

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

**May 15, 2023 at 6:00 PM**

**NOTICE TO THE PUBLIC IS HEREBY GIVEN** the Board of Directors will conduct its MEDC Regular Meeting scheduled for **6:00 PM on Monday, May 15, 2023**, 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 . The meeting will be recorded and uploaded to the City's website.

**CALL TO ORDER**

**OPEN PUBLIC COMMENT**

**APPROVAL OF MINUTES**

1. Approval of meeting minutes for February 20, 2023 (tabled at 3/20/23 meeting) and meeting minutes for March 20, 2023.

**APPROVAL OF FINANCIAL REPORT**

(No financial report for the month).

**CONSIDERATION AND POSSIBLE ACTION:**

2. Consideration and possible action on purchasing up to fifteen (15) additional signs for the QR code historic walking tour.
3. Consideration and possible action on a Professional Services Agreement for engineering consulting services between the MEDC and Civil Systems Engineering, Inc.
4. Discussion on possible temporary parking solutions in and around downtown.
5. Update on Wayfinding Project.
6. Consideration and possible action on cancelling the Regular Meeting scheduled for June 19, 2023.

**ECONOMIC DEVELOPMENT REPORTS**

7. City Engineer's April 2023 report.

**EXECUTIVE SESSION**

Adjourn into Closed Session in compliance with Section §551.001 etseq. Texas Government Code, to wit:

8. **551.087** (deliberation regarding economic development negotiations) of Chapter 551 of the Government Code of the State of Texas.

**POSSIBLE ACTION FROM EXECUTIVE SESSION:**

9. Consideration and possible action on items from Executive Session.

**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 May 12, 2023 at 4:45 p.m.

---

*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.*

---

**MINUTES OF ANNUAL AND REGULAR MEETING**  
**February 20, 2023**  
**MONTGOMERY ECONOMIC DEVELOPMENT CORPORATION**

**CALL TO ORDER**

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

Added text in red\*

- Present: Rebecca Huss - President
- Jeff Angelo – Vice President
- Carol Langley - Treasurer
- Byron Sanford - Board Member
- Wade Nelson – Board Member
- Dan Walker – Board Member

Absent: Ryan Londeen - Secretary

Also Present: Gary Palmer, City Administrator

**CALL TO ORDER**

**OPEN PUBLIC COMMENT**

No public comments were made.

**APPROVAL OF MINUTES**

1. **Annual and Regular Meeting Minutes of January 16, 2023.**

Rebecca Huss said there is one brief change needed on page nine where it reads a keeper solution when it should read a cheaper solution.

Motion to accept the regular meeting minutes of January 16, 2023 with the one change on page nine from keeper to cheaper was made by Jeff Angelo and seconded by Byron Sanford. All in favor. (6-0)

## **APPROVAL OF FINANCIAL REPORT**

### **2. January 2023 City Sales Tax Report review and discussion (MEDC Financial Report not available for meeting).**

Mr. Palmer stated there has been an eighteen percent increase over the last year at this time.

Rebecca Huss said it is interesting to note McCoy's is the number one sales tax filer and they are not in an Economic Development Agreement with them however, unlike other parts of our history, we are now much more vulnerable to changes in the overall economic environment. Rebecca Huss said this is something to keep in mind when looking at budgeting. Rebecca Huss said there is definitely more variability. Rebecca Huss said at one point in looking at their past, the one through five top tax filers were essentially Kroger, Brookshire Brothers, Entergy, and Jim's Hardware which was much more driven by the people who live here and shop local as opposed to things that are much more driven by national economic factors.

Byron Sanford said it is good to have a seven percent increase in the number of tax filers.

Motion to accept and approve the Financial Report as given was made by Byron Sanford and seconded by Dan Walker. All in favor. (6-0)

## **CONSIDERATION AND POSSIBLE ACTION:**

### **3. Consideration and possible action on a contract and grant application for the 2023 Music & Mudbugs Festival.**

Mr. Charlie Diggs said the festival site has been moved to the opposite side of the driveway leading up to Ransom's. Mr. Diggs said everything is in place and he is looking forward to a successful festival.

Mr. Diggs said they have been nominated for the Texas Country Music Award Festival of the year. **The Board congratulated Charlie Diggs for the nomination. Rebecca Huss asked if Charlie had worked everything out with Kroger for the parking. Mr. Diggs said they had a meeting scheduled with Kroger for the following week and that they are a sponsor of the event.**

**Jeff Angelo stated, "We love Charlie Diggs and that's all there is to it." He added that Mr. Diggs puts on**

a good first-class show. Jeff said the new location seemed beneficial. Jeff suggested Charlie Diggs build a permanent amphitheater in the city for his festivals.

Rebecca Huss said their outside festival policy has been to be a support for three years only and this will be the third year for this festival. Rebecca Huss said after three years they will either have to let the festival stand on its own or amend the policy.

Motion to approve an \$8,000 grant application and contract for the 2023 Music and Mudbugs Festival was made by Jeff Angelo and seconded by Byron Sanford. All in favor. (6-0)

4. **Consideration and possible action on a grant application for the March 4 Our Military 5K ruck march.**

Rebecca Huss said they sponsored this event last year. Rebecca Huss said the \$500 was to cover the police costs involved with the event.

Jeff Angelo said he thinks there will be a larger attendance this year and believes it is a good event.

Motion to accept and award the \$500 grant application to Alpha Elite Performance Outdoors was made by Jeff Angelo and seconded by Wade Nelson. All in favor. (6-0)

5. **Consideration and possible action on a grant application for the Montgomery Community Band.**

Mr. Joseph Fioretti, Director of the Montgomery Community Band gave a brief presentation introducing himself and band members. He explained how the idea began and similar community band programs in surrounding cities are successful.

Byron Sanford said he is a huge fan of the arts and anything else they can do to try and create some culture downtown. Byron Sanford thanked Mr. Fioretti for what he is doing.

Jeff Angelo asked where the band normally performs. Mr. Fioretti said they perform at the Montgomery High School Auditorium and consist of wind instruments only. Jeff Angelo asked how long the concerts last. Mr. Fioretti said they have not performed a concert yet but estimate it to last from an hour to an hour and a half. Mr. Fioretti said the concerts are a free event, but donations are very much appreciated. Mr. Fioretti said the first concert will be held on Sunday, April 23<sup>rd</sup> at 7:00 p.m. Mr. Fioretti said all the members are volunteers. Wade Nelson asked if Mr. Fioretti would consider doing an outdoor event as part of another

event just from the standpoint of having more exposure. Mr. Fioretti said he would be open to it and see what the band would be interested in doing. Jeff Angelo asked what the name of the group was. Mr. Fioretti said the Montgomery Community Band.

Rebecca Huss said usually as part of their sponsorships, they request the City is given credit. Rebecca Huss asked Mr. Fioretti how he would anticipate that if it was a possibility. Mr. Fioretti said he has spoken with Thomas Printing and they will print all of their concert programs free of charge as long as their logo was included. Mr. Fioretti said he would also include any other branding for Montgomery. Rebecca Huss said they can also speak with the City about cross posting the concert events as well.

Carol Langley asked how this would fit in the budget. Rebecca Huss said she thinks for \$3,000 they have it in their unallocated events line item. Rebecca Huss said they have enough money in events.

Byron Sanford said if they continued in this direction they would love to see the band come and be part of the downtown experience.

Rebecca Huss said the Montgomery Quilt Walk is October 6<sup>th</sup> and 7<sup>th</sup> so if the band wanted to have a daytime concert with a couple thousand people downtown that would be something they would love to have at the pavilion.

Jeff Angelo asked if this will be the first concert all the band members have performed together in public. Mr. Fioretti said yes. Jeff Angelo said he thinks it may be good to get some video and create some other media collateral that may be able to extend their reach a bit and certainly hype up any future performance opportunities they can collaborate with the band on.

Motion to fund the grant for the Montgomery Community Band in the amount of \$3,000 to be taken from the unallocated events line item was made by Byron Sanford and seconded by Jeff Angelo. All in favor.

(6-0)

## **ECONOMIC DEVELOPMENT REPORTS**

### **6. February 2023 Development Report.**

Rebecca Huss said she wanted to include on their list of things to achieve in 2023 to have the road from Buffalo Springs Drive extend all the way over to CB Stewart which is not necessarily a priority for the current landowners. Rebecca Huss asked Wade Nelson if he could convince the current

landowner that it is a priority for them. Wade Nelson said where they are at on pricing they are end users. Wade Nelson said as far as their buyers, they are going to be end users and way overpriced for a developer to come in. Rebecca Huss asked if he does not think they could be convinced that it would be easier to subdivide the land with a road already in place. Wade Nelson said correct. Rebecca Huss asked if there is something they could give them cheaper for them to subdivide it and put the road in, so the road is split from north and south. Wade Nelson said every developer that has looked at the deal would want that spine road to continue which makes sense because there is too much depth. Wade Nelson said the biggest challenge with that tract is detention. Wade Nelson said the elevation goes up to the north and you have to balance a site that is extremely expensive already and then when you add another five or six dollars a foot on top of that for site work, potentially even higher, you are eating up \$18.00 dirt for two acres of detention. Wade Nelson said a lot of it has to do with selling pad sites for \$30 a foot already, but those are ready to go pad sites. Wade Nelson said there is \$18 dirt, but you still have another \$10 of work. Wade Nelson said for a developer to come in and buy it, it does not make any sense. Rebecca Huss said in some ways having the road there makes it easier to become a developer especially if in her perception it is important enough to the City and the development of it that they could consider fronting the money and then pay us back at pro rata as they tie on without charging them interest. Rebecca Huss said she does not want to pay for the land and does not think they should pay for that favor. Rebecca Huss said she still thinks it should be a private road as well. Wade Nelson said yes it should be. Rebecca Huss said she also thinks they could build it more cheaply than the City could. Rebecca Huss said she thinks there needs to be someone who knows what the end user wants, someone who understands the real estate market, and someone who understands costs. Wade Nelson said it is really a continuation of what they have already done with Milestone.

