

**Notice of MEDC Regular and Annual Meeting  
Montgomery Economic Development Corporation (MEDC)  
AGENDA**

**January 16, 2023 at 6:00 PM**

**NOTICE TO THE PUBLIC IS HEREBY GIVEN** the Board of Directors will conduct its MEDC Regular and Annual Meeting scheduled for **6:00 PM on Monday, January 16, 2023**, at the City of Montgomery City Hall, 101 Old Plantersville Road, Montgomery, Texas.

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

**CALL TO ORDER**

**OPEN PUBLIC COMMENT**

**ANNUAL MEETING**

- [1.](#) Overview of 2022 Goals.
- [2.](#) 2023 Planning Goals.
- [3.](#) Consideration and possible action on the Annual Financial Report.
- [4.](#) Election of Officers for 2023.
- [5.](#) Approval of Signors for MEDC Banking Accounts.

**APPROVAL OF MINUTES**

- [6.](#) Consideration and possible action on the October 17, 2022 Regular Meeting Minutes.

**CONSIDERATION AND POSSIBLE ACTION:**

- [7.](#) Consideration and possible action on an Economic Development Grant Application for Old Montgomery Steakhouse.
- [8.](#) Consideration and possible action on a grant request for the Lone Star Street Dance.

**ECONOMIC DEVELOPMENT REPORTS**

- [9.](#) January 2023 Development Report.
- [10.](#) City Engineer's Report.

**BOARD INQUIRY**

**ADJOURNMENT**

/s/Dave McCorquodale

Dave McCorquodale, Assistant City Administrator for  
Rebecca Huss, President of MEDC

I certify that the attached notice of meeting was posted on the bulletin board at City of Montgomery City Hall, 101 Old Plantersville Road, Montgomery, Texas, on January 13, 2023 at 4:00 p.m.

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*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 accommodations.*

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## Overview of 2022 Goals

### 1. **Continue Progress on Downtown Master Plan.**

- Currently completing downtown survey work that will be used for:
  - McCown Street streetscape design (MEDC funded)
  - Downtown Master Drainage Study (City funded)
  - McCown Street Waterline Replacement Project (City funded)

### 2. **Explore New Options to Benefit Economic Development.**

- Reviewed TIRZ requirements and found that the tool is best suited to specific projects with few landowners, a specific scope, and a defined timeline for improvements to be made. Will review any prospective projects for suitability.
- Remain open to facilitating future improvements that will attract high quality developments.
- Joined Texas Downtown Association to collaborate with cities across the state on revitalizing downtown business activity.

### 3. **Be available to participate in utility and road extension projects that might help add to business or tourism opportunities in 2022.**

- Clepper Street Sidewalk
- TxDOT median pavers
- McCown Street Streetscape Design Project

### 4. **Continue to improve and expand the relationships with business owners in the City.**

- Email list for business owners in the City.
  - Unsure of where former staff was on this but we do have email contacts for many of the downtown owners and will continue to revise the list as needed to communicate about downtown improvement projects. Can expand to the rest of the City

### 5. **Other planning goals:**

- Montgomery business owner round table (couple a year)
  - Current staff was not apprised of this goal but we will be glad to facilitate these meetings. Concept was successful with Developer Roundtable meetings several years ago.



## MEDC 2023 Planning Goals

### **1. Continue Progress on Downtown Master Plan.**

- McCown Street Streetscape Design Project.
  - Define timeline based on current status
  - Identify and support public parking projects
  - Increase stakeholder involvement

### **2. Support Economic Development in and around the City.**

- Strengthen relationship with the City Council and Planning & Zoning Commission
  - Plan joint workshops to ensure alignment of goals

### **3. Support City infrastructure projects that increase business or tourism opportunities.**

- Support mobility projects that increase connectivity.
- Wayfinding project (project kickoff in January 2023)

### **4. Continue to improve and expand the relationships with business owners in the City.**

- Develop comprehensive email list for business owners in the City.
- Increase use of online surveys to get feedback
- Schedule Montgomery business owner round table meetings
  - Series of meetings
  - Topic-based meetings to focus input
  - Develop

