

**Notice of City Council Meeting
AGENDA**

October 26, 2021 at 6:00 PM

NOTICE TO THE PUBLIC IS HEREBY GIVEN the Montgomery City Council will conduct its City Council Meeting scheduled for **6:00 PM on Tuesday, October 26, 2021**, 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 www.montgomerytexas.gov under Agenda/Minutes and then select **Live Stream Page (located at the top of the page)**. The Meeting Agenda Pack will be posted online at www.montgomerytexas.gov. The meeting will be recorded and uploaded to the City's website.

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE TO FLAGS

VISITOR/CITIZENS FORUM:

Any citizen with business not scheduled on the agenda may speak to the City Council. Prior to speaking, each speaker must be recognized by the Mayor. City Council may not discuss or take any action on an item but may place the issue on a future agenda. The number of speakers along with the time allowed per speaker may be limited.

CONSENT AGENDA:

- 1.** Matters related to the approval of minutes of the October 12, 2021 Regular Meeting.

CONSIDERATION AND POSSIBLE ACTION:

- 2.** Consideration and possible action regarding acceptance of the Report and adoption of the Strategic Plan 2021 presented by Ron Cox Consulting.
- 3.** Consideration and possible action regarding adoption of the following Ordinance: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MONTGOMERY, TEXAS, AMENDING ITS MUNICIPAL BUDGET FOR THE FISCAL YEAR 2021-2022; PROVIDING A REPEALING CLAUSE AND A TEXAS OPEN MEETINGS ACT CLAUSE; AND PROVIDING AN IMMEDIATE EFFECTIVE DATE.
- 4.** Consideration and possible action regarding ending of one-year warranty period and release of maintenance bond for the Shoppes at Montgomery Retail Center Waterline Project.
- 5.** Consideration and possible action regarding presentation of Utility and Economic Feasibility study for the Porter Farms development (Dev. No. 2101).
- 6.** Consideration and possible action regarding presentation of Utility and Economic Feasibility study for Hills of Town Creek Section 5 development (Dev. No. 2102).
- 7.** Consideration and possible action regarding correcting place numbers for recent Planning & Zoning Commission reappointments.
- 8.** Update on revisions to Chapter 64 of the City Code of Ordinances - Peddlers, Solicitors, and Vendors.

DEPARTMENTAL REPORTS:

- [9.](#) City Administrator's Report for September 2021.
- [10.](#) Public Works Report for September 2021.
- [11.](#) Police Department Report for September 2021
- [12.](#) Court Report for September 2021
- [13.](#) Utility Report for September 2021
- [14.](#) Water Operations Report for September 2021
- [15.](#) Finance Report for September 2021.
- [16.](#) City Engineer's Report for October 2021.

EXECUTIVE SESSION:

The City Council 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. *(There are no items at this time.)*

POSSIBLE ACTION FROM EXECUTIVE SESSION:

COUNCIL INQUIRY:

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

ADJOURNMENT

/s/Susan Hensley

Susan Hensley, City Secretary

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 October 22, 2021 at 4:00 p.m. I further certify that the following news media was notified of this meeting as stated above: The Courier

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 REGULAR MEETING
October 12, 2021
MONTGOMERY CITY COUNCIL

CALL TO ORDER

Mayor Sara Countryman declared a quorum was present and called the meeting to order at 6:00 p.m.

Present:	Sara Countryman	Mayor
	Carol Langley	City Council Place # 1
	Kevin Lacy	City Council Place # 2
	Julie Davis	City Council Place # 4
	Byron Sanford	City Council Place # 5

Absent:	T.J. Wilkerson	City Council Place # 3
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Also Present:	Richard Tramm	City Administrator
	Dave McCorquodale	Assistant City Administrator
	Susan Hensley	City Secretary
	Alan Petrov	City Attorney

CALL TO ORDER

INVOCATION

Byron Sanford gave the Invocation.

PLEDGE OF ALLEGIANCE TO FLAGS

VISITOR/CITIZENS FORUM:

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on an item, but may place the issue on a future agenda. The number of speakers along with the time allowed per speaker may be limited.

Juanita Simmons, 21910 Twin Creeks Road, Montgomery, Texas said she posted on messenger the day before City Council's last meeting in order to receive public opinion. Ms. Simmons said 216 citizens responded and only two of those individuals were against the ice cream truck. Ms. Simmons said no matter what your personal opinion is, the majority of the citizens want the ice cream truck. Ms. Simmons asked to find a way to keep them because they are good for the City. Ms. Simmons said the Historic District on Mondays is dead except, this past Monday when it was packed. Ms. Simmons said the ice cream truck may not be historic according to the definition but they are good for that area and are bringing people in that are not just citizens of the City of Montgomery.

Ms. Simmons said she has reviewed the City Ordinances and has come up with a few items to be considered. Ms. Simmons said in Ordinance 2014-03, Article II of the Administrative and Enforcement Section 98-33 Special Use Permits and Section 98-35 Board of Adjustment; Appeals and Variances, items three and four seem to offer the solution to this situation.

Ms. Simmons said she would like to propose one thing under Item 7, an exception clause. Ms. Simmons said mobile food trucks that meet all County and State regulations, which use mobile services to comply with sanitation and health requirements, would be exempt from having to move every 48 hours.

Mr. Bill Clevenger, 388 Berkley Drive, Montgomery, Texas said he would like to clarify something from the last meeting. Mr. Clevenger said he never once said he was threatening to sue the City. Mr. Clevenger said he just wants to make sure a bright light is focused directly on the City of Montgomery.

Mr. Clevenger said he knows Mr. Tramm and Mr. McCorquodale have spoken numerous times with the officials at the Montgomery County Health Department. Mr. Clevenger said he finds it disturbing from the previous meeting that they both spoke about the 48-hour rule but never said once that Wilderlove Coffee and Texas Twist and Shakes are complying by having the service performed a couple of times each week to avoid having to move every 48 hours. Mr. Clevenger asked why is that and why not tell City Council, the Mayor, and everyone present and those watching that these two businesses are doing things by the book and are meeting all the requirements in place for mobile food

establishments without having to move every 48 hours. Mr. Clevenger said it is true they do not have to do it because they are complying with the State, County, and all City laws.

Mr. Clevenger said he and his wife own the property located at 404 Caroline Street and they pay taxes. Mr. Clevenger said they have followed every rule in place with the County and City. Mr. Clevenger said Texas Twist and Shakes was approved by both Planning and Zoning and the City Council last November.

Mr. Clevenger and he and Carol Langley have spoken many times about the ice cream truck and Carol Langley cheered him on. Mr. Clevenger said he does not understand the complete turnaround. Mr. Clevenger said when he ran for Mayor last time he wanted to let everyone know the money collected in this City is the people's money and not a slush fund for a select group to use for projects and favors that only benefit them.

Mr. Kade Jenkins, 14809 Lake Mount Pleasant Road, Montgomery, Texas said the proposed ordinance that was mentioned in the packet on page 73 states mobile food units operating within the City limits shall not remain on the same site or property whether in operation or not for longer than two consecutive calendar days. Mr. Jenkins said these ordinances, to his understanding, are usually passed in major cities such as Houston or Dallas where mobile food units can be set up on public property and operate as long as it is not a safety concern. Mr. Jenkins said these rules are placed in these cities but here in Montgomery, to his understanding, you cannot set up a mobile food unit on public property as it has to be on private property. Mr. Jenkins said the concern seems to be these different trucks coming in and setting up in front of businesses and disrupting the businesses. Mr. Jenkins said the concern is not valid. Mr. Jenkins said you need to have a letter from the property owner allowing you to operate and therefore in order for a mobile unit to set up and operate on any property in the City of Montgomery one must have the owner's approval. Mr. Jenkins said he knows this was a big discussion at Thursday's meeting last week and having to move the mobile unit every 48 hours does not make any sense to him.

Mr. Jenkins said at the Workshop last week, some of the Council members mentioned that if your business has wheels it should only be fair that they are required to use their wheels. Mr. Jenkins said the idea that City Council would pass a rule that requires a mobile unit to move based on the principle that it has wheels also does not make any sense to him. Mr. Jenkins said when his family decided to invest in the business they started they had to downsize their home since they knew they would not be

able to afford a mortgage and start a business which led them to move into a travel trailer. Mr. Jenkins said it would not make sense to pass an ordinance for people using trailers as a home should have to move their home as it is an unfair advantage to those who own a house. Mr. Jenkins said he would like City Council to consider these ordinances, consider the intent, and the logic in their decision.

Mr. Jenkins said they are currently on private property and are obeying all of the County and City Ordinances so please do not pass ordinances that are going to make their business harder to run.

Mrs. Brandi Chrisenberry, 18913 Bethel Road, Richards, Texas said she knows having a trailer and moving it is quite an ordeal. Mrs. Chrisenberry said she thinks if City Council were to go along with what is proposed in the ordinance, her child would not even be able to operate a lemonade stand.

Mrs. Chrisenberry said she would like to apologize to Julie Davis for interrupting and speaking out at the last City Council meeting. Mrs. Chrisenberry said she would much rather have a round table discussion format because she feels they would be able to get further.

Mrs. Chrisenberry said she knows they were discussing the business owners in the area decreasing for having competition and we cannot use that because then we would only be limiting ourselves to one antique shop and one burger shop in Historic Downtown Montgomery. Mrs. Chrisenberry said to correct her if she is wrong, but what she has heard from everyone in general and knows it is not completely accurate is that she gets the impression City Council is disinterested overall in food trucks. Mrs. Chrisenberry said Byron Sanford and Mayor Countryman seem to take more offense to the property owner than the businesses.

Mrs. Chrisenberry said she feels the people have spoken on how much they value the food trucks and how they add to downtown Montgomery. Mrs. Chrisenberry said she did not even know Kade and Katy Jenkins before this started. Mrs. Chrisenberry said she is excited about the fact that the people are passionate about this and are paying attention. Mrs. Chrisenberry said people are showing up and having conversations. Mrs. Chrisenberry said it is so nice to have these interactions with people regardless of where everyone stands. Mrs. Chrisenberry said we all are excited about our City and what it could look like. Mrs. Chrisenberry said let's not make these ordinances for things that do not make sense.

Mrs. Barbara Champagne, 209 Bessie Price Owens Drive, Montgomery, Texas said she has been here for 12-13 years and there are faces she has known for a long time and her husband served on City Council for 10 plus years.

Mrs. Champagne said she has seen this City Council change and remembers the days when we used to pray in this building during lunchtime. Mrs. Champagne said the administration that was before that was changed as well. Mrs. Champagne said she has gotten to meet a lot of people and loves them dearly and was very close to a lot of people in Buffalo Springs. Mrs. Champagne says she sees a difference in this community and believes there are people doing things that are not genuine. Mrs. Champagne said as we just said the pledge of allegiance "justice for all" she has not seen this town become any different than the nation. Mrs. Champagne said there is such dissension and hatred for people. Mrs. Champagne said she would like everyone to be able to see one another as they truly are. Mrs. Champagne said we are no different from anyone else as we are all children of God, but we are called to a higher standard and to do something that makes a difference. Mrs. Champagne said for this community being as small as it is she cannot believe where we are today.

Mrs. Champagne said she hopes everyone would go back and look at what the City was truly about at one time.

Mrs. Stephanie Clevenger, 388 Berkley Drive, Montgomery, Texas asked respectfully for the right to speak and said she does not take it lightly. Mrs. Clevenger said City Council is taking away a person's rights and a City's rights to love and enjoy each other. Mrs. Clevenger said let's grow and not put ourselves in boxes because we deserve more than that. Mrs. Clevenger said what is better than a smile, the laughter of a child, and family having an ice cream cone together.

Mrs. Clevenger said as someone pointed out several meetings ago, Historic Downtown Montgomery has one historic building and everything else is a facade. Mrs. Clevenger said what we need to do is create more beauty and more faith in each other.

Mrs. Clevenger asked Mr. Tramm to come out and see the people and enjoy an ice cream cone and he said he would look at the photos.

Mrs. Clevenger said to look at the good things in Montgomery. Mrs. Clevenger said she thinks coffee and ice cream are two good things.

CONSENT AGENDA:

1. Matters related to the approval of minutes of the September 28, 2021, Workshop Meeting and September 28, 2021, Regular Meeting.

Julie Davis moved to accept the consent agenda as presented. Kevin Lacy seconded the motion, the motion carried unanimously. (4-0)

CONSIDERATION AND POSSIBLE ACTION:

2. Consider and possible action regarding an Application for a BG- Wine and Beer Retailer's Permit by Grillin' Gunner Inc. operating as the Old Montgomery Steakhouse located at 204 McCown Street, Montgomery.

Mr. Tramm said this was presented in accordance with Sec. 6-33 of the City Code regarding approval of license application by City Council. Mr. Tramm said all of the requirements have been met and included is a map showing the establishment complies with the 300-foot distance requirement from any church, school, or hospital.

Mr. Tramm said the submitter taking over the facility is here to give a brief introduction.

Mr. Wayne Kung, owner of Grillin' Gunner Inc., operating as the Old Montgomery Steakhouse, said he was in the military and was part of Desert Storm. Mr. Kung said he has been in the restaurant business for most of his life. Mr. Kung said he is lucky enough to take over for Mr. Lloyd Ashbaker as he is retiring and he wants to give him the best birthday present on October 25th.