7. **City Engineer's Report.**

Discussions were held regarding TxDOT and the expansion of SH 105 west and various other local roads in and around the City. Rebecca Huss said you have to collaborate with developers as they develop the property they own so all of this is dependent on the economy, when the developments take place, and when developers sell their large tracts. Rebecca Huss said some of the planning is in the City's ETJ and they cannot control what happens in the ETJ.

Wade Nelson asked what it would take to get the Commissions to focus on this area. Wade Nelson said FM 149, SH 105, FM 2854, and Lone Star Parkway all need to be addressed today.

Rebecca Huss said they need to ask City staff or engage an outside firm to act on the City’s behalf to create materials and/or lobby for them with HGAC, TxDOT, and with our State Senators regarding having projects moved forward and moved to the top of the list for funding. Wade Nelson said engaging developers, getting in front of them, and knowing what is happening certainly helps. Wade Nelson said there needs to be a lot of attention and a lot of noise made.

Rebecca Huss said the best bet for moving them forward would be to look for outside services. Mr. Palmer said for what they are looking for, absolutely. Mr. Palmer said he has contacts to help with that.

**BOARD INQUIRY**

Rebecca Huss mentioned the Board intended to look at a consultant to advance MEDC interests. No other inquiries were made.

**ADJOURNMENT**

Motion by Dan Walker and seconded by Carol Langley to adjourn the meeting at 6:59 p.m. All in favor. (6-0).

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

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

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



**MINUTES OF ANNUAL AND REGULAR MEETING**

**March 20, 2023**

**MONTGOMERY ECONOMIC DEVELOPMENT CORPORATION**

**CALL TO ORDER**

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

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

Absent: Carol Langley - Treasurer  
Dan Walker – Board Member  
Byron Sanford – Board Member

Also Present: Dave McCorquodale, Assistant City Administrator  
Diana Cooley, Deputy City Secretary

**CALL TO ORDER**

**OPEN PUBLIC COMMENT**

No public comments were made.

**APPROVAL OF MINUTES**

**1. Approval of February 20, 2023 Regular Meeting Minutes.**

Jeff Angelo said he did not see the discussions with Charlie Diggs regarding collaboration with the Chamber mentioned in the minutes. Rebecca Huss said she believes that was included with the Board Inquiry section. Ryan Londeen said there were no comments in the Board Inquiry section. Jeff Angelo said it looks like there are some minutes missing. Rebecca Huss asked Diana Cooley, Deputy City Secretary to look into the comments regarding this and they would table their approval of the February 20, 2023 meeting minutes to the next meeting.

Motion to table the February 20, 2023 meeting minutes was made by Rebecca Huss and seconded by Jeff Angelo. All in favor. (4-0)

Rebecca Huss stated for the record she wanted to note they do have a quorum with four of the members in attendance. Rebecca Huss said Carol Langley, Dan Walker and Byron Sanford are missing.

Jeff Angelo said he questions these minutes because they have always been so thorough. Jeff Angelo asked if there is something that has changed. Mr. McCorquodale said meeting minutes are never verbatim of a conversation, but with the videos it is even less imperative. Mr. McCorquodale said they do want the important points to be included in the minutes. Mr. McCorquodale said one of the reasons that you see Diana here in the meeting and have not seen her in the past is because what she has been doing is watching the video online to transcribe minutes. Mr. McCorquodale said with her here she will have a better gauge of what the highlights are that the Board discusses. Mr. McCorquodale said there will be a condensing of certain points of a discussion, and they are not intended to be literally everything that is discussed, but the important points certainly need to be included. Mr. McCorquodale said with Diana attending the meetings it will be easier for her. Jeff Angelo said these minutes are cliff notes based on what was discussed and thinks it needs to have more substance to it. Jeff Angelo said just for the record he thinks they need to at least include some of the hot topics discussed so it will be on record.

Ryan Londeen said he did feel the previous minutes were a bit too detailed for typical minutes. Mr. McCorquodale said there will be improvements made over the coming months and asked the Board to continue to give feedback so there can be a balance. Jeff Angelo said he agrees that Ryan Londeen's minutes were a little too detailed, but the February 20, 2023 minutes were not. Rebecca Huss said she greatly appreciated Ryan Londeen's efforts and his detailed nature because you could miss a meeting and know exactly what happened without watching the video. Rebecca Huss also said the point of reading the minutes is to make sure that things you personally thought were an important point to bring up are in the minutes and as the note taker she may have felt it was included in a different part of the minutes she wrote down and you may feel it needs to be highlighted as an important point by itself.

## **APPROVAL OF FINANCIAL REPORT**

### **2. Financial Report covering December 2022, January 2023, and February 2023.**

Rebecca Huss said there has been a break in having a financial person, so all of the information is being presented at once. Rebecca Huss said most of the balance sheet information is as of February and the disbursements cover everything from December through February. Rebecca Huss said page 12 of the packet shows where they are year-to-date, month-to-date, and budget remaining for each item in the budget which

is as of February as well. Jeff Angelo said the MEDC's finances are looking good. Rebecca Huss said the sales tax revenues look good. Rebecca Huss said February is five months to date and they are well over half of the way there on their income.

Motion to approve all three financial statements as presented was made by Jeff Angelo and seconded by Ryan Londeen. All in favor. (4-0)

### **CONSIDERATION AND POSSIBLE ACTION:**

#### **3. Consideration and possible action on a grant request not to exceed \$3,000 for Freedom Fest 2023.**

Ms. Shannan Reid, Executive Director with the Montgomery Area Chamber of Commerce said they are the host that will be organizing the Freedom Fest which happens on the first Saturday of July every year in honor of the Independence Day celebration. Ms. Reid said they are looking to once again partner with the City. Ms. Reid said safety is a huge consideration as the event has grown and the world has changed. The cost for law enforcement exceeds the revenue they generate as a festival. Ms. Reid said it is not necessarily a fund raiser for the Chamber, but a community project they do to bring Montgomery together. Ms. Reid said she is reaching out to the City and MEDC once again to see if they would like to help with having the law enforcement that is needed and required by the City. Ms. Reid said Public Works is also added in as well so they can cover all their bases for the day of the event.

Rebecca Huss said this was done last year. Rebecca Huss said this would be money that does not leave City accounts. Rebecca Huss said they obtain a list of who the officers are and what their rates are, and they sign the checks that go directly to them. Rebecca Huss said for Public Works the money gets transferred through the fund that pays them directly. Ryan Londeen said he wanted to clarify the funds are not coming out of the grant line item but instead the unallocated events line item. Rebecca Huss said the funds would be taken from the unallocated events line item.

Motion to approve the \$3,000 grant for Freedom Fest 2023 to be taken from the unallocated events budget line item was made by Jeff Angelo and seconded by Ryan Londeen. All in favor. (4-0)

#### **4. Consideration and possible action on hosting a Spring 2023 Joint Workshop with the City Council and Planning & Zoning Commission on April 17, 223.**

Mr. McCorquodale said this body as well as the Planning & Zoning Commission and City Council have all discussed a joint workshop to share ideas, ensure the alignment of overall goals, and to understand what role each Board or body plays in the City's governance.

Mr. McCorquodale asked if the Board would consider hosting the workshop and that way it would take place on their regular meeting night and they would invite Planning & Zoning Commission and City Council who have all indicated they are very interested in a joint workshop. Mr. McCorquodale said there would be light refreshments, but he does not know if the location of the workshop would be City Hall, the Community Building, or the Community Center off of Lone Star Parkway.

Rebecca Huss said there is going to be turnover on City Council and is wondering if it makes sense to wait until the month after and meet after the election. Rebecca Huss said there will be two new members on City Council. Mr. McCorquodale said it is entirely up to the Board if the workshop takes place in mid-summer or next month. Mr. McCorquodale said he would defer to the Board as he does not think there is a right or wrong answer. Wade Nelson said he would assume the sooner the better. Jeff Angelo said he is an advocate for the sooner the better.

Jeff Angelo said the candidates he is familiar with who are running for Council have either been on Council or they are familiar with the process. Mr. McCorquodale said the two candidates running for Place 3 have both previously served either as the Mayor or a council member, so they are not starting from scratch in understanding where the City is heading and what the major issues are. Wade Nelson said they will not be too far ahead of the new council members if someone new shows up.

Mr. McCorquodale said while City Council is certainly a receiver of the benefit of the workshop because they are the ones who are driving the legislative work that comes out of the City, he does see it being very beneficial for both the EDC and the Planning and Zoning Commission to understand what the Council's desires are to be able to say that is the direction and they can help with that and help facilitate that whether it is a Planning and Zoning action or a funding item that is coming to EDC.

Rebecca Huss said she thinks in terms of the amount of money they are intending to spend for the next few years once the planning comes to fruition and implementation, they need to make sure Council is on board because they ultimately permit them to spend the money they have been entrusted with.

Jeff Angelo asked Shannan Reid if the Montgomery Area Chamber of Commerce would have any interest in participating in some way because they have the software and a lot of the tools that they may not have access to. Shannan Reid said yes. Jeff Angelo said making decisions can be difficult when you do not know where all the growth is coming from and so having some insight and the Chamber who has their ear to the

ground with the legislative process with respect to taxes which are big concerns right now especially for businesses is a plus. Jeff Angelo said including the Chamber is almost like a mini summit and would reap good benefits for everyone.

Ryan Londeen said he would prefer to wait to have the workshop after the election. Ryan Londeen said Carol Langley and Byron Sanford are already on MEDC and the other two that are swapping out would be new unless there is a reason to be more urgent in meeting sooner.

Wade Nelson said he thinks summertime comes into play with scheduling the workshop. Jeff Angelo agreed and said people start going out of town for vacation. Wade Nelson said they have become pretty good at kicking the can down the road. Jeff Angelo said it has gotten out of control.

