

City of Montgomery City Council Regular Meeting Agenda

July 22, 2025 at 6:00 PM Montgomery City Hall – Council Chambers 101 Old Plantersville Rd. Montgomery, TX 77316

NOTICE IS HEREBY GIVEN that a Regular Meeting of the City Council will be held on **Tuesday**, **July 22**, **2025** at **6:00 PM** at the City of Montgomery City Hall, 101 Old Plantersville Road, Montgomery, Texas.

Members of the public may view the meeting live on the City's website under Agenda/Minutes and then select **Live Stream Page** (**located at the top of the page**). The Meeting Agenda Pack will be posted online at www.montgomerytexas.gov. The meeting will be recorded and uploaded to the City's website.

OPENING AGENDA

- **1.** Call Meeting to Order.
- **2.** Invocation.
- **3.** Pledges of Allegiance.

PUBLIC FORUM

The City Council will receive comments from the public on any matters within the jurisdiction of the City of Montgomery, Texas. Speakers will be limited to three (3) minutes each. Persons wishing to participate (speak) during the Public Forum portion of the meeting must sign-in to participate prior to the meeting being called to order. Please note that the City Council's discussion, if any, or subjects for which public notice has not been given, are limited to statements of specific factual responses and recitation of existing policy.

PRESENTATION

4. Press release presented by Mayor Countryman regarding the Heartwood Native Garden at the City of Montgomery's Memory Park.

CONSENT AGENDA

All Consent Agenda items are considered to be routine by the City Council and will be enacted by a single motion. There will be no separate discussion on these items unless a Councilmember requests an item to be removed and considered separately.

- Consideration and possible action on the City Council Regular Meeting Minutes of May 27, 2025.
- Consideration and possible action on the City Council Budget Workshop Meeting Minutes of June 09, 2025.
- Consider and accept excess collections for 2024 Debt Service and certification for Debt Service collection rate for 2025/2026.

PUBLIC HEARING

The City Council will receive comments from the public on the below listed item(s). Speakers will be limited to three (3) minutes each. Persons wishing to participate (speak) during the Public Hearing portion of the meeting must sign-in to participate prior to the meeting being called to order.

8. Convene into the Public Hearing on the request by Texas First Bank for a special use permit for a financial institution with two drive thru lanes and a dedicated lane for a drive up ATM machine at 19940 Eva Street.

REGULAR AGENDA

All items on the Regular Agenda are for discussion and/or action.

- Consideration and possible action regarding a request by Texas First Bank for a special use permit for a financial institution with two drive thru lanes and a dedicated lane for a drive up ATM machine located at 19940 Eva Street.
- 10. Consideration and possible action on a Resolution of the City of Montgomery, Texas, approving an amendment to the City of Montgomery Policies and Procedures Manual, Section V. Attendance, Leaves, and Absence, Reference Number 5.04, Subject: Holidays as attached as Exhibit A; and Further providing for effective date, severability, and finding and determining that the meeting at which this resolution is adopted was open to the public, that the public notice of time, place, and the subject matter of the public business to be considered was posted as required by law.
- Consideration and possible action on a Resolution of the City of Montgomery, Texas, approving an amendment to the City of Montgomery Policies and Procedures Manual, Section V. Attendance, Leaves, and Absence, Reference Number 5.05, Subject: Vacation Leave as attached as Exhibit A; and Further providing for effective date, severability, and finding and determining that the meeting at which this resolution is adopted was open to the public, that the public notice of time, place, and the subject matter of the public business to be considered was posted as required by law.
- 12. Consideration and possible action on a first reading of a Resolution of the City Council of the City of Montgomery, Texas, approving a project and expenditure of the Montgomery Economic Development Corporation for production of video promotional material with Pioneer Production Services, LLC.
- 13. Consideration and possible action on a first reading of a Resolution of the City Council of the City of Montgomery, Texas, approving a project and expenditure of the Montgomery Economic Development Corporation for the purchase of 0.2458 acres of land located at Montgomery Townsite 03, Blk 16 in Montgomery County, Texas.
- 14. Consideration and possible action on a Resolution for support for the Central Texas flood victims and a community solidarity initiative in the City of Montgomery, Texas.
- Consideration and possible action on an Ordinance of the City of Montgomery, Texas, ordering a public hearing concerning amending Article III, "Impact Fees" of Chapter 90 "Utilities" of the City Code of Ordinances by adopting new impact fees for water and wastewater improvements that are attributable to new development in the city's proposed water and wastewater impact fee service area within the corporate boundaries of the city; Providing open meeting and effective date provisions; and Providing for related matters.
- 16. Consideration and possible action on an Ordinance of the City Council of the City of Montgomery, Texas amending the rates to be charged for solid waste collection service inside the City of Montgomery, Texas; providing for a penalty for failure to pay accounts; providing conditions upon which service will be resumed; repealing all conflicting ordinances; providing a savings clause; providing a Texas open meetings act clause; and providing an effective date.
- **17.** Consideration and Possible Action on formally ending the warranty period and releasing the maintenance bond for the Lift Station No. 10 Improvements project.

- **18.** Consideration and possible action on BCS Capital Development Agreement and authorize the Mayor to execute the agreement.
- 19. Consideration and possible action on a partnership agreement with Montgomery Neighbors Magazine to promote city initiatives, promoting the City of Montgomery and calendar of events.
- **20.** Consideration and possible action on the acceptance of the Old Plantersville Forcemain Extension Project and authorize the City Administrator to sign the Certificate of Acceptance.

EXECUTIVE SESSION

21. Closed Session

City Council will meet in Closed Session pursuant to the provisions of Chapter 551 of the Texas Government Code, in accordance with the authority contained in:

A. Section 551.072 Deliberations about Real Property regarding 213 Prairie Street and a potential lease agreement.

22. Open Session

City Council will reconvene in Open Session at which time action on the matter(s) discussed in Closed Session may be considered.

A. Section 551.072 Deliberations about Real Property regarding 213 Prairie Street and a potential lease agreement.

COUNCIL INQUIRY

Pursuant to Texas Government Code Sect. 551.042, the Mayor and Council Members may inquire about a subject not specifically listed on this Agenda. Responses are limited to the recitation of existing policy or a statement of specific factual information given in response to the inquiry. Any deliberation or decision shall be limited to a proposal to place on the agenda of a future meeting.

CLOSING AGENDA

- 23. Items to consider for placement on future agendas.
- **24.** Adjourn.

The City Council for the City of Montgomery reserves the right to adjourn into executive session at any time during the course of this meeting to discuss any of the matters listed below, as authorized by the Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberation Regarding Prospective Gifts), 551.074 (Personnel Matters), 551.076 (Deliberations regarding Security Devices), and 551.087 (Deliberation regarding Economic Development Negotiations).

I, Ruby Beaven, certify that this notice of a public meeting was posted on the website and bulletin board at City Hall of the City of Montgomery, Texas, a place convenient and readily accessible to the general public at all times. This notice was posted at said locations on the following date and time: **July 16, 2025 by 3:30 PM** and remained so posted continuously for at least three business days preceding the scheduled time of said meeting.

/s/ Ruby Beaven

City Secretary

This public notice was removed from the official posting board at the Montgomery City Hall on the following:		
Date:	Time:	
By: City Secretary's Office City of Montgomery, Texas		

This facility is wheelchair accessible and accessible parking spaces are available. Please contact the City Secretary's office at 936-597-6434 for further information or for special accommodation.

Montgomery City Council

AGENDA REPORT

Meeting Date: 07/22/2025	Budgeted Amount: NONE
Department: Administration	Prepared By: Corinne Tilley

Subject
Press release presented by Mayor Countryman regarding the Heartwood Native Garden at the City of Montgomery's Memory Park.

Recommendation

Presentation only.

Discussion

Presentation only.

City Secretary & Director		
of Administrative Services	Ruby Beaven	Date: 07/15/2025
City Administrator	Brent Walker	Date: 07/15/2025



FOR IMMEDIATE RELEASE

Local Volunteers Create Heartwood Native Garden at Montgomery's Memory Park

Montgomery, TX (July 15, 2025) – A new garden called the Heartwood Native Garden at Montgomery's Memory Park is underway thanks to a community effort among volunteers of the local Heartwood Chapter of the Texas Master Naturalist™ program and the Rotary Club of Lake Conroe Foundation in partnership with the City of Montgomery.

The Heartwood Native Garden at Montgomery Memory Park is located behind the Charles B. Stewart West Branch Library and adjacent to Fernland Historical Park. The plan for enhancing the park with native plants was approved by the City, this includes drainage improvements, planting native plants and installing signage.

Native plants benefit native pollinators such as bees, butterflies, moths, bats and birds. These native pollinators play a critical role in sustaining ecosystems and providing essential services to American agriculture (<u>estimated at as much as \$9 billion annually</u>). Interest in conservation of native pollinators has grown rapidly over the last few years as several species have experienced dramatic population declines. The Heartwood Native Garden will bring awareness to and create positive change for pollinator conservation.

"The Heartwood Chapter of Texas Master Naturalist is celebrating our founding 20 years ago. We have 155 members volunteering across Montgomery and Walker counties," said Lisa Houston, President of the Heartwood Chapter. "This group of local Texas Master Naturalist volunteers have served to initiate, plan, create and maintain the Heartwood Native Garden as a community service." She credits long-time Montgomery resident, Shelley McCoy, for initiating and driving the volunteer effort to create the Heartwood Native Garden as a community project to celebrate the chapter's 20th anniversary.

"Memory Park has been a community effort since its inception and initial beginnings in 2005," said Charlie Parada, Treasurer of the Rotary Club of Lake Conroe Foundation. "Everyone is invited to participate and enjoy the park. The Texas Master Naturalist volunteers from the local Heartwood Chapter were instrumental in this enhancement of Memory Park."

About Texas Master Naturalist Program and the local Heartwood Chapter

The Texas Master Naturalist Program's mission is to develop a corps of well-informed volunteers to provide education, outreach, and service dedicated to the beneficial management of natural resources and natural areas within their communities for the State of Texas. The statewide program website is https://txmn.tamu.edu/. The local Heartwood Chapter is celebrating its 20th anniversary this year. The chapter provides citizen volunteers for implementing youth education programs; for operating parks, nature centers, and natural areas; and for providing leadership in local natural resource conservation efforts throughout Montgomery and Walker counties.

About Rotary Club of Lake Conroe Foundation and the Memory Park

The Rotary Club of Lake Conroe Foundation, an IRS 501(c)3 organization, was instrumental in the creation of the 5-acre Memory Park beginning in 2005 and dedication in 2008. The Rotary Club Memory Park Committee is comprised of Rotarians and non-Rotarian volunteers who have helped maintain the park along with the City of Montgomery. They hold a volunteer workday every third Saturday of each month. The address for the Memory Park is 202 Bessie Price Owen Dr. Montgomery, TX 77356. Donations to maintain and enhance the park are tax-deductible. Visit lakeconroerotary.org to learn more.

Contact: Julie Vickers, Heartwood Chapter Communications

Phone: 713-294-7366

Email: jvickers@consolidated.net

Photos and interviews available upon request.

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Montgomery City Council AGENDA REPORT

Meeting Date: July 22, 2025	Budgeted Amount: N/A
Department: Administration	Prepared By: Ruby Beaven

Subject

Consideration and possible action on the City Council Regular Meeting Minutes of May 27, 2025.

Recommendation

Staff recommends approval of meeting minutes, as presented.

Discussion

Please see the accompanying minutes:

City Council Regular Meeting Minutes of May 27, 2025

Approved By		
City Administrator	Brent Walker	Date: 07/10/2025



City Council Regular Meeting Minutes May 27, 2025

OPENING AGENDA

1. Call Meeting to Order.

The City Council Regular Meeting of the City of Montgomery was called to order by Mayor Countryman at 6:00 p.m. on May 27, 2025, at City Hall 101 Old Plantersville Rd., Montgomery, TX and live video streaming.

With Council Members present a full quorum was established.

Present: Mayor Sara Countryman

Mayor Pro-Tem
Council Member Place 1
Council Member Place 2
Council Member Place 3
Council Member Place 3
Council Member Place 5
Council Member Place 5
Cheryl Fox
Carol Langley
Casey Olson
Tom Czulewicz
Stan Donaldson

2. Invocation.

Council Member Donaldson gave the invocation.

3. Pledges of Allegiance.

Mayor Countryman led the pledges of allegiance.

PUBLIC FORUM

No inquires received.

CONSENT AGENDA

- 4. Consideration and possible action on the City Council Regular Meeting Minutes of April 08, 2025.
- 5. Consideration and possible action on the City Council Special Meeting Minutes of April 11, 2025.

Motion: Council Member Czulewicz made a motion to accept consent agenda items 4 and 5, as presented. Mayor Pro-Tem Fox seconded the motion. Motion carried with all present voting in favor.

PUBLIC HEARING

6. Convene into a public hearing to receive comments on a request for a manufactured home to be placed at 413 Westway Drive, Montgomery, Texas, for the establishment of voter residency by residential occupancy within the proposed MUD 255 for TriPointe Homes.

Mayor Countryman convened the Montgomery City Council into a Public Hearing at 6:04 p.m.

Speaking For: None Speaking Against: None

Mayor Countryman reconvened the Montgomery City Council into a Regular Meeting at 6:04 p.m.

REGULAR AGENDA

7. Consideration and possible action on a request for a manufactured home to be placed at 413 Westway Drive, Montgomery, Texas, for the establishment of voter residency by residential occupancy within the proposed MUD 255 for TriPointe Homes.

Code Enforcement Officer and Planning/Zoning Administrator Tilley said if anyone needs details and reference to it I can go through the list for the requirements for a manufactured home to be located outside of a mobile home park. Council Member Czulewicz asked this is in writing? It is temporary, correct? Code Enforcement Officer and Planning/Zoning Administrator Tilley said it is temporary.

Motion: Council Member Czulewicz made a motion to approve a manufactured home to be placed at 413 Westway Drive, Montgomery, Texas, for the establishment of voter residency by residential occupancy within the proposed MUD 255 for TriPointe Homes. Mayor Pro-Tem Fox seconded the motion. Motion carried with all present voting in favor.

8. Consideration and Possible action on the Partial Replat for Jadak Manor Section 1 Tract 2, located at 1005 College Street.

City Engineer Chris Roznovsky, WGA said starting in your packets on page 32, you will see a memo from us followed by the original plat two pages after that, and then the proposed following. What this is currently there was one tract that went all the way from College to Caroline Street. The property owners requested to subdivide that parcel into two, so one parcel running College, and one parcel running Caroline. They meet all the size requirements, etc. of the City. There are no variances that are being requested. One

thing that you will notice in the final plat is they are dedicating additional right-of-way along Caroline Street to even out the right-of-way, so as it continues down, the buildings of Montgomery will have a full 60-foot right-of-way as it goes down the street. Planning and Zoning reviewed this at their main meeting. They offer no objection to recommend approval and we recommend approval as well.

Mayor Countryman asked with the proposal of two homes, I am assuming that is what is going to happen here, are we concerned about drainage on College? City Engineer Roznovsky said they will have to submit that. As far as in terms of just plating rules, it works. As far as the flood plain regulations, there is flood plain on the site. They will have to follow that ordinance when they go to get those houses permitted and approved.

Motion: Council Member Czulewicz made a motion to approve the Partial Replat for Jadak Manor Section 1 Tract 2, located at 1005 College Street. Council Member Olson seconded the motion. Motion carried with all present voting in favor.

9. Consideration and Possible action on the Partial Replat for Buffalo Springs Section 2.

City Engineer Chris Roznovsky, WGA said similar to the last item, this is a partial replat, but in reverse. Currently, this is lots 28, 29, and 30 of the Buffalo Spring section two plat. The property owners have requested to combine these lots into two. Essentially, there is a lot in between them, so split it 50/50 for each side. If you look, you will see on page 37 amendments from us recommending approval of the partial replat. The Planning and Zoning Commission also recommended approval at their main meeting. The item following on page 38 is an old letter that is for the Buffalo Spring signal so ignore that. It just got copied over, but then following, you will see the original plat, as well as the replat that shows that combination of the two lots. Council Member Donaldson asked did Buffalo Springs approve this? City Engineer Roznovsky asked the Architecture Control Committee? Mayor Countryman said yes. City Engineer Roznovsky said I do not know for sure, but I know that the individuals involved are part of the Architecture Control Committee. I do not know and that is something that we can check. I would have to check with the attorney on the platting because this is not building a structure or landscaping or anything like that, that I do not think would take architectural control since it is just platting. However, I do not have that answer. Council Member Donaldson asked are they just eliminating a vacant lot? City Engineer Roznovsky said exactly.

Motion: Council Member Donaldson made a motion to accept the partial replat for Buffalo Springs Section 2. Council Member Czulewicz seconded the motion.

<u>Discussion</u>: Council Member Olson asked who are the two parties involved? Mayor Countryman said Randy Burleigh and Wendell Harrison.

Motion carried with all present voting in favor.

10. Consideration and Possible action on a variance request related to the required minimum lot size, front yard setback and side yard setbacks for The Villages of Montgomery development (Dev. No. 2502).

City Engineer Chris Roznovsky, WGA said in your packets starting on page 43, you will see a Planning and Zoning Commission recommendation regarding these variances. For this development immediately across the street, they did a presentation to Council with video and all the graphics a couple meetings ago that showed the alley load development with the \$700,000 homes with the boulevard street that went down the middle, and the commercial reserves along SH-105. These are the variances in order for them to achieve that land plan. This does not approve their plans, this does not approve the development agreement, but their development is not a typical single family development in the City. In order for them to really be able to move forward, they need to get these variances in place so then they can do their platting, they can go through the planning process, etc. The variances that they are requesting is the front yard setback to 10-feet from the required 25feet. Again, for those alley load houses closer to the street that was shown in the video. The five-foot side yard setback, from the required 4,900 square feet of lot area minimum versus your 9,000 square foot requirement, 45-foot width versus your 75-foot width, and 110-foot depth from your 120. Planning and Zoning did review this at their May 6th meeting and they approved it unanimously. Council Member Olson said I have two questions. How wide are those streets because it is going to come in as a boulevard? City Engineer Roznovsky said the developers here can probably answer that question. They are not asking for any pavement variances. They are 28-foot streets throughout. The boulevard I believe is two 30-foot sections if I remember correctly, and then a large median in between for green space. Council Member Olson said my second question, is this variance is not going to include the green space requirement for the small lot? City Engineer Roznovsky said that is correct. They have not requested a variance for green space, but they are proposing a lot of green space on the property. Through the platting, they will be required to show that calculation that shows how they are meeting the compensating green space requirement. Council Member Donaldson asked what is the status with the fire marshal as far as these lots? City Engineer Roznovsky said at least from the City side, they have not been asked about the variances that are proposed. Council Member Donaldson said I want to have something in writing from the fire marshal saying it is okay to have these houses so close. Council Member Olson said I think if we look at the Texas Code, as long as they have to have brick walls, they have to have fireproof walls if they are going to be within seven-feet. I cannot remember exactly what it is, if it is under 10-feet it has to have the brick wall fireproofing. City Engineer Roznovsky said these are five on each side of the property line, so a total of 10-foot. Council Member Donaldson asked are you saying it has to be seven feet? Council Member Olson said our code is five-feet minimums. I know it

takes special fire walls to do it. Mayor Countryman said it is similar to Montgomery Bend. It is the same width that has been approved. Mr. Jonathan White, did you have something to add? Mr. Jonathan White, L Squared Engineering said I know one of the things is the access that you mentioned in the past. All the roads should be as we mentioned earlier, 28foot, with multiple points of access on Caroline and SH-105. What is not shown on a lot of the land plan exhibits are the additional curve cuts that will probably get commercial development along the front. They are just boxed as commercial, so there should be some internal access there as well. Obviously, with city requirements, and TxDOT requirements, we will develop a traffic study just to verify that there is not going to be any negative impact as well, but normal process through this is to get a letter or something from the fire marshal. Council Member Czulewicz said I would like to take this opportunity to remind my comrades not too long ago the City spent a lot of money to have professionals come in and review our ordinances and help us plan the City for the future. After that whole process was through, the City Council approved their product, leaving the 75-foot width lots in our ordinances. The reduction from 75-feet to 45-feet is a 40 percent reduction, but coincidentally, it is a 40 percent increase in density of the houses per acre, with the results being that the number of residents between starting today from what we have in design, up to what is being built, we have over 2,228 houses being built. National average is 1.5 to 2.5 cars per residents, so we are looking at an increase over the next two years of 4,556 cars. If you look at the map of the City, all streets lead to SH-105. We are looking at an increase of 4,456 cars on SH-105 over the next two years. If you line all those cars up bumper-to-bumper, it stretches out to 11.7 miles. Now, are we voting for the people of this City to have a big traffic jam by reducing the size of the lots and allowing more condensity of our cities? I recommend you vote no. Mayor Countryman said months ago we talked about this. It is a different product, and it is a higher-end product. Yes, we have a 75-foot lot, but that is why we were amenable for that variance because of the product and the highend product that they are bringing to town. I think there are only 78 lots. Is that right? Council Member Czulewicz said 137. Mayor Countryman said well those are just the alleyway lots and then the other lots. City Engineer Roznovsky said right, there is a mixture of the close lots and the traditional. Mayor Countryman said yes, correct. That helps alleviate some of that concern as well. Council Member Czulewicz said it still produces a condensity that we should not be putting up with. It started with the Hills of Montgomery, Town Creek Crossing and you go on and on. Where are we going to stop this rapid growth? This growth is driving us crazy. Mayor Countryman said we cannot stop it. We just have to manage it. Council Member Czulewicz said you are not managing it by doing this. You are not managing it. Mayor Countryman said I have a difference of opinion. Council Member Czulewicz said you are not managing it because you are increasing the density. Mayor Countryman asked are we supposed to not let anybody build anything and nobody move here? Council Member Czulewicz said no. Let them follow the ordinance. Mayor Countryman said but this is a different product and we have already said that we want this

product here. We voted it in and knew this was part of the process moving forward. Council Member Czulewicz said you will rule the day when you see the traffic and the upset people. You are going to have to bring on four to six more police officers to handle the traffic. Council Member Olson said that is false. Council Member Czulewicz asked what is false about it? Council Member Olson asked Chief Solomon how many more police officers do we need if we build out? Chief Solomon said in the next two years we will be hiring about three PSOs, probably about two more police officers, and also a couple records people. Council Member Olson said but the PSOs are non-patrol. We have planned out our police, what we can handle, what we can do. It is not like it is our first date. Mayor Countryman said and SH-105 is getting expanded, so that is going to help too, as well as FM 149. Unfortunately, I agree we are going to be locked up, but we have been highly ignored by the state and county. Now, we are getting attention, which is great, a little late, but better than never. Council Member Olson said I will agree with the Mayor. I agree with both of you that the density is a lot more density. We talked about the density with the area that it is in, I think it can handle it. We have talked with the developers and we have all agreed that we like the product, and at this point in the game, it is not something I want to go back on what I said yes to.

Motion: Council Member Olson made a motion to accept a variance request related to the required minimum lot size, front yard setback and side yard setbacks for The Villages of Montgomery development (Dev. No. 2502). Council Member Donaldson seconded the motion. The motion carried with 4-Ayes and 1-Nay vote by Council Member Czulewicz.

11. Consideration and possible action on authorizing WGA to complete an Utility and Economic Feasibility Study Amendment on the BCS Capital development (Dev. No. 2415).

City Engineer Chris Roznovsky, WGA said this is the BCS development between CB Stewart and Buffalo Springs Drive on the north side of SH-105. Their original feasibility study is focused on the 32 total acres fronting on Buffalo Springs and wrapping around. They have since put the six acres adjacent under contract, at the hard corner of CB Stewart and SH-105. This is to amend the feasibility study saying what extensions, roadway improvements, etc. are needed to serve that piece of the property, and bring that back to you as an updated study. That is what this item is today. This item is not requesting any type of change to the development. The MOU that has been agreed upon is just how does the scope of utility improvements and roadway improvements change with the addition of these six acres to the site. You will see an updated land plan on sheet 63 in your packets that shows the full site. Council Member Czulewicz said the new plan that they are submitting here shows three fast food restaurants and a gas station. You have two fast food restaurants here right now. You have Burger King and McDonald's with less than half a mile apart. Who is going to go to five different fast food restaurants? City Engineer Roznovsky said I do not know the proposed uses of the properties or who the end users

are. I know the end users they have shared with the City are the Academy which is the anchor for this development and then the Texas Roadhouse. Mr. Jonathan White, L Squared said the Academy and Texas Roadhouse are the only two committed. Council Member Czulewicz said your plan shows three fast food restaurants. Mayor Countryman said yes, it is just a rendering, a potential. City Engineer Roznovsky said they are not locked in. As long as it falls within the table of uses, it could be three banks and one fast food, or it could be anything that falls within that table of uses on those ultimate users, and the split of the pad sites. Right now, they show seven different pads. If they have a larger user come in, they can reduce the number of pads. It is all subject to change. Council Member Donaldson said when I look at this, I do not see the six acres. City Engineer Roznovsky said it is the southwest corner of the property. CB Stewart is roughly the last two front pad sites, what looks like a fast food restaurant and then the retail building. More or less, the last three users at that top building. Mayor Countryman said it is directly south of Ransoms. City Engineer Roznovsky said correct. Council Member Donaldson asked if it was on the other side of the street? Mayor Countryman said no. On the Ransom side, south of Ransoms. Council Member Olson said they just did their rendering. Mayor Countryman said they just extended it from CB Stewart to Buffalo Springs all the way across. Council Member Donaldson said we do not even have these pad sites that they show just west of Academy. Those are gone from my understanding because of the detention. Mayor Countryman said no. The detention is on the east side. This is exactly how they proposed, but they have just added because they purchased the six acres. Everything to the east is correct. It is the west that is extended. Council Member Donaldson said okay, so the six acres made room for these extra sites. City Engineer Roznovsky said correct.

Motion: Mayor Pro-Tem Fox made a motion to authorize WGA to complete a Utility and Economic Feasibility Study Amendment on the BCS Capital development (Dev. No. 2415). Council Member Donaldson seconded the motion. Motion carried with all present voting in favor.

12. Discussion and possible action to move Incode ERP Pro 10 and Municipal Justice to Tyler Cloud/SaaS.

Finance Director Maryann Carl said the item before you tonight is a proposal to move from an on premise environment where we host on our own network, to a cloud-based platform. This does not change our software, it does not change who we are doing the software business with Tyler. It is just a matter of where it is hosted and how we access it. Just to give you an idea, being premise based means we have the software right here on our network and each one of us that use that particular software have it downloaded onto our computers. That is how we access it. There are some limitations with that in the fact that if we have any issues with our server, which of course servers have an end of life which we are coming up on right now with needing to replace both servers. There are some complications that come into play when we look at needing help with anything in Incode.