Mr. Kung said he used to work for Ruth's Chris Steak House as the Executive Chef. Mr. Kung said for the last eight years he was contracted overseas to open a 22,000 square foot restaurant in the Red Sea. Mr. Kung said because he was overseas when his children were born and he was not able to spend time with his two little girls and now it is time for him to come home and make Montgomery his new home.

Julie Davis said she noticed on Mr. Kung's application he checked off both off-premise and consumption as well as on-premise. Mr. Kung said he was very sorry it was his mistake.

Kevin Lacy moved to approve the application for BG- Wine and Beer Retailer's Permit for Grillin'Gunner Inc. operating as the Old Montgomery Steakhouse located at 204 McCown Street, Montgomery. Carol Langley seconded the motion, the motion carried unanimously. (4-0)

3. Consideration and possible action regarding adoption of the following Resolution:

RESOLUTION BY THE CITY COUNCIL FOR THE CITY OF MONTGOMERY, TEXAS, DESIGNATING THE COURIER NEWSPAPER AS THE OFFICIAL NEWSPAPER FOR THE CITY OF MONTGOMERY AND AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A CONTRACT.

Mr. Tramm said they are required at the beginning of each fiscal year to make such designation as to where all official posts for the City shall be posted publicly as required by law. Mr. Tramm said the Conroe Courier is the newspaper in circulation for Montgomery County.

Kevin Lacy moved to adopt the Resolution for the City of Montgomery for the Conroe Courier to be designated as the official newspaper for the City of Montgomery. Julie Davis seconded the motion, the motion carried unanimously. (4-0)

4. Update from Public Works Director on tentative timeline for smoke testing of sewer lines.

Mr. Tramm said because there were some questions from a previous meeting and then questions from City Council he asked Mr. Muckleroy, Public Works Director to present this report to City Council.

Mayor Countryman said she followed up on some comments made. Mayor Countryman said when Mrs. Stewart stated there were snakes in toilets she called both residents. Mayor Countryman said the first resident she called she knew she would not get the truth but the second resident she found out there were no snakes in the toilet. Mayor Countryman said it was on the record he was misrepresented.

Mr. Muckleroy said the first stage of the process is the manhole inspections. Mr. Muckleroy said H2O has completed half of the inspections in the City. Mr. Muckleroy said they break it down by quarter, but since this had not been done in a couple of years they started off doing

half the City. Mr. Muckleroy said they anticipate having a full report by the 15th of this month and then they will take a couple of weeks to review the findings.

Mr. Muckleroy said the next step is making repairs on manhole lids. Mr. Muckleroy said if there are any that need grout work or a lid put back on, they need to do this first to get an effective smoke test. Mr. Muckleroy said once that is completed, he is anticipating a two-month time period to review for errors and then they will come in and start doing the smoke testing in-house. Mr. Muckleroy said this testing will take two to three weeks to complete and then they will compile a report. Mr. Muckleroy said there will be pictures taken in the field of any issues they find and they will put a white paint mark around the area whether public or private. Mr. Muckleroy said if they are private they will meet with the homeowner directly and let them know about the issues found.

Mr. Muckleroy said the first thing they will do is deliver a pink notice to everyone that is affected and will make a map for both commercial and residential areas letting them know what day they will be in the area. Mr. Muckleroy said the notice says it is smoke testing and they will notify the Fire Department because they will receive 9-1-1 calls. Mr. Muckleroy said it is a liquid that goes into a special blower that sits on top of a manhole forcing air down into it and when the liquid hits the exhaust it creates smoke. Mr. Muckleroy said they use two blowers, one on each end to force the smoke to the middle, and any areas of concern will surface and come up through the ground. Mr. Muckleroy said they will make a record of it and determine if it is a City issue or private problem. Mr. Muckleroy said if anyone should have any concerns to please call them ahead of time. Mr. Muckleroy said it is a non-toxic smoke that does have a bit of an odor.

Mayor Countryman asked for the record to confirm we have not done any smoke testing. Mr. Muckleroy said they have not done any testing.

Mayor Countryman said she also spoke to the master plumber who said 99 percent of the time snakes do not get in the sewers. Mayor Countryman said for the record the allegations that were made concerning the snakes were false.

Kevin Lacy asked what was the issue with the snakes. Mayor Countryman said Mrs. Jenny Stewart claimed three snakes came up through the toilets due to smoke testing when the smoke testing had not even begun.

Julie Davis said by her calculations manhole inspections will be done by October 15th, the reports done by the end of October, repairs on manholes done by the end of December, and smoke testing sometime in January, by which they should have the report by February 8, 2022. Mr. Muckleroy said that was correct.

Mr. Muckleroy said any major issues that are found with the manhole inspections will be addressed later. Mr. Muckleroy said what they are finding out, for instance, is in the Hills of Town Creek there are a lot of seals on the manhole sections and that is something they will need to have a contractor come in and do work. Julie Davis asked if that would fall under the warranty period. Mr. Muckleroy said it would but a lot of them are not under warranty. Julie Davis said Mr. Muckleroy said it has been a couple of years since this has been done. Mr. Muckleroy said it has. Julie Davis asked what Mr. Muckleroy would recommend and should this be done annually. Mr. Muckleroy said they are going to do manhole inspections annually. Mr. Muckleroy said if they are seeing large spikes in the I&I then it is time to begin smoke testing. Julie Davis asked if the manholes would have been done annually would they have caught the issues at Hills of Town Creek during the warranty period. Mr. Muckleroy said no that is completely different. Mr. Muckleroy said he does not know what exactly happened but it was a construction issue. Mr. Muckleroy said they do not do manhole inspections on new manholes as that is part of the capital side of inspections.

Julie Davis asked if there is a way for them to make sure that on the 360th day after construction begins that we do a testing so we do not miss out on them paying for it versus us paying for it. Mayor Countryman asked if that was typical. Mr. Muckleroy said manholes themselves are tough to test for that. Mr. Muckleroy said they do an air test on all the lines, but manholes are not air-tight. Mr. Muckleroy said you can do an air test on all the lines and that is done in the construction phase along with a manhole test and they pull a device through to make sure nothing is collapsed, but air testing on the manholes is not common to do, especially annually. Mr. Muckleroy said he thinks it will fall under better inspections on the front end in the construction phase.

Byron Sanford said if phases 1, 2, and 3 warranties are up in Hills of Town Creek and you are out there and seeing some common areas can you bring that to phase 4 and phase 5 and say here is something we are seeing repeatedly happen. Mr. Muckleroy said absolutely and that is something they are doing on the streets already. Mr. Muckleroy said the City Engineer was going to recommend some tighter restrictions on the PSI, concrete, sub work to try and keep

that from happening again. Mr. Muckleroy said it is something that if they catch it they will fix it for the next time.

5. Consideration and possible action on Procedural rules for Montgomery City Council Meetings.

Mr. Tramm said this item was first heard at the September 28, 2021, City Council meeting and was deferred to City Council to review the draft and submit questions and comments for the City Attorney.

Mr. Tramm said the proposed attached version is the same version that was at the last meeting. Mr. Tramm said he has received some comments that were forwarded directly to both him and the City Attorney.

Julie Davis said there are a lot of policies and procedures listed in the draft that is the opposite of the way they handle them now and her concern is it seems like it is going to take the meeting 10 times longer until everyone becomes accustomed to the new procedure. Julie Davis said also there are a lot of things listed for City Council members, such as discipline, and she is not in favor of it at all because this is a volunteer position and they are already following rituals of order generally and does not see a need for them to put additional restraints and reverse the way of doing things when they are already used to doing them. Julie Davis asked is there a reason this is a better method.

Mr. Petrov, City Attorney said typically the rules of procedure help people understand how to bring actions to City Council, how to make motions, what the public's right to comment is, and what those rights are. Mr. Petrov said this is certainly a very detailed version. Julie Davis said she sent Mr. Petrov two pages of questions. Mr. Petrov said he saw her email today and appreciates the feedback, but did not have a chance between meetings to respond. Mr. Petrov said it is always very helpful to get feedback because when you write up rules of procedures you know what you mean to say and it is interesting to see how someone else reads and views it and sometimes they read it differently than what you meant. Mr. Petrov said that kind of feedback is very positive.

Mr. Petrov asked if it would be more helpful to reduce the draft in half. Julie Davis asked if there is a way there could be a workshop or training session for them. Julie Davis said she feels

it would be better than having an overlapping procedural guide. Julie Davis said there was a lot of helpful information in the draft and a lot she did not know she had the authority to do.

Kevin Lacy said the main thing would be to reduce the draft to half the size and gear it more toward being more structured with the way they handle things now. Mr. Petrov said he thinks that is very doable. Mayor Countryman said there are some redundant items in the draft too which is not necessary and if those redundant items are removed that may reduce it by half. Mayor Countryman said there are some items such as “the council member who wishes to second the motion shall do so with the request of the Chair” which council members already know. Mayor Countryman said another item is “before a motion can be discussed it shall be seconded.”

Julie Davis said she did appreciate the fact there is an expectation written in the draft that those people who are on other advisory committees for the City should be able to come to City Council and present on what is happening in those areas so City Council is well informed. Julie Davis said she feels that would help a lot with the situations and issues that are happening within the City. Julie Davis said the only time when the other committees are coming to City Council is when they need voter approval. Mayor Countryman said for the second City Council meeting of every month they could add the committee reports to the departmental reports. Mr. Petrov said he does have cities that do that.

Julie Davis moved to table Item 5 until the November 9, 2021 meeting. Byron Sanford seconded the motion, the motion carried unanimously. (4-0)

6. Consideration and possible action on nominations for Montgomery County Appraisal District Board (MCAD) of Directors Election for the 2022-2023 term.

Mr. Tramm said this item was posted in terms of asking for applications for the nomination process and the City did not receive any. Mr. Tramm said City Council members can provide names they would like to suggest.

Mr. Tramm said MISD submitted the nomination of Adam Simmons, who is a former MISD Board Member and currently serving in the MCAD capacity and City Council may consider wanting to support him as he is a local name.

Julie Davis moved to nominate Adam Simmons for the Montgomery County Appraisal District Board (MCAD) of Directors Election for the 2022-2023 term. Kevin Lacy seconded the motion, the motion carried unanimously. (4-0)

7. Update and discussion on proposed revisions to the Vendor Ordinance relating to Mobile Food Units.

Mr. Tramm said City staff has provided an updated draft Vendor Ordinance based on feedback and discussion from the September 30, 2021 Workshop. Mr. Tramm said a summary of the revisions along with the draft ordinance is included for City Council to review. Mr. Tramm said staff is still discussing the proposed revisions with the City Attorney.

Mr. McCorquodale, Assistant City Administrator said they clarified some definitions to match what the County definitions are. Mr. McCorquodale said they are modifying the mobile food unit to mean it can also be a trailer, pushcart, or food truck.

Mr. McCorquodale said they are adding a food truck park to the definitions. Mr. McCorquodale said the question is does a mobile food vendor need to be mobile. Mr. McCorquodale said to him, clarifying a place where mobile food vendors are no longer mobile is a food truck park. Mr. McCorquodale said they are either hooked up to permanent water and sewer or they are mobile food units that are not attached and can move off-site.

Mr. McCorquodale said they are looking at removing roadside food vendors because the State statute has a good definition for it.

Julie Davis said just to clarify regarding the comparison of moving every 48 hours to live in a travel trailer, this is the difference between having an RV park and boondocking. Mr. McCorquodale said correct. Julie Davis said you have to move to boondock because you have to empty your septic and sewer and need water to fill the tanks versus a food truck park that has connections and you can stay long term.

Mr. McCorquodale said the special requirements for mobile food vendors were an existing part of the ordinance the mobile food vendors had to follow. Mr. McCorquodale said some of the

takeaways he and staff got from the Workshop was the remittance of taxes. Mr. McCorquodale said if you are doing business in the City you pay taxes. Mr. McCorquodale said by signing an affidavit you agree you will do all of these things which includes paying sales tax. Mr. McCorquodale said not only does it end up being an administrative function of a change to the application but we end up with that in the ordinance so we know what is going on.

Mr. McCorquodale said he thinks the 50-foot from an intersection requirement turns them into tape measure police. Mr. McCorquodale said if they see an unsafe situation let them correct it.

Mr. McCorquodale said the hours of operation requirement came down to the source of power being used. Mr. McCorquodale said City Council seemed open to an earlier start time. Mr. McCorquodale said he chose if operating without a generator the hours of operation would be 6:00 a.m. to 9:00 p.m., and if operating with a generator the hours would be different due to the noise and the effect it might have.

Julie Davis asked regarding being with or without power if they already have a permit to operate in the area and if they want to stay open past 9:00 p.m. because there is a festival, do they need a secondary street festival permit as well. Mr. McCorquodale said no if they were part of a festival or if the owned property where the festival was taking place on three or four sides of you then whether or not you are a vendor signed on to commit to that or whether it is just happening around you. Mr. McCorquodale said if there is an event going on downtown until 11:00 p.m. it does not seem like it serves any purpose for food trucks to close down at 9:00 p.m. because that is what their piece of paper says.