### **5. Other planning goals:**

**MONTGOMERY ECONOMIC DEVELOPMENT CORPORATION**

Statement of Income, Expenditures and Changes in Net Assets  
2022-2023

	2020-21 Actual Budget	2020-21 Adopted Budget	2021-22 Actual Budget	2021-22 Adopted Budget	2021-22 Amended Budget	2022-23 Adopted Budget
<b>Income</b>						
<b>400-00-44100-0000000 Taxes &amp; Franchise Fees</b>						
400-00-44110-0000000 Sales Tax	\$1,002,974	\$927,940	\$1,162,027	\$1,000,000	\$1,000,000	\$1,200,749
<b>Total 400-00-44100-0000000 Taxes &amp; Franchise Fees</b>	\$1,002,974	\$927,940	\$1,162,027	\$1,000,000	\$1,000,000	\$1,200,749
<b>400-00-44210-0000000 Other Revenues</b>						
400-00-44230-0000000 Interest Income	\$6,398	\$5,000	\$9,259	\$4,000	\$4,000	\$1,500
400-00-44240-0000000 Misc. Income	\$1,320	\$160	\$0	\$250	\$250	\$0
400-00-44300-0000000 Events Revenue	\$0	\$0	\$16,796	\$0	\$0	\$8,500
<b>Total 400-00-44210-0000000 Other Revenues</b>	\$7,718	\$5,160	\$26,055	\$4,250	\$4,250	\$10,000
<b>Total Income</b>	\$1,010,692	\$933,100	\$1,188,082	\$1,004,250	\$1,004,250	\$1,210,749
<b>Expense</b>						
<b>400-40-46100-0000000 Pub Infrastructure - Category I</b>						
400-40-46103-0000000 Downtown Dev Improvements	\$103,641	\$112,000	\$153,566	\$172,250	\$172,250	\$280,249
400-40-46104-0000000 Utility Extensions	\$0	\$50,000	\$0	\$50,000	\$50,000	\$50,000
400-40-46106-0000000 Tsf to Debt Service	\$0	\$0	\$0	\$0	\$0	\$0
400-40-46107-0000000 City Capital Projects	\$160,000	\$160,000	\$160,000	\$160,000	\$160,000	\$200,000
400-40-46108-0000000 Future Downtown Dev. Project	\$0	\$200,000	\$0	\$0	\$0	\$0
400-40-46111-0000000 Streets & Sidewalks	\$0	\$10,000	\$40,000	\$40,000	\$40,000	\$40,000
400-40-46112-0000000 Land Investments	\$0	\$0	\$598,848	\$0	\$0	\$0
<b>Total 400-40-46100-0000000 Pub Infrastructure - Category I</b>	\$263,641	\$532,000	\$952,414	\$422,250	\$422,250	\$570,249
<b>400-40-46200-0000000 Business Dev &amp; Ret -Category II</b>						
400-40-46205-0000000 Sales Tax Reimbursement	\$257,391	\$125,000	\$250,000	\$250,000	\$250,000	\$250,000
400-40-46206-0000000 Economic Development Grant Prog	\$20,000	\$20,000	\$9,000	\$20,000	\$20,000	\$20,000
400-40-46209-0000000 Downtown & Corridor Façade & Env Enh.	\$0	\$0	\$0	\$0	\$0	\$50,000
400-40-46210-0000000 Investment Incentives Growth Fund	\$0	\$0	\$0	\$0	\$0	\$20,000
<b>Total 400-40-46200-0000000 Business Dev &amp; Ret -Category II</b>	\$277,391	\$145,000	\$259,000	\$270,000	\$270,000	\$340,000
<b>400-40-46300-0000000 Quality of Life - Category III</b>						
400-40-46302-0000000 Removal of Blight	\$0	\$15,000	\$0	\$15,000	\$15,000	\$15,000
400-40-46303-0000000 Events	\$515	\$2,265	\$2,559	\$4,000	\$32,000	\$40,000
400-40-46304-0000000 Neighborhood Water Party	\$1,180	\$2,360	\$2,598	\$2,500	\$2,500	\$3,000
400-40-46308-0000000 Lighting Up Montgomery	\$2,000	\$2,000	\$2,849	\$4,000	\$2,849	\$4,000
400-40-46309-0000000 Southern Rum Runners	\$0	\$100	\$0	\$0	\$0	\$0
400-40-46310-0000000 Mudbugs and Music	\$6,650	\$6,350	\$8,300	\$0	\$8,000	\$8,000
400-40-46311-0000000 Christmas Parade	\$1,258	\$2,000	\$6,826	\$10,000	\$6,826	\$10,000
400-40-46312-0000000 Contests/Prizes	\$217	\$4,000	\$31	\$4,000	\$4,000	\$1,000
400-40-46313-0000000 Events/Equipment	\$1,921	\$24,000	\$6,470	\$10,000	\$19,957	\$10,000
400-40-46314-0000000 Montgomery Quilt Walk	\$772	\$3,000	\$2,519	\$10,000	\$10,000	\$7,000
400-40-46315-0000000 Montgomery Antiques Festival	\$4,511	\$4,600	\$11,616	\$10,000	\$10,000	\$12,000
400-40-46316-0000000 Movie Night	\$1,496	\$1,925	\$2,686	\$2,500	\$2,500	\$3,000
400-40-46317-0000000 Fernland Dedication	\$414	\$2,000	\$0	\$0	\$0	\$0
400-40-46318-0000000 Pet Parade	\$128	\$1,000	\$1,344	\$5,000	\$5,000	\$5,000
400-40-46319-0000000 Montgomery Fall Festival	\$0	\$9,500	\$8,000	\$0	\$0	\$8,000
400-40-46320-0000000 Snow in Historic Montgomery TX	\$0	\$20,000	\$14,368	\$20,000	\$14,368	\$20,000
400-40-46321-0000000 Lone Star Flag Fest	\$0	\$0	\$2,923	\$10,000	\$10,000	\$5,000
400-40-46338-0000000 Fall Heritage Festival	\$0	\$0	\$0	\$10,000	\$10,000	\$0
400-40-46339-0000000 Trick or Treat Historic Montgomery	\$466	\$0	\$1,441	\$5,000	\$5,000	\$5,000
400-40-46340-0000000 Ruck for Veterans	\$500	\$0	\$0	\$0	\$0	\$500
400-40-46322-0000000 Downtown Enhancement Projects	\$2,085	\$30,000	\$0	\$30,000	\$30,000	\$30,000
<b>Total 400-40-46300-0000000 Quality of Life - Category III</b>	\$24,113	\$130,100	\$74,530	\$188,000	\$188,000	\$186,500
<b>400-40-46500-0000000 Marketing &amp; Tourism-Category IV</b>						
400-40-46505-0000000 Brochures/Printed Literature	\$1,350	\$4,000	\$2,783	\$4,000	\$4,000	\$4,000
400-40-46511-0000000 Website	\$405	\$6,500	\$1,038	\$6,500	\$6,500	\$6,500
400-40-46514-0000000 Social Media Advertising	\$832	\$3,000	\$777	\$3,000	\$3,000	\$3,000
400-40-46515-0000000 Historical Signage	\$622	\$2,000	\$1,550	\$5,000	\$5,000	\$5,000
<b>Total 400-40-46500-0000000 Marketing &amp; Tourism-Category IV</b>	\$3,209	\$15,500	\$6,148	\$18,500	\$18,500	\$18,500
<b>400-40-46600-0000000 Administration - Category V</b>						
400-40-46601-0000000 Admin Transfers to Gen Fund	\$52,677	\$47,500	\$55,000	\$55,000	\$55,000	\$55,000
400-40-46603-0000000 Miscellaneous Expenses	\$14,896	\$500	\$187	\$500	\$500	\$500
400-40-46604-0000000 Consulting (Professional Services)	\$18,838	\$34,000	\$46,721	\$40,000	\$40,000	\$0
400-40-46605-0000000 Prof Services - Reflective Life	\$9,500	\$9,500	\$0	\$0	\$0	\$0
400-40-46606-0000000 Goat Costume	\$6,110	\$7,000	\$0	\$0	\$0	\$0
400-40-46607-0000000 Travel & Training Expenses	\$1,571	\$10,000	\$2,495	\$10,000	\$10,000	\$5,000
400-40-46609-0000000 Technology	\$0	\$2,000	\$0	\$0	\$0	\$0
400-40-46611-0000000 Legal Notices	\$0	\$0	\$304	\$0	\$0	\$0
400-40-46112-0000000 Transfer to General Parks & Rec Salary	\$0	\$0	\$0	\$0	\$0	\$35,000
<b>Total 400-40-46600-0000000 Administration - Category V</b>	\$103,592	\$110,500	\$104,707	\$105,500	\$105,500	\$95,500

MONTGOMERY ECONOMIC DEVELOPMENT CORPORATION

Statement of Income, Expenditures and Changes in Net Assets

2022-2023

	2020-21 Actual Budget	2020-21 Adopted Budget	2021-22 Actual Budget	2021-22 Adopted Budget	2021-22 Amended Budget	2022-23 Adopted Budget
Total Expense	\$671,946	\$933,100	\$1,396,799	\$1,004,250	\$1,004,250	\$1,210,749
Net Income	\$338,746	\$0	-\$208,718	\$0	\$0	\$0

Montgomery MEDC  
**AGENDA REPORT**

<b>Meeting Date:</b> January 16, 2023	<b>Budgeted Amount:</b>
<b>Department:</b>	<b>Prepared By:</b> DMc

**Subject**

Election of Officers for 2023.