For example, today we had a problem with being able to access a report in Incode. We had one user we could not get the access set up correctly so that every time they ran the report, it was coming up blank. I spent some time in there this morning figuring out the permissions, had to get on chat within Incode, and I was on hold for about an hour and 15 minutes before somebody got on with me and of course, I am doing other stuff in the meantime, but in the background that is running. They finally come on and they spent about 45 minutes to try to determine what the problem is. Long story short, we eventually figured out what the problem is and we were able to get that permission set up. The problem with that is because we are hosted here, it is unique to us. In the cloud environment, that would have been done differently because first of all, the vast majority of their support is on their cloud product because that is where it makes the most sense for them. In the finance world or in accounting/bookkeeping, it used to be QuickBooks, you hosted it and it was a desktop version. Now we have gone to online and all of their resources have gone into building a bigger, more robust platform in the cloud. That is a similar kind of situation here. One of the big things as we look at acquiring a new building and making a move, by having a cloud-based option, we virtually have no down time. As long as we have an internet connection, we have the ability to be operational and we do not have to worry about getting the servers moved before we are operational for cashiering on both port side on the utility side, as well as payroll, and accounts payable. We pay an annual fee right now for all of our different components whether it be from utility billing with the municipal justice piece, or the court piece, the cashiering, finance, the financials, payroll. All of the different modules we have, we pay an annual fee for that. We would continue to pay an annual fee for that, but we would have the reduced cost of the server, and potentially some IT support. Definitely not as much wasted time. It would be in an environment that is not specific to us. Like today, one of the things they were doing and you have all heard me talk about this GL conversion, and we are live today on that conversion, but it took them all afternoon back and forth with OCS needing access to the network, getting off the network, back on the network. There are challenges that we face being local. The overall cost between all the platforms is about a \$12,000 increase for the software where we are accessing the program. I cannot put a number on the other pieces, the efficiency piece of it. Mayor Countryman said two new servers is going to be \$30,000 to \$40,000. Finance Director Carl said it does not eliminate our need for the servers overall. We do have a network, however, it does allow us to reduce the capacity of what we need in those servers. Mayor Pro-Tem Fox asked does it not facilitate better storage and better security having the Tyler cloud? Finance Director Carl said it absolutely gives us better storage. We currently have backups that happen. Our information within the cloud environment is continuously stored and it is stored in two separate locations. Everything is multi-factor authentication, so when you log in you have to go through several different steps in order to get logged in, but yes, it is a secure environment. Mayor Countryman said when there are issues, we no longer would have to go to OCS to get them, and if they do not know it, then they have to go to Incode. It takes them out of the middle and we go directly to Incode correct? Finance Director Carl said yes, directly to Incode and our service is a part of it. There is no extra service cost for that. In order to convert over, which I was actually surprised when I came here that you all went live on Incode in 2022 and that you were premise based, because in 2019 - 2020 they made a huge shift to really not promote their premise based product and move towards the cloud-based environment. Primarily because all of their enhancements and everything are being done in that cloud environment. The premise is they recognize there is some limitations, there are problems, it takes longer time for support to help, and all those kind of things, so I was surprised that you all converted in 2022 over premise based, but I do understand that it was probably more to do with the length of time from signing the contract to when you actually went live in the product. There typically is a conversion cost, but they are waving that cost if we are able to sign their agreement by June 7th. We would get on their calendar, but the implementation would not take place until maybe late August or September, but we would not be billed until October 1st because we have currently paid for this year. They will prorate us and give us credit back for the premise base, but since we are with them, they will push out that first payment to the next fiscal year for budgeting purposes for us. Mayor Pro-Tem Fox asked how much is that fee they are waiving? Finance Director Carl said I do not have a specific because it is not in there. I can tell you that my Tyler representative was shocked when he saw it come back and not have a fee on there. He said with all of the modules that we have, it would not be unusual for it to be \$20,000. Mayor Countryman asked how long is that migration going to take? Finance Director Carl said it should take maybe six weeks. We would be fully operational in our environment and we would do some testing in the cloud environment before they flip the switch and put us fully into the cloud. Council Member Olson said I am supportive of your switch. I just want you to be well aware that all of the hopes and dreams that they sell you on speed and accessibility is absolute nonsense, so you are going to slow down, I promise. We have moved I do not know how many of our programs to the cloud with the promise that it will be faster. Every single time it is not. They are much slower. You cannot download the same size files that you used to. You are going to have to do two and three different pieces to get the same download that you used to be able to download from your servers. I promise you that. I am supportive of you because I know it is easier and hopefully it is cleaner, but do not get sold on it is going to be better because it is going to slow down. Council Member Donaldson asked for the \$12,000, does that mean another \$1,000 a month is the fee we have to pay? Finance Director Carl said we pay the fee annually, but yes, it would equate to an additional \$1,000 a month for this environment versus what we are doing currently. Mayor Pro-Tem Fox asked would not that balance out by efficiency? Finance Director Carl said we believe so. I have talked to some clients who have moved from premise base to cloud most recently at the spring conference for Government Finance Officers Association, and I have not come across anybody who said I wish we would have never gone to the cloud. Council Member Olson said you are going from hardline where it is just right now you have it to let us hope it comes down. City Secretary Beaven asked are you referring to parallels, their cloud base with parallels through Tyler, because I have experienced that through another city twice. I understand what you are saying Council Member Olson, but it is not quite as significant as you think for this program. Council Member Olson said I hope I am wrong, but all of the programs that I have recently moved to the cloud has been miserable. Council Member Donaldson asked Court Administrator Duckett if she has any concerns about the software move. Court Administrator said I do not have any concerns. I actually think it is good for the court because we are on Incode 9 and everyone else is on Incode 10, and so instead of me having to truck all of my files over to Finance Director Carl like I did today, I think we can simply just click a button and she can just look into our files and everything talks together through the cloud. Council Member Olson said I am supportive. I hope it does make us communicate better. Finance Director Carl said I am hoping to get at least a half a day back every month in that alone.

Motion: Mayor Pro-Tem Fox made a motion to move to approve Incode ERP Pro 10 and Municipal Justice to Tyler Cloud/SaaS. Council Member Olson seconded the motion. Motion carried with all present voting in favor.

DEPARTMENTAL REPORTS

13. Municipal Court Report April 2025

Court Administrator Duckett said the citations for April were 131 and the revenue was \$33,361.77. Mayor Countryman said I would like to say that you did a great job in the Citizens Academy, you and your team presenting.

14. Discussion and possible action on the Financial Reports for the period ending April 30, 2025.

Finance Director Carl said in my cover sheet I talked a little bit about the fact that sales tax was slightly lower. I did go back and look at last year and we had a couple of one time payments last April that we did not have this April. Nothing to be alarmed by. Council Member Langley said there was a check that she did not recognize the name on the check. She said I will call you and ask. Mayor Countryman asked do we need to make a motion specifically for this item or can we do it while we do all the departmental reports? City Secretary said all the departmental reports.

15. Public Works Monthly Report April 2025

Public Works Director Muckleroy said he emailed everyone a corrected version of the report earlier today of the Fernland visitor and tour numbers. Council Member Donaldson

asked if he was keeping an eye on Plez Morgan? Public Works Director Muckleroy and he is keeping an eye on Plez Morgan. I will let City Engineer Chris Roznovsky, WGA, comment any further on that plan. Mayor Countryman said with four acres of us being sold back to MISD, is there going to be any change in Cody's Lawn Service pricing? Public Works Director Muckleroy said as soon as that closes, then we will quit that. Mayor Countryman said okay. I am just making sure it is not a flat rate we were going to get compensation for. Public Works Director Muckleroy said each facility has its own price. The way the contractors are in this, if he does not mow a facility, then he does not charge for that. It is written that way on purpose if he does not need to do something for a month. A lot of times it will be the lift station we control. If he feels like it will ride another month, he will not spray it.

16. Utility Operations Monthly Report April 2025

Mr. Phillip Wright, Hays Utility said we did pretty good at flushing again. We are trying to maintain the water quality throughout the system and so we have gone aggressive on that. I think we found this has been the best way to take care of it. Your accountability is above 90 percent which is where you want to be. Next is the wastewater treatment plant statement that you are in compliance with your discharge permit. That is always good to see. On the Lone Star Groundwater Conservation District page, you can see where we are at for the year as far as pumpage and we are looking good so far. We are going to be paying close attention as we get through the year. Council Member Olson asked when we flush, do we just put that out on the ground? Mr. Wright said yes. Council Member Olson said I know we have gotten a ton of rain so that is great, but July and August we will not get a ton of rain and we are going to continue to flush. Is there any way we can get that water somewhere besides the ditch like into the park or into the pond? Mr. Wright said during the summer months we do anticipate less because the water usage will do the flushing for us and so usually the water quality complaints go down and so you get natural flushing in the system. The main reason is because you have these sections where you have very large diameter water mains that were designed to be completed say like around the Montgomery loop, but right now they are incomplete so they are dead ends right now. The best way to keep that water quality is to flush those. When you do the loop and you have usage in between, that goes away. You do not even need to do it. Council Member Olson said I just look at we are flushing a million gallons and in our ponds you can see the scales on the fish because there is not enough water for them to swim around in. It is like put the water in the pond instead of down the ditch. Mr. Wright said our biggest tanker truck holds 7,000 gallons so that is a lot of tanker trucks.

17. Building Official Report for April 2025

Mr. Rick Hanna, Certified Building Official, CBO Partners, said I want to say the Chief is doing a fabulous job as the administrator.

In your package we prepared a permit by permit type summary. I thought that might be more beneficial than the raw data that we were giving the last few months. I want you to understand this is not spot on accurate. We use a system with Community Core whereby when new construction starts, we assign a master permit number and then the mechanical, electrical, plumbing, irrigation permits are sub-permits under that, so the numbers may not be just exactly right. The main thing is we feel like we are within the budget. When you look at the budget, we are well under budget of what my company is charging the City. Last month, total grand inspections were 380 and 31 plan reviews, so basically the volume is increasing. I think when we give you the summary report this month we will be able to look and see how things are going. I also included an example of our inspection report. We cover for a couple of other cities when you are talking about different programs. The other cities just bought a program they thought was going to create all the time savings and they are really struggling with it. I just want to mention that if you go to conferences, your building permit package is working great. In addition to the monthly, that is last month's, so we are going to be running a month behind. I just wanted to bring you up to speed. The K hub model out in the Hills of Town Creek has been completed. They have a CO and I think they have moved in. I do not know if they are actually in operation yet, but they should be close. Over in Redbird Meadows, six models are now under construction. One of them is ready to start hanging sheetrock, and the others are at various stages. Just as a caution, I do not want to offend Mike or anything, but letting these guys get started with no water and no electricity sure has been creating some issues out there. The crews and laborers are out there in the morning when they have trucks all up down the road and all of a sudden the supply trucks start coming and the guys come and start trying to put in underground gas and electricity and it is just a mess. We love the developers and their anxiousness to sell lots, but it is really creating issues out in the field for staff and people trying to get any work done. I do not know what our situation is with water. Mayor Countryman asked Public Works Director Muckleroy if they have had any issues since we have the water police out there? Public Works Director Muckleroy said no. Mr. Hanna said that is good. The construction for the MISD CTE Center they hope to line up by June 15th, which is their drop dead date, so we are going to start to have a lot of finals going on there. It is going to be an amazing facility. I get lots of development questions between Code Enforcement Officer and Planning/Development Administrator Tilley and I. A lot of people are just asking non-specific, generic questions, but we know it is development ideas coming down the road, so a lot more of that coming. The example of the report that was in the packet, that is how we do our inspections. Each time we go out and do an inspection, we are able to instantly resolve it and it goes to the plumber, electrician, the builder, whoever it needs to go to. I think our system is working very smoothly. I get a lot of compliments from guys that are building in other cities that takes us two or three days to find out where we are, but they are able to get them sent to them. A big push on things is now when you go to your conference, you are going to hear about being able to go into the

cloud and load their documents, and request inspections. It all sounds good, but everyone that I have talked to has been having problems with it. We are in talks with our developer to get to the point where eventually we will be able to let the builders load their documents and start the plan review. The good thing about our program is it is developed by permit technicians and inspectors and they use it in their company before they release it to the licensees. I think things are going to get better as far as the time it takes to get things. We turn things around within 10 days on a plan review. Preparing for the future, Cody is at BPI this week and taking some classes, so I hope to get him and Stephen both within the next year or two certified building officials also. There are a lot of cities around that do not have certified inspectors. We have three plumbing inspectors and three certified code inspectors that are picking up things here in Montgomery. The mayor will be the welcome speech at the Building Officials Association conference. It will be at Margaritaville on Lake Conroe in August.

Mayor Countryman said you were on a pool safety program mission. How is that going? Mr. Hanna said this was pool safety month. I felt guilty that I got a whole month and Public Works Director Muckleroy only got a week for public safety. I am still trying to work with folks and get some fences up. Mayor Countryman said your tires are not flat, so I figured it is going a little bit better. Mr. Hanna said it has not progressed like I hoped it would. The new permits that we are doing, we are trying to get all that worked out on the front end and it is like pulling teeth, but I get one reply a month which is what the average is.

18. Discussion on Engineer's Monthly Report

City Engineer Chris Roznovsky, WGA said starting on page 123 of your packets, I will review the highlights and stop if you have questions. Item one, your Water Plant No. 2 improvements project, we did receive two pay estimates since the last meeting. As of April 25th, they are 71 percent complete by time and 66 percent by value, so they are generally right on track. They did complete the well testing this past week and everything came back great. It was performing better than expected, so they are actually going through options now on upsizing some of the equipment because it is able to support more pumping than was originally anticipated which is a good problem to have more water than expected.

On your sewer rehab project, we are waiting on final three videos of repairs from the contractor to be able to close that project out.

Moving on to page two, item number five, the Town Creek wastewater plant expansion. We did receive revised limits on your permit on the draft, so we were able to get one of the phosphorous limit removed, but they lowered some of the other limits on the ultimate phase of the plant so it makes this phase a little bit easier, but we are setting up so we will have to do additional treatment on the second expansion of that plant. Halff is working through that with their design report to plan for that expansion or those additional treatment units

in the future. Council Member Olson said I need to give you a name. I was told to reach out to this person with the state. The name is Rebecca Ainsley. She handles a lot of the state grants for water and sewer for cities. City Engineer Roznovsky said he will follow up and reach out to her.

City Engineer Roznovsky said moving on to items seven and eight. The two ARPA funded projects are both pretty well wrapped up and ready to go. We are just waiting on the required environmental review. We received an update today that they are still working through the environmental review, so once that is completed, we will be able to bid those two projects.

Regarding Plez Morgan erosion, as Council Member Donaldson mentioned earlier, we have over this past month engaged a geotechnical and structural consultant to give us some other options just to make sure we bring back the right method. If you remember on Lone Star Parkway on the bridge, the county did the riprap. They failed. They came back and put concrete over the riprap. It failed. They came back with a sheet pile. We are going through some sheet pile designs and trying to minimize. It is all based on how deep your sheet pile goes and to bring back that recommendation and updated cost. Things have been ongoing, but we are just not ready to move forward because we do not want to do this. We want to do this once. We do not want to touch it, just making sure that we are all on the same page. Council Member Donaldson asked is it still going to be under our projected budget? City Engineer Roznovsky said that is one of the things we are working on. I think we had 200 something thousand in it. That is what we are trying to determine now is if we are going with sheet pile, how low a depth can we go, or at least preliminarily so we are not needing as much because again, we have to protect against that ultimate erosion. When we come back at your next meeting, the plan is to bring you an updated cost assessment scope so we can see it all, as well as the timeline of that.

We broke up the report a little bit differently, so this next section is all about developer funded capital projects just because they are all intermixed so you can see what is city funded versus developer funded directly. The Old Plantersville water line extension, which is the piece to serve the Johnson development, they finished that final bore under the railroad last Thursday, so now there is just testing and clean up and we will be able to get that line in service. On the top of the next page, you can see a picture of that bore.

All the rest are general updates. Most of these designs are wrapping up between June and July to have those designs complete, to move into bidding and construction of all those projects with the exception of number six, which is Montgomery Crossing. Developers have questions on the scope, so that design has not started yet. We are waiting on deposits from them.

On the development agreements, HEB has provided us comments. We had a call with them last week. They are working on the wording, especially around the CB Stewart memorial monumentation on the site. They are concerned with the stringency of that wording so we asked them to provide something we can bring back to Council and let you all discuss. We have to have something. It cannot just be taken out of the agreement, but give us some balance to work with and we can get to it. Mayor Countryman said we have opinions.

On page four of our report, if you look on page 132 of your packets, we added a predevelopment meeting map to show over the last 30 to 45 days all the people who have called or we have had pre-development meetings with. Over the last 30 to 45 days, there have been about eight. There are a couple that are not shown on there that have since called, so it is continuing to pick up. We will include this pre-development meeting map going forward just so you will know what is coming up and who is kicking tires. These are not escrow agreements or anything at this point, but they are at least expressing interest in the City and developing in the City.

On page five of our report, page 127 in your packets, Hills of Town Creek section five, I want to note we did receive the playground and shared use path plans. If you remember, this is the replat where they are needing the variance to get the park and so they have submitted plans and are working through that process.

At the last Planning and Zoning Commission meeting, they did approve the Legacy Grove preliminary plat that is in the Tri-Pointe development. We have already talked about Buffalo Springs and College Street tonight.

As of over the weekend regarding the CTE Center, they finished their final physical punch list items which was painting the hydrants to match the city standard. We were notified of that this morning. The last thing left is the maintenance bond. We have been going back and forth, and on my way here, the contractor has agreed to the maintenance bond. It sounds like we should have that for your next agenda item, as well as to accept that water line extension. Other items are just updates on the construction. You will see pictures of the coal panels and electrical panels for the lift station at Briarley.

We did have a stakeholders meeting on May 13th with TxDot. They updated a couple things on the project. One is scheduled to let in September of 2027. The City's portion is still within phase three of that project, so there is still some time down the road. One of the big changes that they made is they removed the raised medians throughout that were in the City. If you remember, that was a big point of contention between the schools and the churches were the raised medians that were blocking the access all down SH-105, so those have been removed from the scope. We also continue to work through a utility exception with them. There is a lot of utilities obviously in TxDot right-of-ways. Some of them are in physical conflict that have to be removed. Some just do not meet their standard for depths

and clearances. That is the exception we are working through to be able to get as much as we can in place to reduce that cost. That is ongoing. Mayor Countryman said Katherine made a good point too. If they are going to put the sidewalks on the south side, why do we need to dig up the north side, so that is a cost savings. City Engineer Roznovsky said for sure.

The Atkins Creek drainage improvements project did let, so they bid out that drainage improvements projects to repair more of Atkins Creek down to about 200 to 300 feet from FM 1097. It is supposed to begin construction in August and per TxDot, FM 1097 will still be partially opened so there will be some impacts of traffic, but not a full closure like they had.

Mayor Countryman said I noticed on Superior Properties you mentioned that you had not heard anything about them platting, but I have heard that they are waiting on us for something. Are we owing them anything? City Engineer Roznovsky said we have been going back and forth on the development agreement. As of this afternoon, we have provided comments back to them. The original plan is they are extending water and sewer on Lone Star Parkway to serve them. Development plans have changed multiple times, and now they are most recently requesting to upsize the water line on Simonton, so Simonton, Lawson, the south street. Then, upsize the water line and loop it back around to get rid of those dead ends, which is good. When they were originally doing the work and it only served them, they were going to do that design work since it constructed on their behalf, so it does not affect anyone. After that change was made, we did not feel comfortable talking to staff in having a developer solely responsible for replacing that water line that existing residents are tied off of. That was the last change which is the agreement they responded to that they are okay with this afternoon that the water line portion designed and constructed by the City since it is affecting existing people, and then the sewer work that only serves them. Mayor Countryman asked for the final approval, everyone was okay with them having residential to the left and the commercial at the corner of Lone Star Parkway and FM 149? City Engineer Roznovsky said correct. Immediately adjacent to the Convention Center is the Community Center. There is Ponds along the frontage and in the back is multi-family and that was rezoned previously. Immediately to the east of that, off of Lone Star Parkway, is mini storage. Mayor Countryman said I just knew there was several iterations and I have been contacted that apparently we were the problem. I did not think so. City Engineer Roznovsky said there was a lot of back and forth on both sides of it. As of now, they have agreed to the changes so barring anything that happens, they will be on the June 10th agenda for approval. Mayor Countryman said I am hearing rumblings of drainage for the CTE is not holding. City Engineer Roznovsky said I met with MISD and their architect. The creek that we were worried about is continuing to erode and it is not to the point of impacting their site, but it is right up to the line and it is continuing to erode away. Mayor Countryman asked whose responsibility is that because I know they

spent several hundred thousand dollars for mediation and trying to hold all of that intact, but because there is still degradation happening, is that on them to make sure that their soil stays where it should be or is that us because of drainage issues, or the developer, the owner? Who is that? City Engineer Roznovsky said the historical stance of the City is it is on the owner of the property that is eroding. Currently the owner of the property that is eroding is the MUD for Town Creek Crossing. What the developer deeded over, all of Town Creek, so around the school and over to that MUD. Mayor Countryman asked do we know who is on that MUD district? Are we talking to them to help? City Engineer Roznovsky said we have contacted the attorney a couple times. We have a relationship with him. He is currently out, but we will continue that conversation and include your attorney as well.

Council Member Czulewicz asked is there any indication when the county is going to put the traffic light on Star Bend? City Engineer Roznovsky said I have not heard about this. I did reach out last week or the week before. The first step was they were supposed to draft an interlocal agreement and send over to the City for review for the cost sharing of that. I have not heard. Also, since the road bond passed, the original plan was a temporary signal with a wooden post and whatever materials they could find. Now that the road bond has passed, are they going at a different approach? I have not heard. When we met with them a month or six weeks ago, it was urgent to get complete, but we have not heard.

Mayor Countryman said I do not know whether to bring this up now or later on when we talk about possible items on the next agenda, but I received a call today and then I experienced it myself. FM 149 South at FM 1097 it is one lane and there is a turn light and that light is completely off. It was backed up to FM 1097 west multiple times this weekend. That light is completely screwed up and we need to have Text look at that. I do not know if it you, or if it is Chief, but really we need a turn lane there. That light does not work in our favor or anyone's favor. City Engineer Roznovsky said yes, we will reach out. Mayor Countryman said thank you. I had stated I would bring that up.

Council Member Donaldson said I need an explanation on how HEB works because I do not quite understand this draft agreement that they have provided to a developer. Who is the developer? City Engineer Roznovsky said the term developer is HEB. They are the owner developing building on the property. When we say developer, and we use that as well for the church and other things, developer is whoever the entity is that is improving the property for commercial church etc. The development agreement was drafted for HEB specifically. They were provided that agreement back in March. They provided some comments and requested a meeting. We had called them last week and that is when they said they were fine with everything. It was just voicing their concern over the language that was in there regarding the monumentation. Essentially, and I am paraphrasing, it said the City has the right to be able to dictate the location and scope of the monument. That was too broad for them to accept. If we said they will dedicate a site that fronts on to SH-105,

that is 50 x 50 or give some bounds around it, we can work with that, but we cannot remove it completely because it was important to the City to get it completed, but they need to provide us something tangible so we can come back to you all with here is what they are proposing, does this give us enough framework? Council Member Donaldson said I saw how Home Depot operated and how we passed there, but then when the BCS thing came up and then Academy is going to be the base for that, but Academy does not build their own stores. They have somebody else do it. I am trying to figure out how is HEB doing what they are doing? Are they doing it the Home Depot way? City Engineer Roznovsky said HEB currently own and they will build the building. They bring their own materials versus where BCS is developing the property and, I do not know the full business plan, but providing the shell to Academy to use and either purchase. I do not know the terms of the agreement. Council Member Olson said that is fairly common with retail. The big ones like CVS and Walgreens, none of those stores are owned by CVS or Walgreens. They will put together like a package of 10 stores. They will go to a developer with some investors. They will go build the buildings and they will put them on a 20 year lease. They get a guaranteed return on their investment, and then when CVS is done, they will either re-up or move out. Like Home Depot, they self-develop. They buy the land, they own the building, they own the real estate. HEB is the same thing. What BCS is doing is they will build all the shells and then lease it all out. City Engineer Roznovsky said it is kind of like when the Home Depot property developed. Milestone Development put in the roads and the utilities, and then subdivided off pad sites. Home Depot purchased that pad site. Council Member Donaldson said I understand that, but who is the developer? Council Member Olson said HEB. HEB is going to do it. They self-develop. Mayor Countryman said they have more than just a grocery store. They have lots of different businesses. Council Member Donaldson said okay. It is like another entity. Mayor Countryman said yes. They have a real estate division and construction division.

Mayor Countryman said if I read correctly, we have 25 developments on this map. That is wild. In 2018, it was like if there was three we were excited. City Engineer Roznovsky said we overlay both what is being looked at, the pre-development, and this. There is a lot of property.

19. April 2025 PD & CEPZA Report

Lieutenant Belmares asked if there were any questions on the report. Council Member Olson asked if there was anything exciting over the long weekend. Lieutenant Belmares replied no, just last night's rain. Council Member Olson said yes, it was exciting.

Code Enforcement Officer and Planning and Development Administrator Tilley said I do not know if you have any questions for me, but you will see that my report has slightly changed, so maybe it might be a little bit more understandable on what I am doing on a monthly basis. Mayor Countryman asked what does field investigation mean? You are not

out in the field, you are just out? Code Enforcement Officer and Planning and Development Administrator Tilley said yes, out in the field. Typically, it is complaint driven or things that I need to follow up on. I should be out there more often, but as I get the opportunity to step out there, I try to run out. Sometimes it takes a half day, maybe even longer than half a day for me to be out there. Mayor Countryman said I did have a question. I believe that the developer that is on Lone Star Parkway, Taylor Morrison, they were halted and we did a stop work order. Are they back in business? Code Enforcement Officer and Planning/Development Administrator Tilley said they should be back up, yes. That was because of the dirt. Mayor Countryman asked has that been remediated? Code Enforcement Officer and Planning/Development Administrator Tilley said yes. There is a large tanker out there now that is making sure.

Mayor Countryman said I do have one comment for Public Works Director Muckleroy. At the pavilion, there was a party there on Sunday and I got a call that none of the plugs worked. Did the storm Friday night knock out power? Public Works Director Muckleroy said I do not know. Did you get a hold of him and what did they say after you called him back? Mayor Countryman said he did not call me. Chief Solomon said you said they were not out. Mayor Countryman said she said they were not. Chief Solomon said so they should just go to Home Depot. Mayor Countryman said that is what I suggested. We said that we would reimburse them. After I went back and forth six times, I never heard back, so I am assuming, but I just did not know if we had a problem. Public Works Director Muckleroy asked were those on the light poles? Mayor Countryman said she said it is on the pavilion and she said the box was locked. Public Works Director Muckleroy said yes, the breaker box. Chief Solomon said he told me they did not need that. Mayor Countryman said yes, I do not know either, but I just did not know if we had an issue because of the Friday night storm. Public Works Director Muckleroy said some times those GFIs on the pavilion, one of the GFIs were blocked and just had to be reset. Mayor Countryman said that is what I figured, but it was a holiday and I was not available to come into town and look at it. I just did not know if we had a problem and that is the only reason I bring it up.

Motion: Council Member Langley made a motion to approve the departmental reports. Council Member Donaldson seconded the motion. Motion carried with all present voting in favor.

COUNCIL INQUIRY

Mayor Countryman stated she wants to make an announcement that Lake Creek softball is going to State and I appreciate you. MISPD and the fire department is going to give them a sendoff at 11:00 a.m. on Thursday so that is exciting. Mayor Pro-Tem Fox asked at the high school? Mayor Countryman said yes, at Lake Creek High School at their gym.

MEDC approved the Viewpoint, Dennis Quaid item and it was not on this agenda because Council has to approve it. The gentleman is asking me when we are going to approve it. City Secretary Beaven said yes, MEDC is paying for it. I was on the phone with the attorney last week. We have already started talking about putting together the resolutions and beginning the public hearing part of it, yes. Mayor Countryman said I just need a date. He is a great salesperson applying a lot of pressure. I just do not have answers. Dennis Quaid has a production company and they heard about Montgomery and they want to come and do a feature marketing piece for us. It will be on Fox News and CNN for a year, like a 10-second spot, a 30 second spot, and a minute and a half spot. We will have the rights for a year to use that as our marketing as well. City Secretary Beaven said we have a 60-day waiting period, two resolution readings, and a public hearing that we have to go through before we can issue payment. Mayor Countryman said I think he is just looking for dates and if we are going to move forward, but I told him that MEDC would have to approve it and then Council would have to approve it, so you are telling me it is about 90 days, 75 days to get that done.

Mayor Countryman said the cemetery on FM 1097 by the water plant is looking to put in bathrooms. Chief Solomon said I think they already have put in bathrooms. Mayor Countryman said there is no water to those bathrooms. I think Mr. Wilkerson is going to be coming up to MEDC to see if they can get some help. Those bathrooms would only be used when there is a funeral because they would be locked at all times unless there is a an event on that property. Public Work Director Muckleroy said it is just tap fees that they are having an issue with. They have to provide us a plan set for taps. That is what they need plans for. Mr. Rick Hanna, Certified Building Official, CBO Partners said those buildings never got final inspections. Council Member Donaldson said the water line is on the north side so they have to bore into the street and that is expensive. Mayor Pro-Tem Fox said there is not water available there. City Engineer Roznovsky said that is part of the issue. It is just not a normal tap in city right-of-way. It is TxDot across the street which is a complexity. Council Member Langley asked so the church on the corner does not have water? Mayor Pro-Tem Fox said no. Public Works Director Muckleroy said their water is on FM 149. Council Member Olson asked you cannot come off FM 149 on the line instead of boring over the road? Mayor Pro-Tem Fox asked Public Works Director Muckleroy but that building does not have water at all though does it? Public Works Director Muckleroy said the church has water. They have a water meter. Council Member Olson said that is for the right-of-way from the church so we come through there with a line instead of boring under the road. City Engineer Roznovsky said it would be a very long tap to do that. We could definitely look at it for the church and see what makes sense, but we want to put our meter as close to the water line as possible to eliminate the small private line. It would not be the normal versus that they have a solution that can work. Council Member Langley said so all the water available to the cemetery is across the street, other than in front of the church on FM 149. Is that correct? City Engineer Roznovsky said yes. Council Member Langley asked so where the water plant and those tanks and all of that are, there is no water coming out of there? City Engineer Roznovsky said right. There is a water line on, this is Park Drive. There is private property between that street and the cemetery and the private property between the cemetery and FM 149, so it is really the same situation either way. Either they are crossing and we have to go across private property from Business Park Drive or from FM 149. The shortest route is go across the street. It is just the time of going through TxDot, but it is still significantly less water line. Mayor Countryman asked have you had that discussion with them or anyone? Public Works Director Muckleroy said I have emails. Mayor Countryman said yes, he brought it up on Saturday and so I thought I would bring it up. The expense of boring under the road is what he is trying to avoid. Chief Solomon said I think he understands that. That is why I came up to MEDC last week to try to get the funds to go across the street because their original plan was to connect to the church so that was not the best way to do it. They are working on it with MEDC.