Kevin Lacy asked about the 48-hour rule to move every 48-hours, and if they need to include professional services that come every couple of days to remove the water out which is approved by the industry and County. Mr. McCorquodale said he has not seen in writing where the County says you do not and does not know how that system operates. Mr. McCorquodale said from the County's rules you have to move every 48-hours. Kevin Lacy said he thought Mr. Tramm discussed this with someone at the County. Mr. McCorquodale said you can get a verbal confirmation, but we need it in writing. Mr. McCorquodale said he would advise not to say it would be permanent because that would open up zoning and development questions. Mr.

McCorquodale said it is the mobility question of two or three or seven calendar days a month that whatever the number is they need direction from City Council.

Mayor Countryman said there is still so much ambiguity in this and she is disappointed because this is what we currently have. Mayor Countryman said she has gone through multiple cities and Conroe is air-tight with no gray areas. Mayor Countryman said she sees there were a couple of items taken from Conroe, but why not take more. Mayor Countryman said the 48-hours was discussed and everyone wanted it and now you are saying you do not know, what would you like, do you want seven days. Mr. McCorquodale said he gave his recommendation that is coming from staff, which is two calendar days consistent with the County and that is what he took from the Workshop.

Julie Davis said this was a surprise to her concerning the 48-hours because she said she felt they discussed hours of operation with a generator and without a generator. Julie Davis said a lot of these other items were more specific and if Mr. McCorquodale missed that she missed it too.

Mayor Countryman said the problem is we have someone saying semi-permanent when there is no semi-permanent. Mayor Countryman said it is either permanent or mobile and that is it. Mayor Countryman said if you are permanent and flush every 48-hours that is great and if you are mobile then you take the trailer off-site to get flushed.

Mayor Countryman said she did not see anything in the draft concerning someone who is permanent and the requirements they need to follow and then someone who is mobile and the requirements they need to follow.

Mayor Countryman said it was discussed that if it is pulled by a truck with wheels but does not have a motor it is mobile. Mr. McCorquodale said the definitions need to be clarified. Mayor Countryman said to her mobile means anything that moves or has the capability of moving whether it has a motor or not. Mayor Countryman said others have had different definitions. Mayor Countryman said she did not feel it was 100 percent clear and some items were not covered. Mayor Countryman said she has researched other cities and Conroe does six hours at a time and then the trailer must move.

Mayor Countryman said they are not against businesses or food trucks. Mayor Countryman said it is the Historical District that is the issue because that area has different rules. Mayor Countryman said she has spoken with the businesses in that area and they have not seen an increase in foot traffic due to the trucks, but they have seen an increase in trash.

Mayor Countryman said she believes City Council can easily agree on whether it will be the 48-hour rule or moving every seven days, flushed on site, not on site. Mayor Countryman said the main issue continues to be where the trucks are located.

Julie Davis asked if it was a Historic District zoning issue. Mr. McCorquodale said mobile food vendors should not be tied to land use. Mr. McCorquodale said his strong recommendation is for City Council to establish a time that constitutes mobility which was one of the three fundamental questions at the Workshop which an answer had not been determined.

Mayor Countryman asked Mr. McCorquodale what he found in his research that other cities typically do. Mr. McCorquodale said what is right for the City is the 48-hour rule. Mr. McCorquodale said it was very clear what cities were trying to do and that was keeping food trucks out. Mr. McCorquodale said he differs from a lot of folks in the City because he does not think you get a mobile vendor permit to open a permanent business. Mr. McCorquodale said his thought is trying to keep mobile food trucks out of Historic Downtown is working against what the City is trying to do downtown, which is to encourage more business activity.

Byron Sanford said on Saturday he went to Wilderlove Coffee which is truly the best coffee and what he observed was unsafe. Byron Sanford said he had to get up against there watching a white Silverado compete with a white Suburban because FM 149 had been blocked off.

Byron Sanford said referring to the verbiage it may need to be more elaborate because it says the placement of a mobile food unit shall not impede traffic nor visually impair any motor vehicle operation within a parking lot.

Byron Sanford said concerning the 48-hours he was feeling the decision was in keeping with what the County wanted to do and also in line with the County's health regulations. Byron Sanford said if we were going to be in line with the County health regulations that is why they

did not want to have a County standard nor did they want to try and absorb all the health regulations. Byron Sanford said that is part of where that 48-hours came from.

Mr. McCorquodale said someone could pull up for the weekend and then by Monday morning if you have a mobile food vendor permit it is time to be mobile. Mr. McCorquodale said that is his opinion but his recommendation is to have it in writing.

Kevin Lacy said we need to find a solution for frozen desserts before we go any further. Mayor Countryman said this is about the ordinance not about one particular business. Kevin Lacy said on page 79 we added food trucks including those with frozen desserts. Julie Davis said that is because frozen desserts were mentioned in the original ordinance.

Kevin Lacy said we need to have special verbiage put in the ordinance regarding the County and the Health Department. Kevin Lacy said either move every 48-hours or the mobile food truck needs to be pumped to stay in compliance.

Kevin Lacy said his concern regarding the two food trucks currently at 404 Caroline Street is what will happen when their permits are up in January and the new ordinance goes into effect. Mayor Countryman said everyone will be held to the same standards and permits change all the time. Julie Davis said the permits are temporary and it will change. Kevin Lacy said when everything was happening regarding 404 Caroline Street we all knew that was supposed to be a permanent situation.

Julie Davis said the difference is had this been a permanent situation, not requiring a permit or a special use permit, and had it been an actual Panda Express that required zoning and sign permits and if the ordinance was changed they would be grandfathered. Julie Davis said because this is a temporary situation off the truck, disconnected, on wheels, mobile, and temporarily permitted for six months, the minute the ordinance changes they will be subject to whatever City Council decides. Julie Davis said carefully executing what needs to be in the ordinance for the best interest of the City is what Mr. McCorquodale is trying to create. Julie Davis asked Mr. McCorquodale if on the County contract is it a motion of ambiguity that they say for 48-hours or be pumped every 72-hours.

Mr. Tramm said he had a discussion with the Health Department and was told yes, there was a provision to keep from moving every 48-hours, but it was not intended to be a permanent situation as it was intended to be an occasional item. Mr. Tramm said he never received further detail and it is not in writing. Mr. Tramm said the largest, boldest type on the description of their requirements is moving every 48-hours.

Kevin Lacy asked if they removed the tires from the trailer they would no longer be mobile food units. Julie Davis said no, the moment it is disconnected from a truck and made not moveable, under these standards, it becomes subject to restaurant conditions.

Mr. McCorquodale said a mobile food trailer is still a mobile food unit. Mr. McCorquodale said the definitions were supposed to clarify if it is hooked up to a motor or not hooked up. Mr. McCorquodale said it is not meant to say if you own a mobile food trailer you have to have the truck hooked up to it. Mr. McCorquodale said the County says when you cease moving for 48-hours and establish a permanent utility connection it is not readily moveable.

Kevin Lacy asked what do we need to do to make sure in January there are no issues for Wilderlove Coffee and Texas Twist and Shakes located at 404 Caroline Street regardless of what is decided with the ordinance.

Mr. McCorquodale said he would not recommend doing anything to cause you to carve out one exception for one person. Mr. McCorquodale said he would recommend if you obtain a mobile food vendor permit in the City you do remain mobile. Mr. McCorquodale said the 48-hour window is not set in stone and needs to be decided by City Council on what is appropriate, but his recommendations remain 48-hours. Mr. McCorquodale said no one is against an ice cream or coffee trailer but if you move in to do business in the City in a permanent location and you have found a way around all the regulations, it does not matter what the architectural solution is to the business but all businesses need to abide by the same rules.

Byron Sanford said he appreciates Mr. McCorquodale's comments and what he is giving us are facts and data to develop consistency. Byron Sanford said he had a conversation last week with Mr. Tramm and said he does not like the idea of another committee making some authorization first before it gets approved here. Byron Sanford said when someone comes to

obtain a permit they should never have the idea that it has fully been approved. Byron Sanford said safety is an issue. Byron Sanford said if there is any compassion we need to show it and do what is right and is not in favor of doing wrong things because of the ramifications in the end.

Kevin Lacy said no matter what they decide with the ordinance right now it still does not have anything to do with the actual issue, which is the location of a food truck in the Historic District.

Julie Davis said this ordinance is a food truck ordinance for the entire City. Kevin Lacy asked about the location of food trucks in the Historic District. Julie Davis said the zoning does not say we cannot operate food trucks in the Historic District. Mr. McCorquodale said if you are operating a truly mobile food unit zoning should never come into the conversation.

Kevin Lacy asked for Mr. McCorquodale to explain the special use permit and how that could impact what is happening. Mr. McCorquodale said if you want to be where food trucks go to not move, you go to a food truck park. Mr. McCorquodale said they review the zoning ordinance and add in the table of uses for a food truck park and know it would go in a commercial zone. Mr. McCorquodale said in addition to being allowed in the commercial zone, City Council approval is required.

Mayor Countryman said the City of Conroe has no food trucks in their central business district. Mayor Countryman asked if it can be added to the ordinance or do you still have to go through zoning. Mr. McCorquodale said the area would need to be defined such as the Historic District. but we first need to solve the mobility issue.

Julie Davis asked what the Health Department's requirement is for septic pumping for the mobile units. Mr. McCorquodale said they have found nothing in writing that shows what those rules are although you can verbally ask and will be told they reluctantly do, but they do not advertise it.

Kevin Lacy asked if they could decide to allow pumping. Mr. McCorquodale said yes. Mr. McCorquodale said he thinks they will run into the same situation as you do with the County and said he is sure they can find a simplistic solution to something as uncomplicated as mobile food vendors getting a permit to do business in the City.

Julie Davis said it seems like the biggest issue is for how many consecutive calendar days. Julie Davis said her suggestion is more than two, but would not like to see more than seven, possibly four to six days before they have to move. Julie Davis said she does not know what the solution is.

Kevin Lacy asked how do we make it happen for the coffee and ice cream food trucks to stay where they are and not have to move every so many days. Mayor Countryman said we do not write ordinances on one particular business.

Julie Davis said the original way she thought this came to Council was based upon the fact they had issues with the street festivals. Julie Davis said take this out of the ice cream and coffee situation and they have a Charlie Diggs concert coming soon with 100 vendors setting up their food trucks around Ransom's. Julie Davis said and now we have a food truck ordinance because there have not been any modifications made to the street festivals yet. Julie Davis said the food truck vendors then say now they can stay for however many days and now you have food trucks parked all over the place because they received the land owner's permission. Julie Davis asked what is the liability to the City when their sewage is not pumped and no one is checking on that. Julie Davis said this is not just one situation at 404 Caroline Street, but can then have the ability and liability to roll out across the entire City as well as the huge liability to all of our taxpayers. Julie Davis said street festivals need to be addressed as well.

Byron Sanford said it would make more sense also to allow three days, Friday, Saturday, and Sunday because the data shows most retail sales happen after 5:00 p.m. during those days.

Mayor Countryman said she does not see anything on commissary and everything she reviewed said inventory must be stored on-site and believes it is the same for the State statute. Mr. McCorquodale said he believes the County regulations on the commissary rules are one of the reasons you leave is to go to the commissary and pick up your goods for restocking. Julie Davis said she knows businesses in the downtown Historic District that store all their food on-site but store all their paper products offsite.

Kevin Lacy said he agrees with all the information, however, 404 Caroline Street needs to be handled separately. Kevin Lacy said voters want coffee and ice cream. Mayor Countryman said it

is not that they do not want them to be there. Mayor Countryman said when someone makes a bad business decision we do not make rules for poor business decisions.

Kevin Lacy said the whole point is since day one everyone knew what was happening at 404 Caroline Street. Mayor Countryman said no, they did not. Kevin Lacy said the only thing they did not know about was Mr. Kade Jenkins. Mayor Countryman said they did not know it was going to be a storage lot and secondly, Mr. Jenkins came, and then it turned into multiple businesses without telling anyone what was being done. Mayor Countryman said then the City let it go and whereas it should have been dealt with right away.

Kevin Lacy said he wants it to be on record that City staff knew what was Mr. Bill Clevenger was doing. Mr. Tramm said that is not true. Kevin Lacy said we as a City knew what Mr. Clevenger was up to and knew there was a Planning and Zoning request for a sign to be wrapped around a food truck and an ice cream stand to be parked at 404 Caroline Street permanently.

Mayor Countryman asked how it is expected to be permanent with a six-month permit. Kevin Lacy said because Mr. Clevenger bought the land. Mayor Countryman said just because he bought the land does not mean the trailer will be there for six months. Kevin Lacy said then they should not have issued the permit.

Julie Davis said for the record this was in the November 10, 2020 minutes and Rebecca Huss was in this position and not her. Julie Davis said she did not know what the plans were.

Julie Davis asked if they are able as the City Council to write in specific regulations for an exact address or not. Mr. Petrov said you can have different regulations for different areas and to give a specific address is very unusual. Kevin Lacy asked but do we as City Council have the power to do that. Carol Langley said through a special use permit.

Mayor Countryman said a citizen is trying to create a food truck park without going through Planning and Zoning. Mayor Countryman said if we are going to be permanent we need to do permanent activities and if mobile, then mobile activities.

Mr. McCorquodale said how long you can be in one place for one period of time triggers all the development. Mr. McCorquodale said all of the development and processes someone would go through happen when opening a business on a piece of property. Mr. McCorquodale said if your

business is going to be mobile there is no need to go through all the processes a permanent business would.