Rebecca Huss said maybe they should specially invite the four candidates. Ryan Londeen said as long as they do not make it a political event. Rebecca Huss said they could sit in the audience as spectators, and not speak. Rebecca Huss said they would also have a specific agenda. Rebecca Huss said it would be interesting to have Shannan Reid present a 10-minute introduction of where they are and where the Chamber thinks they are going in terms of growth and industries. Wade Nelson said as businesses start looking at this area, a lot of times the Chamber is the first place they stop.

Mr. McCorquodale said he thinks it would be helpful for City Council to see the Chamber's, Planning and Zoning, and MEDC's point of view and to discuss what we think our goals need to be as a joint Council, Planning and Zoning and EDC. Mr. McCorquodale said it would also be helpful for the overall group to focus and discuss some things the folks out there are talking about on the street. Mr. McCorquodale said it would help define the direction of discussion especially when discussing the business end and the work that this body more than any other one does. Mr. McCorquodale said it would be helpful for the Council to have a five-to-10-minute primer on where the Chamber sees the business community because the Chamber is going to have more interactions and feedback from the local business owners than any other governmental body including this one. Mr. McCorquodale said it might help Council to think about what our community feels like the economic development needs are, which would help Council and EDC to align those goals.

Jeff Angelo said Mr. McCorquodale said it best as the Chamber has the ear of a lot of the local businesses as they do weekly mixers with several different old and new businesses and Shannan Reid knows where everything is headed regarding the business owners' mindsets and what their concerns are. Jeff Angelo said to have that voice gives them a complete perspective and that is what is needed in making important

decisions. Rebecca Huss said she thinks with Shannan Reid opening with her information, it will give more context to the meeting that will explain why they are coming from the angle they are.

Jeff Angelo said there are lots of areas south of the City that are getting filled up and need to bring their businesses up north to where we are. Jeff Angelo said having those discussions now about tourists and other types of incentives including mobility would help them to highlight where the possibilities for those changes are going to be and to bring in other businesses which is what economic development is all about to support this community which is growing so fast. Jeff Angelo said the Chamber knows what is going on and they know who the developers are. Jeff Angelo said people want to come here and it is growing so it is important that they expand.

Wade Nelson said a lot of the time it is the Chamber and EDC working together. Wade Nelson said a lot of the time the Chamber gets approached first and EDC picks it up from there who then work with City Council in attracting the right business. Wade Nelson said they are at that point where they can be selective with developers and businesses.

Motion to support a spring 2023 joint workshop with the City Council and Planning and Zoning Commission on April 17, 2023 including the 100 dollar expenses was made by Wade Nelson and seconded by Jeff Angelo. All in favor. (4-0)

5. **Consideration and possible action on adding Dave McCorquodale as an authorized signer on MEDC banking accounts.**

Mr. McCorquodale said he is going to be the Board's primary staff liaison for the foreseeable future. Mr. McCorquodale said it would be beneficial for him to be one of the two signers which are required for all MEDC checks. Rebecca Huss said she is uncomfortable with Mr. McCorquodale and Mr. Palmer signing checks together. Rebecca Huss said she would like it to be one administration and one Board member at all times. Rebecca Huss said she does not know if that needs to be written into the Bylaws if they remove Mr. Palmer as a signer or exactly how that works. Mr. McCorquodale said Rebecca Huss makes a very good point. Mr. McCorquodale said he will find out if it is a Bylaw amendment or a financial policy the Board can set. Rebecca Huss said, or they can simply remove Mr. Palmer in which case it does not matter. Mr. McCorquodale said it works as long as both he and Mr. Palmer are here, and they know two staffers are not going to be signing checks as it is going to be one staff and one director. Mr. McCorquodale asked how they set that roadmap when one of them is not there. Jeff Angelo said he thinks it could be either or and it

does not matter if Mr. Palmer stays on just as long as it is either or. Rebecca Huss said she thinks they can wait and go on a verbal okay until they get to the annual meeting in January and change the Bylaws for that. Rebecca Huss said she trusts both Mr. Palmer and Mr. McCorquodale to be men of their word, but as a policy point it makes sense to keep the Board in control of their financial decisions.

Motion to add Mr. McCorquodale as an authorized signer on the MEDC banking accounts and with the expectation that only one Mr. McCorquodale or Gary Palmer will sign any check was made by Rebecca Huss and seconded by Jeff Angelo. All in favor. (4-0)

6. **Consideration and possible action on procuring advocacy services for mobility projects that will aid in economic development and improve quality of life in and around Montgomery.**

Mr. McCorquodale said he was absent at the last meeting where this item was discussed and he would like clarity from the Board as to what exactly they want since there was a lot of overlap in discussion on this item and he wanted to talk through specific goals the MEDC is looking to achieve. Mr. McCorquodale said one of the things that will be helpful and will come out at the workshop is some of the items they have discussed there is an implication the City is going to spend money on those things when the City would normally spend money on those things. Mr. McCorquodale asked is the Board willing to pay for things they need i.e., plans which Council is going to have to adopt those plans. Mr. McCorquodale said when it comes down to HGAC, TxDOT or any other grant, they are going to want to see an adopted plan.

Ryan Londeen said he has the exact same thoughts and if they are going to be a squeaky wheel they need to have a plan as they will not be able to receive any grant funding unless they have a plan in place. Rebecca Huss said that is part of what they wanted to have something that said this is what we are doing next, and this is why we want money as opposed to where they are now. Ryan Londeen said if you want drainage projects you need a drainage plan, if you want mobility projects you need a mobility plan. Ryan Londeen said they are not going to be given money to do something [without a plan]. Ryan Londeen said they want to see that they have thought about it and are serious about it.

Rebecca Huss said where they are versus where the City is, the City has other priorities that do not include mobility. Rebecca Huss said MEDC sees what is happening and wants to get ahead of it with their plans and wants to go to TxDOT and present their ideas and implement them before TxDOT comes through and does other things or do they see the congestion and the mobility problems. Rebecca Huss said City Council is looking at other things and feels it is almost incumbent on [MEDC] to say to City Council for them to continue what they are doing yet this is a huge problem they can see coming in two or three years, but since

Council is doing their own thing, then MEDC will have to do it because someone has to. Rebecca Huss said she hopes Council would not say “no” if they were doing it with [the MEDC] piece of the tax revenue that they can hopefully divert to some of this especially if it wins grants.

Jeff Angelo asked if this agenda item is to approve locating a consultant or putting out an RFQ or RFP. Mr. McCorquodale said you have up to and including that but what he really wanted to do was get a better sense of exactly what it was they are looking at and talking about. Mr. McCorquodale said he thinks the end result to some of this and the interface with Council is going to be the City budget. Mr. McCorquodale said if both bodies are going to try and go after [as an example] of billions of dollars in transportation money, what plan do they need to obtain that money or to be eligible for it and does that involve City funds or EDC funds. Mr. McCorquodale said with City Council having an idea and an understanding before they get to the budget, that this is the goal they are working toward, this will be an objective that takes them one step closer to that.

Rebecca Huss said her goal would be to take some of the ideas they have from the work that has already been done and break it into a project with its own portfolio and its own set of plans where everything is in place and ready to go. Rebecca Huss said there would be no scrambling to gather all the necessary information as they would be prepared to apply and be considered for project funding. Ryan Londeen asked if they had a water and sewer plan. Mr. McCorquodale said they do and also a Thoroughfare plan. Mr. McCorquodale said it is just a matter of having the plans updated.

Mr. McCorquodale said in watching the previous MEDC meeting video which he did not attend, it almost sounded to him like the EDC wants an engineer on staff. Mr. McCorquodale said he thinks if they tried to give more to our City Engineer he does not see that working because they have enough on their plate. Rebecca Huss said they also do not have the contacts they need. Rebecca Huss said they need someone who has contact with the people who are looking at projects and putting projects in the queue or before the people who have the decision making power and saying this is a great project and should be considered. Rebecca Huss said she thinks it is engineers who would do that. Rebecca Huss said she thinks they need someone who knows what is going on at the dirt level.

Mr. McCorquodale said the legislature has been working for six years on going after cities control. Mr. McCorquodale said one of the things they are doing now is there is a bill that would prevent what they call lobbying activities. Mr. McCorquodale said TML, the Texas Municipal League is a conglomerate of cities of all sizes all across the State. Mr. McCorquodale said they are very effective at stopping some of these



bad bills that sound ok on the surface but what they really do is take local control away and move it to Austin which does not work any better than taking away states rights and moving it to the federal government. Mr. McCorquodale said lobbying is really advocating for your interests. Mr. McCorquodale said whether it is someone advocating to our legislators, it often helps to have staffers working together and actually getting the work done.

Mr. McCorquodale said they want to be mindful in how they frame what they are looking for. Mr. McCorquodale said if we ensure we are clear of lobbying activities then they do not have to change gears six months after they start this effort. Mr. McCorquodale said again, making sure they are advocating certain projects and certain types of projects without falling into the guise of lobbying. Rebecca Huss said she thinks if they had an engineer on staff helping to present our projects that really would not be lobbying, that is engineering. Mr. McCorquodale agreed.

Jeff Angelo asked how you find someone like that. Mr. McCorquodale said you would craft what you are looking for in a Request for Qualifications and receive submittals. Mr. McCorquodale said the RFP or RFQ process is a good way to go about finding the qualified person. Jeff Angelo asked if that information would come back to the Board so they can review it before a decision is made. Mr. McCorquodale said yes the final outcome would be a decision from the Board.

Ryan Londeen asked how that would work with our current City Engineer. Ryan Londeen asked if there would be two different engineers working for the City and why would they not consolidate to a single engineer. Ryan Londeen said it would seem to be most economical for the City and MEDC to be on the same page with one single engineer to do both plan reviews and coordinating projects around the City. Rebecca Huss said the current City Engineer does not have the skill set or the connections to do what they want and so they are not getting the services they are looking for. Rebecca Huss said they would be paying for something that they would receive less than what they want.