Council Member Donaldson said I just want to thank Public Works Director Muckleroy and public works for having burgers for city staff and City Council last week. We had a good turnout and it was a good way to celebrate public works week. Thank you so much.

EXECUTIVE SESSION

20. Closed Session

City Council will meet in Closed Session pursuant to the provisions of Chapter 551 of the Texas Government Code, in accordance with the authority contained in:

- A. Section 551.071 Consultation with Attorney for the purpose of discussion and deliberations regarding potential litigation.
- B. Section 551.072 Deliberations about Real Property for potential sale of land.
- C. Section 551.072 Deliberations about Real Property for potential lease of land.
- D. Section 551.074 Personnel Matters for the purpose of discussion and deliberations regarding the appointment, employment, evaluation and duties of a City Administrator.

At 7:21 p.m. Mayor Countryman convened the Montgomery City Council into closed session pursuant to provision Chapter 551 of the Texas Government Code, in accordance with the authority contained in Section 551.071 Consultation with Attorney for the purpose of discussion and deliberations regarding potential litigation, Section 551.072 Deliberations about Real Property for potential sale of land, Section

551.072 Deliberations about Real Property for potential lease of land, Section 551.074 Personnel Matters for the purpose of discussion and deliberations regarding the appointment, employment, evaluation and duties of a City Administrator.

21. Open Session

City Council will reconvene in Open Session at which time action on the matter(s) discussed in Closed Session may be considered.

- A. Section 551.071 A. Section 551.071 Consultation with Attorney for the purpose of discussion and deliberations regarding potential litigation
- B. Section 551.072 Deliberations about Real Property for potential sale of land
- C. Section 551.072 Deliberations about Real Property for potential lease of land
- D. Section 551.074 Personnel Matters for the purpose of discussion and deliberations regarding the appointment, employment, evaluation and duties of a City Administrator.

At 8:27 p.m. Mayor Countryman reconvened the Montgomery City Council into an open session pursuant to provision of Chapter 551 of the Texas Government Code to take any action necessary related to the executive session noted herein, or regular agenda items, noted above, and/or related items.

Item A: No action taken.

Item B: No action taken.

Item C: No action taken.

Item D: Motion: Council Member Olson made a motion to approve the City Administrator's contract with a start date of June 16, 2025. Council Member Langley seconded the motion. Motion carried with all present voting in favor.

CLOSING AGENDA

22. Items to consider for placement on future agendas.

No items to consider for placement on future agendas.

23. Adjourn.

Motion: Council Member Langley made a motion to adjourn the Regular Meeting of the City of Montgomery at 8:28 p.m. Council Member Olson seconded the motion. Motion carried with all present voting in favor.

	APPROVED:
	Sara Countryman, Mayor
ATTEST:	
Ruby Beaven, City Secretary	

Montgomery City Council AGENDA REPORT

Meeting Date: July 22, 2025	Budgeted Amount: N/A
Department: Administration	Prepared By: Ruby Beaven

Subject

Consideration and possible action on the City Council Budget Workshop Meeting Minutes of June 09, 2025.

Recommendation

Staff recommends approval of meeting minutes, as presented.

Discussion

Please see the accompanying minutes:

City Council Budget Workshop Meeting Minutes of June 09, 2025

Approved By		
City Administrator	Brent Walker	Date: 07/10/2025



City of Montgomery City Council Workshop Meeting Agenda June 09, 2025

OPENING AGENDA

1. Call Meeting to Order.

The City Council Workshop Meeting of the City of Montgomery was called to order by Mayor Countryman at 6:00 p.m. on June 09, 2025, at City Hall 101 Old Plantersville Rd., Montgomery, TX and live video streaming.

With Council Members present a quorum was established.

Present: Mayor Sara Countryman

Council Member Place 1 Carol Langley
Council Member Place 3 Tom Czulewicz
Mayor Pro-Tem Cheryl Fox
Council Member Place 5 Stan Donaldson

Absent: Council Member Place 2 Casey Olson

2. Pledges of Allegiance.

Mayor Countryman led the Pledges of Allegiance.

PUBLIC FORUM

No citizen comments presented for this meeting.

WORKSHOP AGENDA

3. Discussion regarding FY2026 Annual Budget by department.

Finance Director Maryann Carl addressed the Council to introduce the preliminary FY2026 Annual Budget. The introduction clarifies that the current budget review focuses solely on expenses, with placeholders for wages based on current FY25 figures, serving as a baseline for FY26 requests. The primary emphasis is on the rightmost column showing the percentage change between FY26 request number one and FY25 adopted budget, which guides discussions on increases or decreases. The department representatives have gathered initial input from department heads, and this is considered the first draft or request, subject to adjustments. Council Members are invited to take the budget books home for review, with updates and inserts provided before the next workshop, facilitating thorough analysis and informed decision-making.

City Secretary/Director of Administrative Services Ruby Beaven addressed the Council to present the Administration Department budget, discussion regarding budget items,

particularly focusing on records retention, legal fees, records management, and technology needs for the City. Records Retention proposed to increase from \$1,500 to nearly \$40,000 for the next fiscal year. This increase is attributed to the need for a more comprehensive records management system, including a shift towards a paperless platform using Laserfiche. Quotes for scanning and digitizing records from the records management company (RCI) are approximately \$16,000 for administrative documents and \$18,100 for development documentation. Legal Fees are projected to total \$225,000, with \$150,000 allocated to Johnson Petro and \$75,000 to Parsons McIntyre McClary. There is a concern that the actual costs may exceed the budgeted amounts based on current billing trends. Technology needs highlighted the need for updated technology, including a new server and improved audio-visual equipment for council meetings. A request for \$8,000 for audio-visual for standing upgrades was proposed, emphasizing the need for reliable equipment as the current system is outdated and malfunctioning. Concerns About Record Management to a paperless system, particularly regarding the potential loss of important documents and the integrity of the records being digitized. Assurance was sought that all current records would be scanned and that there would be safeguards in place to prevent data loss. Community Relations and Employee Appreciation budget of \$6,500 was proposed for community relations, including chamber membership and events. An additional \$1,000 was requested for employee appreciation initiatives to enhance morale and recognition. Future Planning need for a strategic approach to technology and records management was emphasized, with discussions about the importance of maintaining both digital and physical records during the transition.

Director Carl discussed the sales tax reimbursements that includes reimbursements for sales tax related to Kroger and Home Depot, with a noted decrease in anticipated rebates from other sources.

Chief Anothony Solomon addressed the Council to present the Police Department budget. The police budget discussion reveals a strategic shift of expenses from the general fund to CCPD, including significant items like body cameras, vehicles, and equipment, aimed at cost savings and operational efficiency, with a focus on leasing vehicles and retrofitting existing equipment to minimize expenditure. No new officers are planned for the upcoming year due to space constraints, but additional personnel such as Public Safety Officers and a Code Enforcement Officer are being considered pending administrative input, especially from the new administrator. Community engagement efforts like the Night Out and Citizens Police Academy are expanded, emphasizing volunteerism and community relations, while technological investments, notably in public safety tech and Spillman software, are integrated into CCPD budgets, with ongoing evaluations to optimize costs and future allocations.

Public Works Director Mike Muckleroy addressed the Council to present the Public Works Department budget. The budget discussion highlights a focus on strategic investments in parks and equipment, with plans to increase funding for park improvements—particularly in Homecoming Park—aiming to revamp and attract more visitors, while consolidating maintenance line items for flexibility. The department proposes adding a new crew leader position, increasing maintenance staffing to three full crews, and upgrading tools and vehicles through leasing, aiming for cost efficiency and operational readiness. Additionally, there's consideration of replacing aging vehicles with potential transfer of utility bids to reduce costs, and an emphasis on

targeted improvements like signage and potential park enhancements, all balanced with prudent budget management and an understanding of the community's needs and growth.

Court Administrator Kimberly Duckett addressed the Council to present the Municipal Court Budget. The municipal court budget adjustments are modest, with minor increases such as judges' fees due to transitioning judges and potential nighttime jury trials to accommodate work schedules, while other items like printing supplies and uniforms see small rises, notably a 200% jump in uniforms and safety equipment for new shirts and logos. There's a consideration to replace or rent new printers, but decisions are pending due to contractual factors. Workers' compensation appears to have increased based on TML calculations, possibly linked to insurance coverage changes rather than claims, and a new telephonic interpreter service is being introduced as a cost-effective alternative to in-person interpreters, enhancing court communication efficiency.

Public Works Director Mike Muckleroy addressed the Council to present the Water and Sewer Fund budget. In the Water and Sewer fund, wages will include funding for half of a new crew leader position, along with support for existing crew members, reflecting ongoing efforts to enhance operational staffing and efficiency within the department.

Mayor Countryman inquired about the engineering fees and discussion was held with City Engineer Katherine Vu, P.E. from WGA. The engineering budget discussion emphasizes the need for a careful, collaborative approach to defining service scope and costs, especially as the department has taken on more responsibilities recently due to personnel transitions and city growth. Ms. Vu clarifies that current estimates are preliminary, pending discussions with the new city administrator, to ensure alignment with city priorities and budget constraints. Mayor Countryman underscores the importance of maintaining operational efficiency and systems that have been successfully implemented, cautioning against drastic changes that could disrupt progress. City Engineer Vu stated there are some things that we are doing now that in retrospect, we should have been doing all along. The goal is to have an open dialogue about what services should continue, what might be scaled back, and how to budget accordingly, ensuring that the WGA's expanded role benefits the City without compromising financial stability. City Engineer Vu reiterated are there things we should have been doing all along? Absolutely.

Director Muckleroy continued the Water and Sewer budget discussion highlighting ongoing growth-related cost increases in maintenance, operations, and equipment, with particular attention to the expansion of the water and sewer system, increased chemical usage, and equipment upkeep.

Director Carl discussed the proposed transfer of approximately \$102,000 from a 2024 certificate of obligation to the tax-supported debt service aims to maintain stable debt rates and prepare for future debt needs. Director Carl emphasized the importance of aligning future debt issuance with city plans. In addition, acknowledged some initial reservations about the new budgeting format with ClearGov but appreciates its clarity and transparency, with only minor tweaks anticipated before final approval.

COUNCIL INQUIRY

No Council Inquiry presented for this meeting.

CLOSING AGENDA

4. Adjourn.

Motion: Council Member Donaldson made a motion to adjourn the Workshop Meeting of the City of Montgomery at 7:43 p.m. Council Member Langley seconded the motion. Motion carried with all present voting in favor.

Wotton carried with an present voting in h	APPROVED:
	Sara Countryman, Mayor
ATTEST:	
Ruby Beaven, City Secretary	

Meeting Date: July 22, 2025	Budgeted Amount: N/A	
Department: Administration	Prepared By: Maryann Carl	

Subject

Consider and accept excess collections for 2024 Debt Service and certification for Debt Service collection rate for 2025/2026.

Recommendation

Approve the item as presented.

Discussion

Attached is the certification from the Tax Office regarding our Debt Service collection rate for 2025.

Excess 2024 debt tax collections are \$9,503. Thios amount is to be used in the 2025 debt tax rate calculation because the 2024 actual debt tax collection rate exceeded the anticipated 2024 debt collection rate which was equal to 99.44%, pursuant to Sec. 26.04(e)(3)(C), Texas Property Tax Code.

Approved By		
City Administrator	Brent Walker	Date: 7/8/2025



Tammy J. McRae

Tax Assessor-Collector Montgomery County

July 3, 2025

CITY OF MONTGOMERY 2025-2026 ANTICIPATED COLLECTION RATE 2024 EXCESS DEBT TAX COLLECTIONS

In accordance with the certification requirements of Section 26.04(b), Texas Property Tax Code, the following information is provided for use on the Voter Approval Rate Worksheet:

In accordance with Sec. 26.04(h-1) of the Texas Property Tax Code, if the anticipated collection rate of a taxing unit as calculated under subsection (h) is lower than the lowest actual collection rate of the taxing unit for any of the preceding three years, the anticipated collection rate of the taxing unit is equal to the lowest actual collection rate of the taxing unit for any of the preceding three years.

Your anticipated collection rate for 2025 is 100.00% based on the actual collection rates for the preceding three years of:

Tax Year 2024 = 97.41%

Tax Year 2023 = 99.75%

Tax Year 2022 = 99.62%

Excess 2024 debt tax collections are \$9,503. This amount is to be used in the 2025 debt tax rate calculation because the 2024 actual debt tax collection rate exceeded the anticipated 2024 debt collection rate which was equal to 99.44%, pursuant to Sec. 26.04(e)(3)(C), Texas Property Tax Code.

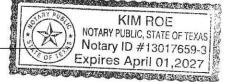
I HEREBY CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND COMPLIES WITH THE CERTIFICATION REQUIREMENTS OF SECTION 26.04(b), TEXAS PROPERTY TAX CODE.

Montgomery County

Tax Assessor-Collector

Sworn and subscribed before me this 3rd day of July 2025.

Notary Public for the State of Texas



"Committed to providing the citizens of Montgomery County with excellent public service while maintaining the highest level of accountability"

Montgomery City Council

AGENDA REPORT

Meeting Date: 07/22/2025	Budgeted Amount: NONE	
Department: Planning and Zoning	Prepared By: Corinne Tilley	

Subject

Consideration and possible action regarding a request by Texas First Bank for a special use permit for a financial institution with two drive thru lanes and a dedicated lane for a drive up ATM machine located at 19940 Eva Street.

Recommendation

Based on the findings, staff recommends approving the request for a Special Use Permit for a financial institution with two drive thru lanes and a dedicated lane for a drive up ATM machine located at 19940 Eva Street.

Discussion

The proposed use in the development of the property at 19940 Eva Street is a financial institution with two drive thru lanes and a dedicated lane for a drive up ATM machine.

19940 Eva Street is located in the B-Commercial Zoning District.

The B-Commercial zoning district is designated for a wide range of business uses supplying everyday services within enclosed areas as well as the other uses provided for in the zoning code (Sec. 98-178 and 98-179).

Section 98-88(a), which outlines the table of permitted and special uses, does not specifically list a financial institution with drive-through or drive-up services as a permitted use.

Section 98-88(b): Any use not specifically permitted in this table or in the use regulations of each district set out below shall require a Special Use Permit (see Section 98-27, Special Use Permits)."

While it's not specifically listed, there are two permitted uses in the table that may be considered most similar in nature to a financial institution: "Offices (professional)" and "Loan office." However, because a financial institution with drive-through or drive-up services is not specifically identified, it would, require a Special Use Permit in accordance with Section 98-88(b).

Please note that the drive-through and drive-up services are accessory to the principal use of the financial institution. According to the definition of "Accessory Use" in Section 98-1, these services are subordinate to or customarily incidental to and located on the same lot occupied by the principal use. Therefore, including these services within the scope of this Special Use Permit is consistent with the intent of the zoning ordinance.

In addition, in accordance with Section 98-27 of the City of Montgomery Code of Ordinances, the application request for special use permit ... the request shall be referred to the planning and zoning commission for study and report concerning the effect of the proposed use on the comprehensive plan and on the character and development of the neighborhood.

The Planning and Zoning Commission recommendation memo is attached for your reference.

Sec. 98-27. – Special use permits.

(a) The city council, by an affirmative four-fifths vote, may by ordinance grant a special permit for special uses in any district, for those uses listed under "CC" in the table of permitted uses in <u>section 98-88</u>, or which are otherwise not expressly permitted by this chapter, and may impose appropriate conditions and safeguards, including a specified period of time for the permit, to protect property and property values in the neighborhood. A special use permit may be revoked or canceled by the city council upon violation of any permit granted.

References:

Zoning Code Sections 98-1, 98-27, 98-88, 98-178, 98-179

Approved By		
City Secretary & Director		
of Administrative Services	Ruby Beaven	Date: 07/11/2025
City Administrator	Brent Walker	Date: 07/11/2025

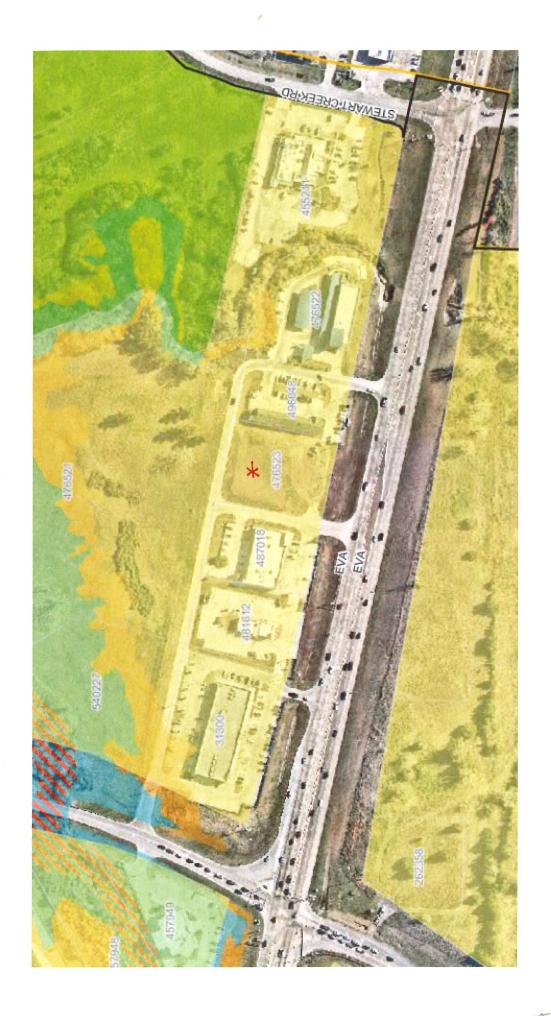


Special Use Permit

City of Montgomery 101 Old Plantersville Road Montgomery, Texas 77316 (936) 597-6434

Applicant Information
Owner/leaseholder Name: Texas First Bank
Address: P.O. Box 3344 Texas City, Texas 77592
Email: Phone:
Name of owner (if different):
Contact person (if different):Thomas Baiker
Address: 15810 Park Ten Place Suite 300 Houston, Texas 77084
Email:tbaiker@sligroup.com Phone:713-465-4650
Parcel Information
Type of Business: Financial Institution
Legal Description: 1.166 Acres of land out of restricted reserve "C" in Block 1 of
Montgomery First Street Address or Location: 19940 Eva Street Montgomery, Texas 77356
Special Use Permit Request
Description of request:
Request to develop a 2835 square foot financial facility with two lane drive thru and a drive up ATM with dedicated lane.
Applicant's Signature Date C/20/25

Submission Information			
Submit the completed application with supporting docum	entation to:		
City of Montgomery Planning/Zoning Administrator 101 Old Plantersville Road Montgomery, Texas 77316	**************************************		
Or via email: ctilley@ci.montgomery.tx.us			
Additional Information			
Date Application received by the City of Montgomery:			
Owner(s) of record for the above described parcel:Texa	as First Bank		
Owner(s) of record for the above described parcel: Signature:		Date:	6/20/25
Signature:		Date: _	
Signature:		Date: _	
Note: Signatures are required for all owners Attach additional sign	of record for the property pro atures on a separate sheet of		ecial Use Permit.
Dat∈	Received		



TEXAS FIRST BANK - MONTGOMERY

19940 Eva St. Montgomery, TX



ARCHITECTURE | DESIGN | CONSTRUCTION

15810 PARK TEN PLACE, SUITE 300 HOUSTON, TEXAS 77084 713-465-4650 www.silgroup.com

ISSUE FOR BID

FIRE EXTINGUISHERS CLASS

ALARM SYSTEMS REF: SPRINKLER: SPRINKLER TYPE: N/A STANDPIPE: CLASS:

VICINITY MAP

RENDERING



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01 FLOOR PLAN

1 (46.0)

FIRST FLOOR

DRAWING NAME NUMBER, AND SCALE

EXTERIOR ELEVATION

	ABBRE	VIATION	IS
ABBR	DEFINITION	ABBR	DEFINITION
AC	AIR CONDITIONER	INCL	INCLUDING
ACT	ACOUSTICAL CEILING TILE	INS	INSULATION
ADD	ADDITIONAL	INT	INTERIOR
ADJ	ADJACENT	JAN	JANITOR
AFF	ABOVE FINISH FLOOR	JC	JANITOR'S CLOSET
AFC	AT FINISH CEILING	JT	JOINT
ALUM	ALUMINUM	LP	LOW POINT
ARCH	ARCHITECTURAL	LAM	LAMINATED
BD BFF	BOARD BELOW FINISH FLOOR	LAV	LAVATORY
BLDG.	BUILDING	LTG	LIGHTING MAXIMUM
BLKG.	BI OCKING	MRM	METAL BUILDING MANUFACTURER
BM	BEAM	MECH	MECHANICAL MECHANICAL
BO	BOTTOM OF	MEMB	MEMBRANE
BRG	BEARING	MFR	MANUFACTURER
CBD	CHALKBOARD	MIN	MINIMUM
CI	CAST IRON	MISC	MISCELLANEOUS
CIP	CAST-IN-PLACE	MO	MASONRY OPENING
CJ	CONTROL JOINT	MTL	METAL
CL	CENTERLINE	NIC	NOT IN CONTRACT
CLG	CEILING	NO	NUMBER
CLR	CLEAR	NTS OC	NOT TO SCALE ON CENTER
CMU	CONCRETE MASONRY UNIT	OHD	OVERHEAD DOOR
CONT	COLUMN	OPNG	OPENING DOOR
CONC	CONCRETE	OPP	OPPOSITE
CONT	CONTINUOUS	OPP.HD.	OPPOSITE HAND
CPT	CARPET	PART	PARTITION
CT	CERAMIC TILE	PC	PRECAST
DET	DETAIL	PEMB	PRE-ENGINEERED METAL BUILDING
DF	DRINKING FOUNTAIN	PLAM	PLASTIC LAMINATE
DIA	DIAMETER	PT	PRESSURE TREATED
DN	DOWN	PTD	PAINTED
DR	DOOR	PVC	POLYVINYL CHLORIDE
DWG	DRAWING FACH	QT	QUARRY TILE
EJ	EXPANSION JOINT	R	QUANTITY RADIUS or RISER
ELEC	ELECTRICAL	RA	RETURN AIR
FLEV	ELEVATION or ELEVATOR	RD	ROOF DRAIN
EXT	EXTERIOR	REF	REFERENCE
EQ	EQUAL	REINF	REINFORCING or REINFORCED
EQUIP	EQUIPMENT	REQ	REQUIRED
EXIST	EXISTING	REV	REVISION
FD	FLOOR DRAIN	RM	ROOM
FDN	FOUNDATION	RO	ROUGH OPENING
FE	FIRE EXTINGUISHER	RTU	ROOF TOP UNIT
FEC	FIRE EXTINGUISHER CABINET	SECT	SECTION
FFE	FINISH FLOOR FINISH FLOOR ELEVATION	SIM	SIMILAR SPECIFICATION
FFT	FINISH FLOOR ELEVATION FINISH FLOOR TRANSITION	SQ	SQUARE
FIN	FINISH	SSTL	STAINLESS STEEL
FIXT	FIXTURE	STD	STANDARD
FR	FIRE-RATED	STL	STEEL
FRP	FIBERGLASS REINFORCED PLASTIC	STRUC	STRUCTURAL
FRT	FIRE RETARDANT TREATED	SUSP	SUSPENDED
FT	FOOT	T	TREAD
FV	FIELD VERIFY	TBD	TO BE DETERMINED or TACKBOARD
GA	GAUGE	TD	TRENCH DRAIN
GALV	GALVANIZED	TO	TOP OF
GC	GENERAL CONTRACTOR	TOC	TOP OF CONCRETE
GL	GLASS	TOS	TOP OF STEEL
GYP BD	GYPSUM BOARD	TOW	TOP OF WALL
HDW	HANDICAP ACCESSIBLE HARDWARE	THK	THICK TYPICAL

GENERAL	
T-1.00	TITLE SHEET
CIVIL	
C-02 C-03 C-03 C-05 C-06 C-07 C-08 C-09 C-11 C-12 C-13 C-14 C-15 C-16 C-17 PH-1 PH-2 LP-1.00	COVER SHEET GENERAL NOTES PLAT (SHEET 1 OF 2) PLAT (SHEET 1 OF 2) TOPOGRAHICAL SURVEY CLEARING/GUBBING/DEMOLITION PLAN OVERALL SITE PLAN DRAINAGE AREA MAP GRADING PLAN SITE UTILITY LAYOUT FIRE ACCESS PLAN EROSION CONTROL PLAN SANITARY DETAILS WATER DETAILS STORM SEWER DETAILS STORM SEWER DETAILS SUPPP DETAILS PHOTOMETRIC PLAN (SHEET 1 OF 2) PHOTOMETRIC PLAN (SHEET 2 OF 2) LANDSCAPE PLAN
L. L.00	E 11 DOG 11 E DE 11 ILLO AND SI ECTITOR 110

ARCHITECTURAL SITE

SP-1.00 SITE PLAN - DIMENSION

SP-1.10	SITE PLAN - ANNOTATION
SP-1.20	SITE PLAN - EXPANSION JOINT LAYOUT
SP-2.00	SITE DETAILS
SP-2.10	SITE DETAILS
ARCHITE	CTURAL
A-0.00	ACCESSIBILITY ROUTE COMPLIANCE
A-0.10	ACCESIBILITY ELEMENT COMPLIANCE
A-1.00	FLOOR PLAN-DIMENSION
A-1.10	FLOOR PLAN-ANNOTATION
A-2.00	DOOR/WIN./HARD. SCHEDULE
A-2.10	INTERIOR WINDOW SCHEDULE
A-3.00	INTERIOR PARTITIONS
A-4.00	RCP-FIRST FLOOR
A-4.20	CEILING DETAILS
A-5.00	ROOF PLAN
A-5.10	ROOF DETAILS
A-6.00	EXTERIOR BUILDING ELEVATIONS
A-6.10	EXTERIOR BUILDING ELEVATIONS

BUILDING SECTIONS

BUILDING SECTIONS

CENTERLINE

BREAK LINE

__

WALL SECTIONS

EXTERIOR TRIMS

A-7.10

A-8.00 A-8.10

DRAWING SYMBOLS LEGEND

DOOR IDENTIFICATION

INTERIOR ELEVATION

DIMENSION LINES

FIRE EXTINGUISHER

MATCH LINE

∞

OFFICE [325]

02/A10,0

\$ Xx-0.1

	ARCHITE	CTURAL
	A-10.00	INTERIOR ELEVATIONS
	A-11.00	MILLWORK DETAILS
	A-11.01	MILLWORK DETAILS
	A-12.00	FINISHED FLOOR
	A-12.01	BANK EQUIPMENT
	A-12.02	BANK EQUIPMENT
	A-12.03	RESTROOM ACCESSORIE
	A-12,04	APPLIANCES
V	A-13.00	POWER PLAN-1ST FLOOR
	A-14.00	EXTERIOR SIGNAGE
	A-14.10	INTERIOR SIGNAGE
	STRUCTO	URAL
	S-0.00	GENERAL NOTES
	S-0.01	GENERAL NOTES
	S-0.02	GENERAL NOTES
	S-0.03	TESTING NOTES
	S-1.01	FOUNDATION PLAN
	S-2.01	ROOF FRAMING PLAN
	S-2.02	HIGH ROOF FRAMING PI
0110	S-3.01	FOUNDATION DETAILS
ONS	S-3.02 S-3.03	FOUNDATION DETAILS FOUNDATION DETAILS
	S-3.03 S-4.01	FRAMING DETAILS
	3-4.01	FRAMING DETAILS

S-4.02

MEP-0.01	MEP SITE PLAN
M-1.01	MECHANICAL PLAN
M-1.02	MECHANICAL ROOF PLAN
M-3.01	MECHANICAL DETAILS
M-3.02	MECHANICAL SCHEDULES
EL-1.01	ELECTRICAL LIGHTING PLAN
EP-1.01	ELECTRICAL POWER PLAN
EP-1.02	ELECTRICAL POWER ROOF PLAN
E-3.01	ELECTRICAL DETAILS
E-3.02	ELECTRICAL DETAILS
P-0.01	PLUMBING SYMBOLS AND ABBREVIATIONS
P-1.00	PLUMBING PLAN - UNDER SLAB
P-1.01	PLUMBING PLAN
P-3.01	PLUMBING SCHEDULES & DETAILS
P-3.02	PLUMBING DETAILS

3. ALL DIMENSIONS ARE TO FINISHED FACE OF PARTITIONS.

A. ALL DOORS ON A ACCESSIBLE ROUTE SHALL HAVE A MIN. 18° CLEAR ON THE PULL
SIDE. A MIN. 12° CLEAR ON THE PUSH SIDE WHEN DOOR IS EQUIPPED WITH BOTH A
LATCH AND CLOSER.