**Recommendation**

Elect a member of the MEDC Board of Directors for each officer position.

**Discussion**

The 2022 officer positions are:

- President: Rebecca Huss
- Vice- President: Jeffry Angelo
- Treasurer: Carol Langley
- Secretary: Ryan Londeen

**Approved By**

Assistant City Administrator	Dave McCorquodale	Date: 01/13/2023

**Montgomery MEDC  
AGENDA REPORT**

<b>Meeting Date:</b> January 16, 2023	<b>Budgeted Amount:</b>
<b>Department:</b>	<b>Prepared By:</b> DMc

**Subject**

Approval of signors for MEDC banking accounts.

**Recommendation**

Motion to approve designated signors for MEDC banking accounts to include Gary Palmer.

**Discussion**

Signature cards are updated annually with directors approved to sign checks and other banking documents. Typically, MEDC signors are the officers of the board of directors and the City Administrator.

The new City Administrator, Gary Palmer, should be added this year in addition to the board officers.

Signors should be able to sign checks during regular business hours at least occasionally. Two signors are required for each check issued by the MEDC.

**Approved By**

		Date:
Assistant City Administrator	Dave McCorquodale	Date: 01/13/2023



**MINUTES OF REGULAR MEETING**

**October 17, 2022**

**MONTGOMERY ECONOMIC DEVELOPMENT CORPORATION**

**CALL TO ORDER**

President Rebecca Huss called the meeting to order at 6:00 p.m.

Present:       Rebecca Huss - President  
                  Carol Langley - Treasurer  
                  Ryan Londeen - Secretary  
                  Jeff Angelo Vice President  
                  Wade Nelson - Board Member

Absent:         Dan Walker - Board Member  
                  Byron Sanford - Board Member

Also Present:  Dave McCorquodale, Interim City Administrator

**OPEN PUBLIC COMMENT**

No public comments were made.

**APPROVAL OF MINUTES**

- 1. Minutes of the September 19, 2022 Regular Meeting.**

Motion to approve the minutes of September 19, 2022, was made by Jeff Angelo and seconded by Wade Nelson. All in favor. (5-0)

**APPROVAL OF FINANCIAL REPORT:**

- 2. Approval of the September 2022 Financial Report.**

Carol Langley said the interest rate for TexPool accounts went from 2.22 percent last month to 2.85 this month. Carol Langley said they have transferred some of the money over from the checking account to the TexPool accounts.

Carol Langley said sales tax transfer of \$91,173.12 was made on October 14, 2022.

Carol Langley said she did not see anything unusual that was paid out.

Motion to approve the September 2022 Financial Report was made by Wade Nelson and seconded by Ryan Londeen. All in favor. (5-0)

**CONSIDERATION AND POSSIBLE ACTION:**

**3. A Proclamation acknowledging Wade Nelson, Montgomery Economic Development Corporation Director, for his assistance in the purchase of the Adams property and his commitment to furthering the MEDC's mission of revitalizing the Historic Downtown.**

Rebecca Huss read aloud the Proclamation acknowledging Wade Nelson for his assistance in the purchase of the Adams property and his dedication to the mission of MEDC's restoring the Historic Downtown.

**4. Consideration and possible action on funding Wreaths Across America project for Montgomery Memorial Cemetery.**

Rebecca Huss said last year was the first time Wreaths Across America came to the City of Montgomery. Rebecca Huss said Wreaths Across America has added Montgomery Memorial Cemetery to their list and the fund raising for it is \$450.00 to honor the 40 veterans who are known to be buried at Montgomery Memorial Cemetery. Rebecca Huss said the ceremony will be held December 17, 2022.

Motion to approve the \$450.00 expense for Wreaths Across America project for Montgomery Memorial Cemetery to honor our deceased veterans was made by Jeff Angelo and seconded by Carol Langley. All in favor. (5-0)

## **5. Consideration and possible action on installing electrical service at 777 Clepper Street.**

Mr. McCorquodale said there is currently no electrical service at this location. Mr. McCorquodale said the snow party was held there last year and operated on a generator. Mr. McCorquodale said they are asking to obtain an electrical service pole that will give them 10 circuits. Mr. McCorquodale said they do not have an idea or plan as to where to run lines internally as this will depend on the scope and future use of the property. Mr. McCorquodale said the first step is obtaining electrical service at the property. Mr. McCorquodale said for a couple thousand dollars they can have Entergy service the location.

Jeff Angelo asked if the City plans to keep the property. Mr. McCorquodale said that will be a decision City Council makes.

Jeff Angelo asked what purpose the property will be used for. Mr. McCorquodale said he came up with an idea to have a parking lot on the eastern half of the property for overflow parking for downtown, but it could also serve them in the event the City decides to build on it someday. Mr. McCorquodale said there have been ideas to locate a pavilion there or use the property for a dog park.

Wade Nelson asked if that is the ideal location for a new City Hall since the Police Department and administrative staff have outgrown the current location. Rebecca Huss said when the property was first purchased that certainly was their intention. Mr. McCorquodale said what has been missing is a good programming effort to go through identifying goals and options.

Rebecca Huss said there is the ability to have more events and do more things with having the electrical service.

Motion to approve a not to exceed amount of \$2,500.00 for installation of electrical service at 777 Clepper Street was made by Jeff Angelo and seconded by Ryan Londeen. All in favor.  
(5-0)

## **6. Discussion on future participation in a project at 213 Prairie Street to increase downtown public parking.**

Mr. McCorquodale said McCown Street is underway and one of the things identified is a parking issue downtown. Mr. McCorquodale said adding in-fill parking on city-owned property is one way to make considerable progress in improving downtown parking needs. Mr. McCorquodale said this project would increase the chances of creating public/private parking solutions and demonstrating to the downtown community the commitment the City has to improving the current parking situation.

Jeff Angelo said he is in favor of anything that has to do with parking. Jeff Angelo asked how many parking spaces a good amount would be to have. Mr. McCorquodale said 25 spaces with 10 of those spaces being on street parking and 15 on the lot.

Jeff Angelo said he thinks it would be a good idea working toward a partnership with some of the local businesses.

Rebecca Huss said the problem is on specific days of an event other private relationships may have some other event taking place at the same time as the specific day event. Rebecca Huss said 350 parking spaces is nothing if there are 1,000 people coming into town.

Jeff Angelo said if they address this he thinks as far as economic development goes, they will be able to bring a lot more people in for events.