Wade Nelson said that would be his concern because whoever the person would be they must be qualified and have a success rate of accomplishing this type of task. Jeff Angelo asked if they are looking to choose someone from the outside since there is no one on staff to call on. Rebecca Huss said that is what was done for the Downtown Design Plan. Jeff Angelo said it cannot hurt to look to see if there is someone who does have some success in going to TxDOT and putting together grant requests. Ryan Londeen said he understands the problem that MEDC has their own desires that may not align necessarily with what the City is doing right now. Rebecca Huss said they already know someone who is currently doing this for

them, however, going through the RFP process would be the best.

Wade Nelson said there is a person he knows of who could attend one of their meetings and answers questions about how the city of Navasota went through this process. Jeff Angelo said he wants to get the process going and if they need to go through the RFQ or RFP process that is fine. Jeff Angelo said they need to do something. Rebecca Huss said they will do an RFP. Rebecca Huss said to give credit where credit is due, Kyle and Lori have been doing a lot of work for them. Rebecca Huss they have both been very helpful in contacting people and getting them connections.

Wade Nelson said that is exactly why they are doing this and trying to get ahead instead of retroactively going back after they have announced a project. Ryan Londeen said he is not clear on what this person would be doing for them. Ryan Londeen asked what the goal is. Rebecca Huss said they do not have anyone on staff to do this for them. Ryan Londeen said they do not have any plans in place to go to express themselves to TxDOT or to HGAC. Rebecca Huss said she would like some good plans in place. Ryan Londeen asked why they cannot do an RFQ for what they need as a City such a drainage or mobility plan and pay for that specific thing and not necessarily an engineer. Ryan Londeen said they do not need an engineer to do that, and they can do an RFQ just for the specific needs they have. Ryan Londeen said to get the plans on the shelf they do not need an engineer. Ryan Londeen said they need the plans in place before they can hire someone to advocate for them. Rebecca Huss said they need someone with a technical background to tell them what to do. Rebecca Huss said she thinks this is where they are perennially stuck because they do not have what it takes to get funding.

Wade Nelson asked Ryan Londeen what he would suggest because they need plans today. Ryan Londeen asked what they are trying to accomplish through this. Ryan Londeen asked do they see mobility as a plan or transportation as a plan. Ryan Londeen said he can help with those things if they have an idea of what they need. Ryan Londeen asked how old the Thoroughfare Plan is. Mr. McCorquodale said it has been a few years since the Plan was updated. Ryan Londeen said there is no drainage plan, a transportation plan, or a mobility plan. Ryan Londeen said if they have those plans in place they can use those documents and present to HGAC or Commissioners and present their need for them to help fund it. Ryan Londeen said he can help with that. Ryan Londeen said he would need direction and know what they are trying to accomplish. Ryan Londeen said when they have the plan in place, then they can hire someone to advocate for them to meet with the Commissioner. Ryan Londeen said if they do not even know what they want, how are they going to pay someone to advocate for them. Rebecca Huss said in some ways they do know what they want. Rebecca Huss said they want the north side of FM 149 in town. Ryan Londeen said TxDOT

is not going to listen to them if they do not have any plans. Mr. McCorquodale said he thinks this is where the joint workshop is going to be helpful because any formal plan they have will need to be adopted by City Council.

Wade Nelson said a lot of the studies that are needed take a long time to be completed. Wade Nelson said they need someone that is very concentrated on doing this because all of it takes a lot of time. Wade Nelson said if they started today it is two or three years down the road before they will even see any results. Wade Nelson said a lot of times the City is overlooked because no one sees the growth immediately like it is seen everywhere else. Wade Nelson said it is going to catch up to them and it is great there are a lot of people moving here but the gridlock is going to cause so much havoc that businesses will overlook them too as they do not want to be a part of something that does not have mobility or transportation. Wade Nelson said it is a domino effect. Rebecca Huss said she does not disagree with Ryan Londeen, but she feels that having an engineer to distill what it is they have and need to be able to convince other engineers to talk with other engineers is where it is at because no one has the time to do essentially another part-time job. Jeff Angelo said maybe Ryan Londeen can oversee instead of taking the lead because he speaks the same language.

Rebecca Huss asked Ryan Londeen if he could help Mr. McCorquodale distill what it is they need for an RFQ. Ryan Londeen said if they are going to advocate then going to HGAC is different than going to have lunch with the Commissioner. Ryan Londeen said those are different conversations with different approaches. Rebecca Huss said which is why different presentations are needed for different audiences and you need to be able to have something that speaks to a variety of different people who have the money. Ryan Londeen said he would like to see what plans they have, and he will try to condense it. Rebecca Huss said she would like to try for an RFQ with possible action and if they need to update the Thoroughfare Plan they can list that as a separate action item for the next meeting.

Jeff Angelo said it sounds like the Thoroughfare Plan is going to make the greatest impact and asked with regard to the Thoroughfare Plan, are they still looking at two to three or even five years out. Rebecca Huss said she does not think they can afford to wait that long. Ryan Londeen said they can create a plan within a year to a year and a half. Rebecca Huss said they can always update portions of the plan. Mr. McCorquodale said they can update these plans as they go along, but he will work with Ryan Londeen over the next month and go over the plans they already have. Mr. McCorquodale said his intent is to have a short EDC meeting before the joint workshop, but the focus of the evening would be the workshop. Rebecca Huss said this is in some ways an absolute poster child for why the meeting needs to happen.

Motion to table item #6 was made by Rebecca Huss and seconded by Ryan Londeen. All in favor. (4-0)

## **ECONOMIC DEVELOPMENT REPORTS**

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

Mr. McCorquodale said some of the big developments moving through town include Town Creek Storage II, which is an expansion of a storage facility by the high school and Hills of Town Creek Section 5 is on an indefinite hold at the moment. Mr. McCorquodale said Popeye's is now under construction, Dutch Brothers will be located by Kroger and Discount Tire has approved plans although no word on when they will begin breaking ground. Mr. McCorquodale said as a reminder, one of the first pieces they have committed to doing is completing the little gap in the roadway in the private drive on the north side where the Blue Wave Car Wash is with the idea that someone can then get to Kroger without going through. Mr. McCorquodale said he knows they have discussed the other private drive there, but that will just be one little piece that gets traffic off of SH 105.

Mr. McCorquodale said on FM 1097 east just past Terra Vista there is a lot of clearing for a Pulte subdivision which will be 45-foot lots with a total of 309 homes with three phases containing 100 homes each. Mr. McCorquodale said they are scheduled to deliver 100 lots at the end of this calendar year with the other homes being added three to six months later.

Jeff Angelo asked how many homes including Red Bird Meadows within the two zip codes 77316 and 77356 will there be within the next three to five years. Mr. McCorquodale said these two developments alone are at 1,000 homes. Mr. McCorquodale said Waterstone is the big one where there are a lot of lots left and the subdivisions are platted. Mr. McCorquodale said they are also working on a couple of new sections of Waterstone. Mr. McCorquodale said Section 2 when it was developed seven or eight years ago was never built on. Mr. McCorquodale said one of the big builders that was involved with Town Creek Crossing bought all of those lots. Mr. McCorquodale said he estimates 2,500 homes within the next three to five years. Jeff Angelo said that does not even include apartments. Mr. McCorquodale said that is right. Mr. McCorquodale said the zoning controls a lot of the multi-family and the big unknown is the Buffalo Springs Planned Development which is essentially all of Buffalo Springs. Mr. McCorquodale said the majority of the planned development is eligible for single family, commercial and multi-family so they do not really know what will go in there because it could be a number of things according to the zoning.

Wade Nelson asked if the lot minimum is still 75 feet. Mr. McCorquodale said it is, but Council wants to reduce the size. Mr. McCorquodale said it was presented to Planning and Zoning who want to study the neighborhoods and pros and cons first before making a change in the lot size. Wade Nelson said he would rather not rush through the process. Wade Nelson asked if Council wants to change the size because they do not want to do a variance. Mr. McCorquodale said they felt that if the standard of a 75-foot lot is not feasible outside of a high end product there is not a demand for, it needs to change. Wade Nelson said he agrees a 75-foot lot is not always feasible but that gives you the strength to dictate what happens. Wade Nelson said if they are going to give a variance, then at least give a variance to someone that is reputable. Mr. McCorquodale said he has always seen it as a checkpoint. Mr. McCorquodale said what Council wants is to have the standards set with no exceptions. Mr. McCorquodale said Planning and Zoning is going to look at different ideas and see what the pros and cons are. Mr. McCorquodale said as appealing as a one size fits all seems like a very simple thing; he thinks it is difficult to apply to every single site. Mr. McCorquodale said the best solution would be three lot size options to have a variety, but the City's interests are always priority. Wade Nelson said they do not have to say yes all the time, or they will ultimately become the starter home community.

Mr. McCorquodale said Lupe Tortilla has a permit and is approved on the development side so they should break ground soon although he does not know exactly when that will occur. Jeff Angelo asked if anything is happening with the City's property on Prairie Street. Mr. McCorquodale said they should have received the appraisal. Mr. McCorquodale said Council wanted the appraisal to look at the idea of selling it. Mr. McCorquodale said if the intent is to sell it he is trying his hardest to talk them into saving some land for parking.

### **BOARD INQUIRY**

Ryan Londeen asked if there is any interest to use the Adams lot on the corner for temporary parking. Ryan Londeen said it is right off the street and gravel could be used as a temporary measure. Rebecca Huss said she would not do it while McCown is open to SH 105 as it would be a disaster. Jeff Angelo suggested putting this on the agenda for their next meeting. Rebecca Huss said it will be on the next agenda.