5. ALL DOORS TO RECEIVE NEW AMERICAN DISABILITIES ACT COMPLIANT HARDWARE.

FRAMING DETAILS

BUILDING CODE AND PROJECT INFORMATION	FIRE RESISTANCE	(HRS.)	
TDLR PROJECT NUMBER	EXTERIOR BEARING WALLS INTERIOR BEARING WALLS	0	
LEGAL DESCRIPTION 1.166 ACRES OF LAND OUT OF RESTRICTED RESERVE "C" IN	STRUCTURAL FRAME	0	
BLOCK 1 OF MONTGOMERY FIRST, A SUBDIVISION IN THE	CORRIDORS SHAFT ENCLOSURE	0	
JOHN CORNER SURVEY, A-8 MONTGOMERY COUNTY, TEXAS REF: Cabinet Z, Sheet 4633	ROOFS/CEILINGS: EXTERIOR DOORS AND WINDOWS	0 3 0	
SCOPE OF WORK	SMOKE BARRIER SEPARATIONS	0	

SCOPE OF WORK DEVELOPMENT OF 1.166 ACRE SITE AND CONSTRUCTION OF 2,835 SQ.FT, WOOD AND STEEL FRAMED ONE STOREY BUILDING TO SERVE AS A BANK BRANCH FOR TEXAS FIRST BANK.
BUT DING CODE

BUILDING CODE
2024 IBC WITH CITY OF MONTGOMERY AMENDMENTS
2023 NEC WITH CITY OF MONTGOMERY AMENDMENTS
2024 IPC WITH CITY OF MONTGOMERY AMENDMENTS
2024 IFC WITH CITY OF MONTGOMERY AMENDMENTS
2024 IECC WITH CITY OF MONTGOMERY AMENDMENTS
2024 IMC WITH CITY OF MONTGOMERY AMENDMENTS

FIRST FLOOR

FIRST FLOOR

EXITS REQUIRED: EXITS PROVIDED:

WIDTH OF EXITS REQUIRED: WIDTH OF EXITS PROVIDED:

PLUMBING FACILITIES

MAXIMUM ALLOWABLE TRAVEL DISTANCE: MAXIMUM ACTUAL TRAVEL DISTANCE:

WATER CLOSETS FOR MEN PER FLOOR:

LAVATORIES FOR MEN PER FLOOR: LAVATORIES FOR WOMEN PER FLOOR:

OCCUPANT LOAD: FACTOR:

		SITE	
OCCUPANCY CLASSIFICATION, EGRESS	& OCCUPANT LOADS	SITE	
OCCUPANCY TYPE:	B-BUSINESS V-B	CURRENT ZONING: PROPOSED ZONING:	COMMERC COMMERC
ALLOWABLE HEIGHT: ACTUAL HEIGHT:	40 FT +/- 23 FT - 3 IN	REQUIRED SET BACKS FRONT:	35 F
ALLOWABLE BUILDING AREA PER FLOOR:	9,500 S.F.	BACK: SIDES:	?? F ?? F
TOTAL ALLOWABLE BUILDING AREA:		PARKING SPACES REQUIRED:	1
FIRST FLOOR	9,500 S.F.	PARKING SPACES PROVIDED: ACCESSIBLE PARKING SPACES ACCESSIBLE PARKING SPACES	
CTUAL BUILDING AREA			

2,835 S.F B-BUSINESS

100 GROSS SQ.FT./ OCCUPANTS

28 OCCUPANTS

5.6 IN. 108 IN. MINIMUM

PROVIDED

300 FT. 50 FT.

REQUIRED

SEP.	PANK
FT.	FIDGI
1ERCIAL (B) 1ERCIAL (B)	
35 FT. ?? FT. ?? FT.	
24 1	BASIC TOP TOWNS
î	ISSUED FOR CLIENT
1	TECHED FOR STROTH

TEXAS FIRST BAN	TEXAS FIRST BANK - MONTGOMERY	19940 Eva St. Montgomery, TX
		DA

ISSUED FOR PE	RMIT		
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REVISIONS			
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TYPICAL N	OUNTING HEIGHTS:	PROJECT TEAM
ICE OUTLETS CHES I PULL STATIONS E OUTLETS PHONE OUTLETS E OUTLETS O HEAT DETECTORS	15" (FLOOR TO BOTTOM OF BOX UNLESS OTHERWISE NOTEO ON FLAM) 45" (FLOOR TO BOTTOM OF BOX) 15" (FLOOR TO BOTTOM OF BOX) 15" (FLOOR TO BOTTOM OF BOX) 45" (FLOOR TO BOTTOM OF BOX) 25" (FLOOR TO BOTTOM OF BOX) CELING MOUNTED	ARCHITECT/CON SLI GROUP 15810 PARK TEN F HOUSTON, TEXAS 713-465-4650
GE	NERAL NOTES:	
	CREPANCIES AND/OR OMISSIONS.	CIVIL ENGINEER

ARCHITECT/CONTRACTOR
SLI GROUP

SLI GROUP 15810 PAR	K TEN PLACE, SUITE 30
	TEXAS 77084
713-465-46	550

CIVIL ENGINEER
AGI Technical Services, inc.
11740 Katy Freeway, Suite 1100
Houston, TX 77079
832.243.1475

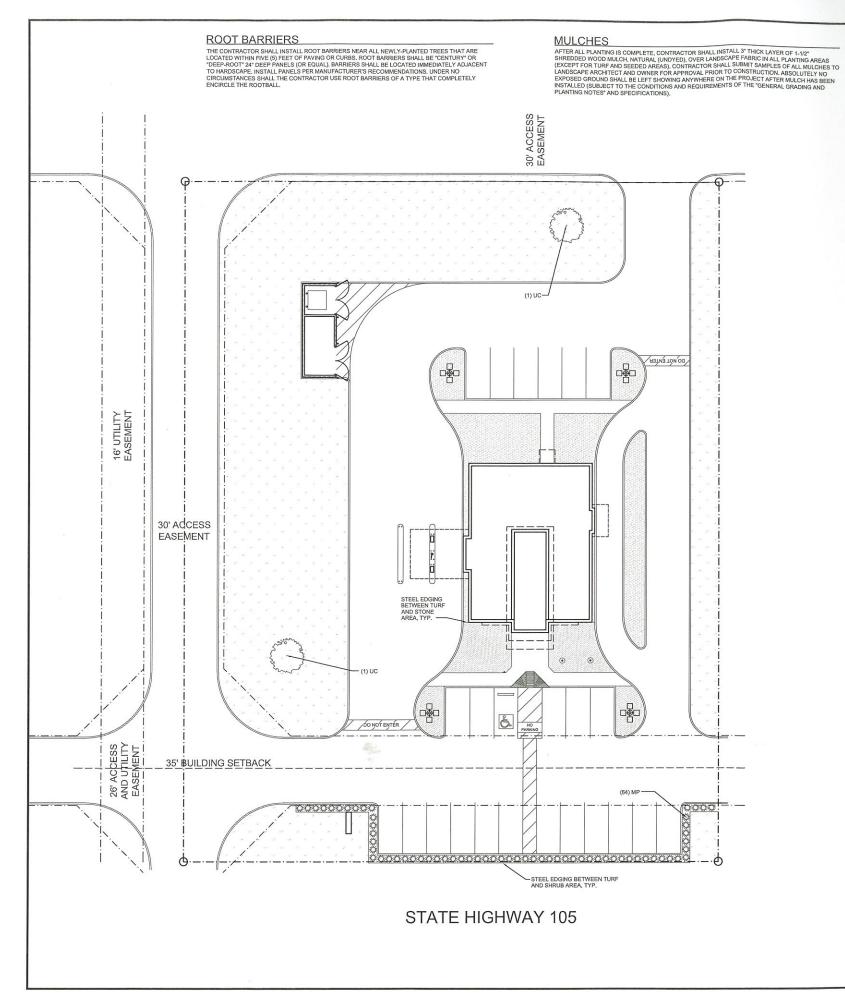
MEP ENGINEER Jones Engineers, L.P. 9820 Whithorn Dr. Houston, Texas 77095 713.222.7766

Houston, Texas 77072 713.780.3345

STRUCTURAL ENGINEER

CJG Engineers 6051 North Course Dr Ste 375

GEOTECHNICAL



GENERAL GRADING AND PLANTING NOTES

- 1. BY SUBMITTING A PROPOSAL FOR THE LANDSCAPE PLANTING SCOPE OF WORK, THE CONTRACTOR CONFIRMS THAT HE HAS READ, AND WILL COMPLY WITH, THE ASSOCIATED NOTES, SPECIFICATIONS, AND DETAILS WITH THIS PROJECT.

 2. THE GENERAL CONTRACTOR IS RESPONSIBLE FOR REMOVING ALL EXISTING VECETATION (EXCEPT WHERE NOTED TO

THIS REDUL AND WILL COMPART THITH, HE ASSOCIATED MYDES, SPECIFICATIONS, "FINISH CROSS TO THE RECEPT WHERE NOTED TO REMAIN).

2. THE GENERAL CONTEXTOR IS RESPONSIBLE FOR REMOVING ALL EXISTING VEGETATION (EXCEPT WHERE NOTED TO REMAIN).

3. BEFORE STARTING WORK, THE LANDSCAPE CONTRACTOR SHALL VERIFY THAT THE ROUGH GRADES OF ALL LANDSCAPE AREAS ARE WITHIN 1-0.1" OF FINISH GRADE. SEE SPECIFICATIONS FOR MORE DETAILED INSTRUCTION ON TURF AREA AND PLANTING BED PREPARATION.

5. CONSTRUCT AND MAINTAIN FINISH GRADES AS SHOWN ON GRADING PLANS, AND CONSTRUCT AND MAINTAIN SLOPES AS RECOMMENDED BY THE GEOFENICAL REPORT, ALL LANDSCAPE AREAS SHALL HAVE POSITIVE DRAINAGE AWAY FROM STRUCTURES AT THE MINIMUM SLOPE SPECIFIED IN THE REPORT AND ON THE GRADING PLANS, AND AREAS OF POTENTIAL PONDINGS SHALL BE REPORT, ALL LANDSCAPE AREAS SHALL HAVE POSITIVE DRAINAGE AWAY FROM STRUCTURES AT THE MINIMUM SLOPE SPECIFIED IN THE REPORT AND ON THE GRADING PLANS, AND AREAS OF POTENTIAL, PONDINGS SHALL BE REPORTED TO BLEND IN WITH THE SURROUNDING GRADES AND ELIMINATE PONDING POTENTIAL.

6. THE LANDSCAPE CONTRACTOR SHALL DETERMINE WHETHER OR NOT THE EXPORT OF ANY SOIL WILL BE NEEDED, TAKING INTO ACCOUNT THE ROUGH GRADE PROVIDED, THE AMOUNT OF SOIL AMENDMENTS TO BE ADDED (BASED, ON A SOIL TEST, PER SPECIFICATIONS), AND THE FINISH GRADES TO BE ESTABLISHED.

4. ENSURE THAT THE FINISH GRADE IN SHRUB AREAS IMMEDIATELY ADJACENT TO WALKS AND OTHER WALKING SUFFACES, AFTER INSTALLING SOIL AMENDMENTS, IS 3" BELICOW THE ADJACENT FINISH SUFFACE, IN ORDER TO ALLOW FOR PROPER MULCH DEPTH. TAPER THE SOIL SUFFACE, ACCENT FINISH SUFFACE, IN ORDER TO ALLOW FOR PROPER MULCH DEPTH. TAPER THE SOIL SUFFACE SO THE WALKS AND OTHER WALKING SUFFACES AFTER INSTALLING SOIL AMENDMENTS, IS 3" BELICOW THE FINISH GRADE, AS SPECIFIED ON THE GRADING PLANS, AT APPROXIMATELY 18" AWAY FROM THE WALKS.

5. ENSURE THAT THE FINISH GRADE IN TURP AREAS IMMEDIATELY ADJACENT TO WALKS AND OTHER WALKING SUFFACES AND PLANS, AT APPROXIMATELY 18" AWAY FROM THE WALKS.

6. ENSURE THAT THE FINISH G

a. THE LANDSCAPE CONTRACTOR IS RESPONSIBLE FOR DETERMINING PLANT QUANTITIES; PLANT QUANTITIES SHOWN

B. THE LANDSCAPE CONTRACTOR IS RESPONSIBLE FOR DETERMINING PLANT DUANTITIES; PLANT QUANTITIES SHOWN ON LEGENDS AND CALLOUTS ARE FOR GENERAL INFORMATION ONLY, IN THE EVENT OF A DISCREPANCY BETWEEN THE PLAN AND THE PLANT LEGEND, THE PLANT QUANTITY AS SHOWN ON THE PLAN (FOR INDIVIDUAL SYMBOLS) OR CALLOUT (FOR GROUNDCOVER PATTERNS) SHALL TAKE PRECEDENCE.

IN ON SUBSTITUTIONS OF PLANT MATERIALS SHALL BE ALLOWED WITHOUT THE WRITTEN PERMISSION OF THE LANDSCAPE ARCHITECT. IF SOME OF THE PLANTS ARE NOT AVAILABLE, THE LANDSCAPE ARCHITECT IS FOR HITMING (VIA PROPER CHANNELS).

C. THE CONTRACTOR SHALL, AT A MINIMUM, PROVIDE REPRESENTATIVE PHOTOS OF ALL PLANTS PROPOSED FOR THE PROJECT. THE CONTRACTOR SHALL AT A MINIMUM, PROVIDE REPRESENTATIVE PHOTOS OF ALL PLANTS PROPOSED FOR THE REPRESENTATIVE TO INSPECT, AND APPROVE OR REJECT, ALL PLANTS DELIVERED TO THE JOBSITE, REFER TO SPECIFICATIONS FOR ADDITIONAL REQUIREMENTS FOR SUBMITTALS.

5. THE CONTRACTOR SHALL MAINTAIN THE LANDSCAPE IN A HEALTHY CONDITION FOR 90 DAYS AFTER ACCEPTANCE BY THE OWNER, REFER TO SPECIFICATIONS FOR CONDITIONS OF ACCEPTANCE FOR THE START OF THE MAINTENANCE PERIOD, AND FOR FINAL ACCEPTANCE AT THE END OF THE MAINTENANCE PERIOD.

6. SEE SPECIFICATIONS AND DETAILS FOR FURTHER REQUIREMENTS.

PLANT SCHEDULE

TREES	CODE	QTY	BOTANICAL / COMMON NAME	CAL	CONT.	SIZE
Control of the second	UC	4	Ulmus crassifolia Cedar Elm	3" Cal.	Cont. or B&B	10'-12'
SHRUBS	CODE	QTY	BOTANICAL / COMMON NAME	CONTAINER	SPACING	SIZE
THE STATE OF THE S	MP	64	Myrica cerifera 'Pumila' Dwarf Wax Myrtle	5 gal	36" OC	24"-36" max
GROUND COVERS	CODE	QTY	BOTANICAL / COMMON NAME	CONTAINER	SPACING	SIZE
	CD	1,097 sf	Cynodon dactylon 'tif 419' Bermuda Grass	Sod		
	GV	2,072 sf	3"-5" Bullrock			

NORTH

01 SITE PLAN
SCALE: 1/16" = 1'-0"



ARCHITECTURE | DESIGN| CONSTRUCTION. 15810 PARK TEN PLACE, SUITE 300 HOUSTON, TEXAS 77084 713-465-4650 www.sligroup.com

BANK - MONTGOMERY

St. 19940 Eva Stontgomery,

TEXAS FIRST

SUED FOR BIDDING SUED FOR CONSTRUCTION DATE

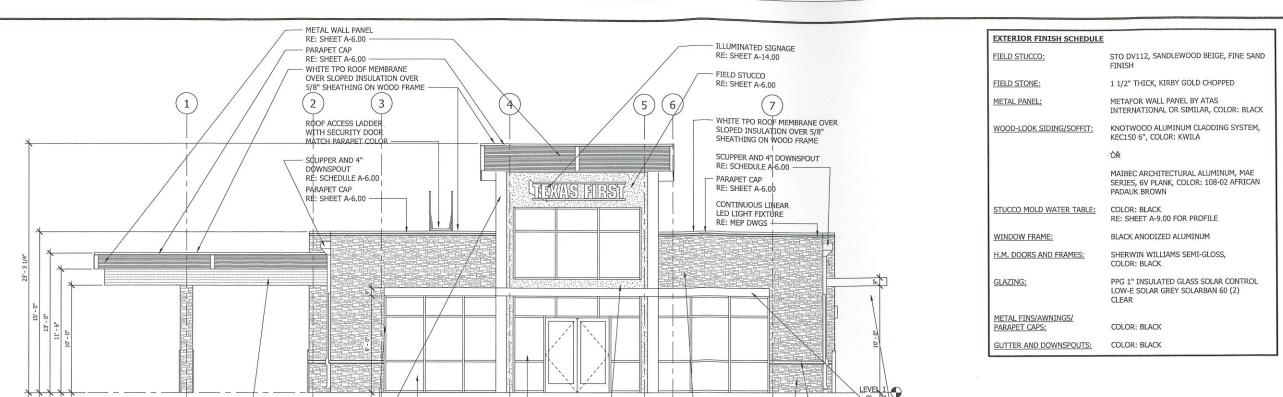
TDATE Jun 20, 2025 - 3:09pm

LANDSCAPE PLAN

CM HECKED BY TB TB

LP-1.00





FIFLD STUCCO

RE: SHEET A-6.00

FIELD STONE

RE: SHEET A-6.00

METAL WALL PANEL RE: SHEET A-6.00

WHITE TPO ROOF MEMBRANE OVER SLOPED INSULATION OVER 5/8" SHEATHING ON WOOD FRAME —

6" GUTTERS AND 4" DOWNSPOUTS RE: SCHEDULE A-6.00

PARAPET CAP RE: SHEET A-6.00

OVERFLOW

SCUPPER AND 4" DOWNSPOUT RE: SCHEDULE A-6.00 PARAPET CAP RE: SHEET A-6.00

WOOD-LOOK SIDING RE: SHEET A-6.00 —

2"X12" METAL FIN

RE: SHEET A-6.00

SCHED, WINDOW

RE: SHEET A-2.00

FIFLD STUCCO RE: SHEET A-6,00 ARCHITECTURE | DESIGN | CONSTRUCTION 15810 PARK TEN PLACE, SUITE 300 HOUSTON, TEXAS 77084 713-465-4650 www.sligroup.com

MONTGOMERY BANK **FIRST** TEXAS I

06.25.25 UED FOR BIDDING UED FOR PERMIT SUED FOR CONSTRUCTION

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EXTERIOR BUILDING ELEVATIONS

TLLUMINATED SIGNAGE FIELD STONE AVADEK AWNING OR AVADEK AWNING OR - 2"X12" METAL FIN STUCCO MOLD - SCHED, WINDOW AVADEK AWNING OR STUCCO MOLD RE: 11/A-9.00 RE: SHEET A-2.00 -SIMILAR RE: SHEET A-14.00 -RE: 12/A-9.00 RE: SHEET A-6.00 SIMILAR RE: SHEET A-6.00 RE: SHEET A-6.00 RE: SHEET A-6.00 RE: SHEET A-6.00 1 EAST 1/4" = 1'-0" A-6.00

AVADEK AWNING OR

- CONTINUOUS LINEAR LED LIGHT FIXTURE

ROOF ACCESS LADDER WITH SECURITY DOOR MATCH PARAPET COLOR

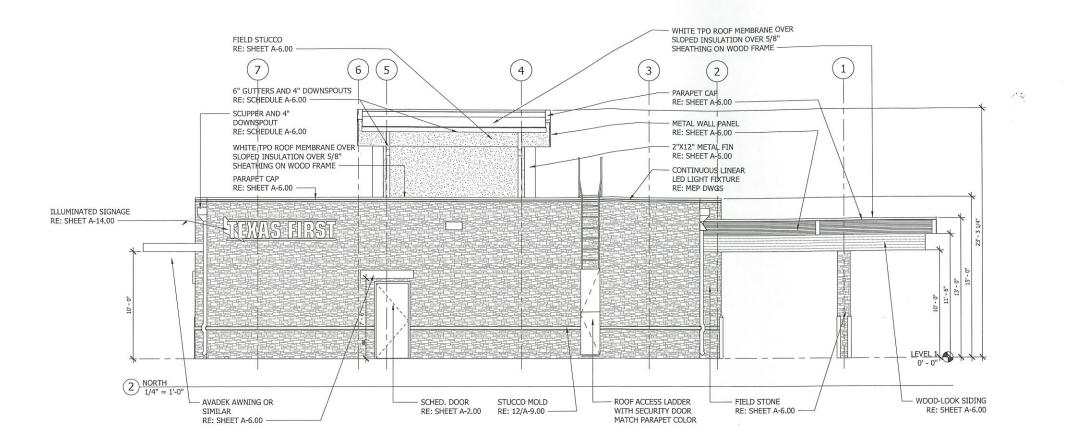
RE: MEP DWGS

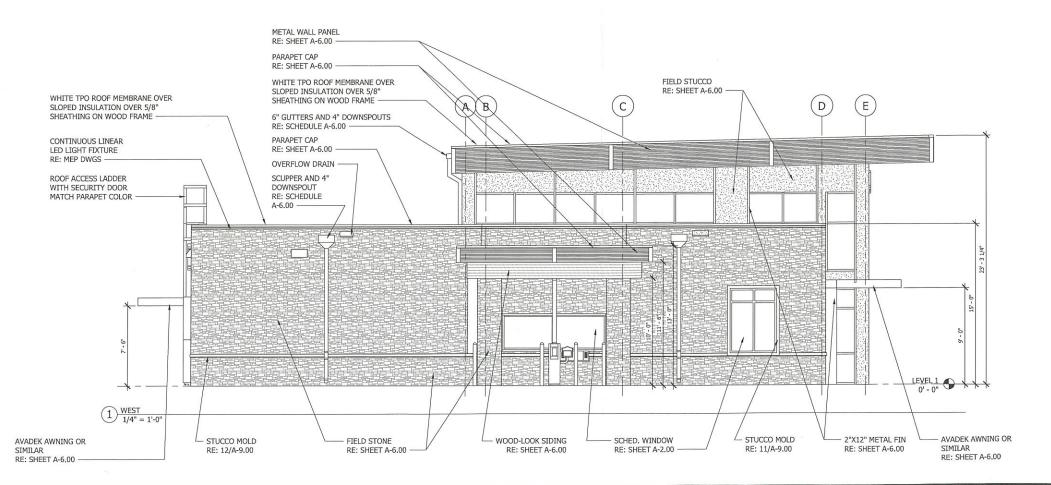
RE: SHEET A-6.00

SIMILAR

STUCCO MOLD

RE: 12/A-9.00





GROUP, INC.

ARCHITECTURE | DESIGN | CONSTRUCTION

15810 PARK TEN PLACE, SUITE 300 HOUSTON, TEXAS 77084 713-465-4650 www.sligroup.com

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RST BANK

S FIRST BANK - MONTGOMERY

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ISSUED FOR BIDDING	06.25.25
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EXTERIOR BUILDING ELEVATIONS
DRAWN BY CM SHEET NO.

CHECKED BY TB A-6.10



CITY OF MONTGOMERY

101 Old Plantersville Road Montgomery, TX 77316 Tel: 936-597-6434

Fax: 936-597-6437

July 2, 2025

Mayor Countryman
City Council Members

RE: Planning and Zoning Commission Recommendation

Mayor and City Council Members,

On July 1, 2025, the City of Montgomery Planning and Zoning Commission ("the Commission) considered the request for a special use permit for a financial institution with two drive thru lanes and a dedicated lane for a drive up ATM machine at 19940 Eva Street, pursuant to Section 98-27(a) of the City of Montgomery Code of Ordinances ("the Code"):

Sec. 98-27. – Special use permits.

(a) The city council by an affirmative four-fifths vote, may by ordinance grant a special permit for special uses in any district, for those uses listed under "CC" in the table of permitted uses in <u>section 98-88</u>, or which are otherwise not expressly permitted by this chapter, and may impose appropriate conditions and safeguards, including a specified period of time for the permit, to protect property and property values in the neighborhood. A special use permit may be revoked or canceled by the city council upon violation of any permit granted. Before authorization of any of such special uses, the request therefor shall be referred to the planning and zoning commission for study and report concerning the effect of the proposed use on the comprehensive plan and on the character and development of the neighborhood.

Upon thorough review of the request with the supporting information, the Commission recommends, to the City Council, approval of the request for special use permit for a financial institution with two drive thru lanes and a dedicated lane for a drive up ATM machine at 19940 Eva Street.

The motion passed with a vote of 5-0.

Crime N. lly

Respectfully,

Corinne Tilley

Code Enforcement Officer Planning/Zoning Administrator

Meeting Date: July 22, 2025	Budgeted Amount:	
Department: Administration	Prepared By: Ruby Beaven	

Subject

Consideration and possible action on a Resolution of the City of Montgomery, Texas, approving an amendment to the City of Montgomery Policies and Procedures Manual, Section V. Attendance, Leaves, and Absence, Reference Number 5.04, Subject: Holidays as attached as Exhibit A; and Further providing for effective date, severability, and finding and determining that the meeting at which this resolution is adopted was open to the public, that the public notice of time, place, and the subject matter of the public business to be considered was posted as required by law.

Recommendation

Staff recommend approval of the Resolution amending Section 5.04 of the Policies and Procedure Manual, as presented.

Discussion

On June 24, 2025, a Resolution was presented to Council for consideration to amend Section 5.04 of the Policies and Procedure Manual. The motion was to bring this item to the July 14 budget workshop for discussion and return the item on the regular July 22 meeting for a decision.

The City of Montgomery Policies and Procedures Manual sets forth policies and procedures for the employees of the City. It is the desire from staff to maintain the most up-to-date information in the City of Montgomery Policies and Procedures Manual. Staff is requesting to institute an update to the City of Montgomery Policies and Procedures Manual for its employees.

Currently, the city observes paid City holidays for Regular Full-Time Employees. The update to this policy by direction of the City Council is to observe New Year's Eve as a half day paid City holiday and to close the office at noon.

Approved By		
City Administrator	Brent Walker	Date: July 15, 2025

RESOLUTION NO. 2025-XX

A RESOLUTION OF THE CITY OF MONTGOMERY, TEXAS, APPROVING AN AMENDMENT TO THE CITY OF MONTGOMERY POLICIES AND PROCEDURES MANUAL, SECTION V. ATTENDANCE, LEAVES, AND ABSENCE, REFERENCE NUMBER 5.04, SUBJECT: HOLIDAYS AS ATTACHED AS EXHIBIT A; AND FURTHER PROVIDING FOR EFFECTIVE DATE, SEVERABILITY, AND FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS RESOLUTION IS ADOPTED WAS OPEN TO THE PUBLIC, THAT THE PUBLIC NOTICE OF TIME, PLACE, AND THE SUBJECT MATTER OF THE PUBLIC BUSINESS TO BE CONSIDERED WAS POSTED AS REQUIRED BY LAW.

WHEREAS, the City of Montgomery Policies and Procedures Manual sets forth policies and procedures for the employees of the City; and

WHEREAS, the City desires to maintain the most up-to-date information in the City of Montgomery Policies and Procedures Manual; and

WHEREAS, the City wishes to institute an update to the City of Montgomery Policies and Procedures Manual for its employees; and

WHEREAS, the City has determined that it is in the best interest of the City of Montgomery employees that the City amend the City of Montgomery Policies and Procedures Manual.