Mayor Countryman asked with the food truck park that is being developed will the same trucks be there every single day. Mr. McCorquodale said he has heard a mix but they are following the normal development process of the City.

Julie Davis said Deacon Baldy's functions on a four-on, three-off rotation and does function more like an RV park. Julie Davis said she would never recommend or vote in favor of having anyone specific address in an ordinance because she was elected for the people at large.

Mayor Countryman said a mobile food unit is a vehicle-mounted self or otherwise propelled, self-contained food service operation designed to be readily moveable including but not limited to catering trucks, trailers, pushcarts, and roadside vendors and used to store, prepare, display, serve or sell food. Mayor Countryman said in this article the term is synonymous with the term mobile food establishment.

Kevin Lacy said to be clear he understands everything everyone is saying but does City Council have the power and authority to do that and knows it is not typical, but nothing about this situation is typical. Mr. Petrov said it runs certain risks. Mr. Petrov said you can do spot zoning but you need to be very careful how you structure something like that. Mr. Petrov said given certain facts it is possible to do.

Kevin Lacy said he wants to find a way to still have ice cream and coffee downtown. Kevin Lacy said the Clevenger's have invested in the land they purchased and wants that situation to be taken care of separately and personally. Mayor Countryman said you have tunnel vision and are not looking out for the whole City and your main focus is this one item and we are talking about the whole City from boundary to boundary. Kevin Lacy said if we make these changes for the whole City from boundary to boundary then it takes away from what they have built there.

Byron Sanford said to clarify if you make a special rule for mobile trucks that does not fit with everything else just wait for the lawsuits to begin. Byron Sanford said it is a short-term decision he believes they will regret in the future. Mayor Countryman said if you make one exception everyone else is going to want to know why they are not the exception.

Kevin Lacy asked if it would change anything if a portion of that parking lot could be blocked off so people could not drive their cars on it to where the food trucks are. Mr. McCorquodale said he does not have any obligation to allow anyone to park on the property. Mr. McCorquodale said there was a valid discussion on downtown parking that was separate from this.

Mayor Countryman said in Tomball it says a mobile vendor shall not be located in the same location within a hundred yards thereof for more than four hours per day which was another city someone on mentioned we look at because they are doing it right. Mayor Countryman continued every permit issued under the provisions of this article shall be a valid period of time started therein but not in no event shall any such permit or license be issued for some time over six months.

Julie Davis said she thinks an hour time limit would be great as a disclosure under street festivals. Julie Davis said she cannot imagine this ordinance having an hour time like this one is four and the other one quoted was six just because of the micromanagement here at City Hall.

Mr. McCorquodale asked if they want mobile food vendors to be mobile or is it alright if they stay in the same place. Mr. McCorquodale said that is where they need direction.

Julie Davis asked Kevin Lacy if he has an opinion regarding the number of days allowed for the mobile food trucks. Kevin Lacy said his vote would be six days. Kevin Lacy said he feels that situation should be handled differently but for the good of the City, they do have to have certain rules in place.

Mayor Countryman asked about the restrooms. Mr. McCorquodale said he recommends that they are for the employees being consistent with what the County requires. Mayor Countryman asked if you have an agreement with the restaurant then do you need to keep the same hours as the restaurant if that is the restroom being used.

Mayor Countryman asked what happens when the mobile food truck is open but the establishment is not open. Mayor Countryman said her understanding from the County was the mobile food truck needs to keep the hours of the restaurant where the restroom is being used. Mr. McCorquodale said he does not see a problem with that or with the restaurant issuing a letter to the mobile food truck owner stating it is alright for the mobile food truck to use the restroom if the restaurant is not open as they have been given a key to do so. Mayor Countryman said they have that scenario now and that is not happening.

Julie Davis said the buffer map they are using for 204 McCown has a 300-foot buffer on here. Julie Davis said the public restrooms at the Community Center are within the 300-foot buffer, the buffer that is included on page 51 for B&G. Mr. McCorquodale said the County says 300-feet which is his recommendation.

Julie Davis said her recommendation would be to change it to 400-feet to accommodate the people that are already there with the property they already purchased so they can stay on their property. Julie Davis said if they are going to make an accommodation for them she suggests they adjust the 300-foot barrier to the 400-feet Mr. McCorquodale is saying it is within. Julie Davis said it would be accommodating to everyone and would be generic for the City and favorable to them. Julie Davis said she knows six days is still not the most favorable to them but it is more favorable than two.

Kevin Lacy said yes, he agrees with six days and if the County is still in compliance with the mobile pumping service then that should be an exemption. Mayor Countryman said they do not have a person to make sure that is happening and that is the issue as we do not have the headcount to keep up with that.

Mayor Countryman asked what happens after it is open for six days and does the mobile food truck move for 48-hours and then come back for a week. Mr. McCorquodale said simplicity about more than two consecutive days is you only have to skip a day. Mayor Countryman asked if the mobile food truck is here for 48-hours then does it leave for 48-hours or leave for as long as they want. Mr. McCorquodale said if you use calendar days if it is two calendar days or six calendar days if they are consecutive calendar days. Mr. McCorquodale said the only way to not have a consecutive day is to be gone for one full calendar day.

Julie Davis asked if they stay open from Tuesday through Sunday then Sunday night they leave and Tuesday morning they return and are only closed on the slowest day of the week. Julie Davis said that is an operational benefit to accommodate them having at least six days a week to be open. Julie Davis said they will still need to have the trailer pumped every three or four days based upon supply and demand of how they are using it because the tank on it will not hold that much. Mr. McCorquodale said the County says they would be required to pump every 48-hours to maintain their permit.

Mayor Countryman asked what about commissary and storage. Mr. McCorquodale said you would need to follow what the County says, which is you have to obtain your inventory from an approved commissary. Mayor Countryman asked when you say approved commissary do they need to have a letter stating where their storage is located. Julie Davis asked if the Health Department regulates that. Mr. McCorquodale said yes.

Carol Langley said when she was at City Hall they worked hard for zoning and when you buy a piece of property that is commercial, you come to City Hall and find out what you can put on that piece of property in a commercial area. Carol Langley said nowhere in the zoning ordinance permitted uses are there food trucks or food trailers. Carol Langley said the next option is a special use permit and that never happened in this situation. Carol Langley said in her opinion a special use permit is needed to stay.

Mayor Countryman said Mr. Cheatham comes to City Hall all the time saying he is thinking about doing this or that and if he buys this property would the City approve it. Mayor Countryman said some things did not come to fruition but he still purchased the property. Mayor Countryman said that is the two-way communication that happens between the City and the developer, landowner, or commercial landowner.

Mr. McCorquodale said he still feels like there is some uncertainty on both sides and does not have an exact consensus. Julie Davis asked if they could put this on the Agenda two weeks from now to vote on whether or not they are doing three or six days. Mr. McCorquodale said they could if they could reach a consensus.

Mayor Countryman said she has six days, one calendar day away, and 48-hours pumping, but that is not for them to regulate, that is really between the business owner and the County. Mr. McCorquodale said that is correct. Mayor Countryman said the restroom must be 400-feet away. Mayor Countryman asked if they discussed location with the District and whether it will be in or out and will the ordinance fall under something different. Mr. McCorquodale said for the mobile food vendor you are dealing with a zoning issue and if they are not permanent fixtures, but six days is pretty permanent in his mind. Mr. McCorquodale said he thinks it is hard to pull around a mobile vendor with a permanent land use. Mr. McCorquodale said there is a cleanliness to two calendar days.

Julie Davis said six days was her being very full of grace to realize that they do have capital investments that have been made in their City and they do need to be respectful to those at some point. Julie Davis said it is very operational for a mobile unit to set up six days or even five days.

Mr. McCorquodale said in summary he has listed six days, follow County requirements for pumping, 400-feet on the restroom for employees, and to line up with what the County requires.

Mayor Countryman said on the application itself it needs to capture the owner's name, business name, tax ID, address of where the unit will reside, an address for where mail will be delivered, a driver license number, phone number, insurance policy information, automobile and liability insurance. Mayor Countryman said they need to know it is insured should there be an incident. Julie Davis said the State requires vehicle insurance and does not think you need to include automobile insurance because it is required under State law. Julie Davis said to insure a trailer it has to be a separate policy for the trailer which would be an addendum added to the automobile insurance policy.

Mr. McCorquodale said there is a reference in the special requirements and it is not listed here because it is not one we are changing, but in the draft ordinance there is a special requirements section for mobile food vendors applicants in 64-33b and proof of financial responsibility is required by law. Mr. McCorquodale said in terms of business insurance mobile food vendors do not provide that in the same way as contractor insurance. Mayor Countryman said they show all food and safety certificates from the State and County included with the application.

Mayor Countryman said if there is a restroom agreement if it is downtown they may not need to get an agreement if the Community Center will be allowed to be used for the restroom. Mayor Countryman said if an agreement is in place for a closer restroom a copy of the agreement is required.

Mayor Countryman asked if they need to understand their designation of operation. Mayor Countryman said she thinks they do just so our officers know if they see activity there at 7:00 a.m. it may not be the owner. Mayor Countryman said they do that with their brick and mortar businesses.

Mayor Countryman asked if they will be capturing the fire code certificate. Mr. McCorquodale said Fire Marshalls do not inspect mobile food vendors. Mayor Countryman asked Mr. Petrov if there are fire certificates for mobile vendors. Mr. Petrov said not certificates.

Julie Davis asked if there is a way to add on a copy of their sales and use permit that lists the exact location of where they are conducting business. Mr. McCorquodale said he thinks so and the ordinance should keep that phrase generic in that you are going to admit all the proper taxes to all the proper authorities but on the application, we ask for that number.

Mayor Countryman asked if they will be keeping the same pricing for the cost of the permits. Mr. McCorquodale said if City Council would like they can certainly entertain that. Julie Davis said it is \$20 per month and \$50 for six months. Julie Davis said for a street festival it is \$50 for the festival operator and a \$200 deposit for waste cleanup, which is refundable.

Mayor Countryman said she was looking at Bastrop and their mobile food vendor for six months is \$400 and \$600 per year. Mayor Countryman said accessory to primary use mobile food vendor is \$1,300 for six months and per year is \$2,400. Mayor Countryman said a temporary mobile food vendor permit for three days is \$350 and \$1,200 for three months.

Mr. McCorquodale said at some point there is a risk for people to not comply and the idea is that they are not trying to make a profit on permitting these mobile food vendors.

Mayor Countryman said the mobile food vendor permit fee is \$500 per year in Conroe and the food court is \$500 per slot for one year. Mayor Countryman said there is an additional fee for permit identification badges issued in connection with any permit and is \$10.

Julie Davis said she is not opposed to the \$20/\$50 based upon the fact they are gathering sales and use tax but does have an issue with street festival fees and it is under the same Chapter and section 64 so if they are going to amend one part of it then they should look at the entire thing. Julie Davis said she knows Mayor Countryman mentioned to her she is having a meeting with Amy Brown who is the Event Coordinator regarding the street festivals because she has concerns about it. Julie Davis said she challenges Council members to look at the entire Chapter 64 and review it because other areas need to be reformed besides just this one.

Mr. McCorquodale asked City Council if they want staff to look at adjusting those fees and finding out what they are. Kevin Lacy said he thinks the current fee structure is fine and does not see any reason to adjust it. Byron Sanford agreed.

Mayor Countryman said she thinks the reason for the fee structure is because they did not get the sales tax when they came into town, but with the permit, there is a sales tax number and we know that we are capturing that so keeping the fee low makes sense for that reason.

Julie Davis said you could add it to the application process that they must provide a copy of their sales and use tax with the event address which fixes street festival stuff too.

Mayor Countryman announced they are going to present Council Inquiry before the Executive Session.

COUNCIL INQUIRY:

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

Mayor Countryman said there was posted today on social media some City employees' annualized pay. Mayor Countryman said it has come to their attention that once City employees received this they found the amounts had been altered and those amounts that were put on social media were not factual City of Montgomery current employees amounts that were being earned. Mayor Countryman said Mr. Tramm has passed out the update and where the differences are. Mayor Countryman said she highly encourages those that want to post such things to not alter the information.

Mayor Countryman said she is running for County Judge and is not stepping down as Mayor and will continue her term through May until the election is finalized and the new Mayor voted in.

Mr. Tramm said at the last meeting he said he would bring back to the agenda an item related to the funds that were set aside for MEDC. Mr. Tramm said he had it on his computer and thought he added it to the agenda but he could not find the item. Mr. Tramm said it will be on the next agenda. Julie Davis asked if that was the \$188,000. Mr. Tramm said yes, the early payment was made to MEDC.

Byron Sanford said he paid his water bill from his phone and did not realize there was a fee involved and should he have done something differently to avoid the fee. Julie Davis said her water bill is set

up on bank draft. Mr. McCorquodale said there still is a service fee that is charged by the credit card company.

EXECUTIVE SESSION:

The City Council 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.

8. Adjourn into Closed Executive Session as authorized by the Texas Open Meetings Act, Chapter 551 of the Government Code, in accordance with the authority contained in the following: a) Section 551.071 (consultation with attorney) and 551.074 (personnel matters) Annual Review of the City Administrator.

Mayor Countryman moved to adjourn into Executive Session at 8:08 p.m.

Mayor Countryman reconvened into Regular Session at 9:52 p.m.