**ADJOURNMENT**

Motion by Jeff Angelo and seconded by Ryan Londeen to adjourn the meeting at 7:29 p.m. All in favor. (4-0)

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

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

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

\_\_\_\_\_  
Ryan Londeen, MEDC Secretary

**Montgomery MEDC  
AGENDA REPORT**

<b>Meeting Date:</b> May 15, 2023	<b>Budgeted Amount:</b>
<b>Department:</b> N/A	<b>Prepared By:</b> DMc

**Subject**

Consideration and possible action on purchasing up to fifteen (15) additional signs for the QR code historic walking tour.

**Recommendation**

Approve the purchase of up to 15 additional signs.

**Discussion**

MEDC purchased six of these signs a couple of years ago as a pilot project for the historic walking tour. Most of those signs are now installed at properties around the historic district along the tour. The signs include the name of the property and a QR code that links to a webpage with more information about the property.

The signs are 16” x 20” and are metal construction. Pricing varies to some based on current sales / discounts at the time of ordering; for budget planning the cost is estimated at \$75/each. The total estimated cost for 15 additional signs at \$75/each is \$1,125.

There is \$5,000 budgeted for Historical Signage in 400-40-46515 with \$0 spent this fiscal year.

**Approved By**

Assistant City Administrator	Dave McCorquodale	Date: 05/02/2023

Examples of the historical signage containing information about the history of the property and a QR link to the tourism website.





**Montgomery MEDC  
AGENDA REPORT**

<b>Meeting Date:</b> May 15, 2023	<b>Budgeted Amount:</b>
<b>Department:</b> N/A	<b>Prepared By:</b> DMc

**Subject**

Consideration and possible action on a Professional Services Agreement for engineering consulting services between the MEDC and Civil Systems Engineering, Inc.

**Recommendation**

Approval of the Agreement as presented.

**Discussion**

The MEDC has considered engaging an on-call engineering consultant to facilitate key projects and provide representation with various agencies ranging from TxDOT to H-GAC to county commissioners. Another goal of these services is to provide timely information to the MEDC and to the various agencies to further projects that align with the MEDC’s mission of improving economic development and quality of life in Montgomery.

The MEDC has experience with the engineers that would serve in the primary roles and as points of contact with the firm – Kyle Bertrand and Lori Sanguedolce who led the downtown design master plan project and worked/are working on the McCown Street design project. Staff has had good interactions with both Kyle and Lori and believe they will be able meet the needs of the MEDC exceptionally well. A point to note is that both engineers have volunteered their time and expertise to the MEDC to affect positive change on several key projects—including the brick pavers that were added to the TxDOT median project on Eva Street / SH105. The Board can decide to enter into this agreement or direct staff to develop an RFQ outline. In the interest of time and because of my personal knowledge of Kyle and Lori, I do not hesitate to recommend them as the right consultant.

Following MEDC approval of an agreement (this one or after an RFQ selection is made), City Council will need to approve the agreement. The not-to-exceed annual cost of the agreement is \$32,000.

**Approved By**

Assistant City Administrator	Dave McCorquodale	Date: 05/12/2023

**PROFESSIONAL SERVICES AGREEMENT  
FOR  
ENGINEERING SERVICES  
RELATED TO  
MONTGOMERY ECONOMIC DEVELOPMENT CORPORATION  
ON-CALL SERVICES**

**THE STATE OF TEXAS           §  
  §  
COUNTY OF MONTGOMERY   §**

THIS AGREEMENT made on the \_\_\_\_\_ day of \_\_\_\_\_, 2023 entered into, and executed by and between the Montgomery Economic Development Corporation, an industrial development corporation created pursuant to Tex. Rev. Civ. Stat. Ann. Art. 5190.6, Section 48, now Chapter 505 of the Texas Local Government Code, located in Montgomery County, Texas, (the “MEDC”) and Civil Systems Engineering, Inc. (“Engineer”).

**WITNESSETH:**

WHEREAS, the MEDC desires to have on-call services related to development and projects within the City of Montgomery (the “Project”); and

WHEREAS, the services of a professional engineering firm are necessary to assist with layouts, plans, and design as needed, and

WHEREAS, the Engineer represents that it is fully capable and qualified to provide professional services to the MEDC related to professional engineering;

NOW, THEREFORE, the MEDC and Engineer, in consideration of the mutual covenants and agreements herein contained, do mutually agree as follows:

**SECTION I  
SCOPE OF AGREEMENT**

Engineer agrees to perform certain professional engineering services as defined in Attachment “A” attached hereto and made a part hereof for all purposes, hereinafter sometimes referred to as “Scope of Work,” and for having rendered such services, the MEDC agrees to pay Engineer compensation as stated in Section VII.

**SECTION II  
CHARACTER AND EXTENT OF SERVICES**

Engineer shall do all things necessary to render the engineering services and perform the Scope of Work in a professional and workmanlike manner. It is expressly understood and agreed that Engineer is an Independent Contractor in the performance of the services agreed to herein. It is further understood and agreed that Engineer shall not have the authority to obligate or bind the MEDC, or make representations or

commitments on behalf of the MEDC or its officers or employees without the express prior approval of the MEDC. The MEDC shall be under no obligation to pay for services rendered not identified in Attachment "A" without prior written authorization from the MEDC.

**SECTION III  
OWNERSHIP OF WORK PRODUCT**

Engineer agrees that the MEDC shall have the right to use all exhibits, maps, reports, analyses and other documents prepared or compiled by Engineer pursuant to this Agreement. The MEDC shall be the absolute and unqualified owner of all studies, exhibits, maps, reports, analyses, determinations, recommendations, computer files, and other documents prepared or acquired pursuant to this Agreement with the same force and effect as if the MEDC had prepared or acquired the same.

**SECTION IV  
TIME FOR PERFORMANCE**

The Engineer is committed to achieving the schedule necessary to meet the MEDC goals. Engineer will coordinate with the MEDC President or Designee and establish a schedule of events to include project task, milestones, and deadlines. Tasks identified can be authorized as a whole or individually at the discretion of the MEDC and their MEDC President or Designee.

Upon written request of Engineer, the MEDC may grant time extensions to the extent of any delays caused by the MEDC or other agencies with which the work must be coordinated and over which Engineer has no control.

**SECTION V  
COMPLIANCE AND STANDARDS**

Engineer agrees to perform the work hereunder in accordance with generally accepted standards applicable thereto and shall use that degree of care and skill commensurate with the applicable profession to comply with all applicable state, federal, and local laws, ordinances, rules, and regulations relating to the work to be performed hereunder and Engineer's performance.

**SECTION VI  
INDEMNIFICATION**

To the fullest extent permitted by Texas Local Government Code Section 271.904, Engineer shall and does hereby agree to indemnify, hold harmless and defend the MEDC, its officers, agents, and employees against liability for damage caused by or resulting from an act of negligence, intentional tort, intellectual property infringement, or failure to pay a subcontractor or supplier committed by the Engineer, the Engineer's agent, consultant under contract, or another entity over which the Engineer exercises control.

**SECTION VII  
ENGINEER'S COMPENSATION**

For and in consideration of the services rendered by Engineer pursuant to this Agreement, the MEDC shall pay Engineer only for the actual work performed under the Scope of Work, on the basis set forth in Attachment "A," up to an amount not to exceed \$32,000.00, including reimbursable expenses as identified in Attachment "A."

**SECTION VIII  
TERMINATION**

The MEDC may terminate this Agreement at any time by giving written notice to Engineer. Upon receipt of such notice, Engineer shall discontinue all services in connection with the performance of this Agreement and shall proceed to promptly cancel all existing orders and contracts insofar as such orders or contracts are chargeable to the Agreement. As soon as practicable after receipt of notice of termination, Engineer shall submit a sworn statement, showing in detail the services performed under this Agreement to the date of termination. The MEDC shall then pay Engineer for such services performed under this Agreement as those services bear to the total services called for under this Agreement, less such payments on account of the charges as have been previously made. Copies of all completed or partially completed designs, maps, studies, documents and other work product prepared under this Agreement shall be delivered to the MEDC when and if this Agreement is terminated.

**SECTION IX  
ADDRESSES, NOTICES AND COMMUNICATIONS**

All notices and communications under this Agreement shall be mailed by certified mail, return receipt requested, to Engineer at the following address:

Civil Systems Engineering, Inc.  
1202 Lake Pointe Parkway  
Sugar Land, Texas 77478  
Attn: Kyle Bertrand, P.E., Vice President

All notices and communications under this Agreement shall be mailed by certified mail, return receipt requested, to the MEDC at the following address:

Montgomery Economic Development Corporation  
101 Old Plantersville Rd  
Montgomery, Texas 77316  
Attn: Rebecca Huss, MEDC President

**SECTION X  
LIMIT OF APPROPRIATION**

Prior to the execution of this Agreement, Engineer has been advised by the MEDC and Engineer clearly understands and agrees, such understanding and agreement being

of the absolute essence to this Agreement, that the MEDC shall have available only those sums as expressly provided for under this Agreement to discharge any and all liabilities which may be incurred by the MEDC and that the total compensation that Engineer may become entitled to hereunder and the total sum that the MEDC shall become liable to pay to Engineer hereunder shall not under any conditions, circumstances, or interpretations hereof exceed the amounts as provided for in this Agreement.

## **SECTION XI SUCCESSORS AND ASSIGNS**

The MEDC and Engineer bind themselves and their successors and assigns to the other party of this Agreement and to the successors and assigns of such other party, in respect to all covenants of this Agreement. Engineer shall not assign, sublet, or transfer its interest in this Agreement without the written consent of the MEDC. Nothing herein shall be construed as creating any personal liability on the part of any officer or agent of the MEDC or any public body which may be a party hereto.

## **SECTION XII MODIFICATIONS**

This instrument, including Attachment "A," contains the entire Agreement between the parties relating to the rights herein granted and the obligations herein assumed. To the extent there is a conflict between the provisions of this Agreement and the provisions of Attachment "A," this Agreement shall control. Any oral or written representations or modifications concerning this instrument shall be of no force and effect excepting a subsequent modification in writing signed by both parties hereto.