Rebecca Huss said she spoke with a woman in the transportation department at the Woodlands Township who recommended a group they work with when they need more than what they have. Rebecca Huss said she is waiting on a quote from them. Rebecca Huss said it would be in the \$3,000 to \$5,000 range for one day.

Further discussion occurred regarding additional parking options.

**7. Consideration and possible action on selection of a proposal for the wayfinding signage project.**

Mr. McCorquodale said the MEDC Board of Directors authorized staff to publish a Request for Proposals for wayfinding services for the City. Mr. McCorquodale said this would be both in the immediate downtown area as well as other entry points to the City.

Mr. McCorquodale said this proposal is a framework that all future directional and informational signage would be based off of.

Mr. McCorquodale said they received two Requests for Proposals and after reviewing both, chose Merje Design which is under \$70,000.

Rebecca Huss said she thinks it is important to move ahead especially with some of the changes that will be made as they will need to be able to communicate with people. Rebecca Huss said if they are investing in signage, they need to do it right.

Carol Langley asked if once they chose a company are they able to determine what the signs will look like. Rebecca Huss said they will have some say in the matter, but the company will make recommendations which can be accepted or rejected.

Jeff Angelo said the proposal was extraordinary, very well done and was a great choice.

Wade Nelson said he thinks it is important to emulate cities that have gone this route and done it right.

Motion to authorize the Interim City Administrator to negotiate and execute a service agreement with Merje Design with the understanding they will be coming to Montgomery, Texas prior to their final design was made by Ryan Londeen and seconded by Jeff Angelo. All in favor. (5-0)

## **ECONOMIC DEVELOPMENT REPORTS**

### **8. Development Report.**

### **9. City Engineer's Report.**

Both Development and City Engineer's Report were presented by Mr. McCorquodale.

Discussion was held regarding the Fall Festival/Charlie Diggs event and if MEDC wants to continue moving forward in partnering with Mr. Diggs and determine if it is beneficial to the City. Jeff Angelo said he believes this is something that should be kept in the City if possible. Rebecca Huss said she would love to see Mr. Diggs stay with the City.

**EXECUTIVE SESSION**

The MEDC Board of Directors reserves the right to discuss any of the items listed specifically under this heading or for any items listed above in executive closed session as permitted by law including if they meet the qualifications in Sections 551.071 (consultation with attorney), 551.072 (deliberation regarding real property), 551.073 (deliberation regarding gifts), 551.074 (personnel matters), 551.076 (deliberation regarding security devices), and 551.087 (deliberation regarding economic development negotiations) of Chapter 551 of the Government Code of the State of Texas.

**POSSIBLE ACTION FROM EXECUTIVE SESSION:**

No action was taken.

**BOARD INQUIRY**

Rebecca Huss stated some seats will need to be reappointed and the City Secretary Nici Browe will send out the required form.

**ADJOURNMENT**

Motion by Jeff Angelo and seconded by Ryan Londeen to adjourn the meeting at 7:33 p.m. All in favor. (5-0).

Submitted by: \_\_\_\_\_  
Diana Cooley, Deputy City Secretary

Date Approved: \_\_\_\_\_

\_\_\_\_\_  
Rebecca Huss, MEDC President

**Montgomery MEDC  
AGENDA REPORT**

<b>Meeting Date:</b> January 16, 2023	<b>Budgeted Amount:</b>
<b>Department:</b>	<b>Prepared By:</b> DMc

**Subject**

Consideration and possible action on an Economic Development Grant Application for Old Montgomery Steakhouse.

**Recommendation**

Approve the Economic Development Grant Application for the Old Montgomery Steakhouse up to an amount of \$925 for the dumpster enclosure portion of the project.

**Discussion**

Wayne Kung, the owner of the Old Montgomery Steakhouse, is planning to improve the east/rear side of his restaurant and has applied for a grant from the MEDC to help defray the project cost. The request came to staff in mid-October and was routed to the Planning & Zoning Commission for approval since the property is located within the Historic Preservation District. The P&Z Commission approved the project at their November 1<sup>st</sup> meeting. The project can be summarized as:

Goal: Visually enhance Maiden Street by removing visual clutter by:

- Relocating the dumpster to the northeast corner of the property and building a privacy fence style enclosure to screen it from view.
- Removal of propane tank and guardrail (project includes natural gas conversion).
- Adding employee parking spaces behind the restaurant.

The adopted budget has \$20,000 allocated to Economic Development Grants for FY 2022-2023 and no grants have been awarded this year. The applicant is requesting \$7,000, although MEDC grant guidelines allow for grants of 1/3 of the project cost up to \$5,000 unless an exception is requested. No supporting information was submitted for consideration of the additional funding request.

In a recent email with Mr. Kung, he said he is having an issue with his original contractor following up with him since receiving the proposal. Mr. Kung is requesting the MEDC only consider the dumpster enclosure portion of the grant request and he will use another contractor to complete that portion of the work. The total amount of the dumpster enclosure is listed on the proposal provided as \$2,802.

One third of \$2,802 (the typical MEDC grant award amount) equals \$925.

**Approved By**

		Date:
Assistant City Administrator	Dave McCorquodale	Date: 01/11/2023

**City of Montgomery, TX  
Economic Development Corporation  
Grant Application**



Company Name: <i>Grillin Gummer DBA OLD montgomery steakhouse</i>	
Company Contact: <i>Wayne Kung</i>	Title: <i>OWNER</i>
Best Phone: <i>281 840 7279</i>	Alt. Phone:
Email Address: <i>WCKUNG3@EMAIL.COM</i>	
Physical Address: <i>204 McCOWN ST.</i>	City, State, Zip: <i>MONTGOMERY TX 77356</i>
Mailing Address (if different):	City, State, Zip:
Applicant's years of experience in this business: <i>30</i>	How long has his business been located in Montgomery? <i>20</i>

Do you own or lease this facility?  <input checked="" type="checkbox"/> OWN <input type="checkbox"/> LEASE	If leased, please provide owner information and a copy of lease agreement.  Owner Name: _____ Owner Phone: _____	
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Provide a detailed description of the proposed project as "Exhibit A" attached

What is the estimated total cost of the project? (Include supporting information, ie estimates/quotes as "Exhibit B" attached)	\$ <i>14,881.13</i>
How much funding are you requesting from the MEDC for this project? (Typical grants are awarded at 1/3 the total project cost or up to \$5,000)	\$ <i>7,000</i>
Are you requesting an exception for additional funding on this project? (Please provide additional supporting evidence for this request as "Exhibit C")	\$ _____

When will this project begin? <i>NOV. 2022</i>	What is the estimated completion date? <i>DEC 2022</i>
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Attach all drawings of planned improvements as "Exhibit D"