POSSIBLE ACTION FROM EXECUTIVE SESSION:


9. Consideration and possible action regarding item(s) listed on the Executive Session.

No action was taken.

ADJOURNMENT

Carol Langley moved to adjourn at 9:53 p.m. Byron Sanford seconded the motion, the motion carried unanimously. (4-0)

Submitted by:



Susan Hensley, City Secretary

Date Approved: _____

Mayor Sara Countryman

Montgomery City Council
AGENDA REPORT

Meeting Date: October 26, 2021	Budgeted Amount: N/A
Department: Admin	Prepared By: Dave McCorquodale

Subject

Consideration and possible action regarding acceptance of the Report and adoption of the Strategic Plan 2021 presented by Ron Cox Consulting.

Recommendation

This item has two parts to address—the Report and the Strategic Plan.

Listen to the Report from Mr. Cox and discuss as you see fit. The Report should be accepted via a motion. As a reminder, *accepting* a Report by City Council does not mean that you agree with every detail of the Report, but rather that you believe the work to be of a professional quality and free of material errors. Reports indicate the detailed study of a particular issue with no requirement of future action or a future position on an issue.

The second part of this item is adoption of the Strategic Plan 2021. Should the City Council decide to adopt the Strategic Plan, it should be adopted via a motion. Differing from the act of accepting a Report, when City Council *adopts* an item it means that a majority of the Council agree with and support the item.

The intent of adopting this Strategic Plan now is to finalize the progress made to date on developing the Plan and use it as the foundation for completion of the Plan. Staff will continue to work with the City Council and Mr. Cox as appropriate to refine and develop elements of the Strategic Plan.

Discussion

Mr. Cox will be at the meeting to present the Report and Strategic Plan.

Approved By

Asst. City Administrator	Dave McCorquodale	Date: 10/20/2021



Report
and
Strategic Plan

Adopted
October 26, 2021

Prepared and Facilitated
By
Ron Cox Consulting



REPORT AND STRATEGIC PLAN COUNCIL/STAFF RETREAT

CITY OF MONTGOMERY

September 11, 2021

Introduction

On September 11, 2021, the Mayor, City Council (Council), and staff of the City of Montgomery met for a planning session. The purpose of this meeting was twofold.

- Prepare a governance philosophy for the Council and staff. Included in that is identifying key elements of the Council’s vision and mission for Montgomery.
- Develop strategic plan for the city with short term and long-term strategies and goals.

The Mayor, Council and staff freely worked together, and their work was exemplary in all respects. Ron Cox facilitated the process.

Governance

In their initial session, the Council established the basics of their governance model. The intent in these discussions was to be more specific about the overall vision and mission for the city. The Council participated in discussions about their role, together and their leadership responsibilities. The elements of a strong governance model are having and following clear vision and mission, establishing leadership and communications philosophies, and identifying the expectations of each other as Council members, and the City staff and of identifying and recognizing the expectations has staff of the Council.

The key elements of the Governance Philosophy are leadership, communication and understanding and defining expectations. These define how the team will function together. Visioning and planning are the key elements that define what the strategies and goals are for the City of Montgomery and what they will be to ensure the vision is ultimately attained.

Governance Model

The governance model first begins with leadership. Each member of the Council asked to provide input into how they will lead, communicate and a defining of expectations for themselves and staff.

The facilitator began the process by asking each of the members why they ran and serve on the Council. They responded as follows:

Mayor and Council members ran for the office ...

- To help the community.
- Be an example for my son.
- To bring about change in the way the government operates.
- To contribute to doing better than those in the past.
- To keep citizens informed.
- To be available to the citizens.
- To bring different ideas and opinions.
- To bring a fresh vision for Montgomery.
- To bring order to the chaos, confusion and conflict.

The facilitator then asked the members to describe the attributes they have that will contribute to the work of the Council.

Mayor and Council have the following attributes ...

- Ability to listen.
- Ability to explain and articulate – to talk.
- Bring energy to the process.
- Patience.
- Thinking logically, anticipating the questions.
- A unique perspective – do not own large tracts of property, have not long history or past, have no axe to grind.
- Ability to help mold a united front.
- Spiritual.
- Have a natural curiosity – ask why?

The Mayor and Council of the City of Montgomery will lead by ...

- Showing servant leadership...
 - Serving the people in our community first.
- Provide staff the opportunity and time to educate me first on issues.
- Working together.
- Listening to others' suggestions.
- By showing up – being there at meetings, gathers, etc.
- By example...
 - Steadiness in times of chaos.
 - Being direct.
 - Being decisive
 - Being consistent.
 - Being compassionate.
- Do the right thing for the right reasons.
- Identify and deal with the heart of the issue.
- Maintain confidences.
- Manage conflict
- Work to gain and maintain trust.
- Put the luggage (baggage) down...
 - Deal with the past, but do not live in the past.
 - Come with an open mind for each Council issue.
 - Use the past to mold the future.
 - Build upon the past.
- Deal proactively with issues.
- Listen.

The Mayor and Council of the City of Montgomery will communicate by ...

- Listening, asking, deliberating, deciding.
- Stay with the subject at hand.
- Be informed.
- Know when to communicate – pick your time wisely.
- Dialogue rather than monologue.
- Respectfully.
- Show appreciation – say “Thank You.”

The Mayor and Council of the City of Montgomery expect the following of each other ...

- Review, revise and follow an established set of Rules of Procedure to maintain decorum, order and productivity in the Council meetings.
- Have a review of regulatory ordinances to ensure they are up to date, relevant to the current environment in an effort to begin working from the same set of policies.

The Mayor and Council of the City of Montgomery expect the following of the staff ...

- Administer ordinances equally and consistently to all citizens and businesses.
- Be professional in your duties.
- Provide information equally to all members of Council.
- Communicate with integrity and consistency.
- Provide credit to others where credit is due.
- Follow the chain-of-command (from Council to staff and staff to Council through the City Administrator).

Vision and Mission

The Council discussed the elements vision they have for Montgomery. Currently, there are no Vision or Mission Statements. So, the Mayor, Council prepared a list of key elements they believe make up the vision for the City. This list will be consolidated into a series of key bullet items. From those key items, a draft Vision Statements can be developed by staff and presented to the Mayor and Council.

Vision Elements

These elements were discussed and are presented in no particular order of priority. It was noted that in reviewing the Vision Statement from the Comprehensive Plan, these key vision elements are consistent with and embodied in the Vision Statement.

- TBD

Vision Statement

The Mayor and Council reviewed the Vision Statement as presented in the Comprehensive Plan. The Vision statement was broken down into key elements and reviewed against the key elements as stated by the Council They agreed that although a long statement it was still reflective of the vision as they see it, and it should be reviewed and amended as the Comprehensive Plan is amended in the next year.

The key elements for the City's vision are as follows.

- People are a priority.
- Infrastructure serves our lifestyle.
- Goals with review that grow and change with progress and meets the needs of the majority.
- Families
- Close community.

- Have Texas pride.
- Leadership is transparent and accessible.
- Historical significance is honored.
- A great place to live/work/learn/play.
- Quality customer service
- Pedestrian connectivity to businesses and residences.
- Small town feel with all the amenities
- Unity.
- Vibrant.
- Leading by excellence
- Sense of identity.

The Vision Statement is suggested as follows.

TBD

Mission Elements

These elements are presented in no particular order of priority.

Mission Statement.

The Mayor and City Council reviewed the Missions Statement that has been developed earlier, and agreed it was consistent with the elements they described as stated above.

The key elements for the Mission for Montgomery are as follows.

- TBD

The Mission Statement is as follows

Mission Statement

To improve the quality of life for our citizens

These will serve as the basis for future more succinct Vision and Mission Statements for the City of Montgomery.

Strategic Planning

Following the discussion on governance, the full staff participated in the discussions establishing strategies and priorities. The group worked on a SWOT Analysis –

discussing their strengths and weaknesses both in the community and the organization. The weaknesses and initiatives and challenges were divided into common themes – Areas of Emphasis. Then strategies and goals were identified to overcome the weaknesses and challenges. Finally, threats were identified that if not identified and anticipated may get in the way of accomplishing the strategies and goals.

The participants were divided into two groups. Each group focused on the identified initiatives and challenges. And each group was then asked to look at the work of the other group, to provide an opportunity for each participant to provide input.

Strengths (combined Council and staff inputs). It was noted by Council and staff the similarities between the lists prepared by each group. Those similarities were a positive indication that participants had a good knowledge of the community’s strengths.

Community

Group #1.

- Size of the city.
- Historical nature of the city.
- Support among the community.
- Lots of opportunities
- Growth.
- Schools.
- Mobility and transportation through the city.
- A “wholesome” community.
- Good topography and amenities.
- Safe.

Group #2

- Strong economy.
- Good education (ISD)
- Well connected with other communities.
- Citizens are involved.
- Growth is occurring now.
- Commitment to our history.
- Communication.
- Many local interests for people.
- Recreation nearby
- Community practices hospitality.

Organization

Group #1.

- Experienced staff.
- Dedicated staff.
- Practice good fiscal responsibility.
- Responding to growth.
- Dependable.

- Good chemistry among staff – a good work culture.
- Accountable.
- Forward thinking.
- Resilient.

Group #2

- Fiscally responsible.
- Educated workforce.
- Diverse workforce.
- Growth in the staff.
- Creativity.
- Safe workforce.
- Good emergency planning.
- Flexible and able to multi-task.

Weaknesses (combined Council and staff). It was noted by Council and staff the similarities between the lists prepared by each group. Those similarities were a positive indication that participants had a good knowledge of the community’s weaknesses.

Community

Group #1.

- Small size limits available resources.
- Resistant to change.
- Transportation system not prepared for additional growth (two lane roads need to be expanded).
- Few residents can live, work, and play in the city.
- Multiple precinct boundaries in the city create coordination problems
- Lack of hospital.
- Lack of youth/kid activities.

Group #2

- Those who are always negative toward the city.
- Lack of overall commitment to change.
- Lack of compliance with ordinances and codes.
- Topography.
- Areas that do not comply with ADA requirements.
- Need more local recreation options for all.
- Lack of sidewalks.
- No community college in the local area.
- No hospital.
- Lack of transportation for seniors.
- Limited downtown parking.

Organization

Group #1

- Size of the staff to meet the service demands.

- Staff wears many hats; fewer departments; one person out hurts the service levels.
- Lack of city owned real estate to expand.
- Lack of transparency.
- Policies are outdated.
- No code enforcement.
- No dedicated economic development person.

Group #2

- Lack of updated procedures.
- Lack of updated ordinances.
- Communication between city and community.
- No additional space in buildings to house new staff.
- Infrastructure needs expansion to meet growth demands.
- No code enforcement.

Areas of Emphasis

Reviewing the weaknesses presented resulted in the identification of five areas of emphasis.

- Quality of Life
- Communication
- Infrastructure
- Organizational Excellence

Weaknesses Rearranged

The weaknesses identified above, were then rearranged (in a summarized fashion) to be within one of the areas of emphasis.

- **Quality of Life**
 - Cannot live, work, and play in the community.
 - No youth/kid recreation facilities.
 - Limited downtown parking.
 - Need for higher education facility.
 - No hospital.
- **Communication**
 - Need for additional transparency to overcome negativity.
 - People are reluctant to change.
 - Lack of commitment to the tasks and to change.
 - Overcoming obstacles of communication with two county precinct boundaries.
- **Infrastructure**
 - Need to improve/expand the transportation system.

- Ensure a long-term water supply.
- Lack of transportation for seniors.
- Hilly topography.
- Lack of ADA compliance in facilities and infrastructure (sidewalks)
- Lack of sidewalks.
- **Organizational Excellence**
 - Update policies and procedures.
 - Review and update code enforcement regulations.
 - Revise and update Rules of Procedure.
 - Need to review staffing levels throughout the organization.
 - City Hall and other facility constraints.

Initiatives – Strategies and Goals

The Council and staff then worked with the identified weaknesses, issues and challenges and developed initiatives, strategies and goals. This will form the basis for the Strategic Plan.

- **1.0 Quality of Life**
 - 1.1 Improve ability to live, work and play in the community.
 - 1.1.1 Begin implementation of the Comprehensive Plan.
 - Review and update policies and codes to be accurate and timely for today's environment.
 - Prepare a Unified Development Code.
 - Update and review all regulatory codes and ordinances.
 - Expand recreation opportunities
 - Prepare a Parks Master Plan identifying needed service areas and outlining future services and facilities.
 - Improve Downtown parking.
 - Strengthen relationships with downtown business and property owners to understand parking needs for both event and daily parking needs.
 - Identify additional parking areas.
 - Expand economic development opportunities (hospitals and higher education facilities)
 - Hire a person specifically for economic development purposes.
 - Establish expectations for the position.
 - Establish job description.
 - Fund the position.
- **Communication**
 - Improve information flow and transparency
 - Direct the public on where to obtain information.
 - Be more proactive in communicating with the public

- Actively promote the goals and objectives established by the planning effort.
 - Actively promote the implementation successes of various plans that have been or will be prepared.
- Establish a communication protocol with the two county commissioners and state legislators.
- **Infrastructure**
 - Implement Master Capital Improvements Plan
 - Improve ADA compliance in the city
 - Prepare an ADA compliance plan.
 - Conduct a citywide ADA compliance survey.
 - Identify priorities for compliance.
 - Improve sidewalks accessibility throughout the community.
 - Conduct a sidewalk survey.
 - Determine budget.
 - Seek grants for funding to augment city funding.
 - Improve transportation.
 - Determine opportunities for senior transportation.
 - Determine opportunities for highway/road improvements to accommodate increase in traffic due to growth.
- **Organizational Excellence**
 - Address staffing levels in all departments.
 - Prepare a Staffing Plan that assess the current status of services and establishes a path for growth for all departments.
 - Address City Hall facility constraints.
 - Prepare a Facilities Growth Plan that assess the current status of facility space and establishes a path for expansion of facilities.