## **SECTION XIII ADDITIONAL SERVICES OF ENGINEER**

If authorized in writing by the MEDC, Engineer shall furnish, or obtain from others, Additional Services that may be required because of significant changes in the scope, extent or character of the portions of the Project designed or specified by the Engineer, as defined in Attachment "A." These Additional Services, plus reimbursable expenses, will be paid for by the Owner on the basis set forth in Attachment "A," up to the amount authorized in writing by the MEDC.

## **SECTION XIV CONFLICTS OF INTEREST**

Pursuant to the requirements of the Chapter 176 of the Texas Local Government Code, Engineer shall fully complete and file with the City of Montgomery City Secretary a Conflict of Interest Questionnaire.

**SECTION XV  
PAYMENT TO ENGINEER FOR SERVICES AND REIMBURSABLE EXPENSES**

Invoices for Basic and Additional Services and reimbursable expenses will be prepared in accordance with Engineer’s standard invoicing practices and will be submitted to the MEDC by Engineer at least monthly. Invoices are due and payable thirty (30) days after receipt by the MEDC.

**SECTION XVI  
INSURANCE**

Engineer shall procure and maintain insurance in accordance with the terms and conditions set forth in Attachment “B,” for protection from workers’ compensation claims, claims for damages because of bodily injury, including personal injury, sickness or disease or death, claims or damages because of injury to or destruction of property including loss of use resulting therefrom, and claims of errors and omissions.

**SECTION XVII  
MISCELLANEOUS PROVISIONS**

A. This Agreement is subject to the provisions of the Texas Prompt Payment Act, Chapter 2250 of the Texas Government Code. The approval or payment of any invoice shall not be considered to be evidence of performance by Engineer or of the receipt of or acceptance by the MEDC of the work covered by such invoice.

B. Venue for any legal actions arising out of this Agreement shall lie exclusively in the federal and state courts of Harris County, Texas.

C. This Agreement is for sole benefit of the MEDC and Engineer, and no provision of this Agreement shall be interpreted to grant or convey to any other person any benefits or rights.

D. Contractor further covenants and agrees that it does not and will not knowingly employ an undocumented worker. An “undocumented worker” shall mean an individual who, at the time of employment, is not (a) lawfully admitted for permanent residence to the United States, or (b) authorized by law to be employed in that manner in the United States.

E. In accordance with Chapter 2270 and 2252, Texas Government Code, a government entity may not enter into a contract with a company for goods or services unless the Engineer covenants and agrees that it: (1) does not boycott Israel; and (2) will not boycott Israel during the term of the contract. Furthermore, the Engineer is prohibited from engaging in business with Iran, Sudan, or Foreign Terrorist Organization.

F. In accordance with Chapter 2274, Texas Government Code, a government entity may not enter into a contract with a company for goods or services unless the Engineer covenants and agrees that it: (1) does not Boycott Energy Companies; (2) will

not Boycott Energy Companies during the term of the contract; (3) does not have a practice, policy, guidance, or directive that discriminates against a firearm entity or firearm trade association; and (4) will not discriminate during the term of the contract against a firearm entity or firearm trade association.

IN WITNESS WHEREOF, the Montgomery Economic Development Corporation has lawfully caused this Agreement to be executed by the MEDC President or Designee of said MEDC and attested by the City Secretary and Civil Systems Engineering Inc., acting by and through its duly authorized officer/representative, does now sign, execute, and deliver this instrument.

EXECUTED on this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

**ENGINEER:**

**Civil Systems Engineering, Inc.**

By: \_\_\_\_\_  
Name: Kyle Bertrand, P.E.  
Title: Vice President

**MONTGOMERY ECONOMIC  
DEVELOPMENT CORPORATION**

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

**ATTEST:**

\_\_\_\_\_  
Nici Browe  
City Secretary

**ATTACHMENT “A”**

**PART A - SCOPE OF SERVICES**

**MONTGOMERY ECONOMIC DEVELOPMENT CORPORATION  
ON-CALL SERVICES**

**Description of Project**

Civil Systems Engineering, Inc. (Engineer) will assist the Montgomery Economic Development Corporation with on-call services related to development and projects within the City of Montgomery and Task Orders for City related planning, jurisdictional coordination, and mobility projects. The proposed services shall include the following:

Project Scope: Tasks will be assigned by the MEDC President or Designee on an as-needed, Task Order basis. This will include, but not limited to, assisting the MEDC with project administration, jurisdictional coordination, mobility projects, attend meetings (City Council, Boards and Commissions, development, TxDOT, HGAC, etc, as needed), property acquisition and/or sales, solicitation of consultant proposals, plan and plat reviews; conceptual engineering/site due diligence for potential projects to include conceptual layouts, conceptual planning, and opinions of probable construction costs for unnamed proposed development and projects within the City of Montgomery.

Task Orders for specific assignments will be assigned on an as-needed basis (Attachment C). The Task Orders shall be in writing and shall be automatically incorporated by reference into the Agreement upon execution by the Parties. This will include, but not limited to, scope of services, schedule for the performance, deliverables, and terms of compensation.



**PART B – BASIS OF COMPENSATION AND REIMBURSABLE EXPENSES****MONTGOMERY ECONOMIC DEVELOPMENT CORPORATION  
ON-CALL SERVICES**

The following represents the estimated maximum compensation for the scope of services documented in Attachment A, Part A of this agreement. If services beyond those specifically identified are determined necessary during the project, Engineer shall not proceed with those services until such time written approval of the scope and any additional fees are approved by the Montgomery Economic Development Corporation.

Engineer will provide the aforementioned engineering services on an hourly Not-to Exceed basis in accordance with Engineer's standard hourly rates in effective at the time services are provided, fiscal year 2023 Rates attached. Total compensation for this authorization shall not exceed \$32,000.00, including reimbursable expenses, by Task Order – Specific Project Assignments (Actual fee will be determined at time of Task Order Scoping).

Total compensation for this authorization shall not exceed \$32,000.00, including reimbursable expenses.

Notes: 1. Reimbursable Expenses shall be invoiced and paid based on cost of service provided plus 10% markup. These services include travel, deliveries, postage, graphical reproduction, etc...

**ATTACHMENT "B"**  
**INSURANCE**

**ATTACHMENT C**

**TASK ORDER #**

This Task Order No. # (“Task Order”) is issued under the PROFESSIONAL SERVICES AGREEMENT FOR ENGINEERING SERVICES RELATED TO MONTGOMERY ECONOMIC DEVELOPMENT CORPORATION ON-CALL SERVICES (“AGREEMENT”) dated \_\_\_\_\_, 2023 between MONTGOMERY ECONOMIC DEVELOPMENT CORPORATION (OWNER) and CIVIL SYSTEMS ENGINEERING, INC. (ENGINEER). This Task Order shall have an effective date of \_\_\_\_\_.

1. Upon execution by the OWNER AND ENGINEER, this Task Order is hereby incorporated by reference into the AGREEMENT.

2. Terms and Conditions

This AGREEMENT only consists of the Articles and Exhibits expressly set forth in the referenced AGREEMENT, any additional terms and conditions expressly set forth in this Task Order.

3. Task Order Services

The services to be performed by ENGINEER under this Task Order are:  
(Scope to be entered)

4. Task Order Schedule

The schedule for the ENGINEER performance of the Task Order Services are:  
(Schedule to be entered)

5. Task Order Deliverables

The reports or other deliverables to be provided by ENGINEER under this Task Order are:  
(Deliverables to be entered)

6. Task Order Compensation

The compensation to be paid for the proper performance of the Services under this Task Order are:  
(Compensation to be entered)

IN WITNESS WHEREOF the parties hereto have made and executed this Agreement on the day and year first above written:

OWNER:  
MONTGOMERY ECONOMIC  
DEVELOPMENT CORPORATION

ENGINEER:  
CIVIL SYSTEMS ENGINEERING, INC.

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

\_\_\_\_\_  
Kyle Bertrand, P.E.  
Vice President

**Montgomery MEDC  
AGENDA REPORT**

<b>Meeting Date:</b> May 15, 2023	<b>Budgeted Amount:</b>
<b>Department:</b> N/A	<b>Prepared By:</b> DMc

**Subject**

Discussion on possible temporary parking solutions in and around downtown.

**Recommendation**

Discuss ideas to explore further.

**Discussion**

The MEDC asked for this item to be placed on this agenda. The purpose is to discuss the need for and possible solutions to add parking in the downtown area. Possible ideas may include agreements with existing parking lot owners, incremental investments to build temporary parking spaces on city or MEDC owned properties, etc.

An aerial map of downtown is attached to aid discussion

**Approved By**


Assistant City Administrator	Dave McCorquodale	Date: 05/12/2023



# Historic Downtown Aerial Portrait

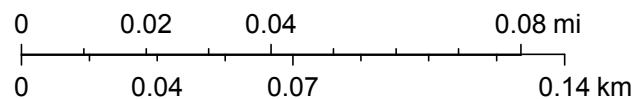


5/12/2023, 3:30:44 PM

 Abstracts

 Parcels

1:2,257



© OpenStreetMap (and) contributors, CC-BY-SA



Montgomery MEDC  
**AGENDA REPORT**

<b>Meeting Date:</b> May 15, 2023	<b>Budgeted Amount:</b>
<b>Department:</b> N/A	<b>Prepared By:</b> DMc

**Subject**

Update on Wayfinding Project.

**Recommendation**

No formal action needed.