Include a description of expected commercial revitalization impact & sales tax revenue impact as "Exhibit E"

If this project will employ Montgomery vendors, please supply details as "Exhibit F"

Applicant's Signature: *Wayne Kung*  
 Title: *OWNER*  
 Date: *10/14/2022*

<b>OFFICE USE:</b>			
Date Application Received:	Date Presented to Board:	<input type="checkbox"/> APPROVED	<input type="checkbox"/> DECLINED
Performance Agreement Received:	Project Completion Date:	Funding Date:	Check Number:





## Old Montgomery Steakhouse Exterior Improvements

Below: northeast corner of property where owner plans to build dumpster enclosure



Proposed location  
of dumpster  
enclosure

Below: propane tank area where owner proposes adding employee parking spaces



Proposed  
employee parking  
spaces



**Montgomery MEDC  
AGENDA REPORT**

<b>Meeting Date:</b> September 19, 2022	<b>Budgeted Amount:</b> \$0
<b>Department:</b> Admin	<b>Prepared By:</b> DMc

**Subject**

Consideration and possible action on a grant request for the Lone Star Street Dance.

**Recommendation**

Approve the request for up to \$2,500 per event for the next two events.

**Discussion**

A local resident, Stephanie Fox, recently organized a street dance in the historic downtown area that was held on August 13th. The event, inspired by the old-fashioned dances held at Garner State Park, was a success by all measures and Mrs. Fox would like to continue the event by holding a quarterly street dance in downtown. Unlike other commercial events, Mrs. Fox does not see a financial return or personal gain by organizing the event.

It is expected that the attendees will grow in numbers and the reality of modern life is that the event will need to add security and insurance. Mrs. Fox is requesting the MEDC to sponsor the security and insurance costs of the event. The Lone Star Street Dance benefits the City and the MEDC by bringing in a significant number of visitors to the City and enhances the quality of life of residents by providing a unique experience and entertainment.

**Approved By**

		Date:
Interim City Administrator	Dave McCorquodale	Date: 09/15/2022

**City of Montgomery, TX  
Economic Development Corporation  
Grant Application**



Company Name: <u>N/A</u>	
Company Contact: <u>Stephanie Fox</u>	Title:
Best Phone: <u>936 525 7615</u>	Alt. Phone:
Email Address: <u>sfoxc@me.com</u>	
Physical Address: <u>604 College</u>	City, State, Zip: <u>Montgomery, TX 77356</u>
Mailing Address (if different): " "	City, State, Zip: " "
Applicant's years of experience in this business: <u>N/A</u>	How long has his business been located in Montgomery?
Do you own or lease this facility? <u>N/A</u> <input type="checkbox"/> OWN <input type="checkbox"/> LEASE	If leased, please provide owner information and a copy of lease agreement. Owner Name: <u>N/A</u> Owner Phone: <u>N/A</u>
Provide a detailed description of the proposed project as "Exhibit A" attached	
What is the estimated total cost of the project? (Include supporting information, ie estimates/quotes as "Exhibit B" attached)	\$ <u>5000.</u>
How much funding are you requesting from the MEDC for this project? (Typical grants are awarded at 1/3 the total project cost or up to \$5,000)	\$ <u>5000.</u>
Are you requesting an exception for additional funding on this project? (Please provide additional supporting evidence for this request as "Exhibit C")	\$
When will this project begin? <u>2/11/2023</u>	What is the estimated completion date? <u>2nd event May 2023</u>
Attach all drawings of planned improvements as "Exhibit D"	
Include a description of expected commercial revitalization impact & sales tax revenue impact as "Exhibit E"	
If this project will employ Montgomery vendors, please supply details as "Exhibit F"	
Applicant's Signature: <u>Steph Fox</u>	
Title:	
Date: <u>1/1/23</u>	
<b>OFFICE USE:</b>	
Date Application Received:	Date Presented to Board: <input type="checkbox"/> APPROVED <input type="checkbox"/> DECLINED
Performance Agreement Received:	Project Completion Date:    Funding Date:    Check Number:

# Montgomery Economic Development Corporation Grant PERFORMANCE AGREEMENT

THIS PERFORMANCE AGREEMENT is made and entered into as of \_\_\_\_\_,(date) by and between THE MONTGOMERY ECONOMIC DEVELOPMENT CORPORATION (MEDC) and \_\_\_\_\_(Grant Awardee), whose business address is \_\_\_\_\_.

In consideration of the mutual covenants herein contained and, intending to be legally bound hereby, the MEDC and Grant Awardee agree as follows:

1. Grant Awardee will complete the grant application.
2. MEDC will notify Grant Awardee by U.S. Mail.
3. In the event that the property covered by the grant is leased, the Grant Awardee must provide the city with a letter of approval from the property owner for said improvements to commence.
4. Grant Awardee must submit plans to city for proper approvals and proper city permits.
5. A proposed project must start after grant approval and be completed within six (6) months of the date of this agreement or according to the terms of this agreement.
6. When the project is complete, the Grant Awardee must request the MEDC to verify completion and costs.
7. Grant Awardee must agree to maintain said enhancements/improvements for a period of time not less than twelve (12) months.
8. Upon notification by staff that the project has been completed and a satisfactory Performance Agreement has been executed by both parties, the MEDC will transfer awarded funds to the Grant Awardee for reimbursement of costs up to the awarded amount at the specified matching ratio.
9. Only costs from a vendor for purchased labor or materials will be recognized for matching funds. Costs for the applicant’s employee labor or in-stock materials are not eligible for reimbursement.
10. MEDC may, at its sole discretion, extend the period of performance.
11. The MEDC Representative will verify start of work and completion of work.
12. No grant reimbursement funds will be paid until the project is complete. Cost incurred prior to the date of the grant approval may not be recognized for matching funds.

**Date of Completion.** The date of completion of the project is established as \_\_\_\_\_.

**Payment.** At completion of project MEDC agrees to make the following payment in U.S. funds to Grant Awardee, provided Grant Awardee complies with all of the covenants and stipulations contained in this Agreement.

A set fee of up to \_\_\_\_\_.