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Montgomery, Texas, that:

- Section 1: Findings. The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.
- Section 2: Policies and Procedures Manual Amendment. The City of Montgomery Policies and Procedures Manual is hereby amended as provided and set forth in Exhibit A attached hereto and incorporated herein for all purposes.
- Section 3: <u>Effective Date</u>. This Resolution shall be effective from and after the date of approval by the City Council.
- Section 4: Severability. It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses and phrases of this Resolution are severable and, if any phrase, sentence, paragraph or section of this Resolution should be declared invalid by the final judgment or decree of any court of competent jurisdiction, such invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Resolution, since the same

Resolution Page 1 of 2

would have been enacted by the City Council without the incorporation in this Resolution of any such invalid phrase, clause, sentence, paragraph or section. If any provision of this Resolution shall be adjudged by a court of competent jurisdiction to be invalid, the invalidity shall not affect other provisions or applications of this Resolution which can be given effect without the invalid provision, and to this end the provisions of this Resolution are declared to be severable.

Section 5. Open Meetings: The City Council of the City of Montgomery hereby finds and determines and hereby declares that the meeting at which this Resolution is adopted was open to the public, that the public notice of time, place, and the subject matter of the public business to be considered was posted as required by law.

PASSED AND APPROVED this 22nd day of July, 2025 by the City Council of the City of Montgomery, Texas.

	CITY OF MONTGOMERY, TEXA	\S
ATTEST:	Sara Countryman, Mayor	_
Ruby Beaven, City	Secretary	

Resolution Page 2 of 2

V. ATTENDANCE, LEAVES, AND ABSENCE		Reference Number		5.04
SUBJECT	Holidays	Last Revised	Feb. 26. July 22	

STATEMENT OF POLICY:

The following days will be observed as paid City holidays for all Regular Full-Time Employees:

New Year's Eve (1/2 Day Close at Noon)

Martin Luther King, Jr. Day

Memorial Day

Presidents Day

Good Friday

Labor Day

Labor Day

Veterans Day Thanksgiving Day Friday after Thanksgiving

Christmas Eve Christmas Day

If an official City holiday occurs on a Saturday, it will be observed on the Friday before. If an official City holiday occurs on a Sunday, it will be observed on the Monday after.

To be eligible for holiday pay, the Employee must work the scheduled day preceding and following the holiday, unless the Department Director approved an excused absence, and this includes approved vacation leave. Employees scheduled to work on a holiday, and who fail to work as scheduled, without an excused absence, will not be eligible for holiday pay. An Employee required to work on a holiday will receive either one and one-half times the applicable rate of pay, or 8 hours of vacation time. An Employee will not be eligible to receive holiday pay when on a leave of absence. A Regular Part-Time or Temporary Full or Part-Time Employee will not be paid for official City holidays, but may be given the day off.

Annually, an official City calendar will announce the holiday schedule for the respective year. For information concerning specific holiday dates that apply for the current year, consult your Supervisor.

A Department Director may grant use of accrued leave, except for sick leave, to an Employee who wishes to observe a national or religious holiday not officially observed by the City. If no accrual leave is available, an Employee may be granted authorized leave without pay. Such leave must be requested at least 2 weeks before the requested holiday.

Meeting Date: July 22, 2025	Budgeted Amount: N/A	
Department: Administration	Prepared By: Ruby Beaven	

Subject

Consideration and possible action on a Resolution of the City of Montgomery, Texas, approving an amendment to the City of Montgomery Policies and Procedures Manual, Section V. Attendance, Leaves, and Absence, Reference Number 5.05, Subject: Vacation Leave as attached as Exhibit A; and Further providing for effective date, severability, and finding and determining that the meeting at which this resolution is adopted was open to the public, that the public notice of time, place, and the subject matter of the public business to be considered was posted as required by law.

Recommendation

Staff recommend approval of the Resolution amending Section 5.05 of the Policies and Procedure Manual, as presented.

Discussion

On June 24, 2025, a Resolution was presented to Council for consideration to amend Section 5.05 of the Policies and Procedure Manual. The motion was to bring this item to the July 14 budget workshop for discussion and return the item on the regular July 22 meeting for a decision.

The City of Montgomery Policies and Procedures Manual sets forth policies and procedures for the employees of the City. It is the desire from staff to maintain the most up-to-date information in the City of Montgomery Policies and Procedures Manual. Staff is requesting to institute an update to the City of Montgomery Policies and Procedures Manual for its employees.

The current vacation policy for hour accumulation is structured on a monthly basis rather than being aligned with the payroll system's 26 pay periods, which may lead to discrepancies in accrual calculations. This approach simplifies tracking by calendar month and results in inconsistencies when pay periods do not perfectly align with calendar months. To ensure accuracy, it is recommended and beneficial to align the accrual policy with the pay periods.

The current policy limits city employees' vacation accruals with a maximum cap, preventing further accumulation once reached, which has led to employee dissatisfaction. The revised policy will eliminate this maximum accrual threshold, allowing employees to continue accruing vacation time, while establishing a cap on the maximum payout amount for accrued vacation upon employment separation, thereby addressing concerns and providing clearer limits on payout potential.

Approved By		
City Administrator	Brent Walker	Date: 07/15/2025

RESOLUTION NO. 2025-XX

A RESOLUTION OF THE CITY OF MONTGOMERY, TEXAS, APPROVING AN AMENDMENT TO THE CITY OF MONTGOMERY POLICIES AND PROCEDURES MANUAL, SECTION V. ATTENDANCE, LEAVES, AND ABSENCE, REFERENCE NUMBER 5.05, SUBJECT: VACATION LEAVE AS ATTACHED AS EXHIBIT A; AND FURTHER PROVIDING FOR EFFECTIVE DATE, SEVERABILITY, AND FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS RESOLUTION IS ADOPTED WAS OPEN TO THE PUBLIC, THAT THE PUBLIC NOTICE OF TIME, PLACE, AND THE SUBJECT MATTER OF THE PUBLIC BUSINESS TO BE CONSIDERED WAS POSTED AS REQUIRED BY LAW.

WHEREAS, the City of Montgomery Policies and Procedures Manual sets forth policies and procedures for the employees of the City; and

WHEREAS, the City desires to maintain the most up-to-date information in the City of Montgomery Policies and Procedures Manual; and

WHEREAS, the City wishes to institute an update to the City of Montgomery Policies and Procedures Manual for its employees; and

WHEREAS, the City has determined that it is in the best interest of the City of Montgomery employees that the City amend the City of Montgomery Policies and Procedures Manual.

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Montgomery, Texas, that:

- Section 1: Findings. The foregoing recitals are hereby found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes as findings of fact.
- Section 2: <u>Policies and Procedures Manual Amendment</u>. The City of Montgomery Policies and Procedures Manual is hereby amended as provided and set forth in **Exhibit A** attached hereto and incorporated herein for all purposes.
- **Section 3**: Effective Date. This Resolution shall be effective from and after the date of approval by the City Council.
- Section 4: Severability. It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses and phrases of this Resolution are severable and, if any phrase, sentence, paragraph or section of this Resolution should be declared invalid by the final judgment or decree of any court of competent jurisdiction, such invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Resolution, since the same

Resolution Page 1 of 2

would have been enacted by the City Council without the incorporation in this Resolution of any such invalid phrase, clause, sentence, paragraph or section. If any provision of this Resolution shall be adjudged by a court of competent jurisdiction to be invalid, the invalidity shall not affect other provisions or applications of this Resolution which can be given effect without the invalid provision, and to this end the provisions of this Resolution are declared to be severable.

Section 5. Open Meetings: The City Council of the City of Montgomery hereby finds and determines and hereby declares that the meeting at which this Resolution is adopted was open to the public, that the public notice of time, place, and the subject matter of the public business to be considered was posted as required by law.

PASSED AND APPROVED this 22nd day of July, 2025 by the City Council of the City of Montgomery, Texas.

	CITY OF MONTGOMERY, TEXAS
	Sara Countryman, Mayor
ATTEST:	
Ruby Beaven, Ci	ty Secretary

Resolution Page 2 of 2

V. ATTENDANCE, LEAVES, AND ABSENCE		Reference Number		5.05
SUBJECT	Vacation Leave	Last Revised	Aug. 30 July 22	, 2012 , 2025

STATEMENT OF POLICY:

All Regular Full-Time Employees in a paid status accrue paid vacation leave. Although an Employee in an unpaid leave status does not accrue paid vacation leave, unpaid leave status does not constitute a break in service for vacation accrual rate determination purposes. An Employee returning to work from unpaid leave status will resume paid vacation accrual at the rate provided for based on credited service before and during the unpaid leave.

Vacation leave is accrued, on 26 pay periods, as follows:

EMPLOYEES REG	ULAR SCHEDULEI	TO WORK 40 HOUR	RS PER WORKWEEK	K
EMPLOYEES	BEGINNING	TOTAL	VACATION	MAXIMUM
	YEAR OF	ACCRUAL PER	LEAVE PER	ACCRUAL
	SERVICE	MONTH PAY	YEAR	PAYOUT
		PERIOD	ANNUAL	
			ACCRUAL	
Regular	0-5	3.70 8 hours per pay	96 hours	192 hours
Full-Time		period	(12 days per year)	
	6-10	4.95 10.667 hours	128 hours	224 hours
		per pay period	(16 days per year)	
	11-20	6.15 13.33 hours per	160 hours	256 hours
		pay period	(20 days per year)	
	21+	7.38 16 hours per	192 hours	288 hours
		pay period	(24 days per year)	
UNIFORMEI	UNIFORMED EMPLOYEES REGULARLY SCHEDULED TO WORK 10+ HOUR SHIFTS			
EMPLOYEES	BEGINNING	TOTAL	VACATION	MAXIMUM
	YEAR OF	ACCRUAL PER	LEAVE PER	ACCRUAL
	SERVICE	MONTH PAY	YEAR	
		PERIOD		
Regular	0-5	5.54 12 hours per	144 hours	288 hours
Full-Time		pay period	(12 days per year)	
	6-10	7.38 16 hours per	192 hours	336 hours
		pay period	(16 days per year)	
	11-20	9.23 20 hours per	240 hours	384 hours
		pay period	(20 days per year)	
	21+	11.08 24 hours per	288 hours	432 hours
		pay period	(24 days per year)	

Employees with an employment agreement shall accrue vacation in accordance with their employment agreement.

When an Employee's accrual is at the maximum, the Employee will stop accruing vacation leave until the balance drops below the maximum.

A Regular Full-Time Employee who has successfully completed the 90 Day Orientation Period is eligible to take accrued vacation leave. An Employee's use of vacation leave must be approved. All requests should be made in writing to the Department Director or Supervisor. When possible, requests should be submitted at least two weeks prior to the

Item 11.

Exhibit A

beginning vacation leave day. Supervisors should return the approved or denied request back to the Employee within 5 days of receipt.

Vacation leave may be taken in a minimum of 1 hour increments. Employees cannot take more vacation than they have accrued.

Upon termination employment separation, Employees with at least 12 months of continuous service will be paid any unused accrued vacation leave, up to the maximum accrual amount payout, at a rate based upon the Employee's final hourly pay rate. Vacation cannot be used to extend an Employee's termination date or in lieu of a notice of resignation or retirement.

Only the City Administrator can approve any exception to this policy. If a City of Montgomery official holiday falls within your approved vacation dates, the holiday is not counted as a vacation day.

Meeting Date: July 22, 2025	Budgeted Amount: N/A
Department: Administration	Prepared By: Ruby Beaven

Subject

Consideration and possible action on a first reading of a Resolution of the City Council of the City of Montgomery, Texas, approving a project and expenditure of the Montgomery Economic Development Corporation for production of video promotional material with Pioneer Production Services, LLC.

Recommendation

Staff recommend approval of the first reading of a Resolution for an MEDC project with Pioneer Production Services, LLC, as presented.

Discussion

Section 505.158, Texas Local Government Code, requires that a Type B Corporation authorized by a city with a population of 20,000 or less that approves a project requiring an expenditure of \$10,000 or more may not undertake the project until the governing body of the city adopts a resolution authorizing the project after giving the resolution at least two separate readings.

Subsection 505.158(a), Texas Local Government Code defines an authorized "project" for a Type B Economic Development Corporation created by a city with a population of 20,000 or less to include expenditures found by the corporation's board of directors to promote new or expanded business development.

The Board of Directors of the MEDC has approved a project consisting of the production of a short form video documentary, corporate profile and a commercial segment for the promotion of tourism and economic development, including a contract with Pioneer Production Services LLC in the amount of \$29,300.00 (the "Project").

The Board of Directors of the MEDC found that the Project would promote new or expanded business enterprises in and near the City of Montgomery; and

The action authorized by the Resolution is in furtherance of the public interest, for the good government, peace, order, trade and commerce of the City and necessary and proper for carrying out of the authority granted by law to the City and the EDC.

Approved By			
City Administrator	Brent Walker	Date:	07/10/2025

RESOLUTION NO. 2025 - XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTGOMERY, TEXAS, APPROVING A PROJECT AND EXPENDITURE OF THE MONTGOMERY ECONOMIC DEVELOPMENT CORPORATION FOR PRODUCTION OF VIDEO PROMOTIONAL MATERIAL WITH PIONEER PRODUCTION SERVICES, LLC.

WHEREAS, the Montgomery Economic Development Corporation ("MEDC") is a Type B Economic Development Corporation, of the City of Montgomery, Texas (the "City"), organized and operating pursuant to Chapters 501 and 505, Texas Local Government Code; and

WHEREAS, Section 505.158, Texas Local Government Code, requires that a Type B Corporation authorized by a city with a population of 20,000 or less that approves a project requiring an expenditure of \$10,000 or more may not undertake the project until the governing body of the city adopts a resolution authorizing the project after giving the resolution at least two separate readings; and

WHEREAS, Subsection 505.158(a), Texas Local Government Code defines an authorized "project" for a Type B Economic Development Corporation created by a city with a population of 20,000 or less to include expenditures found by the corporation's board of directors to promote new or expanded business development; and

WHEREAS, the Board of Directors of the MEDC has approved a project consisting of the production of a short form video documentary, corporate profile and a commercial segment for the promotion of tourism and economic development, including a contract with Pioneer Production Services LLC in the amount of \$29,300.00 (the "Project"); and

WHEREAS, the Board of Directors of the MEDC found that the Project would promote new or expanded business enterprises in and near the City of Montgomery; and

WHEREAS, the action authorized by this Resolution is in furtherance of the public interest, for the good government, peace, order, trade and commerce of the City and necessary and proper for carrying out of the authority granted by law to the City and the EDC.

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

- 1. THAT, the City Council hereby finds that the statements set forth in the recitals of this Resolution are true and correct, and the Council hereby incorporates such recitals as a part of this Resolution.
 - 2. THAT, the City Council hereby authorizes the Project of the MEDC as described above.

Resolution Page 1 of 2

the date of passage and adoption by the City Council of the reading.	e City of Montgomery, Texas, on second
PASSED AND ADOPTED on First Reading Montgomery, Texas this 22 nd day of July, 2025.	by the City Council of the City of
PASSED AND ADOPTED on Second Reading Montgomery, Texas this day of, 202	
CITY	Y OF MONTGOMERY, TEXAS
Sara	Countryman, Mayor
ATTEST:	
Ruby Beaven, City Secretary	

3. THAT, this resolution shall become effective and be in full force and effect from and after

Resolution Page 2 of 2

Meeting Date: July 22, 2025	Budgeted Amount: N/A
Department: Administration	Prepared By: Ruby Beaven

Subject

Consideration and possible action on a first reading of a Resolution of the City Council of the City of Montgomery, Texas, approving a project and expenditure of the Montgomery Economic Development Corporation for the purchase of 0.2458 acres of land located at Montgomery Townsite 03, Blk 16 in Montgomery County, Texas.

Recommendation

Staff recommends approval of the first reading of a Resolution for MEDC to purchase 0.2458 acres of land, as presented.

Discussion

Section 505.158, Texas Local Government Code, requires that a Type B Corporation authorized by a city with a population of 20,000 or less that approves a project requiring an expenditure of \$10,000 or more may not undertake the project until the governing body of the city adopts a resolution authorizing the project after giving the resolution at least two separate readings.

Subsection 505.158(a), Texas Local Government Code defines an authorized "project" for a Type B Economic Development Corporation created by a city with a population of 20,000 or less to include expenditures found by the corporation's board of directors to promote new or expanded business development including the purchase of property.

The Board of Directors of the MEDC has approved a project for the purchase of 0.2458 acres of land located at Montgomery Townsite 03, BLK 16 in Montgomery county, Texas in the amount of \$230,000.00 plus related closing costs (the "Project").

The Board of Directors of the MEDC found that the Project would promote new or expanded business enterprises in and near the City of Montgomery.

The action authorized by the Resolution is in furtherance of the public interest, for the good government, peace, order, trade and commerce of the City and necessary and proper for carrying out of the authority granted by law to the City and the EDC.

Approved By		
City Administrator	Brent Walker	Date: 07/10/2025

RESOLUTION NO. 2025 - XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTGOMERY, TEXAS, APPROVING A PROJECT AND EXPENDITURE OF THE MONTGOMERY ECONOMIC DEVELOPMENT CORPORATION FOR THE PURCHASE OF 0.2458 ACRES OF LAND LOCATED AT MONTGOMERY TOWNSITE 03, BLK 16 IN MONTGOMERY COUNTY, TEXAS.

WHEREAS, the Montgomery Economic Development Corporation ("MEDC") is a Type B Economic Development Corporation, of the City of Montgomery, Texas (the "City"), organized and operating pursuant to Chapters 501 and 505, Texas Local Government Code; and

WHEREAS, Section 505.158, Texas Local Government Code, requires that a Type B Corporation authorized by a city with a population of 20,000 or less that approves a project requiring an expenditure of \$10,000 or more may not undertake the project until the governing body of the city adopts a resolution authorizing the project after giving the resolution at least two separate readings; and

WHEREAS, Subsection 505.158(a), Texas Local Government Code defines an authorized "project" for a Type B Economic Development Corporation created by a city with a population of 20,000 or less to include expenditures found by the corporation's board of directors to promote new or expanded business development including the purchase of property; and

WHEREAS, the Board of Directors of the MEDC has approved a project for the purchase of 0.2458 acres of land located at Montgomery Townsite 03, BLK 16 in Montgomery county, Texas in the amount of \$230,000.00 plus related closing costs (the "Project"); and

WHEREAS, the Board of Directors of the MEDC found that the Project would promote new or expanded business enterprises in and near the City of Montgomery; and

WHEREAS, the action authorized by this Resolution is in furtherance of the public interest, for the good government, peace, order, trade and commerce of the City and necessary and proper for carrying out of the authority granted by law to the City and the EDC;

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

- 1. THAT, the City Council hereby finds that the statements set forth in the recitals of this Resolution are true and correct, and the Council hereby incorporates such recitals as a part of this Resolution.
 - 2. THAT, the City Council hereby authorizes the Project of the MEDC as described above.

Resolution Page 1 of 2

- 3. THAT, the City Council hereby authorizes the City Administrator, Mr. Brent Walker, to take any necessary action and execute any necessary document in order to effectuate the purchase of the property that is the subject of the Project, on behalf of the MEDC.
- 4. THAT, this resolution shall become effective and be in full force and effect from and after the date of passage and adoption by the City Council of the City of Montgomery, Texas, on second reading.

PASSED AND ADOPTE Montgomery, Texas this 22 nd day o	D on First Reading by the City Council of the City of July, 2025.
PASSED AND ADOPTE	D on Second Reading by the City Council of the City of
Montgomery, Texas this day	of, 2025.
	CITY OF MONTGOMERY, TEXAS
	Sara Countryman, Mayor
ATTEST:	

Ruby Beaven, City Secretary

Resolution Page 2 of 2

Meeting Date: July 22, 2025	Budgeted Amount: N/A
Department: Administration	Prepared By: Ruby Beaven

Subject |

Consideration and possible action on a Resolution for support for the Central Texas flood victims and a community solidarity initiative in the City of Montgomery, Texas.

Recommendation

Staff recommend approval of the Green Ribbon Initiative Resolution, as presented.

Discussion

Between July 4 through July 7, 2025, a destructive and deadly flood took place in Central Texas which resulted in the extreme loss of life and property and more people still reported missing. The City would like to show support and raise awareness for the victims, volunteers, and first responders of the Central Texas flooding. To show support, the City desires to purchase, through community outreach budgets, distribute, and display green ribbons throughout the City, distribute free green ribbons to city residents and encourage the display of green ribbons on their property, and direct the Department of Public Works to tie green ribbons around trees in city parks, the community building, and at City Hall.

Approved By		
City Administrator	Brent Walker	Date: 07/15/2025

RESOLUTION NO. 2025 - XX

A RESOLUTION FOR SUPPORT FOR THE CENTRAL TEXAS FLOOD VICTIMS AND A COMMUNITY SOLIDARITY INITIATIVE IN THE CITY OF MONTGOMERY, TEXAS.

WHEREAS, between July 4 through July 7, 2025, a destructive and deadly flood took place in Central Texas which resulted in the extreme loss of life and property and more people still reported missing; and

WHEREAS, the City would like to show support and raise awareness for the victims, volunteers, and first responders of the Central Texas flooding; and

WHEREAS, to show support, the City desires to purchase, through community outreach budgets, distribute, and display green ribbons throughout the City, distribute free green ribbons to city residents and encourage the display of green ribbons on their property, and direct the Department of Public Works to tie green ribbons around trees in city parks, the community building, and at City Hall; **NOW, THEREFORE**,

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF MONTGOMERY, TEXAS:

- **Section 1:** THAT the facts set forth in the preamble above are true and correct.
- **Section 2: THAT** Council expresses condolences to and solidarity with the families and community members of Central Texas who lost family members as a result of the flood in Central Texas.
- **Section 3: THAT** Council recognizes the efforts of volunteers and first responders in responding to the Central Texas flooding.
- **Section 4: THAT** Council approves the distribution and display of green ribbons throughout the City.
- **Section 5: THAT** Council authorizes the expenditure of community outreach budget funds to purchase ribbons for distribution to residents of the City and encourage residents to display the ribbons around trees on their property.
- **Section 6:** THAT Council directs the Department of Public Works to tie green ribbons around trees in city parks, the community building, and at City Hall.

Resolution Page 1 of 2

PASSED, ADOPTED, AND APPROVED this 22^{nd} day of July, 2025, at a Regular Meeting of the City Council of the City of Montgomery.

CITY OF MONTGOMERY, TEXAS

	Sara Countryman, Mayor
ATTEST:	
Ruby Beaven, City Secretary	

Resolution Page 2 of 2

Meeting Date: 7/22/2025	Budgeted Amount:
Department: Administration	Prepared By: WGA

Subject

Consideration and possible action on an Ordinance of the City of Montgomery, Texas, ordering a public hearing concerning amending Article III, "Impact Fees" of Chapter 90 "Utilities" of the City Code of Ordinances by adopting new impact fees for water and wastewater improvements that are attributable to new development in the city's proposed water and wastewater impact fee service area within the corporate boundaries of the city; Providing open meeting and effective date provisions; and Providing for related matters.

Recommendation

WGA and Staff recommends the adoption of the Ordinance as presented or table for future action.

Discussion

Issue: One of the required steps in updating the city's impact fees is a Public Hearing. In this case, state law requires the Public Hearing to be called by adoption of an order (ordinance).

Regulations: Chapter 395 of the Texas Local Government Code: Sec. 395.053. HEARING ON UPDATED LAND USE ASSUMPTIONS AND CAPITAL IMPROVEMENTS PLAN. The governing body of the political subdivision shall, within 60 days after the date it receives the update of the land use assumptions and the capital improvements plan, adopt an order setting a public hearing to discuss and review the update and shall determine whether to amend the plan. Sec. 395.054. HEARING ON AMENDMENTS TO LAND USE ASSUMPTIONS, CAPITAL IMPROVEMENTS PLAN, OR IMPACT FEE. A public hearing must be held by the governing body of the political subdivision to discuss the proposed ordinance, order, or resolution amending land use assumptions, the capital improvements plan, or the impact fee. On or before the date of the first publication of the notice of the hearing on the amendments, the land use assumptions and the capital improvements plan, including the amount of any proposed amended impact fee per service unit, shall be made available to the public.

Analysis & Conclusion: Staff recommends adoption of the Ordinance calling for a Public Hearing to be held on September 9, 2025 at 6:00pm at Montgomery City Hall to discuss and review proposed updates to the Capital Improvement Plan and Land Use Assumptions.

Approved By		
City Staff	Ruby Beaven	Date: 07/10/2025



EXECUTIVE SUMMARY

This study was performed to update the City of Montgomery's (the City) Water and Wastewater System Impact Fees that were previously completed back in 2023. Water and wastewater system improvements necessary to serve the 10-year (2035) build-out and ultimate system needs were evaluated. Based on the City's 10-year growth projections and the associated demand (consumption) values, 3,923 additional service units will need water and wastewater service by the year 2035. Based on the additional service units and the recoverable capital improvements plans, the City may assess a maximum of \$4,788 per ESFC for water and sanitary sewer combined, which is a 17% increase to the 2023 impact fees.

UPDATES:

- 1. The City is anticipating an additional 3,923 connections within the next 10 years. 1,754 of which are currently tied to developments that are working towards or have executed Development Agreements.
- 2. We have updated the timing of projects based on upcoming and active developments within the City.
- 3. Updated estimated project costs based on current pricing.
- 4. Total updated costs for Water Improvements are \$26,976,071 (\$21,153,000 is recoverable), which includes 5 projects that are currently in design or construction.
- 5. Total costs for Wastewater Improvements are \$24,173,692 (\$15,007,230 is recoverable), which includes 3 projects that are currently in design or construction.

Meter Size	Maximum Capacity (GPM)	Existing Maximum Assessable Water Fee (\$/ESFC)	Proposed Maximum Assessable Water Fee (\$/ESFC)	Existing Maximum Assessable Wastewater Fee (\$/ESFC)	Proposed Maximum Assessable Wastewater Fee (\$/ESFC)	Existing Maximum Assessable Fee (\$/ESFC)	Proposed Maximum Assessable Fee (\$/ESFC)	% Difference
5/8" x 3/4" fitting	25	2,033	2,696	1,951	2,092	3,984	4,788	17%
3/4"	35	3,396	4,502	3,258	3,494	6,654	7,996	17%
1"	55	5,429	7,198	5,209	5,586	10,638	12,784	17%
1 1/2"	120	16,268	21,566	15,607	16,738	31,875	38,303	17%
2"	170	23,039	30,543	22,104	23,705	45,143	54,247	17%
3"	350	47,441	62,891	45,515	48,811	92,956	111,702	17%
4"	600	81,339	107,829	78,037	83,688	159,376	191,517	17%
6"	1,200	162,679	215,658	156,074	167,376	318,753	383,033	17%
8"	1,800	244,018	323,487	234,111	251,063	478,129	574,550	17%

Montgomery Impact Fee Summary City of Montgomery Page 2 of 4 May 29, 2025

WATER PROJECT DESCRIPTIONS (16)

1. WATER PLANT No. 4

The design of Water Plant No. 4 with a 1000-gpm Jasper water well, booster pumps, a 500,000-gallon elevated storage tank, and general sitework.

Estimated Project Cost

\$11,543,700

2. WATER PLANT No. 2 IMPROVEMENTS

Recoat tanks and pumps, generator addition, and replace and upsize the well rework to improve water quality and extend the life of existing facilities.

Estimated Project Cost

\$2,905,950

3. ABNER LANE WATERLINE EXTENSION

Closes loop from Lone Star Parkway to Estates of Lake Creek Village at Abner Lane.

Estimated Project Cost

\$281,350

4. CB STEWART AND BUFFALO SPRINGS WATERLINE EXTENSION (12")

Closes loops from Estates of Lake Creek Village to SH 105 via CB Stewart Dr. and Buffalo Springs Dr.

Estimated Project Cost

\$696,065

5. DOWNTOWN WATERLINE REPLACEMENT PH II (POND TO PRAIRIE)

Upsize the existing 8" waterline to a 12" waterline along SH 105 from Pond Street to Prairie Street. **Estimated Project Cost** \$527,000

6. EAST LONE STAR PARKWAY WATERLINE EXTENSION

Closes the loop from Town Creek Crossing Section 1 to FM 149.

Final Project Cost

7. HOUSTON ST. WATERLINE REPLACEMENT

Upsize the existing 8" waterline to a 12" waterline from SH 105 to Water Plant No. 2.

Final Project Cost

\$498,000

\$877,000

8. OLD PLANTERSVILLE RD. WATERLINE EXTENSION

Install 12" waterline from Womack Cemetery W to SH-105 along Old Plantersville Rd and Old Dobbin Plantersville Rd.