Threats

Finally, the full group identified threats to accomplishing the goals and strategies that have been identified.

- Government shut down (pandemic).
- Location relative to other larger cities.
- Internal conflicts (lack of unity).
- Continued negative narrative.
- Being on constant defense instead of positively portraying what is happening in the city.
- Legislature.
- Weather event
- Not taking action – apathy.

City Staff Implementation Sessions

September 29 and October 12, 2021

On September 29 and again on October 12, the facilitator met with the City Administrator and Executive Staff to review the outcomes of the planning session and to determine next steps for the development of the implementation plan.

Implementation Plan Process. The staff reviewed a template to be used to develop the implementation portion of the planning process and completed the Implementation Plan. During the discussions, a staff member was assigned as the team facilitator for the development of the implementation plan for each area of emphasis. The group worked together to develop action steps, with proposed timelines. At the end of the day, a draft implementation plan had been established. The implementation plan is a separate document.

Reporting

Finally, staff established reporting protocols. These protocols serve the purpose of keeping the staff on schedule with the implementation of strategies, keeping the City Administrator informed, and providing regular reports to the Council on the status of the implementation of the adopted strategies. This provides for long term accountability toward the implementation of the Strategic Plan.

Reporting Protocols

- **Council**
 - Receives periodic updates regarding various projects related to the strategic plan.
 - Receives formal status reports, including a semi-annual report from staff to the Council.
- **City Administrator**
 - City Administrator receives regular updates from staff at regular staff meetings on progress of assignments.

Council Approval October 26, 2021

On October 26, 2021, the Council reviewed their work as well as the work of the staff since the planning session in September. After a thorough discussion the Report was approved as amended unanimously.

Conclusion

The Mayor, Council and staff of the City of Montgomery worked through a governance and planning process that allowed the Council to create a governance model and identify and expand strategies for moving the city forward. The process brought the staff leadership and Council closer together as a team and developed an implementation process to ensure the strategies are addressed and accomplished over time.



Strategic Plan 2021

**Council/Staff Planning Retreat
September 11, 2021**

**Adopted
TBD**

**Prepared and Facilitated
By
Ron Cox Consulting**

Vision Statement

TBD

Key Vision Elements 2021

- **People are a priority.**
- **Infrastructure serves our lifestyle.**
- **Goals with review that grow and change with progress and meets the needs of the majority.**
- **Families**
- **Close community.**
- **Have Texas pride.**
- **Leadership is transparent and accessible.**
- **Historical significance is honored.**
- **A great place to live/work/learn/play.**
- **Quality customer service**
- **Pedestrian connectivity to businesses and residences.**
- **Small town feel with all the amenities**
- **Unity.**
- **Vibrant.**
- **Leading by excellence**
- **Sense of identity.**

Mission Statement

The mission of the City of Montgomery is to improve the quality of life for its citizens.

Mission Elements

- **TBD**

Leadership Values

- **TBD**

City of Montgomery

Council

Leadership Philosophy

The Council of the City of Montgomery will lead by...

- Showing servant leadership...
 - Serving the people in our community first.
- Provide staff the opportunity and time to educate me first on issues.
- Working together.
- Listening to others' suggestions.
- By showing up – being there at meetings, gathers, etc.
- By example...
 - Steadiness in times of chaos.
 - Being direct.
 - Being decisive
 - Being consistent.
 - Being compassionate.
- Do the right thing for the right reasons.
- Identify and deal with the heart of the issue.
- Maintain confidences.
- Manage conflict
- Work to gain and maintain trust.
- Put the luggage (baggage) down...
 - Deal with the past, but do not live in the past.
 - Come with an open mind for each Council issue.
 - Use the past to mold the future.
 - Build upon the past.
- Deal proactively with issues.
- Listen.

City of Montgomery

Council

Communication Philosophy

The Council of the City of Montgomery will communicate by...

- Listening, asking, deliberating, deciding.
- Stay with the subject at hand.
- Be informed.
- Know when to communicate – pick your time wisely.
- Dialogue rather than monologue.
- Respectfully.
- Show appreciation – say “Thank You.”

City of Montgomery

Council and Staff

Expectations

Council expects the following of each other...

- Review, revise and follow an established set of Rules of Procedure to maintain decorum, order, and productivity in the Council meetings.
- Have a review of regulatory ordinances to ensure they are up to date, relevant to the current environment in an effort to begin working from the same set of policies.

City of Montgomery

Council and Staff

Expectations

Council expects the following of staff...

- Administer ordinances equally and consistently to all citizens and businesses.
- Be professional in your duties.
- Provide information equally to all members of Council.
- Communicate with integrity and consistency.
- Provide credit to others where credit is due.
- Follow the chain-of-command (from Council to staff and staff to Council through the City Administrator).

City of Montgomery

Strategic

Areas of Emphasis

- **Quality of Life**
 - **Guiding Principle:** *The City of Montgomery will improve the City's perception and appeal and tell its story in a positive manner that improves the quality of life in the community.*

- **Communication**
 - **Guiding Principle:** *The City of Montgomery will work towards telling its story in a positive manner that improves the image and perception of the community.*

- **Infrastructure**
 - **Guiding Principle:** *The City of Montgomery will provide excellent infrastructure and facilities that meets the needs of the citizens and businesses, and staff.*

- **Organizational Excellence**
 - **Guiding Principle:** *The City of Montgomery will operate in a transparent, efficient, accountable and responsive manner by preparing the organization and the staff for the future, focusing on core services, attracting and retaining the best employees and wise stewardship of financial resources.*

Area of Emphasis

Quality of Life

Guiding Principle: *The City of Montgomery will improve the City's perception and appeal and tell its story in a positive manner that improves the image of the community.*

Initiatives

- **Improve ability to live, work and play in the community.**
 - Begin implementation of the Comprehensive Plan.
 - Review and update policies and codes to be accurate and timely for today's environment.
 - Prepare a Unified Development Code.
 - Update and review all regulatory codes and ordinances.
- **Expand recreation opportunities**
 - Prepare a Parks Master Plan identifying needed service areas and outlining future services and facilities.
- **Improve Historic Downtown parking.**
 - Strengthen relationships with downtown business and property owners to understand parking needs for both event and daily parking needs.
 - Identify additional parking areas.
- **Expand economic development opportunities (hospitals and higher education facilities)**
 - Hire a person specifically for economic development purposes.
 - Establish expectations for the position.
 - Establish job description.
 - Fund the position.

Area of Emphasis

Communication

Guiding Principle: *The City of Montgomery will work towards telling its story in a positive manner that improves the image and perception of the community.*

Initiatives

- **Improve information flow and transparency**
 - Direct the public on where to obtain information.
 - Be more proactive in communicating with the public
 - Actively promote the goals and objectives established by the planning effort.
 - Actively promote the implementation successes of various plans that have been or will be prepared.
- **Establish a communication protocol with the two county commissioners and state legislators.**

Area of Emphasis

Infrastructure

Guiding Principle: *The City of Montgomery will provide excellent infrastructure and facilities that meets the needs of the citizens and businesses, and staff.*

Initiative

- **Implement Master Capital Improvements Plan**
- **Improve ADA compliance in the city**
 - Prepare an ADA compliance plan.
 - Conduct a citywide ADA compliance survey.
 - Identify priorities for compliance.
 - Coordinate with TxDOT for compliance
 - Improve sidewalks accessibility throughout the community.
 - Conduct a sidewalk survey.
 - Determine budget.
 - Seek grants for funding to augment city funding.
- **Improve transportation systems.**
 - Determine opportunities for senior transportation.
 - Determine opportunities for highway/road improvements to accommodate increase in traffic due to growth.
 - Determine priorities for capital improvement needs and priorities citywide

Area of Emphasis

Organizational Excellence

Guiding Principle: *The City of Montgomery will operate in a transparent, efficient, accountable and responsive manner by preparing the organization and the staff for the future, focusing on core services, attracting and retaining the best employees and wise stewardship of financial resources.*

Initiatives

- **Address staffing levels in all departments.**
 - Prepare a Staffing Plan that assess the current status of services and establishes a path for growth for all departments.

- **Address City Hall facility constraints.**
 - Prepare a Facilities Growth Plan that assess the current status of facility space and establishes a path for expansion of facilities.

Montgomery City Council
AGENDA REPORT

Meeting Date: October 26, 2021	Budgeted Amount: N/A
Department: Administration	Prepared By: Richard Tramm

Subject

Consideration and possible action regarding adoption of the following Ordinance: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MONTGOMERY, TEXAS, AMENDING ITS MUNICIPAL BUDGET FOR THE FISCAL YEAR 2021-2022; PROVIDING A REPEALING CLAUSE AND A TEXAS OPEN MEETINGS ACT CLAUSE; AND PROVIDING AN IMMEDIATE EFFECTIVE DATE.

Recommendation

Consider the 2 options below related to this item.

Discussion

Last month it was discussed to have a possible budget amendment for the funds freed up by paying down the MEDC loan early. The funds that had been used to pay the MEDC loan were from the fund balance and not budgeted funds, so the prior action did not free up budgeted funds that can be reassigned. The funds for that would come from higher than anticipated future tax revenues.

I have reviewed the sales tax revenues from the last three months, which is two months more up to date than the figures used for the budget workshop. I would propose the City Council consider one of the following two actions towards this goal:

1. Amend the income category of Sales Tax (14600) from \$2,200,000 to \$2,305,576 and for Sales Tax ILO Property Tax (14600.2) from \$1,100,000 to \$1,152,789 and the expenditure category of Tsf to CPF – Ifr Inv (16590.4) from \$191,444 to \$349,809. This has the same net effect as was originally intended but also includes a recalculated income based on newer sales tax revenue numbers to capture that income in the budget along with the allocation of those funds.
2. Take no current action and allow the fund balance to accumulate additional surplus funds. Take action to amend the budget and direct those surplus funds to these accounts later in the year after they have accumulated.

Approved By

City Administrator	Richard Tramm	Date: October 26, 2021

Montgomery City Council
AGENDA REPORT

ORDINANCE NO. 2021-_____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MONTGOMERY, TEXAS, AMENDING ITS MUNICIPAL BUDGET FOR THE FISCAL YEAR 2021-2022; PROVIDING A REPEALING CLAUSE AND A TEXAS OPEN MEETINGS ACT CLAUSE; AND PROVIDING AN IMMEDIATE EFFECTIVE DATE.

WHEREAS, in accordance with applicable law, the City Council of the City of Montgomery, Texas adopted an operating municipal budget for the fiscal year 2021-2022 on September 14, 2021.

WHEREAS, the Mayor and the City Administrator of the City have submitted to the City Council certain proposed amendments to the municipal budget as permitted by law, which amended budget is set forth in and incorporated herein in the attached Exhibit "A;" and

WHEREAS, the City Council has considered the proposed budget amendments and considers them warranted by law and in the best interest of the municipal taxpayers;

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

SECTION 1 That such proposed municipal budget as amended is hereby approved and adopted as Budget Amendment No. 1 for the City of Montgomery for the fiscal year 2021-2022, as detailed in Exhibit "A."

SECTION 2. That the amended municipal budget may be amended from time to time as provided by law for the purposes of authorizing emergency expenditures or for other municipal purposes; provided, however, no obligation shall be incurred or any expenditure made except in conformity with the budget.

SECTION 3. Texas Open Meetings Clause. It is hereby officially found and determined that the meeting at which this Ordinance was considered was open to the public as required and that the public notice of the time, place, and purpose of said meeting was given as required by the Open Meetings Act, Chapter 551 of the Texas Government Code.

SECTION 5. Effective Date. This Ordinance shall become effective immediately from the date of its adoption.

PASSED AND APPROVED this 26th day of October 2021.