\_\_\_\_\_  
Grant Awardee

\_\_\_\_\_  
MEDC President



## 2022 Annual Development Report

Dave McCorquodale, CPM, Assistant City Administrator and  
Director of Planning & Development

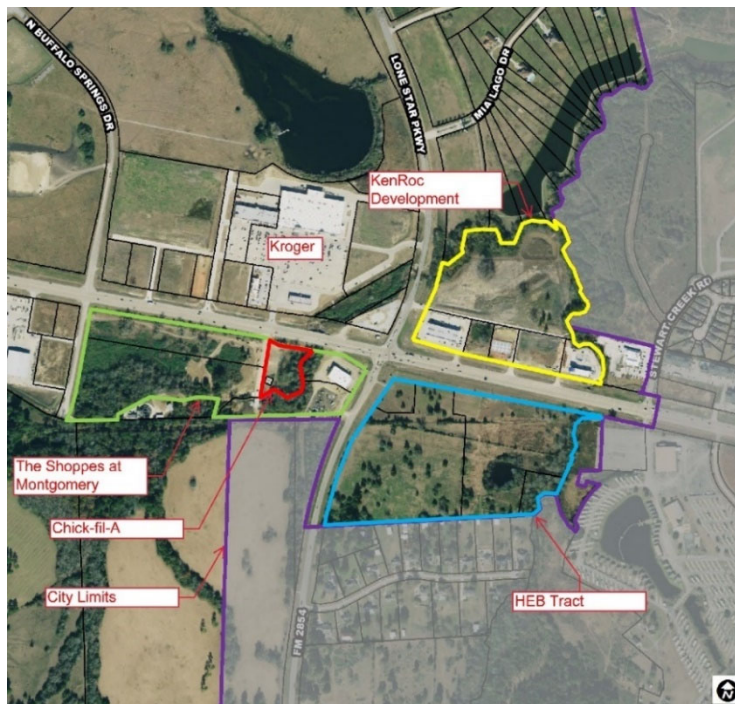
Development activity remained high in residential and commercial markets throughout 2022. Residential lot inventory in the City continues to stay ahead of demand through infill in existing neighborhoods and new developments will ensure attractive homesites remain available. Commercial construction activity continues within existing developments on the east end of the City as well as new businesses opening in the downtown and along commercial corridors. Rising interest rates and construction costs are showing some signs of affecting the local market. The City is well-positioned for and preparing to meet the additional demand on City services and adjust to changing circumstances as needed.



## Commercial Development

### East End Commercial –

Construction on the east end of Montgomery continues at a steady pace. The 26-acre Shoppes at Montgomery is continuing to attract new commercial tenants including MOD Pizza, Jersey Mike’s sandwich shop, MW’s Beauty Bar, and Heartland Dental. Express Oil Change is under construction next to Panda Express and Lupe Tortilla will soon be submitting engineering plans. In the Kroger shopping center, Discount Tire is nearing construction



with Popeye’s Louisiana Kitchen and Dutch Bros. Coffee under engineering review. Marco’s Pizza is now open east of FM 2854 near Christian Brothers Automotive and AT&T.

### Central Business District & Historic Downtown –

No recent activity to report, though the downtown business district remains continues to build momentum and events are attracting more patrons to the heart of the City.



## Residential Development

Existing homesite inventory is available and several new residential subdivisions are under development in the City. Although mortgage interest rates are on the rise, Montgomery is a desirable community and demand for new housing will likely remain strong for the immediate future.

- 78 new homes completed in 2022
- 103 new single-family home permits issued in 2022

Two new residential subdivisions are in the City are beginning construction in 2023 and expecting to deliver lots in the first quarter of 2024. Several others are in the early planning phase and in discussions with the City.

Redbird Meadows – The City Council has approved a development and annexation agreement for a 388-acre single-family residential neighborhood in the southwest portion of the City. The plan calls for 588 new homes on lots ranging from 1/5-acre to 1/2-acre in size. More details will be included in the coming months as the plans take shape.

Pulte Group Development – This yet-to-be-named 80-acre development is along FM1097 East adjacent to Terra Vista. Plans call for 309 single-family residential homesites with home construction expected to begin in the first quarter of 2024.

# City Development Activities

Transportation & Mobility – Several projects are underway to improve mobility in the City for both vehicular traffic and pedestrians.

- FM149 turn lane: The City has been working with TxDOT on a turn lane at the intersection of SH105 & FM149 since early 2019. The turn lane will serve northbound traffic on FM149 turning east on SH105. Work stalled for months as TxDOT and Entergy work through issues on the location of power line poles, but has resumed in recent weeks with an expected completion of mid to late spring.
- TxDOT SH 105 Access Management Project: TxDOT construction of raised medians in key locations between FM 2854 in Montgomery and I-45 in Conroe has negatively affected businesses and residents along. This project does include brick pavers in the medians in and near the City thanks to the efforts of the MEDC. We expect the pavers to be installed within the next month according to the latest update from TxDOT. More about the project can be found at: <https://www.txdot.gov/inside-txdot/projects/studies/houston/sh105-access.html>. Click on the Project Tracker to see project details.
- Clepper Street Sidewalk Project: The City and MEDC funded a sidewalk project to connect the historic downtown to Fernland Historical Park, the public library, and Memory Park. Construction is complete and the sidewalk is open for use.

Downtown Improvement Plan – This MEDC-funded project to improve the downtown area began in November 2020 and was adopted by the MEDC and City Council in November 2021. The adopted plan can be downloaded from the City website on the MEDC’s webpage.

The next phase of the project is roadway and streetscape design for McCown Street. The MEDC issued a Request for Qualifications for the project on April, 13, 2022 and selected the Gunda Corporation to move forward on the design of the project in May 2022. The City is

currently working on a drainage study for the downtown area and is also working on water and sewer upgrades that will be done before the above-ground improvements are constructed.



McCOWN STREET PEDESTRIAN IMPROVEMENTS



Downtown concept drawing



December 8, 2022

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

Re: Monthly Engineering Report  
City Council Meeting December 13, 2022

Dear Mayor and Council:

The following is a brief summary that describes our activities since the October 25, 2022 Council Meeting:

**Capital Projects:**

1. **Water Plant No. 3 Improvements** – We did not receive a pay estimate this month. The project is substantially complete. The final inspection was held on August 3<sup>rd</sup> and the contractor is working to address punchlist items identified at the final inspection.
2. **GLO Projects**
  - a. **Water Plant No. 3 Generator** – We received Pay Estimates Nos. 1 and 2 in the amounts of \$83,272.50, and \$70,172.10, respectively. The contractor has completed the construction of the new concrete generator pad and is continuing work laying electrical conduit and installation of electrical equipment on the MCC building.



Figure 1: New electrical junction installed December 3, 2022



Figure 2: New Generator pad November 3, 2022

- b. Dr. Martin Luther King Jr. Drive Ditch Regrading and Sanitary Sewer Rehabilitation** – We received Pay Estimate No. 4 in the amount \$106,173.00. We received and recommend approval of approved Change Order No. 2 for a reduction to the original contract price in the amount of \$13,601.00 (*Separate Agenda Item*). This change order includes the final close out of quantities to match actual work completed. The contractor is replacing the slope paving within the roadside ditch due to the incorrect slope grade. All other work is complete.