**Discussion**

The MEDC approved a wayfinding project with Merje Design in October 2022. Staff is providing an update on the project and work done by the consultant. Since beginning the project, the following key milestones are met:

- January 23, 2023: Project Kickoff Meeting
- February 28 & March 1, 2023: On site visit by Merje Design and stakeholder meetings
- May 10, 2023: Steering Committee Meeting—Analysis & Schematic Design review
- July 2023 – MEDC >>> CC review of design concepts and selection of final design

**Approved By**

Assistant City Administrator	Dave McCorquodale	Date: 05/09/2023

**Montgomery MEDC  
AGENDA REPORT**

<b>Meeting Date:</b> May 15, 2023	<b>Budgeted Amount:</b>
<b>Department:</b> N/A	<b>Prepared By:</b> DMc

**Subject**

Consideration and possible action on cancelling the Regular Meeting scheduled for June 19, 2023.

**Recommendation**

Motion to cancel the regular meeting for June 2023.

**Discussion**

The MEDC President, Becky Huss, will be on vacation during the month of June and out of town on the meeting date. I will be out of vacation the first two weeks of June on vacation. With limited ability to prepare for the meeting, we are asking the Board to cancel the regular meeting for June 2023.

**Approved By**

Assistant City Administrator	Dave McCorquodale	Date: 05/08/2023



CONSULTING ENGINEERS

April 20, 2023

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

Re: Monthly Engineering Report  
 City Council Meeting April 25, 2023

Dear Mayor and Council:

The following is a brief summary that describes our activities since the March 28, 2023 Council Meeting:

**Capital Projects:**

1. **Water Plant No. 3 Improvements** – We received Pay Estimate No. 6 in the amount of \$2,632.50. The project is complete. The final inspection was held on August 3, 2022 and the contractor has addressed all punchlist items. We expect the final pay estimate and certificate of substantial completion from the project engineer this month. We are working with the project engineer and City Staff to close out this project.
2. **GLO Projects**
  - a. **Water Plant No. 3 Generator** – We did not receive a pay estimate this month. It is our understanding that the autodialer was installed on April 10<sup>th</sup>. As a reminder, we attended the final walkthrough with Quiddity and the contractor on February 21<sup>st</sup>. The contractor is working to address the items identified during the final walkthrough.
  - b. **Dr. Martin Luther King Jr. Drive Ditch Regrading and Sanitary Sewer Rehabilitation** – As a reminder the one-year warranty period will end on January 11, 2024. We are working with Grant Works, Quiddity and City Staff to close out the project with the GLO.
3. **15-Year Infrastructure Plan** – We are nearing the completion of sanitary sewer analysis and are preparing final updates to the infrastructure plan. We expect to be complete next month.
4. **Old Plantersville Waterline Extension** – We are continuing with design of the 12” waterline, including coordination with various entities involved. We are coordinating with MISD to obtain the necessary easements for the waterline extension, and we expect to submit to the County for their review this month. As a reminder this project is being funded by the developer.
5. **Old Plantersville Force Main Extension** – We are continuing with design of the 6” force main, including coordination with various entities involved. We received BNSF Railroad approval on January 10<sup>th</sup>. We are continuing with the remaining design and expect to be complete in early May. As a reminder this project is being funded by the developer.



6. **McCown St. and Caroline St. Waterline Replacement** – We have received the additional survey and are continuing with our design. We expect to be complete with design in early June.
7. **Downtown Drainage Master Plan** – We have received the additional survey and are continuing with our analysis of existing and proposed conditions. We expect to be complete early June.
8. **Downtown Sanitary Sewer Rehabilitation** – We did not receive a pay estimate. The contractor has substantially completed the project and we have received and are reviewing post-rehabilitation videos to confirm the quality and quantity of repairs completed. We will perform a final walkthrough once all underground repair quantities have been confirmed.
9. **2023 Sanitary Sewer Rehabilitation** – We are continuing with design and expect to submit to TxDOT for review by the end of this month.
10. **Lift Station No. 10 Improvements** – We are continuing with design and expect to be complete in June 2023.
11. **Flagship Boulevard Storm Sewer & Pavement Replacement** – The bid opening was held on March 30<sup>th</sup> and we received a total of 7 bids. We plan to present the recommendation of award at this month's Council meeting.

#### Developments:

1. **Plan Reviews**
  - a. **Town Creek Storage II** – We did not receive revised plans this month.
  - b. **Pizza Shack Parking Expansion** – We did not receive a revised plan set this month.
  - c. **Montgomery Summit Business Park** – We received revised plans on March 15<sup>th</sup> and provided comments on March 29<sup>th</sup>. We received revised plans and provided plan approved on April 6<sup>th</sup>.
  - d. **Montgomery Bend (Pulte Group) Section 1 Water, Sanitary and Drainage** – We received revised plans on March 22<sup>nd</sup> and provided comments on April 6<sup>th</sup>. We received revised plans on April 18<sup>th</sup> and are proceeding with our review.
  - e. **Redbird Meadows Drainage Report** – We received a revised report on February 23<sup>rd</sup> and provided report approval on March 29<sup>th</sup>.
  - f. **Redbird Meadows Phase 1A Water, Sanitary and Drainage** – We received plans on January 25<sup>th</sup> and will proceed with our review once the requested variances are considered and the preliminary plats are approved.

- g. **Redbird Meadows MCMUD 215 Lift Station No. 1** – We received plans on January 10<sup>th</sup> and provided comments on February 7<sup>th</sup>. We received clarification on February 22<sup>nd</sup> and will proceed with our review once the requested variances are considered and the preliminary plats are approved.
  - h. **Lupe Tortilla** – We received a revised set on February 16<sup>th</sup> and offered conditional approval contingent upon receipt of the amended plat.
  - i. **Lincoln Elementary School (MISD)** – We received authorization to review the plans on March 27<sup>th</sup> and provided comments on April 14<sup>th</sup>. We have not received revised plans.
  - j. **Texas and Beyond Plaza** – We received plans on April 18<sup>th</sup> and are proceeding with our review.
- 2. Plat Reviews**
- a. **Montgomery Brewing Minor Plat** – We did not receive a revised plat this month.
  - b. **Cornerstone Community Church Development Plat** – We received a revised plat on February 27<sup>th</sup> and provided comments on March 7<sup>th</sup>.
  - 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. **Shoppes at Montgomery Section 2 Amending Plat** – We received the amending plat on March 27<sup>th</sup> and offered no objection. It is our understanding that the plat is being prepared to be sent to the City for final approval.
- 3. Ongoing Construction**
- a. **Montgomery Bend (Pulte Group) Mass Grading, Detention, and Offsite Utilities** – The contractor is proceeding with construction of the mass grading, detention, and offsite waterline. We are providing periodic inspection services on behalf of the City.

We also received plan revisions on April 18<sup>th</sup> and are proceeding with our review.



Figure 1: Installation of offsite waterline April 11<sup>th</sup>

#### 4. One-Year Warranty Inspections

- a. **Town Creek Crossing, Section 1** –We held a warranty inspection on March 23<sup>rd</sup> and the contractor is working to address the remaining punchlist items.
- 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. **Access Management along SH-105 from Grimes County Line to Sheperd 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. Construction in Montgomery is included in Phase III of this project.
- c. **FM 1097 and Buffalo Springs Drive Traffic Signal** – It is our understanding the signal is in design and is estimated to be complete in June 2023, per TxDOT. TxDOT does not currently have a construction schedule but they do not expect construction to begin for a few years.
- d. **SH-105 and Buffalo Springs Drive Traffic Signal** – It is our understanding the signal design is expected to be completed in June 2023. TxDOT does not currently have a construction schedule but they do not expect construction to begin for a few years.

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

Honorable Mayor and City Council  
 City of Montgomery  
 Page 5 of 5  
 April 20, 2023

3. **Emergency Preparedness Plan** – No engineering update. We will continue to follow up until plan approval is received.
4. **Water Quality Emergency Preparedness System** – We received correspondence from the TCEQ on March 31<sup>st</sup> to update the City’s wastewater collection system information. We provided updates to the application and submitted it to the TCEQ on April 14<sup>th</sup>. We will continue to follow up with City staff should anything else be required.
5. **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.
6. **Lonestar Parkway Bridge Repair** – We received revised plans from the County last month and are coordinating with the neighboring Municipal Utility District and property owner. It is our understanding that the County plans to receive bids on April 26<sup>th</sup>. It is also our understanding that the County will request the City’s share of the project once the construction contract is awarded.
7. **Lonestar Parkway and Buffalo Springs Intersection Improvements** – It is our understanding that the County has determined the proposed round a bout at this intersection is no longer feasible due to increased costs. Additionally, they are proposing a signalized intersection and are not requesting any funding from the City at this time.
8. **TWDB Annual Reporting** – We are coordinating with City Staff and the City Operator to submit all required information for the TWDB Annual Report by May 1<sup>st</sup>.

Please let me know if you have any questions.