Estimated Project Cost

\$1,238,000

9. POND STREET WATERLINE REPLACEMENT (SH 105 TO MONTGOMERY ELEMENTARY)

Upsize the existing 8" waterline to a 12" waterline from SH 105 to Montgomery Elementary.

Estimated Project Cost \$1,125,000

10. SH-105 WATERLINE EXTENSION

Extension of existing 12" waterline from Buffalo Springs to CB Stewart, via SH-105.

Estimated Project Cost

\$515,000

Montgomery Impact Fee Summary City of Montgomery Page 3 of 4 May 29, 2025

11. WEST LONE STAR PARKWAY WATERLINE (12")

Closing the loop from Hills of Town Creek subdivision to the existing 12" line along Lone Star Parkway east of Town creek. Currently in design.

Estimated Project Cost

\$1,489,000

12. McCOWN AND CAROLINE WATERLINE REPLACEMENT

Replace existing 4" and 6" waterlines with an 8" waterline east of FM 149. Currently in design.

Estimated Project Cost \$492,000

13. OLD PLANTERSVILLE ROAD WATERLINE REPLACEMENT (SH 105 TO WOMACK CEMETERY)

Upsize the existing 8" waterline to a 12" waterline along Old Plantersville Rd from SH 105 to Womack Cemetery.

Estimated Project Cost

\$2,453,000

14. WATER PLANT No. 3 EXPANSION

Booster pump addition and misc. improvements.

Estimated Project Cost

\$233,500

15. WATER PLANT No. 3 IMPROVEMENTS (COMPLETED)

210,000-gallon GST addition, 600 gpm cooling tower, generator addition, and misc. site work. **Estimated Project Cost** \$1,001,622

16. DOWNTOWN WATERLINE REPLACEMENT PH I (COMPLETED)

Upsize the existing 4" and 6" waterlines to a 12" waterline along SH-105, Pond St. and FM 149 to Berkeley Dr.

Estimated Project Cost

\$1,099,884

WASTEWATER DESCRIPTIONS (8)

1. TOWN CREEK WWTP IMPROVEMENTS

LS2 and 0.3 MGD WWTP (Town Creek).

Estimated Project Cost

\$11,485,000

2. 2023 SANITARY SEWER PHASE I (PIPE BURSTING)

Rehab and repair of gravity sanitary sewer system overall.

Estimated Project Cost

\$200,000

3. GSA 1 GRAVITY SYSTEM IMPROVEMENTS

Replace existing 10" sanitary sewer line with 18" sanitary sewer from SH 105 to just north of Grandview Dr along Lone Star Parkway.

Estimated Project Cost

\$2,667,000

4. GSA 12 GRAVITY SYSTEM IMPROVEMENTS

Extend 8" gravity sanitary sewer along SH-105 from Buffalo Springs to CB Stewart to abandon Lift Station No. 12.

Estimated Project Cost

\$335,000

Montgomery Impact Fee Summary City of Montgomery Page 4 of 4 May 29, 2025

5. GSA NO. 2S GRAVITY SYSTEM IMPROVEMENTS (2023 SANITARY SEWER REHABILITATION PHASE II) (COMPLETED)

Upsize existing 8" and 10" sanitary sewer lines to a 12" sanitary sewer line from SH-105 to College St. **Final Project Cost** \$150,520

6. GSA NO. 5 SYSTEM IMPROVEMENTS

Extends 8" gravity sanitary sewer from Lift Station No. 5 past Lift Station B to abandon Lift Station B.

Estimated Project Cost \$331,000

7. LIFT STATION No. 3 FORCE MAIN REROUTE

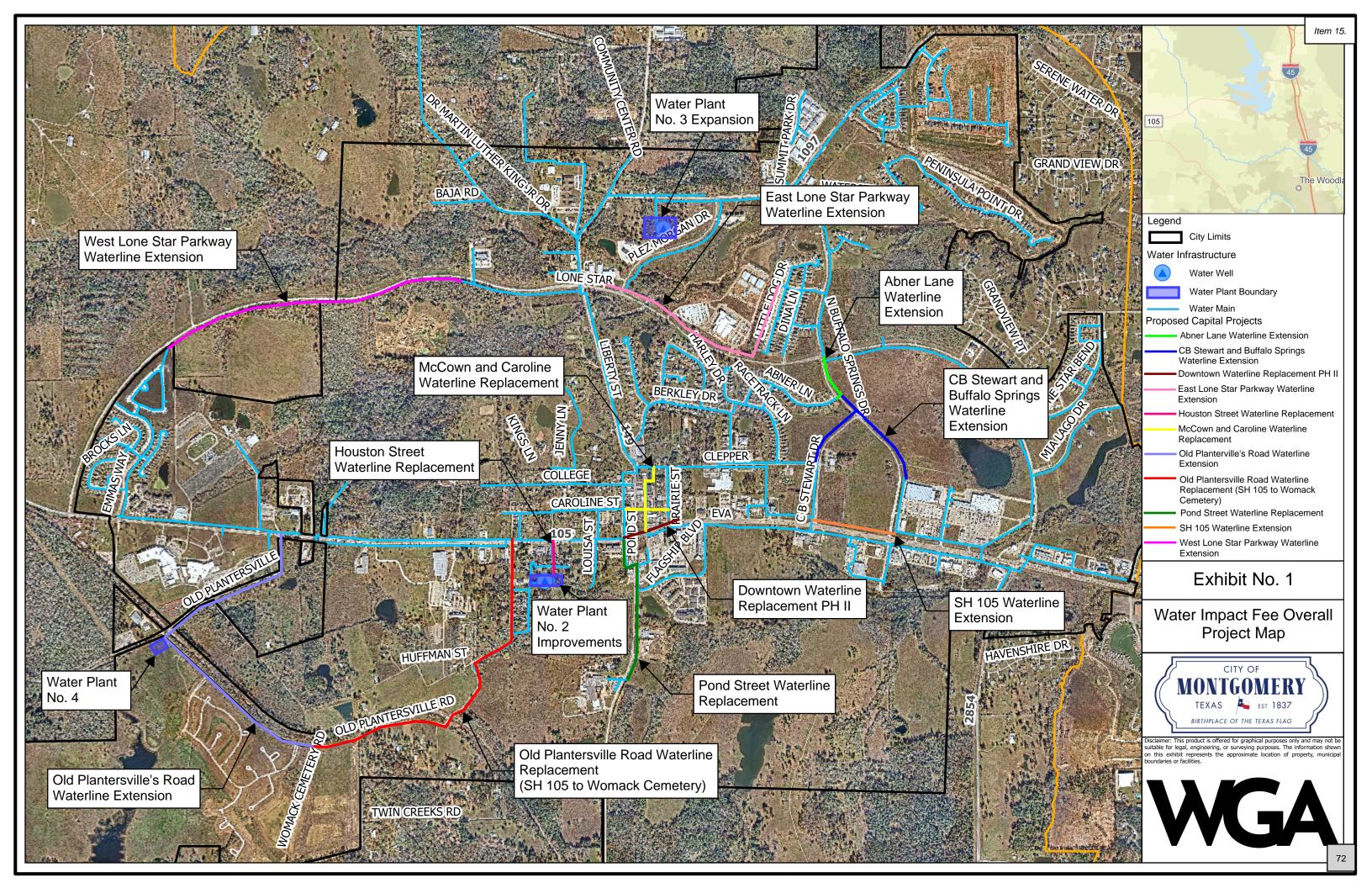
Abandons existing 4" force main along FM 149 to SH-105 and reroutes flow along SH-105 to Stewart Creek Wastewater Treatment Plant.

Estimated Project Cost \$356,000

8. TOWN CREEK WWTP UPSIZING TO ULTIMATE

Upsizing of Town Creek WWTP and Lift Station No. 2 to 0.6MGD.

