are very proud of.
During this year we were honored with a brand new Police facility that will give more opportunity and flexibility to perform our jobs more proficiency.
The police department has increased it report room availability, no has a training room, physical fitness room, evidence room, interview and interrogation room, technical room, dispatch center, file room, Lieutenants office and more.

The Officers of the Richwood Police Department worked very hard and after many hundreds of hours constructed the Police Departments first holding facility.


Five Year Plan

In order of priority

The addition of a daytime clerical/dispatcher position;
The position could be accountable for answering non-emergency calls on the department's administrative telephone lines, operation of the computer aided dispatch (CAD) system (through module), the records management system (RMS), walk-in traffic in the police department lobby and radio dispatch for all on-duty police, fire, EMS and utility departments. The Communications Division is also responsible for entering, removing and modifying persons, vehicles and articles in the Texas Crime Information Center's (TCIC) system and the National Crime Information Center's (NCIC) system. Assist with all clerical entries and reports such as, UCR, Sex Offender Registration, Racial Profiling, warrant entry and removal and other tasks as designated by the Chief or Administrative Lieutenant.

Salary Survey of Telecommunication positions;
Lake Jackson Police Department- $14.60 to $18.95
Clute Police Department- $14.12 to $17.82
Oyster Creek Police Department- $12.00 to $15.94

I would request that our salary be competitive with the above listed as to retain the best qualified person available. **Starting salary dependent on experience; $13.57**
Top out salary; $17.57

***The addition of one Patrol Officer*;**
This addition would give the department the ability to have two officers per shift
The cost of this addition would be approximately **$46,610.00** at our current salary rate plus that of benefits.

Sally Port
The sally port allows safe transport of prisoners to and from the department, eliminating contact with civilians. The Sally Port can include a link that does not allow the interior door to open while the garage door is open.

Estimated cost; $10 PSF at approximately 520sqft- $5,200.00
Estimated cost of roll up doors (8x8) $710.00, (10x10) $1190.00 x 2
Estimated cost of 36" steel exterior door $700.00
Estimated cost; chain link $2,095.00 (without rollup doors)
Projected cost with exception to labor charges; $8980.00

Physical Fitness
We have continued to promote officers to utilize our workout facility. We have implemented mandatory physical fitness testing occurring twice a year that is reflected on the officers evaluation.

Citizen Police Academy
Allows the citizens to gain a better understanding of our agency and policing methods are conducted.

National Night Out
Continued function;
This is a chance for communities to join together and meet their neighbors and discuss crime issues along with quality of life issues with the public safety officers

Mobile Records Management System
Implemented in 2012; the system allows officers to write reports in the field, real-time dispatching, run and receive license plates/driver's licenses and wanted checks and has a mapping system.

In law enforcement as with many other businesses, it is difficult to forecast needs this far out, this is why we view these plans as living documents that will be continually updated based upon the challenges we are met with.