Sincerely,



Chris Roznovsky, PE  
 City Engineer

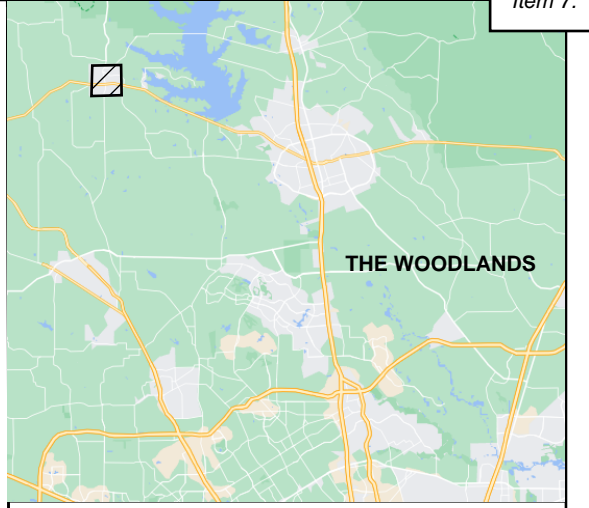
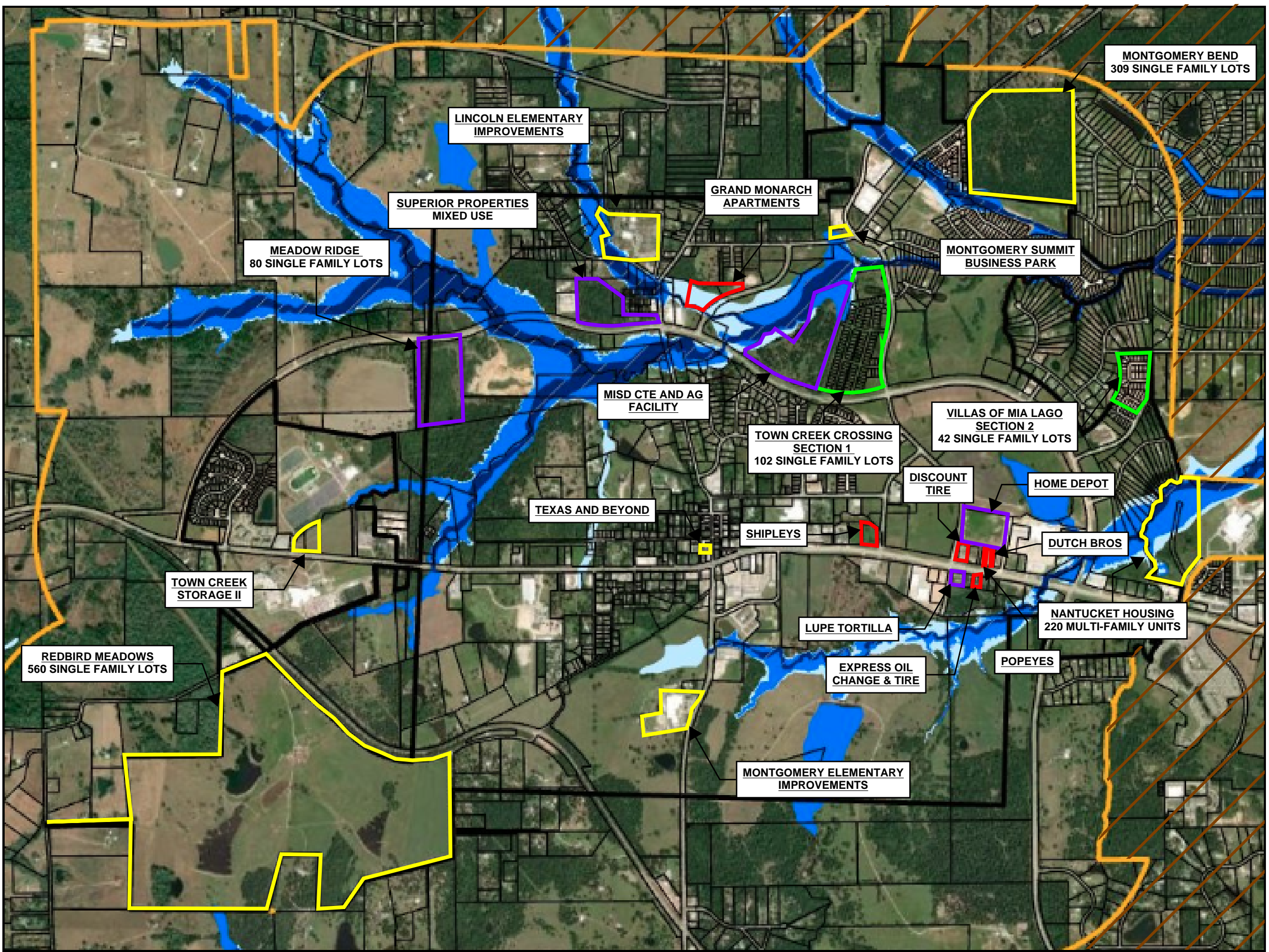
CVR/kv:zlg

Z:\00574 (City of Montgomery)\\_900 General Consultation\Meeting Files\Engineer's Reports\2023\04.2023\Final Report\4-2023 Engineer's Report.docx

Attachments – Active Developments Map  
 Capital Projects Timeline












Cc (via email): The Planning and Zoning Commission – City of Montgomery  
 Mr. Gary Palmer – City of Montgomery, City Administrator  
 Mr. Dave McCorquodale – City of Montgomery, 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  
April 2023

# City of Montgomery Capital Project Schedule

WBS	Task	Start	End	Cal. Days	Work Days	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24
-----	------	-------	-----	-----------	-----------	--------	--------	--------	--------	--------	--------	--------	--------	--------	--------

## Capital Projects

<b>1 McCown St. and Caroline St. Waterline Replacement</b>															
1.1	Survey	7/7/2022	4/7/2023	275	196	█									
1.2	Design	4/7/2023	6/15/2023	69	49	█	█								
1.3	Approvals	6/15/2023	6/28/2023	14	10			█	█						
1.4	Bidding	6/19/2023	7/17/2023	28	21			█	█						
1.5	Present ROA to Client	7/25/2023	7/25/2023	1	1					█					
1.6	Prepare Contracts	7/26/2023	8/1/2023	7	5					█					
1.7	Execute Contracts	8/2/2023	9/7/2023	36	27					█	█				
1.8	Issue Notice to Proceed	9/11/2023	9/17/2023	7	5						█				
1.9	Construction	9/27/2023	11/10/2023	45	33						█	█			

<b>2 Downtown Sanitary Sewer Rehabilitation</b>															
2.1	Design	8/15/2022	9/27/2022	43	32										
2.2	Approvals	9/30/2022	9/30/2022	1	1										
2.3	Bidding	9/27/2022	11/1/2022	35	26										
2.4	Present ROA to Client	11/8/2022	11/8/2022	1	1										
2.5	Prepare Contracts	11/9/2022	11/15/2022	6	5										
2.6	Execute Contracts	11/15/2022	12/11/2022	26	19										
2.7	Issue Notice to Proceed	12/12/2022	12/18/2022	6	5										
2.8	Construction	1/7/2023	4/6/2023	89	64	█									

<b>3 Old Plantersville Waterline Extension</b>															
3.1	Design	7/30/2022	4/10/2023	254	181	█									
3.2	Approvals	4/12/2023	5/11/2023	29	22	█	█								
3.3	Bidding	6/22/2023	8/14/2023	53	38			█	█	█					
3.4	Present ROA to Client	7/29/2023	7/31/2023	2	1					█					
3.5	Prepare Contracts	8/1/2023	8/7/2023	7	5					█					
3.6	Execute Contracts	8/8/2023	8/28/2023	20	15					█	█				
3.7	Issue Notice to Proceed	8/29/2023	9/4/2023	7	5						█				
3.8	Construction	9/19/2023	12/27/2023	99	72						█	█	█	█	

<b>4 Old Plantersville Force Main Extension</b>															
4.1	Design	8/13/2022	6/21/2023	312	223	█	█								
4.2	Approvals	5/9/2023	6/7/2023	29	22		█	█							
4.3	Bidding	6/21/2023	7/27/2023	36	27			█	█						
4.4	Present ROA to Client	7/28/2023	7/30/2023	2	1					█					
4.5	Prepare Contracts	7/31/2023	8/6/2023	6	5					█					
4.6	Execute Contracts	8/7/2023	8/27/2023	20	15					█	█				
4.7	Issue Notice to Proceed	8/28/2023	9/3/2023	6	5						█				
4.8	Construction	9/4/2023	12/12/2023	99	72						█	█	█	█	

# City of Montgomery Capital Project Schedule

WBS	Task	Start	End	Cal. Days	Work Days	Apr-23	May-23	Jun-23	Jul-23	Aug-23	Sep-23	Oct-23	Nov-23	Dec-23	Jan-24
<b>Capital Projects</b>															
<b>5</b>	<b>Downtown Drainage Analysis</b>														
5.1	Survey	7/7/2022	4/7/2023	274	196	█	█	█							
5.2	Analysis	4/7/2023	6/5/2023	60	42		█	█	█						
5.3	Report	6/6/2023	6/20/2023	15	11			█							
<b>6</b>	<b>Flagship Blvd. Storm Sewer and Pavement Replacement</b>														
6.1	Design	12/22/2022	3/3/2023	71	52										
6.2	Bidding	3/23/2023	4/11/2023	19	14	█									
6.3	Present ROA to Client	4/25/2023	4/25/2023	0	1		█								
6.4	Prepare Contracts	4/26/2023	5/12/2023	14	10		█	█							
6.5	Execute Contracts	5/13/2023	6/2/2023	20	15			█	█						
6.6	Issue Notice to Proceed	6/2/2023	6/8/2023	6	10			█							
6.7	Construction	6/18/2023	8/16/2023	60	43				█	█	█				
<b>7</b>	<b>2023 Sanitary Sewer Rehabilitation</b>														
7.1	Survey	11/11/2022	2/7/2023	88	63										
7.2	Design	2/7/2023	6/2/2023	115	84	█	█	█							
7.3	Bidding	6/20/2023	7/14/2023	24	19			█	█						
7.4	Present ROA to Client	7/25/2023	7/25/2023	0	1					█					
7.5	Prepare Contracts	7/26/2023	8/1/2023	6	5					█					
7.6	Execute Contracts	8/1/2023	8/27/2023	26	19					█	█				
7.7	Issue Notice to Proceed	8/28/2023	9/1/2023	4	5						█				
7.8	Construction	9/11/2023	2/7/2024	149	108						█	█	█	█	█
<b>8</b>	<b>Lift Station No. 10 Improvements</b>														
8.1	Design	2/27/2023	6/22/2023	115	84	█	█	█							
8.2	Bidding	6/26/2023	7/31/2023	35	26			█	█						
8.3	Present ROA to Client	8/1/2023	8/5/2023	4	4					█					
8.4	Prepare Contracts	8/6/2023	8/12/2023	6	5					█					
8.5	Execute Contracts	8/13/2023	8/19/2023	6	5					█					
8.6	Issue Notice to Proceed	8/30/2023	9/5/2023	6	5						█				
8.7	Construction	9/6/2023	12/2/2023	87	63						█	█	█	█	