Figure 1: Newly Constructed Roadside Ditch along McGinnis November 15, 2022

- 3. 2022 Sanitary Sewer Cleaning and Televising – Phase 1** – We received Pay Estimate No. 2 and Final in the amount of \$32,597.86. As a reminder, at the September Council meeting we presented our rehabilitation recommendations and outlined high priority items. (*Separate Agenda Item*)
- 4. Clepper Sidewalks** – We received Pay Estimate Nos. 3 and 4 and Final in the amounts of \$9,445.78 and \$22,649.41, respectively. The project is complete and the warranty period will end on November 23, 2023. (*Separate Agenda Item*)



Figure 1: Establishment of seeding on November 7, 2022

5. **15-Year Infrastructure Plan** – We have completed the additional sanitary sewer analysis and are preparing final updates to the infrastructure plan. We expect to be complete this month.
6. **Old Plantersville Waterline Extension** – We are continuing with design of the 12” waterline, including coordination with various entities involved. We expect design to be complete and ready to submit for approvals in early January 2023. As a reminder this project is being funded by the developer.
7. **Old Plantersville Force Main Extension** – We are continuing with design of the 6” force main, including coordination with various entities involved. We expect design to be complete and ready to submit for approvals in early January 2023. As a reminder this project is being funded by the developer.
8. **McCown St. and Caroline St. Waterline Replacement** – We met with the surveyor and requested additional survey on November 17<sup>th</sup>. We will continue with design upon receipt of the additional survey.
9. **Downtown Drainage Master Plan** – We have completed our analysis of the existing conditions and are evaluating post-development alternatives. We expect to be complete in the next 60 days, pending receipt of the updated survey.
10. **Downtown Sanitary Sewer Rehabilitation** – As a reminder, this project was awarded to Cruz Tec, Inc. in the amount of \$107,750.00 and 90 calendar days. We held the preconstruction meeting on December 6<sup>th</sup> and issued the notice to proceed at that time.
11. **Flagship Boulevard Storm Sewer & Pavement Replacement** – We are proceeding with design as authorized at the October 25<sup>th</sup> Council Meeting. We expect to be complete with design in late January 2023.
12. **2023 Sanitary Sewer Rehabilitation** – We are proceeding with design as authorized at the October 25<sup>th</sup> Council Meeting. We expect to be complete with design in early February 2023.
13. **Lift Station No. 10 Improvements** – We are proceeding with design as authorized at the October 25<sup>th</sup> Council Meeting. We expect to be complete with design by the end of March 2023.

#### Developments:

1. **Plan Reviews**
  - a. **Town Creek Storage II** – We provided comments to a revised plan set on November 11<sup>th</sup>.
  - b. **Hills of Town Creek Section 5** – We did not receive a revised plan set this month.
  - c. **Pizza Shack Parking Expansion** – We received a revised plan set on December 2<sup>nd</sup> and are proceeding with our review.

- d. **Montgomery Summit Business Park** – We provided comments to a revised plan set on November 29<sup>th</sup>.
  - e. **Dutch Bros** – We received plans on October 21<sup>st</sup> and provided comments on November 16<sup>th</sup>.
  - f. **Montgomery Bend (Pulte Group) Clearing and Grubbing Plan** – We provided plan approval on October 25<sup>th</sup>.
  - g. **Montgomery Bend (Pulte Group) Mass Grading and Detention Plan** – We received the mass grading and detention plans on December 2<sup>nd</sup> and are proceeding with our review.
  - h. **Montgomery Bend (Pulte Group) Drainage Report** – We received a revised drainage report on December 2<sup>nd</sup> and are proceeding with our review.
  - i. **Redbird Meadows Drainage Report** – We did not receive a revised drainage report this month.
  - j. **Discount Tire** – We provided plan approval on December 2<sup>nd</sup>.
- 2. Plat Reviews**
- a. **Montgomery Brewing Minor Plat** – We did not receive a revised plat this month.
  - b. **Cornerstone Community Church Development Plat** – We provided comments to the plat on October 28<sup>th</sup>. We have not received a revised plat.
  - c. **Redbird Meadows Section 1 Preliminary Plat** – We provided comments to the plat on November 15<sup>th</sup>. We have not received a revised plat.
  - d. **Redbird Meadows Section 2 Preliminary Plat** – We provided comments to the plat on November 15<sup>th</sup>. We have not received a revised plat.
  - e. **Redbird Meadows Section 3 Preliminary Plat** – We provided comments to the plat on November 15<sup>th</sup>. We have not received a revised plat.
  - f. **Amending “H2” Buffalo Springs Shopping Center Phase II** - We received an amending plat on November 22<sup>nd</sup> and provided comments on November 30<sup>th</sup>. We received a revised plat on December 1<sup>st</sup> and are proceeding with our review.
  - g. **Montgomery Bend Section 1 Preliminary Plat** – We received the preliminary plat on November 2<sup>nd</sup> and provided comments on November 16<sup>th</sup>. We received the revised plat on November 22<sup>nd</sup> and returned comments on November 29<sup>th</sup>. We received and recommended approval of the further revised plat on November 30<sup>th</sup>. The preliminary plat was approved by the Planning and Zoning commission at their December 6<sup>th</sup> meeting.



### 3. Ongoing Construction

- a. **Montgomery Bend (Pulte Group) Clearing and Grubbing** – It is our understanding that Pulte has begun clearing and grubbing work for the proposed single family subdivision.

### 4. One-Year Warranty Inspections

- a. **Town Creek Crossing, Section 1** – The One-Year Warranty Period will end on March 31, 2023.
- b. **Villas of Mia Lago, Section 2** – We are continuing to coordinate with the developer to ensure the remaining punch list items are addressed.

### General Ongoing Activities:

#### 1. TxDOT:

- a. **FM 1097 & Atkins Creek Drainage Improvements** – We are coordinating with TxDOT to provide any documentation necessary to determine and prepare the easement area that is to be obtained for the project.
- b. **FM 149 & SH-105 North Bound Right Turn Lane** – It is our understanding that the utility relocation was completed overnight on December 6<sup>th</sup>. It is also our understanding that the turn lane will be completed in approximately 30 days.
- c. **Access Management along SH-105** – As you are aware, construction is proceeding on the access management project along SH-105. It is our understanding that TxDOT continues to experience delays due to concrete shortages. We do not have an anticipated completion date at this time.
- d. **Access Management along SH-105 from Grimes County Line to Shepperd Street** – We are continuing to identify potential utility conflicts with the SH 105 improvements. According to TxDOT, the first phase of the project is scheduled to begin in Summer 2025; however, construction in Montgomery is included in Phase III of this project.
- e. **FM 1097 and Buffalo Springs Drive Traffic Signal Warrant Analysis** – It is our understanding the signal is in design. We do not have an estimated completion date at this time.
- f. **SH-105 and Buffalo Springs Drive Traffic Signal Warrant Analysis** – It is our understanding the signal is in design. We do not have an estimated completion date at this time.