Sara Countryman, Mayor

ATTEST:

Susan Hensley, City Secretary

APPROVED AS TO FORM:

Alan P. Petrov, City Attorney

Exhibit A
Ord. No. - 2021 - ___

Account	Account	2019/2020	2020/2021	2020/2021	Budget	%
Number	Name	Actuals YTD	Projected Totals	Adopted Budget	Amendment #1	Change

Amended Income Items
General Fund

14600 Sales Tax	\$ 1,435,174	\$ 1,874,452	\$ 2,200,000	\$ 2,305,576	4.8%
14600.2 Sales Tax ILO Property Tax	\$ 925,537	\$ 937,227	\$ 1,100,000	\$ 1,152,789	4.8%
Total Amended Income (All Income)	\$ 4,111,716	\$ 5,212,933	\$ 5,247,715	\$ 5,406,080	-3.6%

Amended Income Items
Capital Projects Fund

43949.3 Tsf from Gen - Inf Inv (16590.4)	\$ -	\$ 215,494	\$ 168,494	\$ 349,809	107.6%
45900 Use of Surplus	\$ -	\$ -	\$ 1,123,927	\$ 965,562	-14.1%
Total Amended Income	\$ 656,689	\$ 918,611	\$ 4,532,975	\$ 4,532,975	-3.6%

Account	Account	2019/2020	2020/2021	2020/2021	Budget	%
Number	Name	Actuals YTD	Projected Totals	Adopted Budget	Amendment #1	Change

Amended Expense Items

Admin - Miscellaneous	16590.4 Tsf to CPF - Infr Inv (43949.3)	\$ -	\$ 215,494	\$ 191,444	\$ 349,809	82.7%
Total Amended Expenses - All		\$ 3,604,924	\$ 4,622,140	\$ 5,247,009	\$ 5,405,374	-4.3%
Net Income After Amendment - General		\$ 506,792	\$ 590,793	\$ 706	\$ 706	

**Montgomery City Council
AGENDA REPORT**

Meeting Date: October 26, 2021	Budgeted Amount: N/A
Department: Public Works	Prepared By: Dave McCorquodale

Subject

Consideration and possible action regarding ending of one-year warranty period and release of maintenance bond for the Shoppes at Montgomery Retail Center Waterline Project.

Recommendation

Move to officially end the one-year warranty period and release the maintenance bond for the Shoppes at Montgomery Retail Center Waterline project.

Discussion

The engineer’s memo is attached. This approximately 300-foot segment of waterline is part of what serves the Shoppes development – extending this line as the development progresses will serve the pad sites that do not have Eva St / SH105 frontage.



Approved By

Asst. City Administrator	Dave McCorquodale	Date: 10/21/2021



October 19, 2021

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

Re: One-Year Warranty Inspection
Construction of The Shoppes at Montgomery Public Infrastructure (Dev. No. 1012)
City of Montgomery
TIN No. 74-263592

Dear Mayor and Council:

On Wednesday, October 13, 2021, at 1:00 PM we held a one-year warranty inspection for the Shoppes at Montgomery Retail Waterline. No deficiencies were identified.

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

Mr. Chris Roznovsky, PE – WGA, PLLC, City Engineer
Mr. Mike Muckleroy – City of Montgomery, Director of Public Works
Mr. Brad Raines – Randy Roan Construction, Inc.

We recommend the City officially end the warranty for the project and release maintenance bond.

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

Sincerely,

Chris Roznovsky, PE
Engineer for the City

CVR/kmv:jmr

Z:\00574 (City of Montgomery)\103 Shoppes at Montgomery\Final Inspection\Final Inspection Letter.docx

Cc (via email): Mr. Richard Tramm – City of Montgomery, City Administrator
Ms. Susan Hensley – City of Montgomery, City Secretary
Mr. Alan P. Petrov – Johnson Petrov, LLP, City Attorney
Mr. Russell Roan – Randy Roan Construction, Inc.
Mr. Jonathan White, PE – L² Engineering
Mr. John Toic – Montgomery SH105 Associate, LLC
Mr. Dave McCorquodale – City of Montgomery, Director of Planning & Development
Mr. Mike Muckleroy – City of Montgomery, Director of Public Works

Montgomery City Council
AGENDA REPORT

Meeting Date: October 26, 2021	Budgeted Amount: N/A
Department: Admin	Prepared By: Dave McCorquodale

Subject

Consideration and possible action regarding presentation of Utility and Economic Feasibility study for the Porter Farms development (Dev. No. 2101).

Recommendation

Accept the study as presented.

Discussion

The study is attached, and the City Engineer will be at the meeting to present the study.

Approved By

Asst. City Administrator	Dave McCorquodale	Date: 10/21/2021

**PORTER FARMS FEASIBILITY STUDY
(Dev. No. 2101)**

FOR

THE CITY OF MONTGOMERY

WGA PROJECT NO. 00574-108

OCTOBER 2021

PREPARED BY

WGA

CONSULTING ENGINEERS

OVERVIEW

- 1 Executive Summary
- 2 Introduction
- 3 Analysis

Exhibits:

- A: Overall Exhibit
- B: Preliminary Site Plan
- C: Updated Development Acreages & Service Demands
- D: Excerpt From Impact Fee Analysis
- E: Escrow Calculation

1 EXECUTIVE SUMMARY

Charles Von Schmidt of Waterstone Development Group (the “Developer”) has requested the City of Montgomery (the “City”) to perform a feasibility study for the City to serve future single-family development on a 26.07-acre tract north of FM 1097 and east of Liberty Street. The tract is partially located within the City limits and partially within the City’s extra territorial jurisdiction (“ETJ”) and will require annexation into the City limits prior to receiving service.

This development would consist of approximately ninety-eight single family tracts. The analysis shows that the City will have the wastewater capacity to serve the development, and existing developments, for the next few years but will need additional wastewater treatment plant capacity to serve all existing and proposed developments at full build out.

The analysis also shows that after the completion of the City’s Water Plant No. 3 Improvements project currently in construction the City will have the water capacity to serve the development, and existing developments, for the next few years but will need additional water plant capacity to serve all existing and proposed developments at full build out.

The estimated total costs that will be associated with the development are:

• Lift Station Improvements	\$ 150,000
• Escrow Account	\$ 62,000
• Water Impact Fee	\$ 110,400
• <u>Wastewater Impact Fee</u>	<u>\$ 246,300</u>
Total Estimated Costs	\$ 568,700

The Developer has estimated a total assessed valuation for the development to be approximately \$22,050,000 at full build out. Based on the City’s estimated current tax rate (\$0.1412 debt service and \$0.2588 for operations and maintenance) financially, the development will bring in approximate tax revenues as shown below:

• Operations and Maintenance	\$ 54,200
• <u>Debt Service</u>	<u>\$ 29,600</u>
Total Estimated Annual Tax Revenue	\$ 83,800

2 INTRODUCTION

This undeveloped Tract is located north of the FM 1097 and east of Liberty Street. The majority of the Tract is located within the City limits, but approximately 4.3-acres on the north side of the Tract is located within the City's ETJ. That portion of the Tract will require annexation into the City limits prior to receiving service. An exhibit showing the Tract's boundary in relation to the City's boundary, as well as the Tract's existing zoning and relation to the City's most currently adopted thoroughfare plan is enclosed as **Exhibit A**. A preliminary site plan is enclosed as **Exhibit B** and indicates the Developer intends to subdivide the Tract into approximately ninety-eight 50' wide single-family lots. Note the site plan shown on Exhibit B has more than 98 lots however, the Developer has advised that approximately a 15% reduction in lot count should be considered to anticipate changes for detention, etc. The portion of the land that is within the City limits is currently zoned as Residential (R-1) and will not need to be rezoned. The portion of the Tract within the City's ETJ will need to be annexed and zoned as Residential (R-1).

Based on information from the developer, construction of the development is planned to be complete in late 2022. The estimates included in this feasibility are based on the anticipated land use provided by the developer at the time of the study. The final land plan may affect the estimated costs and revenues associated with the development.

Based on the land plan and additional information provided by the Developer, the following variances to the City's current ordinances will need to be requested and considered. This is not an all-encompassing list and is subject to change based on the final land plan of the site:

- Lot Requirements
 - o The Development's proposed lot width is 50'. This is not in compliance with the City's 75' minimum requirement. (Sec. 98-122(b)(2))
 - o The Development's proposed lot depth is 100'. This is not in compliance with the City's 120' minimum requirement. (Sec. 98-122(b)(3))
 - o The Development's proposed lot area is 5,750 square feet (sf). This is not in compliance with the City's 9,000 sf minimum. (Sec. 98-122(b)(1))

The Development does not appear to have adequate green space/open space to meet the compensating green space requirement due to the reduction in lot size (Sec. 78-95). One alternative to consider in addition to providing green space is to coordinate with the City to install sidewalks along FM 149 to Homecoming Park to provide a designated safe walking path to Lincoln Elementary.

3 ANALYSIS

Water Production and Distribution

The majority of the Tract is located within City limits and plans to receive service from the City. The City has three (3) active water wells and two existing water plants with a capacity of 875 connections or 568,000 gallons per day per Texas Commission on Environmental Quality (“TCEQ”) requirements. The City is currently under construction of a water plant improvements project at the existing Water Plant No. 3 to increase the capacity of the City’s water system to 2,500 connections while holding the same average daily flow capacity.

The current average daily flow (“ADF”) in the City is approximately 365,000 gpd. Inclusive of existing connections, ultimate future projected connections within current platted developments, and developments that are currently in design, the City has committed approximately 632,100 gpd and 1,695 connections. A copy of the updated water usage projections is included as **Exhibit C**. Once the Water Plant No. 3 Improvements Project is complete, the City will have committed approximately 111% of the total ADF capacity and 68% of the connection capacity. The City is not expected to hit these numbers or exceed the current average daily flow capacity until beyond 2025.

Based on information from the Developer, the Tract’s estimated water capacity requirement is approximately 24,500 gpd. Inclusive of existing connections, platted developments, developments currently underway, other developments in feasibility, and this development, the City will have committed approximately 813,000 gpd or 143% of the total ADF capacity and 97% of the connection capacity. Based on the projections shown in Exhibit C, the City would need additional water plant capacity around 2024.

Upon completion of the proposed improvements and based on the projected ADF, including this Tract, the City is projected to have sufficient water production capacity to meet the demand of the development within the City for the next few years. As the existing and upcoming developments build out, the City should be prepared to expand their water production and distribution capacity.

The Tract will be served by an existing waterline located in the western Right-of-Way of Liberty Street. The existing waterline is 6-inch in diameter which is not sufficient to serve this development. The waterline will need to be upsized from FM 1097 to the tract’s northern boundary from a 6-inch to a 12-inch. Additionally, the development should extend an additional waterline to tie into the existing 12” waterline on FM 1097 to create an additional waterline loop, as shown on **Exhibit A**. The Developer will be responsible for all costs associated with the waterline extension/upsizing and required easements.

The ultimate alignment of waterlines interior to the Tract will depend on the final land plan of the proposed development. These waterlines will need to be placed in public utility easements located along the public ROW or placed within public ROW interior to the development and constructed per all applicable City and TCEQ design criteria. The developer is responsible for all costs associated with easement acquisitions and recordation.

The Developer is responsible for providing engineered plans and specifications for the water distribution system interior to the development and the public offsite waterlines to the City Engineer for review and approval prior to commencing construction, and to obtain all required Planning and Zoning Commission, City Council and development approvals and permits.

Sanitary Sewer Collection and Treatment

The District's existing wastewater facilities include of 18 public lift stations and two (2) wastewater treatment plants (one of which is currently decommissioned). The Stewart Creek Wastewater Treatment Plant (TPDES Permit No. WQ0011521001) has a permitted capacity of 400,000 gpd. The current ADF at the Stewart Creek Wastewater Treatment Plant is 183,000 gpd or 46%.

Inclusive of existing connections, platted developments, and developments which are in design or under construction, the City has committed approximately 427,000 gpd or 107% of existing permitted capacity at full build out. A copy of the wastewater usage projections is included as **Exhibit C**.

Based on the City's historical usage for similar types of development and information from the Developer, the Tract's estimated sanitary sewer capacity requirement is approximately 19,600 gpd (588,000 gallons per month). Inclusive of existing connections, platted developments, developments currently underway, other developments in feasibility, and this development, the City will have committed approximately 572,000 gpd or 143% of existing permitted capacity.

The TCEQ requires the City to initiate design of a wastewater treatment capacity expansion when the ADF exceeds 75% of the City's 400,000 gpd permitted capacity for 3 consecutive months. The ADF for the City, including this Tract and other treats under design/feasibility, is not expected to exceed 75% of the permitted capacity (300,000 gpd) until around 2023. Additionally, the TCEQ requires the commencement of the construction phase of the expansion after 3 consecutive months of ADF exceeding 90% of the permitted capacity (360,000 gpd). This is expected to occur around 2024.

There is an existing public sanitary sewer line along the eastern right-of-way of FM 149. However, due to the topography of the tract, we recommend the Tract be served by extending an 8-inch public sanitary sewer line toward the southeastern portion of the Tract and connecting to the existing 12-inch sanitary sewer line south of FM 1097, as shown in **Exhibit A**. The Developer will be responsible for all costs associated with this sanitary sewer line extension and required easements.

The proposed sanitary sewer capacity of the Development will cause the City's Lift Station No. 10 to exceed capacity at full buildout and will need to be upsized from approximately 350 gpm to 550 gpm. The estimated preliminary cost for the improvements is approximately \$150,000. However, an additional inspection and analysis of Lift Station No. 10 will need to be performed to prepare a final estimated cost of improvements.

The Developer will be responsible for the costs associated with the improvements of this facility. The above-mentioned improvement is not necessary to be completed at the beginning of the development. Therefore, these improvements may be phased in over the course of development, at a rate and schedule to be established by the City Engineer.

The ultimate alignment of sanitary sewer lines interior to the Tract will depend on the final land plan of the

proposed development. These sanitary sewer lines will need to be placed within public utility easements located along the public ROW or placed within the public ROW interior to the development and constructed per all applicable City and TCEQ design criteria.

The Developer is responsible for providing engineering plans and specifications for the sanitary sewer conveyance system interior to the development to the City engineer for review and approval prior to commencing construction. The Developer is also responsible for obtaining all Planning and Zoning Commission, City Council, and development approvals and required permits. The Developer will need to coordinate the installation of sanitary sewer tap(s) into the public system with the City's department of Public Works and will be responsible for all costs associated with said work.