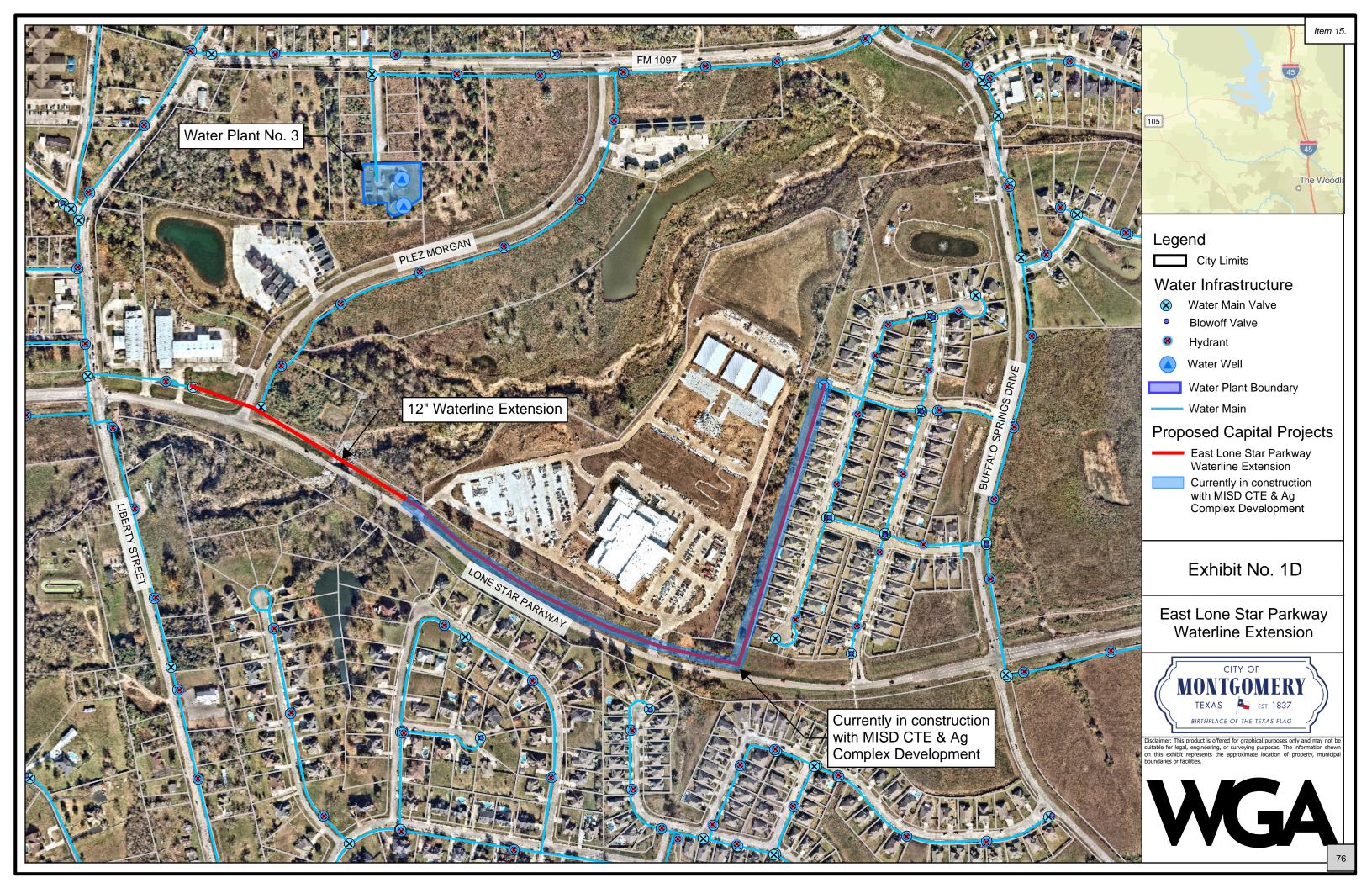
Estimated Project Cost \$6,500,000



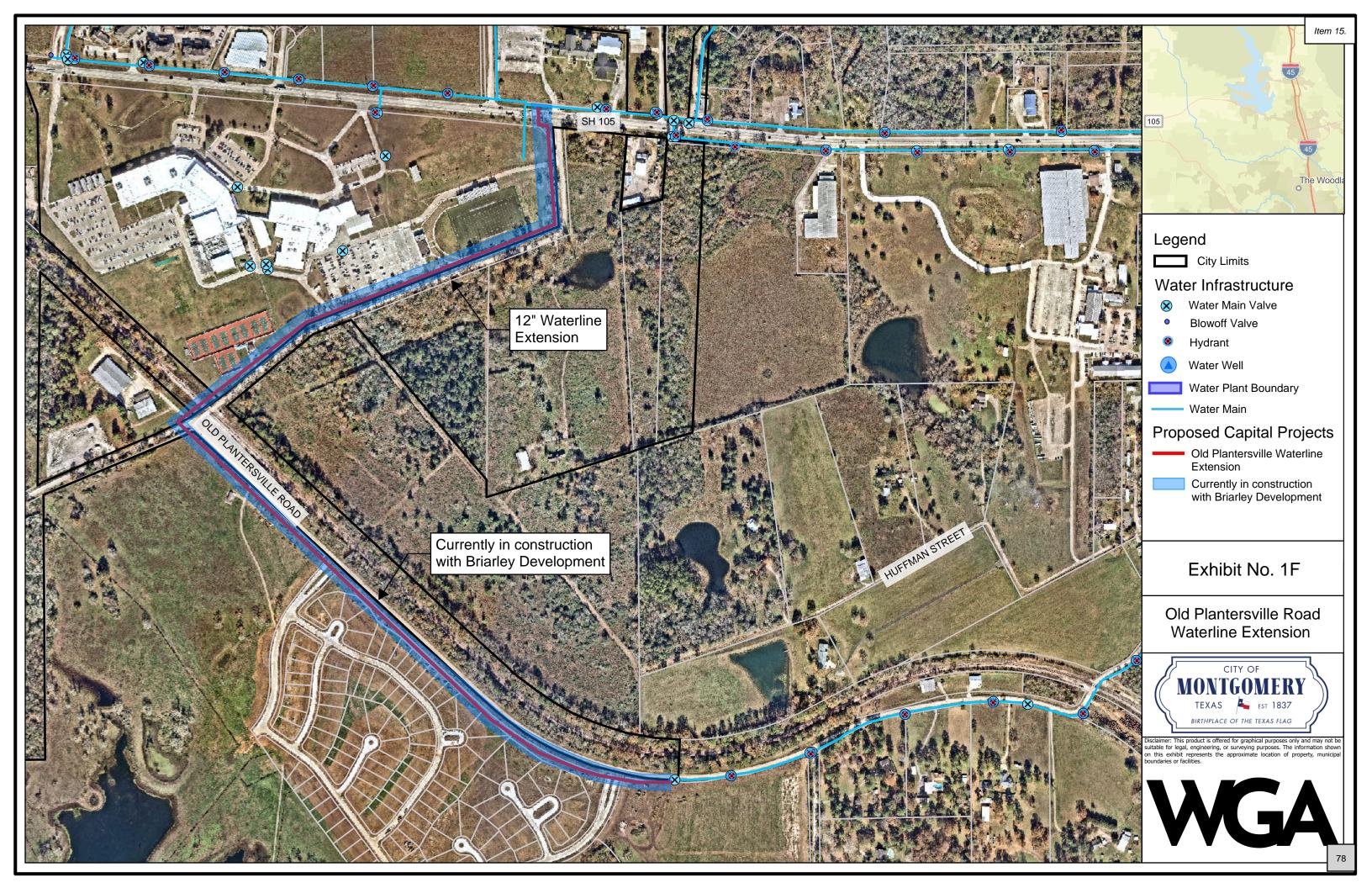




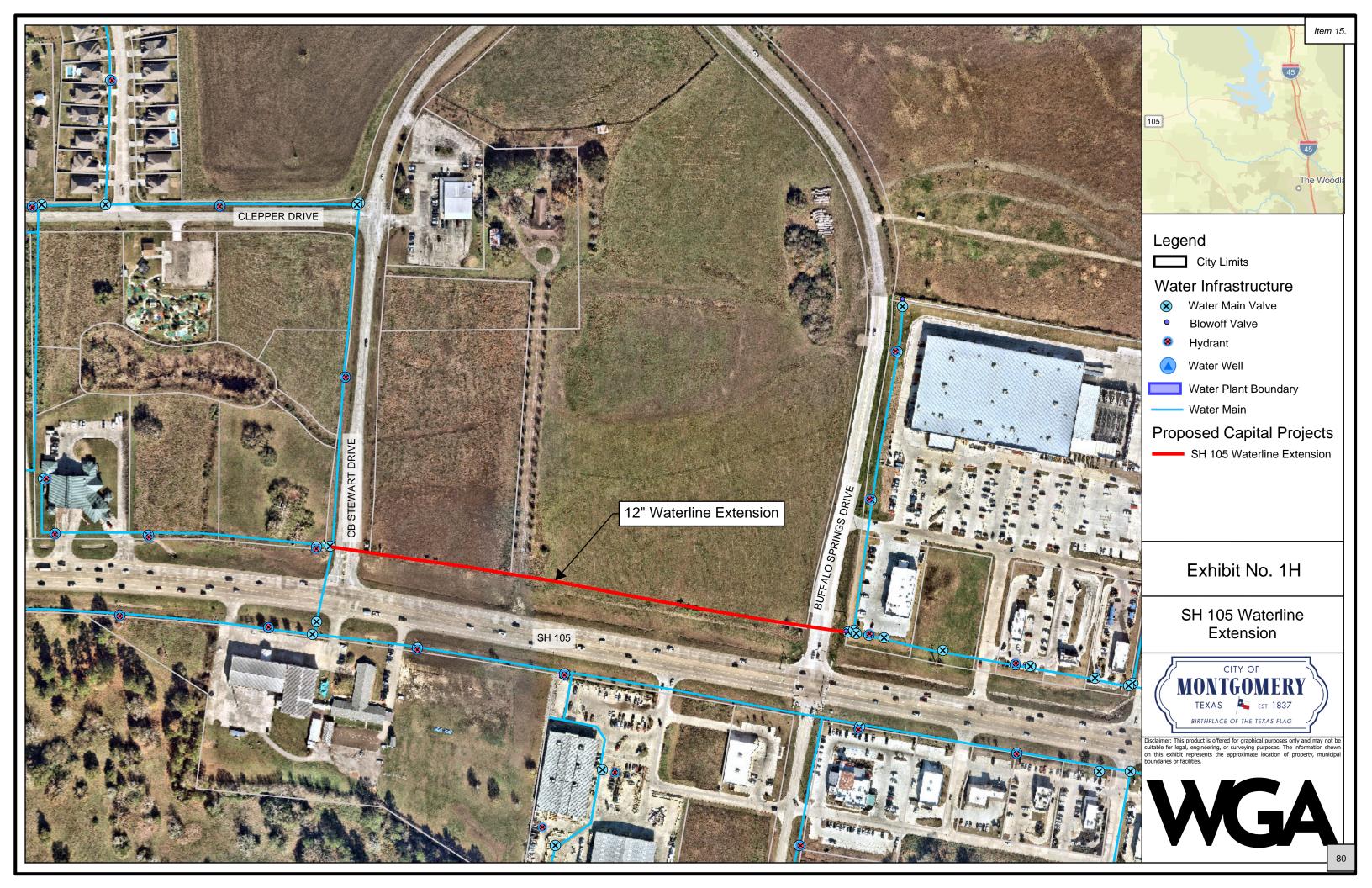


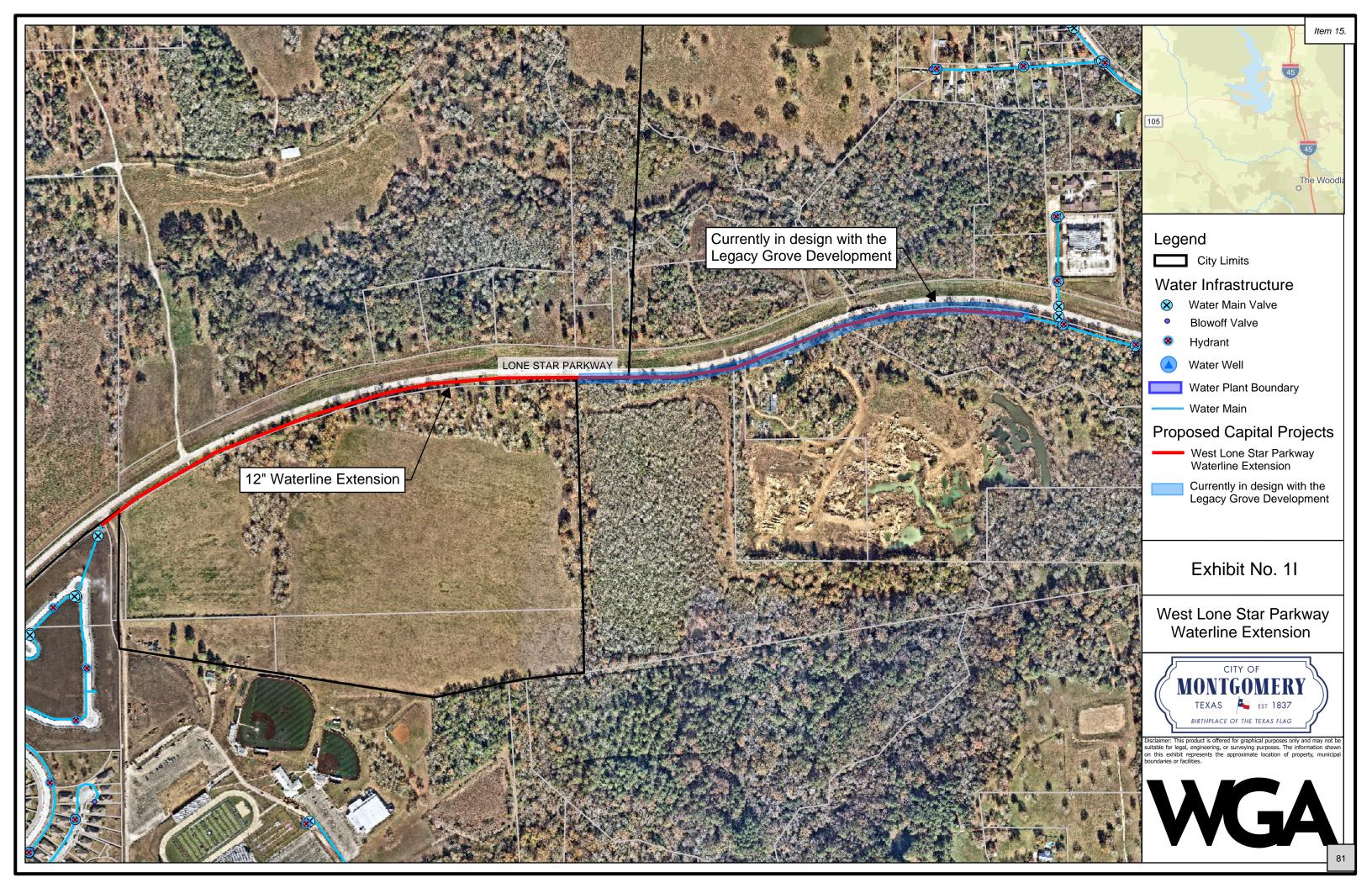


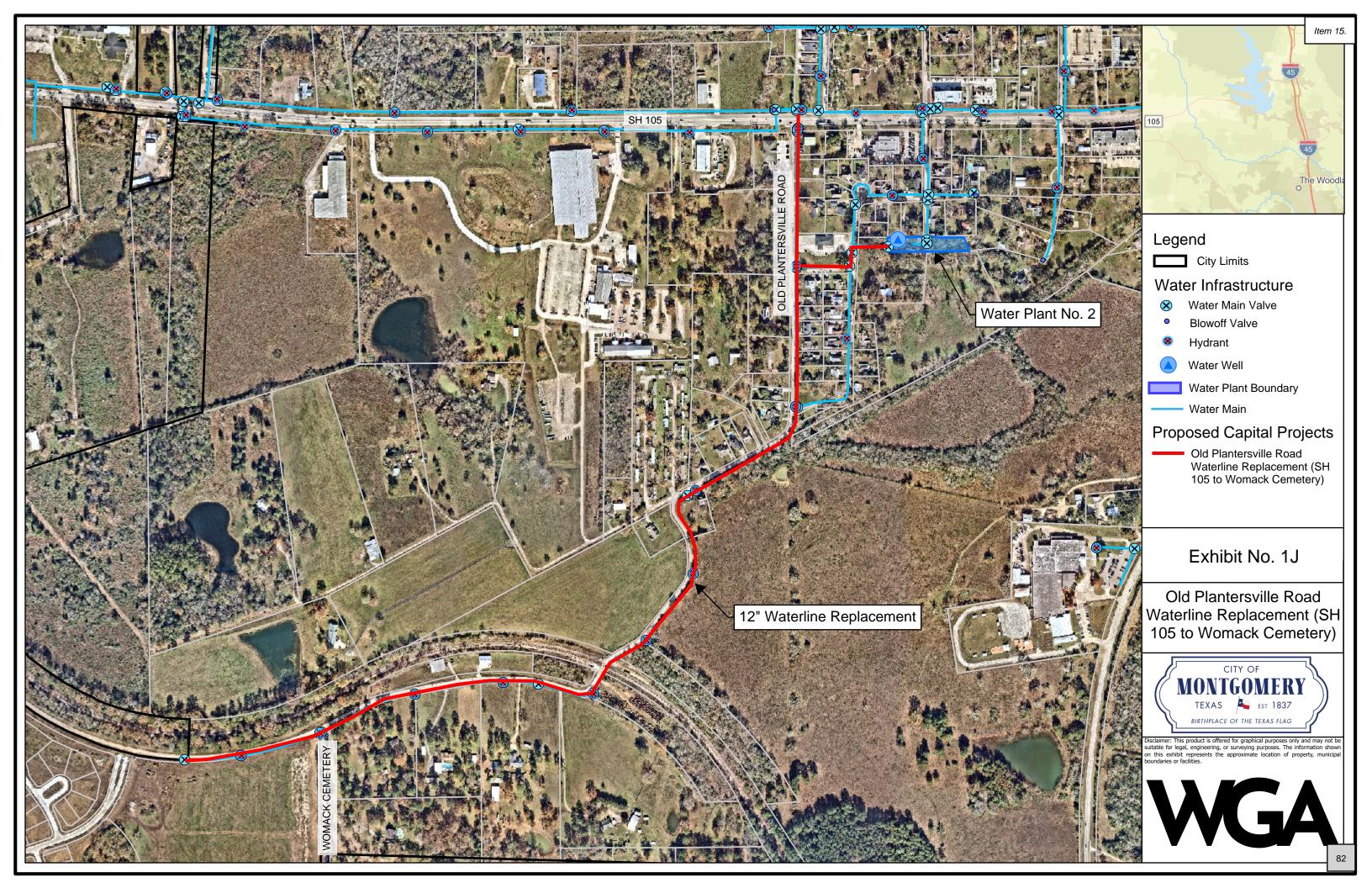




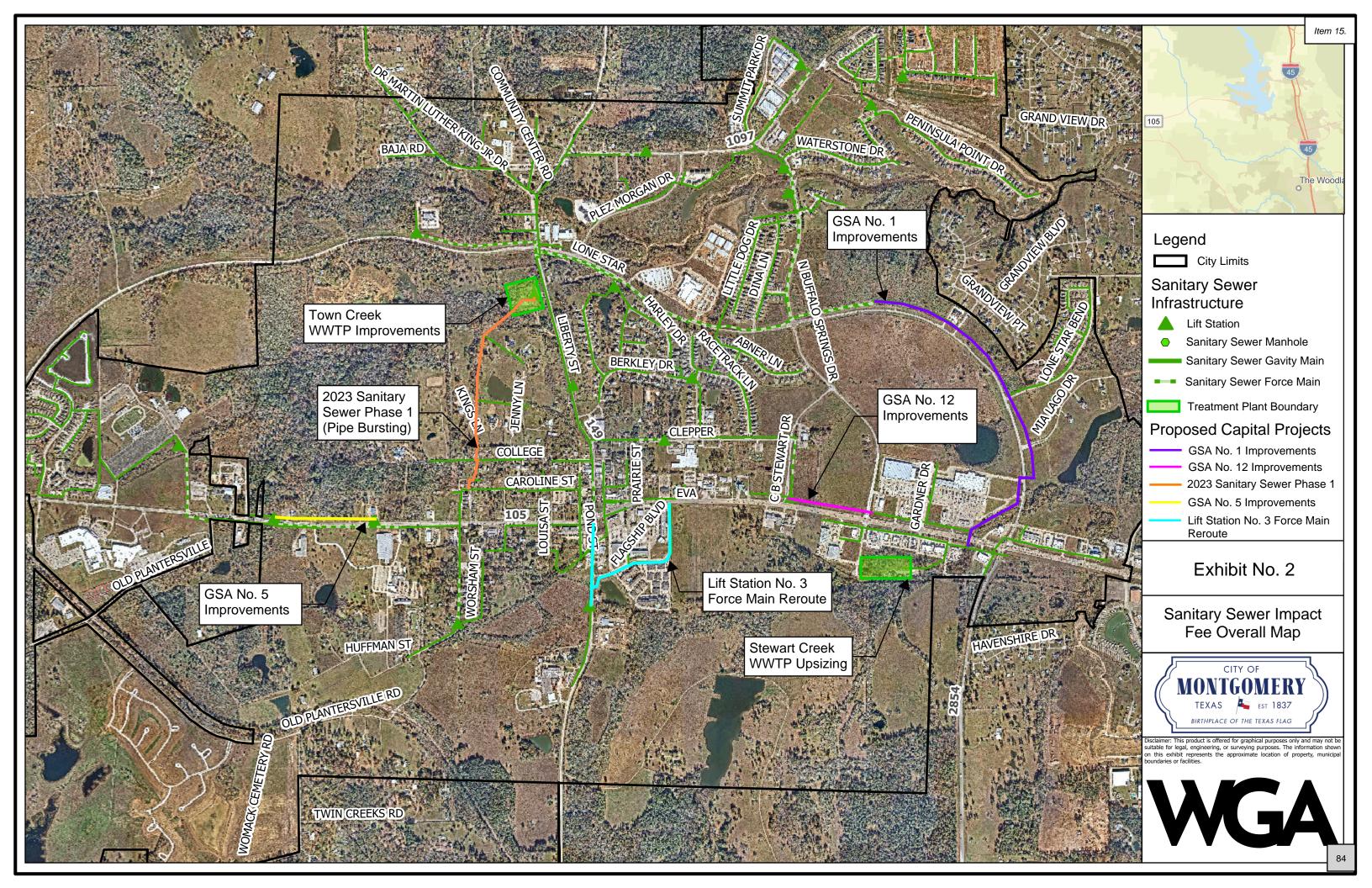


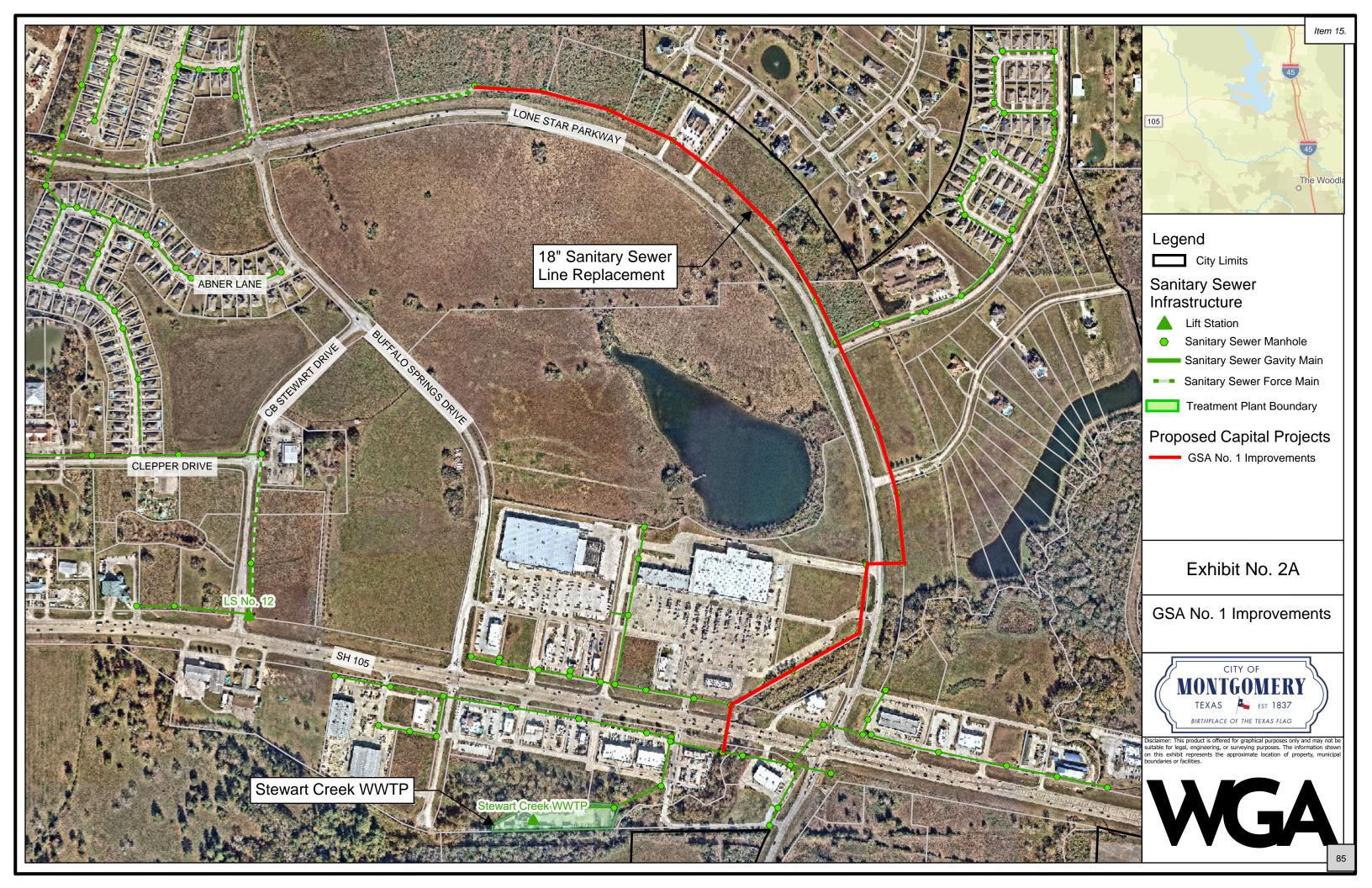


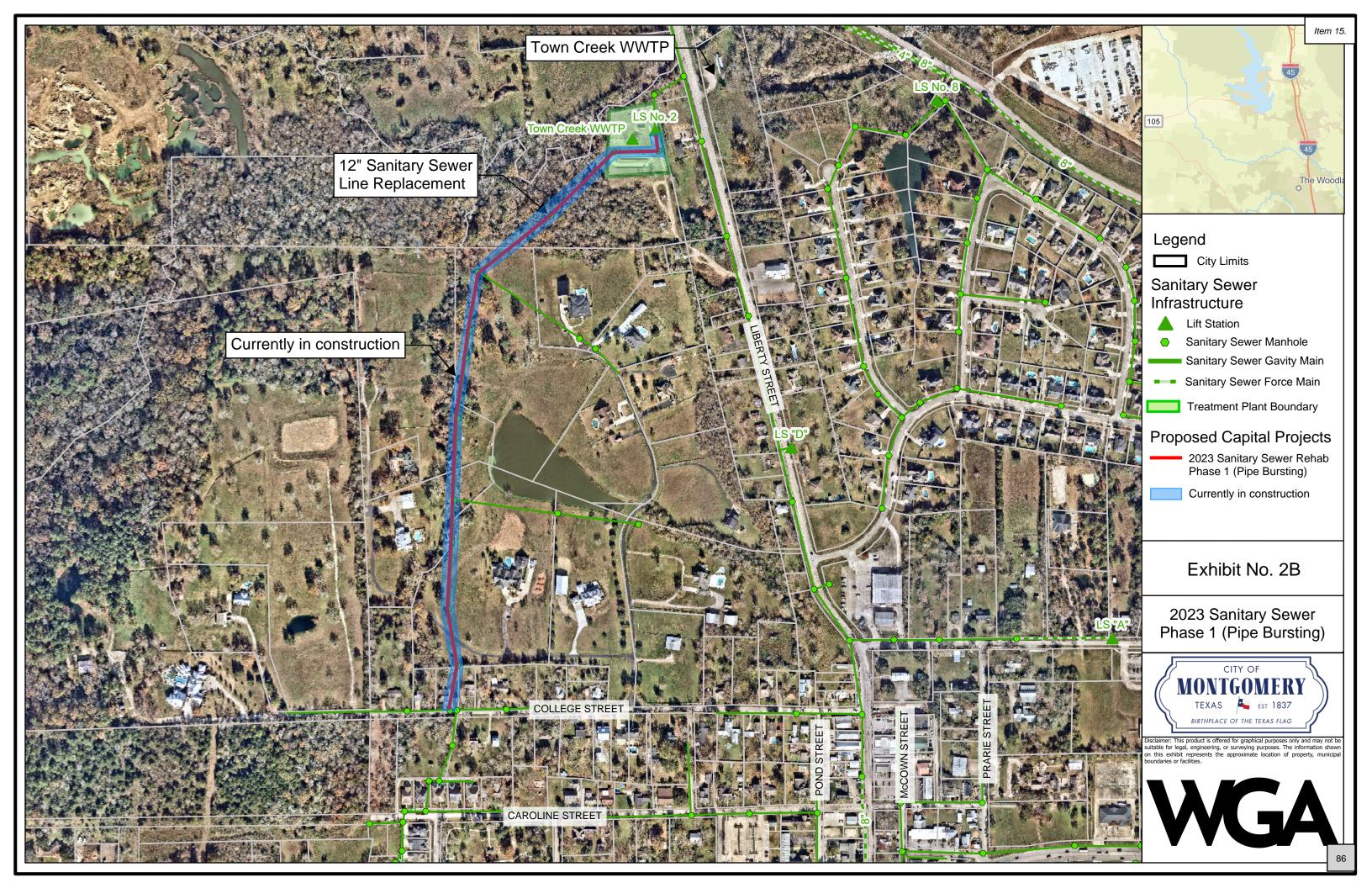




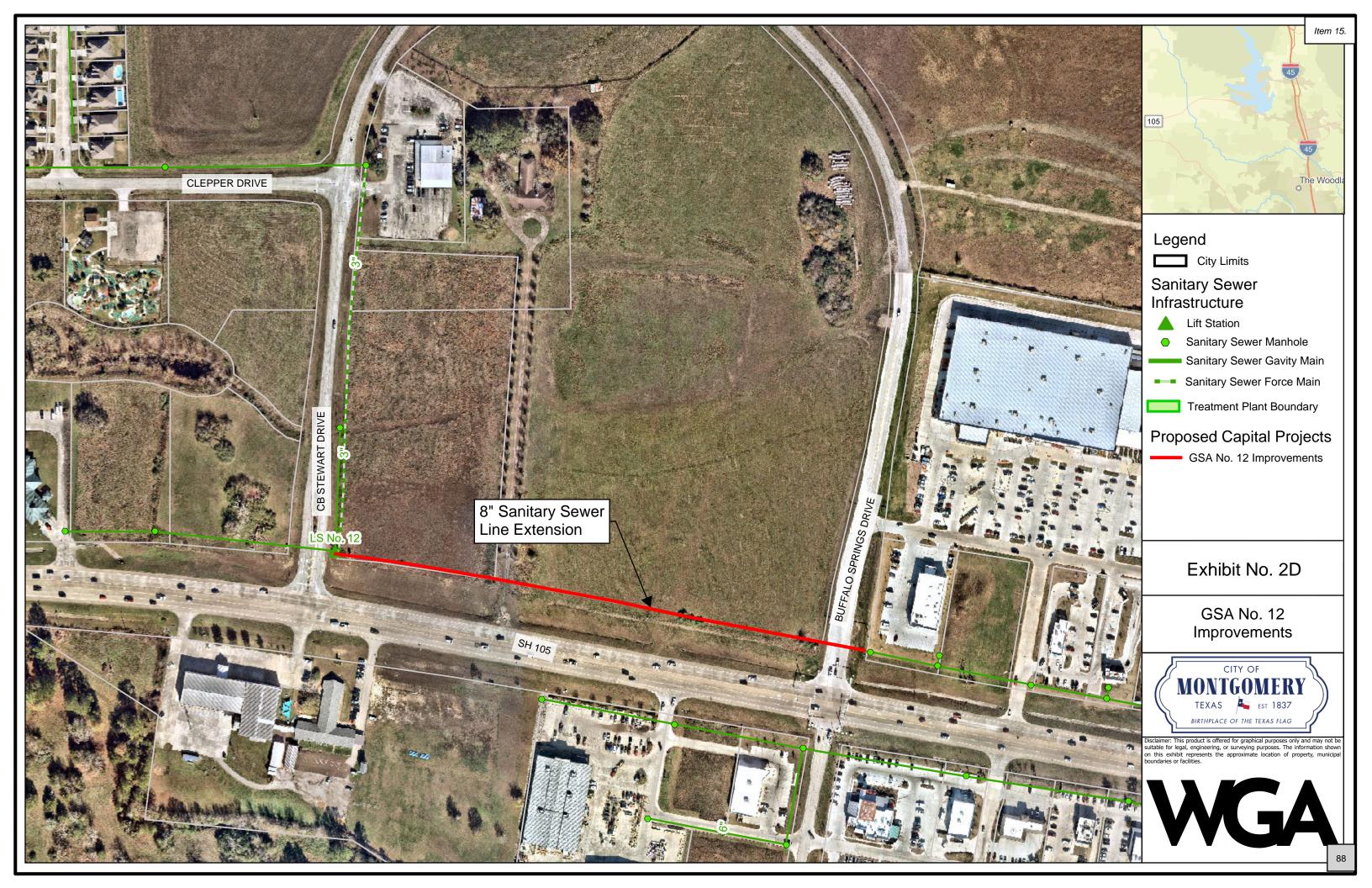




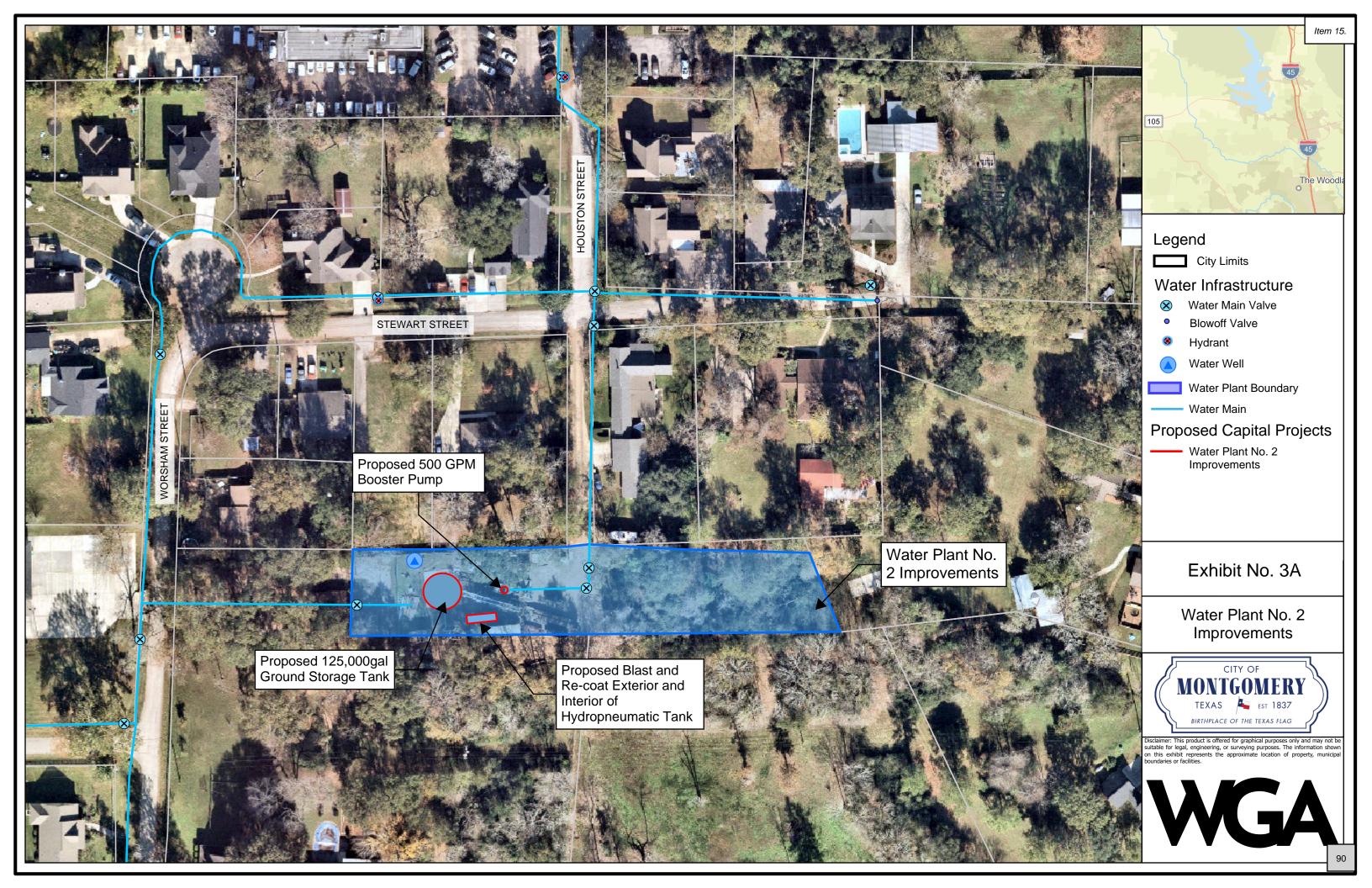


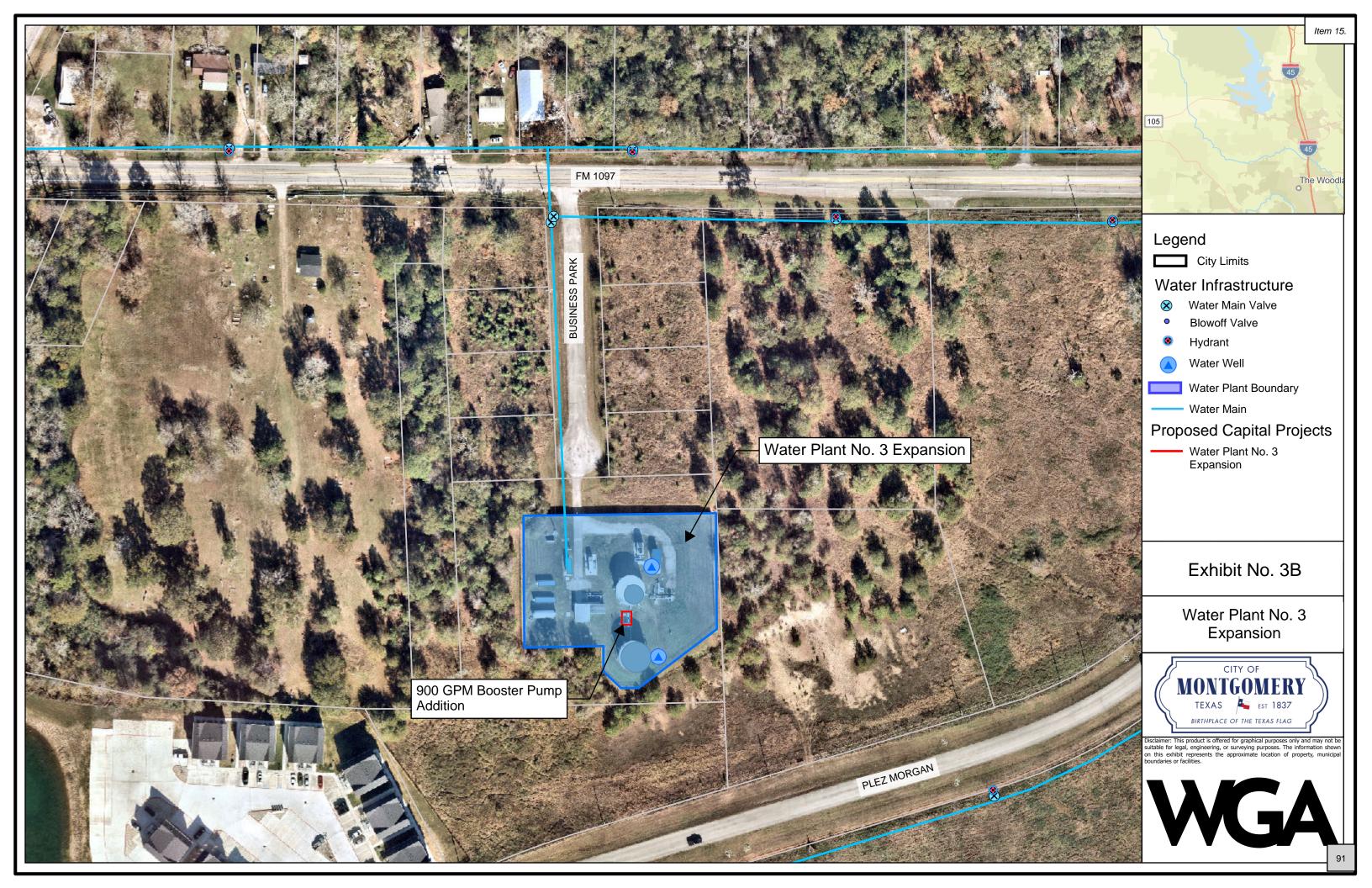




















Meeting Date: July 22, 2025	Budgeted Amount: N/A
Department: Administration	Prepared By: Maryann Carl

Subject

Consideration and possible action on an Ordinance of the City Council of the City of Montgomery, Texas amending the rates to be charged for solid waste collection service inside the City of Montgomery, Texas; providing for a penalty for failure to pay accounts; providing conditions upon which service will be resumed; repealing all conflicting ordinances; providing a savings clause; providing a Texas open meetings act clause; and providing an effective date.

Recommendation

Approve the item as presented.

Discussion

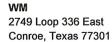
The attached letter from Waste Management explains, in detail, how the rate increase was calculated. As we enter year 2 of our 5-year contract with Waste Management, the rate increase of 3.19% will go into effect on August 1, 2025.

Base Rates will change as follows:

	Old Rate	New Rate
1 st Cart - Residential	\$24.94	\$25.74
1 st Cart - Commercial	\$30.99	\$31.98
Extra Cart	\$9.67	\$9.98
Lost/Stolen Cart	\$90.64	\$93.53
Extra Service Tag	\$2.25	\$2.32

The City will continue to assess a 5% administrative fee to the fees above.

Approved By		
City Administrator	Brent Walker	Date: 7/9/2025





July 01, 2025

City of Montgomery c/o Brent Walker, City Administrator PO Box 708 Montgomery, Texas 77356

Re: Contract - Price Adjustment - 2025 Annual Adjustment

Dear Mr. Brent Walker,

Pursuant to Section 9.01 entitled, *CPI Adjustment* and 9.02 entitled, *Fuel Adjustment* of the Municipal Solid Waste and Transportation Agreement between the City of Montgomery ("City") and Waste Management of Texas Inc. ("WM"), Contractor may adjust Base Rates commencing on August 01, 2025, and continuing each anniversary date of this Agreement.

Provided for your notification is the reported percentage change in the annual Consumer Price Index for all Urban Consumers, Garbage and Trash Collection not seasonally adjusted (the "CPI"). The average CPI number for the period covering April 2023 to March 2024 was 598.048 and has increased to 622.711 covering a period from April 2024 to March 2025. The percentage change in the reported average index has increased by 4.124%. Ninety percent (90%) of the average change in CPI, 3.71%, will be applied to Base Rates in Schedule A. The US Bureau of Labor Statistics currently publishes these values on their website at the following location: https://data.bls.gov/pdq/SurveyOutputServlet

Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Total	Average
580.124	587.431	589.812	596.167	597.347	596.997	597.569	601.631	602.164	606.773	610.551	610.015	7176.581	598.048
Apr-24	May-24	Jun-23	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25		
611.073	609.538	611.946	614.089	615.880	619.640	621.632	627.127	627.807	629.803	641.938	642.053	7472.526	622.711
30.95	22.11	22.13	17.92	18.53	22.64	24.06	25.50	25.64	23.03	31.39	32.04	Difference	24.662
5.335%	3.763%	3.753%	3.006%	3.103%	3.793%	4.027%	4.238%	4.258%	3.795%	5.141%	5.252%		0.04124
												%	4.124

In addition, Base Rates shall be adjusted by ten percent (10%) of the percentage change in annual average cost of Natural Gas between the current and preceding 12-month period as reported by Energy Information Administration of the US Department of Energy ("EIA/DOE)'s for Commercial Price Texas Natural Gas. The average fuel cost for the period covering April 2023 to March of 2024 was \$9.632 and has decreased to \$9.126 (-5.252%) for the period covering April 2024 to March 2025. Ten percent (10%) of the average percentage change in Natural Gas is -0.53%, and will be applied to Base Rates in Schedule A. EIA/DOE publishes these values for Natural Gas at the following location: https://www.eia.gov/dnav/ng/hist/n3020tx3m.htm



WM 2749 Loop 336 East Conroe, Texas 77301

Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24	Feb-24	Mar-24	Total	Average
9.380	9.540	9.260	10.150	10.590	10.180	10.040	9.650	9.440	8.960	9.240	9.150	115.580	9.632
Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24	Oct-24	Nov-24	Dec-24	Jan-25	Feb-25	Mar-25		
9.410	9.570	9.750	9.810	9.770	10.090	10.510	0.000	10.120	9.430	10.110	10.940	109.510	9.126
0.03	0.03	0.49	-0.34	-0.82	-0.09	0.47	-9.65	0.68	0.47	0.87	1.79	Difference	-0.506
0.320%	0.314%	5.292%	-3.350%	-7.743%	-0.884%	4.681%	#######	7.203%	5.246%	9.416%	19.563%		-0.05252
												%	-5.252

A summary of the annual adjustment due to CPI and Fuel is included in the table below.

		Previous	Current	Percentage	Weighted Percentage
	Weight (%)	Year	Year	Change (%)	Change (%)
CPI	90%	598.048	622.711	4.12%	3.71%
CNG	10%	9.632	9.126	-5.25%	-0.53%
		3.19%			

The current Base Rates will be adjusted by 3.19% and become effective August 1, 2025. The price matrix below includes the annual adjustments applied to base rates in Schedule A of the current Agreement. We appreciate the trust and confidence you have placed in our WM team to meet the waste and recycle collection needs of the City of Montgomery. Thank you for your partnership and continued opportunities to serve the City. Please feel free to contact me at 832-928-8380 should you have any questions.

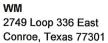
Sincerely,

Tiana Smith

Public Sector Solutions Manager

tsmith71@wm.com

D: 832.928.8380





City of Montgomery Effective 08-01-2025 Schedule A Base Rates

Residential Single Family Collection Rates

Residential Rates	\$25.74	1 x weekly Trash & Recycling in a 96-gal cart. Rate includes At Your Door
Extra Trash Cart	\$9.98	Limit 4 Carts
Extra Cart Recycle	\$9.98	Limit 4 Carts
Lost/Stolen Cart	\$93.53	
Extra Service Tag	\$2.32	

Commercial Hand Load Collection Rates

Commercial Rate	\$31.98	1 x weekly Trash & Recycling in a 96-gal cart.
Extra Trash Cart	\$9.98	Limit 4 Carts
Extra Recycling Cart	\$9.98	Limit 4 Carts
Lost/Stolen Cart	\$93.53	

City of Montgomery Roll Off Rates (for city use only)

Container Size / Type	Delivery Rate	Hauling Rate
20 Yard (Open Top)	\$134.16	\$444.93
30 Yard (Open-Top)	\$134.16	\$519.07
40 Yard (Open-Top)	\$134.16	\$668.85

ORDINANCE NO. 2025-XX

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MONTGOMERY, TEXAS AMENDING THE RATES TO BE CHARGED FOR SOLID WASTE COLLECTION SERVICE INSIDE THE CITY OF MONTGOMERY, TEXAS; PROVIDING FOR A PENALTY FOR FAILURE TO PAY ACCOUNTS; PROVIDING CONDITIONS UPON WHICH SERVICE WILL BE RESUMED; REPEALING ALL CONFLICTING ORDINANCES; PROVIDING A SAVINGS CLAUSE; PROVIDING A TEXAS OPEN MEETINGS ACT CLAUSE; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Council of the City of Montgomery, Texas has entered into a contract with Waste Management of Texas, Inc. for the collection of garbage within the City in those areas served by the City; and

WHEREAS, the agreement between the City of Montgomery, Texas and Waste Management of Texas, Inc. requires a specific increase based on CPI and fuel costs; and

WHEREAS, all residential, commercial and industrial customers of the City are required to use the service provided by Waste Management of Texas, Inc.; and

WHEREAS, Waste Management of Texas, Inc. has notified the City of a contract renewal price adjustment for Residential and Commercial service rates in accordance with the agreement.