- 2. **Biweekly Operations and Developments Call** – We are continuing the biweekly operations and developments calls with City Staff and H2O Innovations.

- 3. **Emergency Preparedness Plan** – No engineering update. We will continue to follow up until plan approval is received.

Honorable Mayor and City Council  
City of Montgomery  
Page 6 of 6  
December 8, 2022

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4. **Impact Fee Updates** – We received all required files from Quiddity and are proceeding with Impact Fee updates as required per the City’s Code of Ordinances.
5. **Lonestar Parkway Bridge Repair** – We reviewed plans from the County on the City’s behalf and plan to provide comments to the plans this week.

Please let me know if you have any questions.

Sincerely,



Chris Roznovsky, PE  
City Engineer

CVR/kv:zigt

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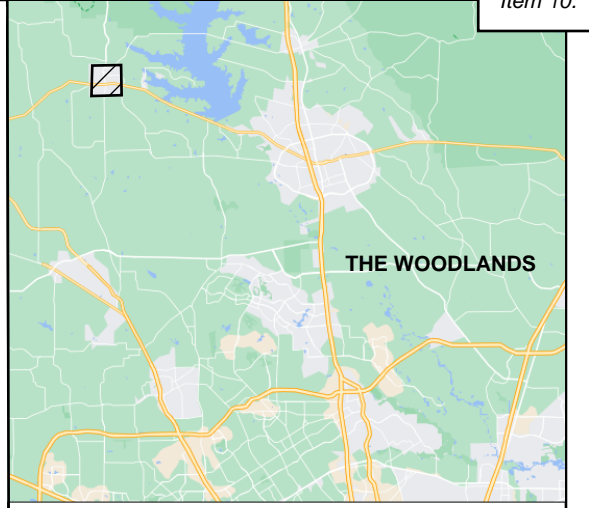
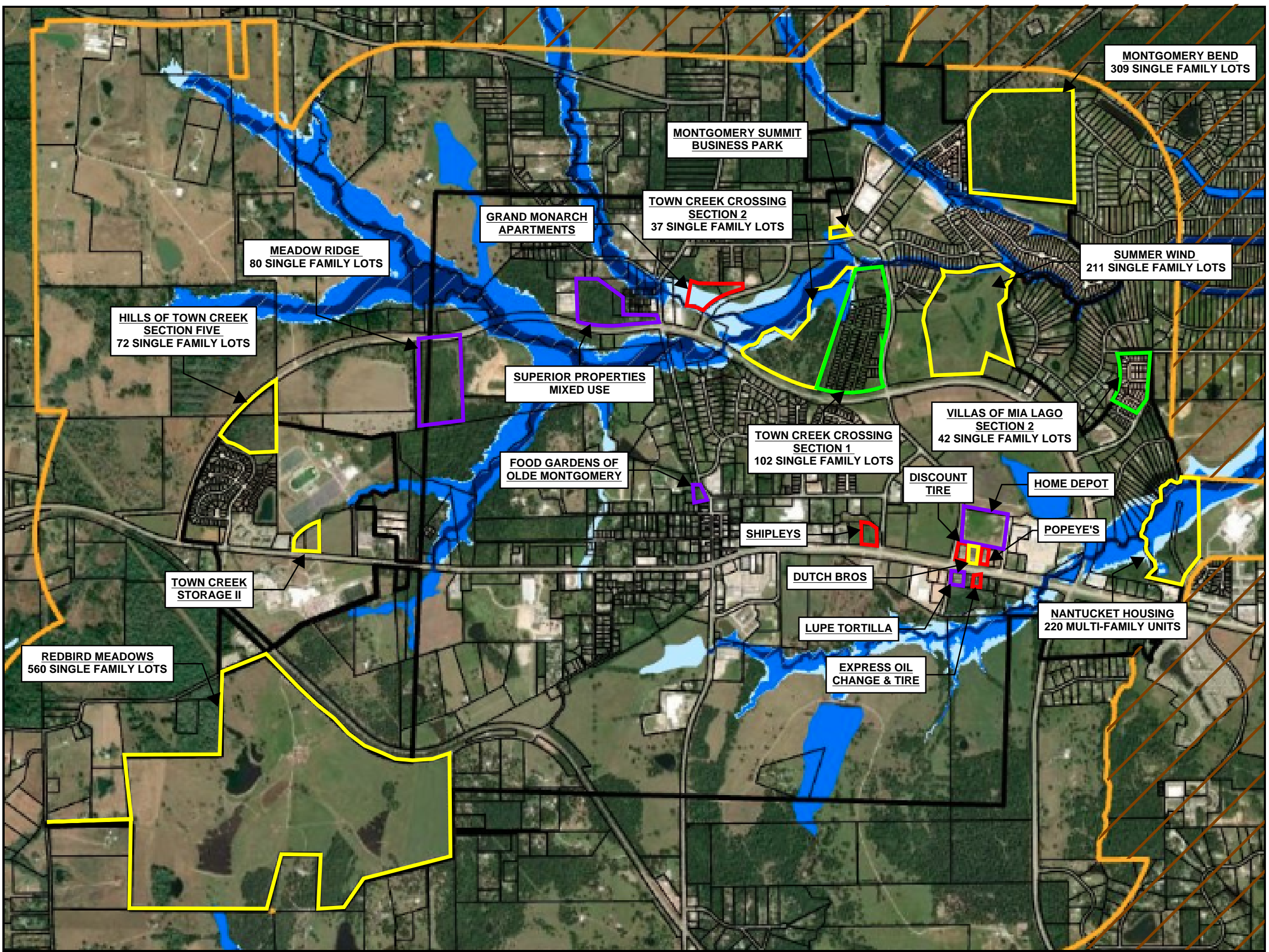
Attachments – Active Developments Map

Cc (via email): The Planning and Zoning Commission – City of Montgomery

Mr. Dave McCorquodale – City of Montgomery, Interim City Administrator and Director of Planning & Development

Ms. Nici Browe – City of Montgomery, City Secretary

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



**VICINITY MAP  
NTS**

**LEGEND**

- City Limits
- City ETJ
- City Of Conroe ETJ
- MCAD Parcels
- Floodway
- 100-year
- 500-year
- Complete/Under Warranty
- Under Construction/  
Plans Approved
- In Design
- Planning/Feasibility

**Active Developments  
December 2022**