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

Section 1. Garbage Rates.

There shall be charged and collected by the City from each resident user and commercial customer for garbage and trash pickup the following rates (see Schedule A attached – Base Rates) plus a 5% fee to cover administrative costs:

Residential:

Price per home per month (combined collection services):	\$25.74
Additional solid waste or/and recycling cart per cart per month:	\$9.98
Lost or stolen replacement (direct billed to resident per cart):	\$93.53
Extra Service Tag	\$2.32

Commercial:

Price per WM 96 gal cart:	\$31.98
Additional solid waste cart per cart per month:	\$9.98
Lost or stolen replacement (direct billed to business per cart)	\$93.53

Ordinance Page 1 of 3

Section 2. Time and Place of Payment.

All customer accounts for garbage and trash pickup service shall be billed on a monthly basis. Payments shall be due and payable within fifteen (15) days after the bill is mailed. Payment shall be made at the City Hall, City of Montgomery, Texas, located at 101 Old Plantersville Road, or by mail at 101 Old Plantersville Road, Montgomery, Texas 77316. It shall be prima facia evidence that a billing has been received by a customer if the bill has been deposited in the U.S. Mail, postage paid.

Section 3. Penalties for Late Payment.

There shall be added to each account for garbage and trash services which are not paid as provided in Section I herein, a sum equal to ten percent (10%) of the amount of said account, as a penalty for late payment more than fifteen (15) days past the due date.

Section 4. Discontinuance of Service.

Garbage and trash service to any customer whose account is more than twenty (20) days delinquent shall be cut-off, and the charge therefore will be Twenty-Five Dollars (\$25.00) for resumption of service.

Section 5. Repealing Clause.

Any conflicting provisions of any other City ordinance are hereby repealed.

Section 6. Savings Clause.

If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be unconstitutional, void, or invalid, the validity of the remaining portion of this Ordinance shall not be affected hereby, it being the intention of the City Council of the City of Montgomery in adopting and of the Mayor in approving this Ordinance, that no portion hereof or provisions or regulation contained herein shall become inoperative or fail by reason of any unconstitutionality or invalidity of any other portion, provision or regulation.

Section 7. Texas Open Meetings Act.

It is hereby officially found and determined that the meeting at which this Ordinance was considered was open to the public as required and that the public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

Section 8. Effective Date.

This Ordinance shall take effect and be in force after City Council approval.

Ordinance Page 2 of 3

PASSED AND APPROVED by the City Council of the City of Montgomery, Texas, on the 22nd day of July 2025.

	CITY OF MONTGOMERY, TEXAS
	Sara Countryman, Mayor
ATTEST:	
Ruby Beaven, City Secretary	
Ruby Beaven, City Secretary	

Ordinance Page 3 of 3

Meeting Date: 7/22/2025	Budgeted Amount:
Department: Administration	Prepared By: WGA

Subject

Consideration and Possible Action on formally ending the warranty period and releasing the maintenance bond for the Lift Station No. 10 Improvements project.

Recommendation

WGA and Staff recommend that Council formally end the one-year warranty period and release the maintenance bond for the project.

Discussion

The Engineer's memo and supporting documents are attached.

The warranty inspection was held on June 24, 2025, and found no deficiencies at the Lift Station. As a reminder, this project entered the one-year warranty period on July 17, 2024, and was funded by Pulte Homes.

Approved By		
City Staff	Ruby Beaven	Date: 07/09/2025



July 7, 2025

The Honorable Mayor and City Council City of Montgomery 101 Old Plantersville Road Montgomery, Texas 77316

Re: Warranty Release

Lift Station No. 10 Improvements

City of Montgomery

Dear Mayor and City Council:

As you are aware, the Lift Station No. 10 Improvements project is completed, forcemain and lift station are operational. The one-year warranty inspection was held on June 24, 2025, and no deficiencies were identified at the lift station or along the constructed forcemain.

As a reminder, this project entered the warranty period on July 17, 2024, and was funded by Pulte Homes. We recommend formally ending the warranty period and releasing the maintenance bond for the project.

If you have any questions or comments, please do not hesitate to contact me.

Sincerely,

Chris Roznovsky, PE

Chris Romast

City Engineer

CVR/zlgt

Z:\00574 (City of Montgomery)_900 General Consultation\Correspondence\Letters\2025\2025.07.07 MEMO To Council Lift Station No. 10 Warranty Release.docx

Enclosures: Maintenance Bond Release Letter

Ms. Corinne Tilley - City of Montgomery, Planning & Development Administrator & Code Cc (via email):

Enforcement Officer

Mr. Brent Walker – City of Montgomery, City Administrator Ms. Ruby Beaven – City of Montgomery, City Secretary Mr. Alan Petrov – Johnson Petrov, LLP, City Attorney



June 25, 2025

The Honorable Mayor and City Council City of Montgomery 101 Old Plantersville Road Montgomery, TX 77316

Re: One-Year Warranty Inspection

Lift Station No. 10 Improvements

City of Montgomery TIN No. 74-263592

Dear Mayor and Council:

Ward, Getz & Associates LLC held the one-year warranty inspection for the referenced project on Tuesday, June 24, 2025 at 9:00 AM.

The following individuals were in attendance during the one-year warranty inspection:

Zachary Timms – Ward, Getz & Associates LLC Angel Romo Walle – Ward, Getz & Associates LLC Manuel Jr. – Faith Utilities, LLC Eric Standifer – City of Montgomery

No deficiencies were identified. Based on the following, we recommend the City of Montgomery officially end the warranty for the project and release maintenance bond.

If you have any questions or comments, please do not hesitate to contact me.

Sincerely,

Sean Donahue, PE

Construction Department Manager

SD/cnf

cc (via email): Mr. Brent Walker – City of Montgomery, City Administrator

Ms. Corinne Tilley – City of Montgomery, Code Enforcement Officer and P&D Administrator

Ms. Ruby Beaven – City of Montgomery, City Secretary

Mr. Mike Muckleroy – City of Montgomery, Director of Public Works

Mr. Alan Petrov – Johnson Petrov, LLP, City Attorney

Mr. Chris Roznovsky, PE – Ward, Getz, & Associates, LLC, City Engineer

Meeting Date: 7/22/2025	Budgeted Amount:
Department: Administration	Prepared By: WGA

Subject

Consideration and possible action on BCS Capital Development Agreement and authorize the Mayor to execute the agreement.

Recommendation

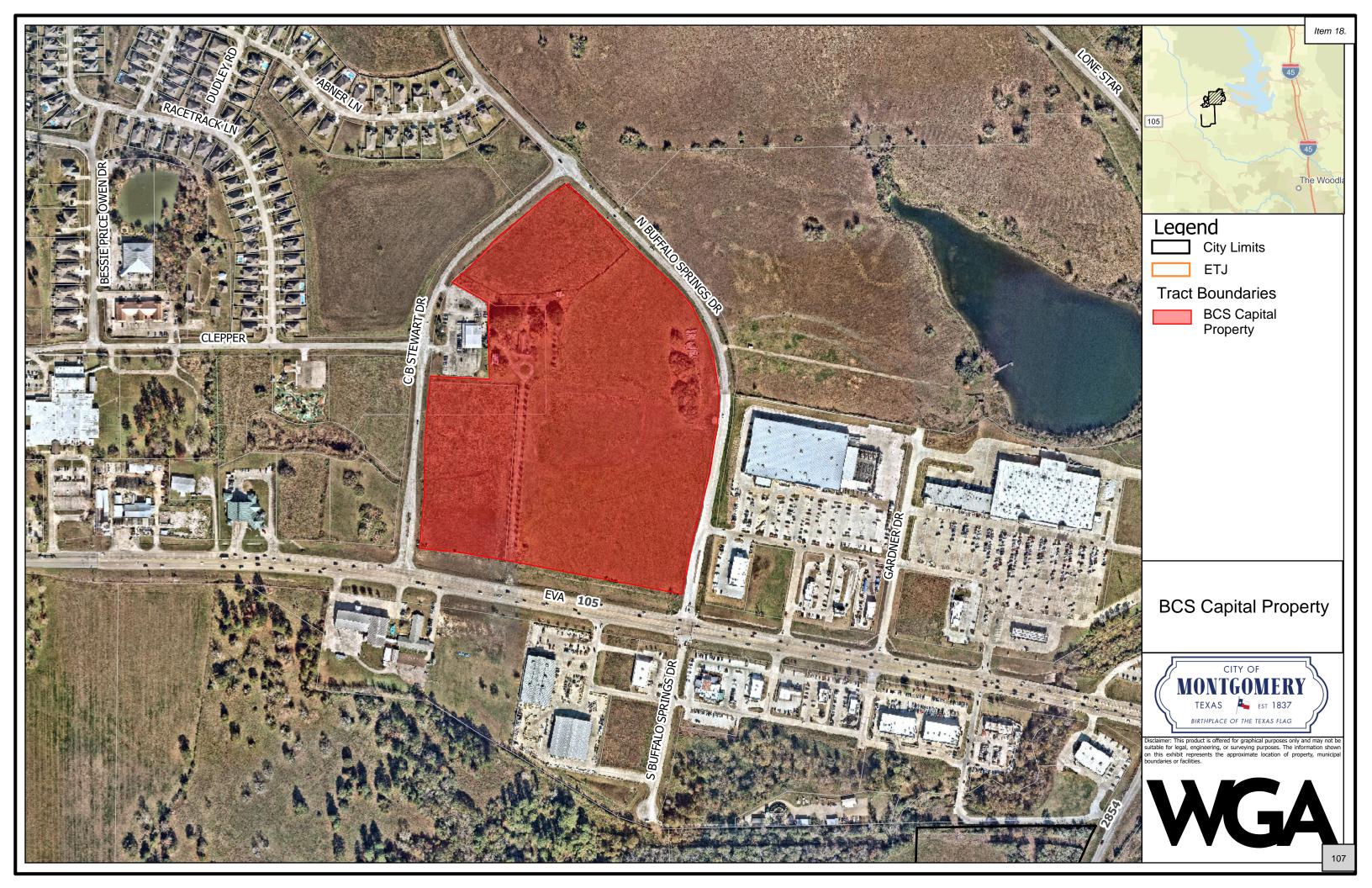
WGA and Staff recommends that City Council authorize the Mayor to execute the Development Agreement as presented or provide comments.

Discussion

The draft development agreement for the BCS Capital Development will be provided as a handout at the July 22^{nd} Council meeting. This agreement is being reviewed by the Developer, and City Staff.

The BCS Development is approximately 38-acres located along the frontage of SH 105, between Buffalo Springs Drive and CB Stewart Drive. See the attached exhibit for the approximate development location.

Approved By		
City Staff	Ruby Beaven	Date: 07/10/2025



Meeting Date: 07/022/2025	Budgeted Amount: \$1,660 to \$2,835
Department: City Council	Prepared By: Stephanie Johnson

Subject

Consideration and possible action on a partnership agreement with Montgomery Neighbors Magazine to promote city initiatives, promoting the City of Montgomery and calendar of events.

Recommendation

Staff recommend approving the partnership agreement for Fy 2026 budget

Discussion

Advertising Options Summary – Montgomery Neighbors Magazine

Tier 1 Advertising Options Ad Sizes: Full-page or half-page

Format: Print only or combined print + digital options

Monthly Rates:

Print Only / Print + Digital: Ranges from \$1,660 to \$2,835

Commitment: 12-month contract required

Audience & Reach

Distribution: Monthly delivery to 11 local neighborhoods in Montgomery

Content Highlights:

Monthly Mayor's Letter

Updates on City Initiatives and Local Events

A Community Calendar promoting local happenings

Digital Package Perks

Additional digital features are available when choosing the print + digital package (exact features not listed but likely include web/social promotion, tracking metrics, etc.)

Approved By		
City Secretary & Director of Administrative Services		Date:
	Ruby Beaven	07/07/25
City Administrator		Date:
	Brent Walker	07/07/25



MEET OUR TEAM



Jan McKemy Publisher



Andrea KatenContent Coordinator



Lily Plouvier *Photographer*



ELEVATE MONTGOMERY'S VISIBILITY

Mission: Put Montgomery in the spotlight—amplify awareness, drive engagement, and inspire community pride.

Reach thousands of residents and visitors every month

Connect with locals and newcomers in meaningful, memorable ways

Showcase the city's growth, events, and leadership in a bold new light



MAXIMUM EXPOSURE WITH PRINT & DIGITAL PRESENCE

3,000+ households 77356 + 77316

Bonus ½-page mayor letter

Visibility downtown & Welcome Center

50 magazine delivered per month

Why It Matters:

Print ads get held, read, remembered—and shared.

Digital Ads = 70K+ impressions

Social Media -Increase exposure

Your Message Everywhere—All the Time

Digital Reach

Facebook/Instagram Digital Ads: Up to 20K impressions/month

Google/Bing Ads: Up to 50K/month

Retargeting Viewers: Stay top-of-mind

Social Media: Consistently show up

The Impact

Constant visibility

More eyes = More engagement = Stronger community

DASHBOARD

- One-on-one

 onboarding to set
 up your
 dashboard
- Save time:
 manage listings &
 reviews in one
 place

- Stay in control
- Track performance in realtime
- Access to statistics 24/7

BEFOUND INSTANTLY. BECHOSEN FIRST.

Online Presence Amplified:

Listed on 50+platforms

Accurate, updated city info

Reputation Management:

Monitor & respond to reviews

Build trust with community



CITY CALENDAR SPOTLIGHT

City Events Featured:

Neighborhood & monthly calendars

Results:

Higher attendance Stronger community engagement



SOCIAL MEDIATHATIS BRINGSTHE CITY TO LIFE

Authentic Content

Real photos & moments captured at events

Cross-Platform Strategy

Facebook, Instagram, Google Business Profile weekly posting

Scheduled posts = consistent visibility

The Payoff

Loyal online following

Increased event participation

B V M BEST VERSION MEDIA

The Digital Pro Advantage

- Up to 840,000 impressions annually
- Seamless onboarding and expert support
- Consistent branding across platforms
- Professional graphic design included

Cost Efficiency:

Annual cost: \$ 46,020

Cost per impression: \$ 18.25 per person



PRICING

What's Included:

Full Page Ad (\$0.57 per home) | Digital Display Ads (20-50K Impressions) (Google, FB, Instagram. etc.)
Listings Management Across 50+ Search Sites (Google, Bing, etc.)

Reputation Management - (Google review monitoring and response)

Monthly 1/2-Page Mayor's Letter | City Calendar

Social Media Management: Weekly Posting, content creation, event coverage.

All graphic design included | Inflation Insurance | Digital Onboarding Training

\$3,835.00/mo. | Annual \$46,020



Montgomery City Council AGENDA REPORT

Meeting Date: 07/22/2025	Budgeted Amount: NONE
Department: Administration	Prepared By: WGA

Subject

Consideration and possible action on the acceptance of the Old Plantersville Forcemain Extension Project and authorize the City Administrator to sign the Certificate of Acceptance.

Recommendation

WGA and Staff recommend that City Council accept the public forcemain infrastructure and enter the One-Year Warranty as of October 25, 2024, and authorize the City Administrator to sign the Certificate of Acceptance.

Discussion

The Engineer's memo and supporting documents are attached.

WGA recommends approval of the Certificate of Acceptance, Certificate of Substantial Completion, and entering into the 1- year warranty period as of 10/25/2024.

As a reminder, the project was completed by Johnson Development Company as part of their Briarley Development. As part of the project requirements, Briarley extended a 6" public forcemain beginning at Womack Cemetery Road discharging into an existing manhole along Old Plantersville Road near the intersection with Rankin Road.

Approved By		
City Staff	Ruby Beaven	Date: 07/15/2025



July 14, 2025

City Council
City of Montgomery
101 Old Plantersville Rd.
Montgomery, Texas 77316

Re: Acceptance of Public Forcemain Infrastructure

Old Plantersville Forcemain

City of Montgomery

Dear Mayor and City Council:

We conducted a final inspection of the above referenced project on September 12, 2024, and found the project to be substantially complete in accordance with the approved plans and specifications on October 25, 2024. At that time, the only remaining punchlist item was for the contractor to establish vegetation along the project route which has recently been completed. We recommend the City accept the public forcemain infrastructure, and begin the one-year warranty period, which will end on October 25, 2025.

As a reminder, the project was completed by Johnson Development Company as part of their Briarley Development.

If you have any questions or comments, please do not hesitate to contact me.

Sincerely,

Chris Roznovsky, PE City Engineer

Chris Romans

CVR/zlgt

Z:\00574 (City of Montgomery)_900 General Consultation\Correspondence\Letters\2025\2025.07.08 MEMO to Council RE Old Plantersville Force Main Acceptance -.docx

Enclosures: Final Project Punchlist

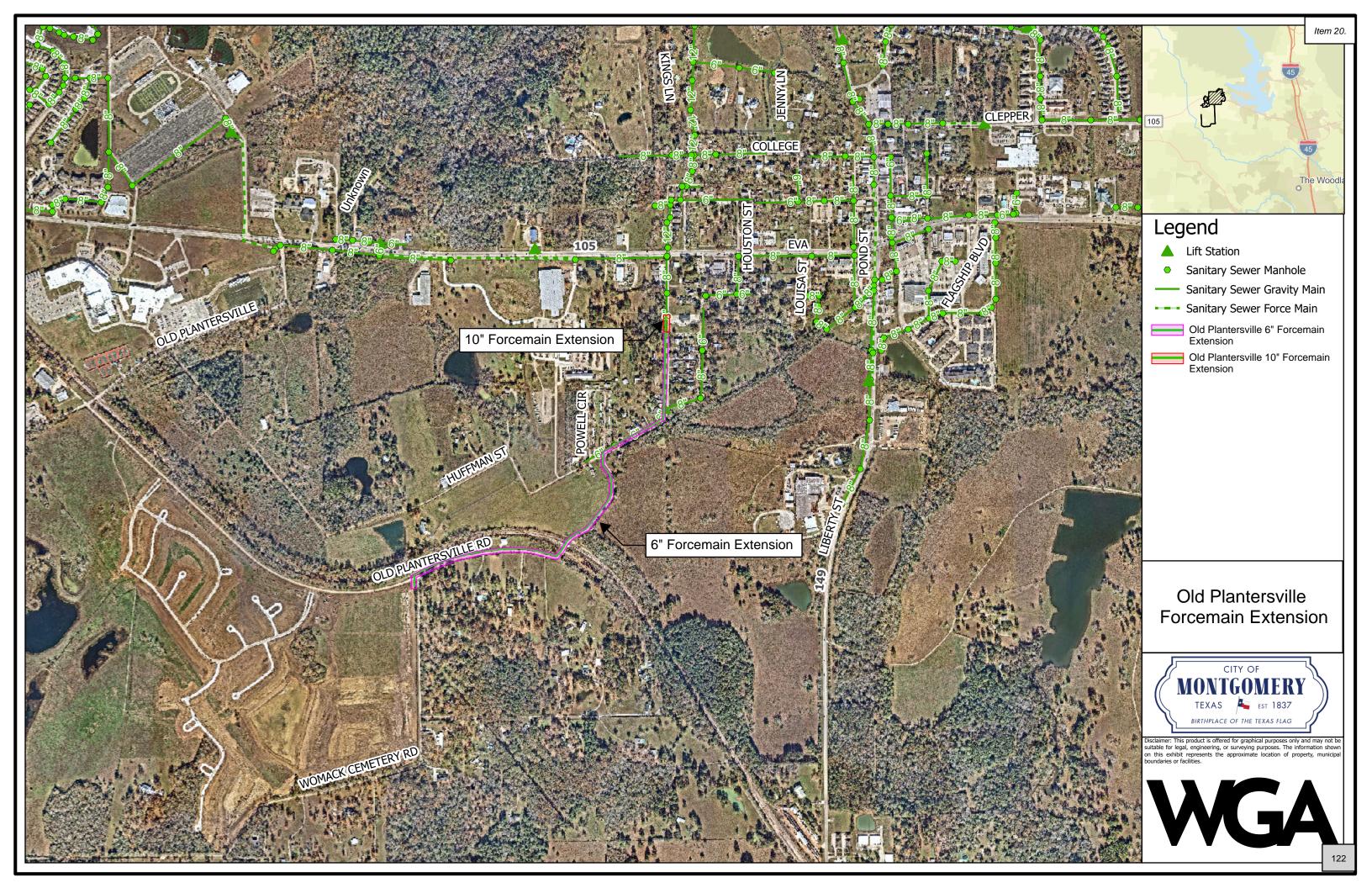
Cc (via email): Ms. Corinne Tilley - City of Montgomery, Planning & Development Administrator & Code

Enforcement Officer

Mr. Brent Walker – City of Montgomery, City Administrator Ms. Ruby Beaven – City of Montgomery, City Secretary

Mr. Mike Muckleroy – City of Montgomery, Director of Public Works

Mr. Alan Petrov – Johnson Petrov, LLP, City Attorney





CERTIFICATE OF SUBSTANTIAL COMPLETION

October 25, 2024

Owner: The Honorable Mayor and City Council

City of Montgomery

101 Old Plantersville Road Montgomery, Texas 77316

Contractor: ISJ Underground Utilities, LLC

526 South Pine St. Arcola, TX 77583

Re: Old Plantersville Force Main Extension

City of Montgomery TIN No. 74-2063592

Dear Mayor and Council,

We have observed the subject project constructed by the CONTRACTOR and find it to be substantially complete in accordance with the approved plans and specifications. The project was periodically observed during construction by our field project representative

We also recommend that the Contractor's warranty period of one-year begin October 25, 2024.



Sincerely,

Sean Donahue, PE

Construction Department Manager

(Professional Engineer Seal of Approval)

Z:\00574 (City of Montgomery)\005 Old Plantersville Road Force Main Extension\Docs\CA\6. Pay Estimates & Change Orders\Pay Estimates\Pay Estimate No. 7\COSC & COA - City.docx

CERTIFICATE OF ACCEPTANCE

July 14, 2025

Mr. Jose Vera ISJ Underground Utilities, LLC 526 South Pine St. Arcola, TX 77583

Re: Old Plantersville Force Main Extension

City of Montgomery TIN No. 74-2063592

Mr. Vera,

This is to certify that the City of Montgomery accepts the subject project on the basis of the Certificate of Substantial Completion issued by our Engineers at WGA, LLC, and understands that a guarantee shall cover a period of one-year beginning, October 25, 2024

Signatu	ire:
	Mr. Brent Walker
	City of Montgomery, City Administrator
Date A	pproved:

cc: Ms. Corinne Tilley – City of Montgomery, Code Enforcement Officer and P&D Administrator

Ms. Ruby Beaven - City of Montgomery, City Secretary

Mr. Mike Muckleroy – City of Montgomery, Director of Public Works

Mr. Alan Petrov – Johnson Petrov, LLP, City Attorney

Mr. Chris Roznovsky, PE – Ward, Getz, & Associates LLC, City Engineer



July 14, 2025

The Honorable Mayor and City Council City of Montgomery 101 Old Plantersville Road Montgomery, TX 77316

Re: Final Inspection

Old Plantersville Road Force Main Extension

City of Montgomery TIN No. 74-2063592

Dear Mayor and Council,

Ward, Getz & Associates LLC held a final inspection for the referenced project on Friday, March 28, 2025 at 10:00 AM. The punchlist of deficiencies noted during the inspection have been completed and/or corrected.

The following individuals were in attendance during the final inspection:

Sean Donahue, PE – Ward, Getz & Associates LLC Akeem Dunmoye – Ward, Getz & Associates LLC

Based on the following, we recommend the City of Montgomery officially start the Contractor's one-year warranty period on October 25, 2024.

If you have any questions or comments, please do not hesitate to contact me.

Sincerely,

Séan Donahue, PE

Construction Department Manager

SD/cnf

Z:\00574 (City of Montgomery)\005 Old Plantersville Road Force Main Extension\Docs\CA\5. Construction Admin & Inspections\B. Inspections\Reinspection\Punchlist completed\00574-005 Punchlist Complete.docx

cc (via email): Mr. Brent Walker - City of Montgomery, City Administrator

Ms. Corinne Tilley - City of Montgomery, Code Enforcement Officer and P&D Administrator

Ms. Ruby Beaven – City of Montgomery, City Secretary

Mr. Mike Muckleroy – City of Montgomery, Director of Public Works

Mr. Alan Petrov – Johnson Petrov, LLP, City Attorney

Mr. Jose Vera – ISJ Underground Utilities, LLC

Mr. Chris Roznovsky, PE – Ward, Getz, & Associates LLC, City Engineer



FINAL INSPECTION

Project: Old Plantersville Road Force Main Extension

Project Number: 00574-005-00 Engineer: Ward, Getz & Associates LLC Contractor: ISJ Underground Utilities, LLC

Inspection Date & Time: March 28, 2025 at 10:00 am

	Punchlist Details	Substantial Completion Inspection	One-Year Warranty
1	Seed with spring mix per spec and remove tire ruts at Old Plantersville Road Sta 12+20, STA 2+00 and STA 16+60	Х	
2	Regrade and establish flowline at Old Plantersville Road STA 12+40, STA 13+40 and STA 2+80	Х	
3	Regrade and establish flowline, seed with spring mix per spec at Old Plantersville Road STA 2+20	Х	
4	Regrade and establish flowline, remove low spots at Old Plantersville Road STA 4+40	Х	
5	Reseed with spring mix per spec at Old Plantersville Road STA 12+00 and STA 13+80	Х	

Z:\00574 (City of Montgomery)\005 Old Plantersville Road Force Main Extension\Docs\CA\5. Construction Admin & Inspections\B. Inspections\Re-inspection



Ward, Getz & Associates, LLC

#00574-005-00 - Old Plantersville Road Force Main Extension

Follow Up Inspection

City of Montgomery

Old Plantersville Force Main Extension

00574-005-00

Substantial Completion Follow Up Inspection

Created By SiteMax Systems **Created Date** Monday, July 14th, 2025

WGAWard, Getz & Associates, LLC

Project AddressMontgomery, Texas, US

#00574-005-00 - Old Plantersville Road Force Main Extension

Deficiency $\#1$ - Seed with spring mix per spec and remove tire ruts @ Old Plantersville Road STA 12+20, STA 2+00 and STA 16+60	<u>Link</u>
Deficiency #2 - Regrade and establish flowline @ Old Plantersville Road STA 12+40, STA 13+40 and STA 2+80	<u>Link</u>
Deficiency #3 - Regrade and establish flowline, Seed with spring mix per spec @ Old Plantersville Road STA 2+20	<u>Link</u>
Deficiency #4 - Regrade and establish flowline, Remove low spots @ Old Plantersville Road STA 4+40	<u>Link</u>
Deficiency #5 - Reseed with spring mix per spec @ Old Plantersville Road STA 12+00 and STA 13+80	<u>Link</u>

Report Date Created By 2025 SiteMax Systems

Item 20.

Project Address
Project Manager

, Montgomery, Texas

Super/Foreman

• Completed 5

1 Seed with spring mix per spec and remove tire ruts @ Old Plantersville Road STA 12+20, STA 2+00 and STA 16+60

StatusCompletedPriorityNoneTypeDeficiencyPhaseGeneral

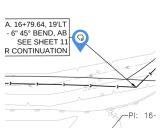








+ more



10. Issuance Date: 2024-10-28



09. Issuance Date: 2024-10-28



06. Issuance Date: 2024-10-28

Resolution Completed





+ more

+ more

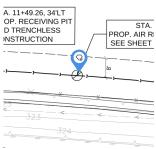








10. Issuance Date: 2024-10-<u> 28</u>



09. Issuance Date: 2024-10-<u>28</u>

Resolution Completed



+ more

Item 20.

#	3	Item	Regrade and establish flowline , Seed with spring mix per spec @ Old Plantersville Road STA 2+20 $$
Status	Completed	Priority	None
Туре	Deficiency	Phase	General



11. Issuance Date: 2024-10-28



11. Issuance Date: 2024-10-28

Resolution Regraded and seeded completed.

#	5	Item	Reseed with spring mix per spec @ Old Plantersville Road STA 12+00 and STA 13+80
Status	Completed	Priority	None
Туре	Deficiency	Phase	General
STA. 13+86.6 1 - 6" 22.5" BE IN 12" STEEL CASIN 900 PVC FORCE M (& BORE CONSTRI	IND, AB IG FOR AIN VIA JCTION	<u>G</u>	

SVILLE ROAD

13. Issuance Date: 2024-10-

<u> 28</u>

<u>28</u>

14. Issuance Date: 2024-10-