Drainage

The onsite storm sewer system will be designated public and accepted by the City upon completion of the development. Any detention ponds will remain the responsibility of the Developer. All drainage and detention improvements must be designed per the city's Code of Ordinances requiring compliance with the City's floodplain regulations and all applicable Montgomery County Drainage Criteria Manual Standards. Failure to design and construct the drainage facilities per Montgomery County Criteria potentially jeopardizes eligibility for acceptance by the City. The Developer will also be required to perform and submit a drainage study showing the development's impact on the drainage downstream of the Tract and on adjacent properties. The drainage study must be submitted to the City for review and approval prior to approval of the construction plans.

The Developer is responsible for providing engineering plans and specifications for the drainage and detention system interior to the development to the City Engineer for review and approval prior to commencing construction, and to obtain all required Planning and Zoning Commission, City Council, and development approvals and permits.

Paving and Traffic

Per the preliminary land plan submitted by the Developer, there is an unnamed public road with an unknown ROW that will connect to Liberty Street in two locations. There is a second road that follows the existing private Thomas Road and connects to FM 1097. The acceptance of the connection to Thomas Road will need to be coordinated with the City and the current landowner before it will be considered public. The Developer is responsible for providing engineered plans and specifications for the roads interior to the development to the City Engineer for review and approval prior to commencing construction, and to obtain all required Planning and Zoning Commission, City Council, and development approvals and permits.

Currently, the preliminary land, combined with existing infrastructure, provides for three (3) proposed points of access for the ninety-eight-lot development from the two unnamed Liberty Street connections and the unnamed Thomas Street connection. Per the Montgomery County's most recently adopted thoroughfare plan, there are no conflicts with the current land plan, as shown on **Exhibit A**.

Development Costs

The Developer will need to engineer and construct the on-site and off-site water, sanitary sewer, paving, and drainage facilities to serve the proposed tract.

The Developer will also need to pay water and wastewater impact fees to the City. The impact fees will be assessed at the time of recordation of the final plat and collected prior to receiving water and sanitary sewer taps. Enclosed as **Exhibit D** is Table 1.1 of the 2017 Revisions to the Montgomery Impact Fee Analysis Report. The estimated ADF provided by the developer requires the equivalent use of ninety-eight 5/8-inch water meters per the table.

An escrow agreement has been entered into between the Developer and the City and funds have been deposited to cover the cost of this feasibility study. An estimated additional \$62,000 will be required to cover the City’s remaining expenses for the development, which includes administrative costs, legal fees, plan reviews developer and construction coordination, construction inspection, and one year warranty expenses. The fees calculation can be seen in **Exhibit E**. These additional funds must be deposited into the escrow prior to any work being completed by the City.

Below is a summary of the estimated costs associated with the development:

Estimated Costs:

- Lift Station Improvements	\$ 150,000
- Escrow Account	\$ 62,000
- Water Impact Fee	\$ 110,400
- Wastewater Impact Fee	<u>\$ 246,300</u>
Total	\$ 568,700

These estimates are based on the projected water and wastewater usage provided by the developer. The actual costs will depend on the final land plan, final design, and actual construction costs.

Financial Feasibility

The Developer projects the home sale prices to be \$225,000. The Developer estimates the total assessed value (A.V.) at full development to be approximately \$22,050,000. Based on the estimated total A.V. and assuming 95% collection, the development would generate approximately \$29,600 per year in debt service revenue based on the City’s \$0.1412/\$100 valuation debt service tax rate, and approximately \$54,200 per year in operations and maintenance revenue based on the City’s \$0.2588/\$100 valuation Operations & Maintenance (O&M) tax rate.

This report is our engineering evaluation of the funds required to complete the anticipated future capital improvement for this Tract and of the potential increase in tax revenue to the City. This report is not intended to be used for the issuance of municipal financial products or the issuance of municipal securities. The City’s Financial Advisor(s) can address potential recommendations related to the issuance of municipal financial products and securities.

Thank you for the opportunity to complete this feasibility study and offer our recommendations. Please contact me or Ms. Katherine Vu should you have any questions.

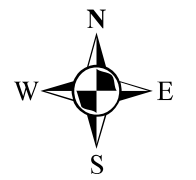
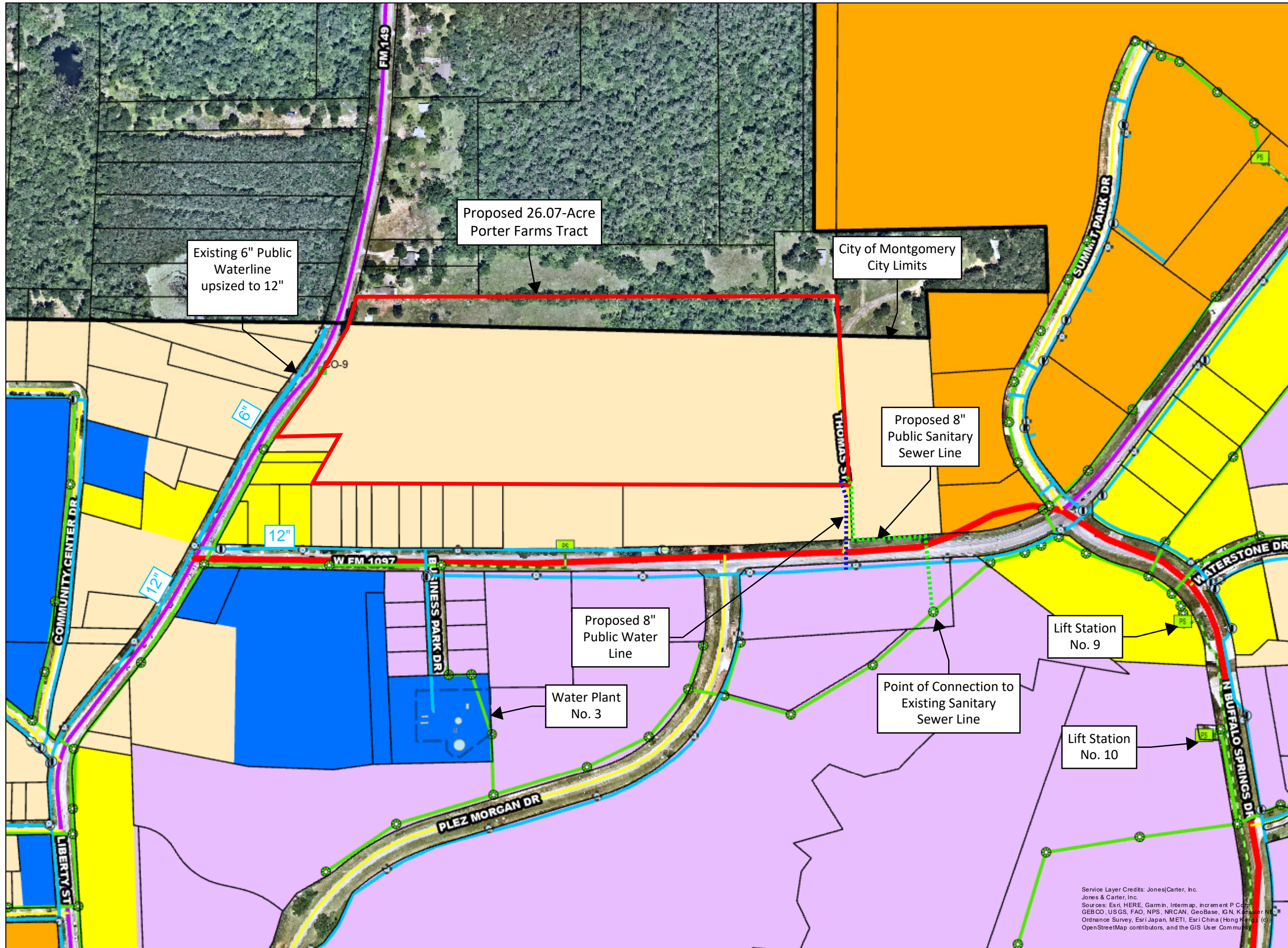


Sincerely,

Chris Roznovsky, PE
Engineer for the City

CVR/ser

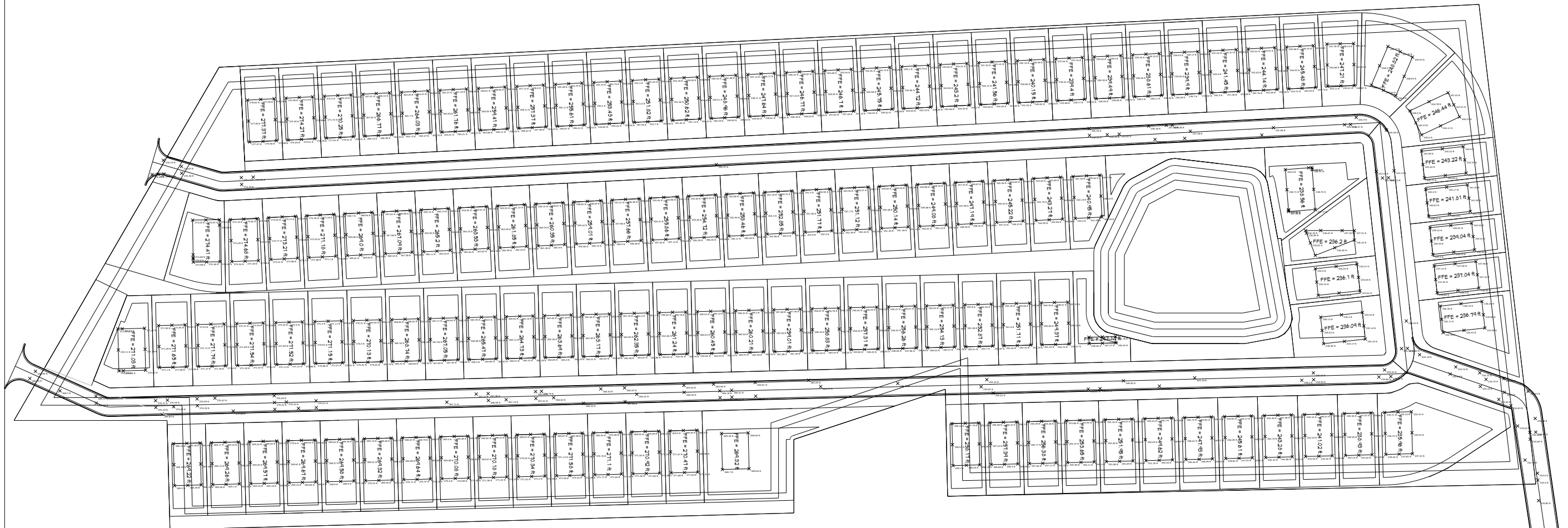
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LEGEND

- Commercial (B)
- Industrial (ID)
- Institutional (I)
- Planned Development (PD)
- Residential (R-1)
- Existing Sanitary Sewer Line
- Proposed Sanitary Sewer Line
- Existing Water Main

Service Layer Credits: Jones|Carter, Inc.
 Jones & Carter, Inc.
 Sources: Esri, HERE, Garmin, Intermap, increment P Corp.,
 GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL,
 Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), Swisstopo,
 OpenStreetMap contributors, and the GIS User Community



185 Cedar Point Dr.
 Livingston, Tx 77351
 office: 936.646.6767
 fax: 936.646.7970
 www.vacationhomebuilders.com

PORTER FARMS

DRAWN BY	-
DATE	5.18.21
SCALE	scale
FILE NAME	file
SHEET NUMBER	

1

	Development Info & Capacities																						
	Current Connections	Ultimate Connections	Water		Wastewater		2021			2022			2023			2024			2025				
			Current Actual	Ultimate	Current	Ultimate	Connections	GPD Water	GPD Sanitary	Connections	GPD Water	GPD Sanitary	Connections	GPD Water	GPD Sanitary	Connections	GPD Water	GPD Sanitary	Connections	GPD Water	GPD Sanitary		
Potential Future Development (Within Current City Limits)																							
HEB Tract (HEB store only)	-	1	-	10,000	-	6,500							1	10,000	6,500								
HEB Tract (pad sites only)	-	5	-	15,000	-	9,750				1	3,000	1,950	1	3,000	2,100	1	3,000	2,100	1	3,000	2,100		
Summit Business Park, Phase 2	-	6	-	4,400	-	2,860				2	1,467	953	2	1,467	953								
Moon Over Montgomery	-	15	-	3,750	-	2,438										15	3,750	2,438					
Waterstone, Section 3	-	36	-	9,000	-	5,850							10	2,500	2,000	10	2,500	2,000	10	2,500	2,000		
Waterstone, Section 4	-	80	-	20,000	-	13,000							10	2,500	2,000	10	2,500	2,000	10	2,500	2,000		
J. Allen Kent	-	150	-	37,500	-	30,000							20	5,000	4,000	20	5,000	4,000	20	5,000	4,000		
Town Creek Crossing Section 2	-	37	-	9,250	-	7,400							15	3,750	3,000	15	3,750	3,000	7	1,750	1,400		
1097 Misc. Commercial	-	10	-	15,000	-	9,750				1	1,500	975	1	1,500	1,250	1	1,500	1,250	1	1,500	1,250		
Misc. Undeveloped (Commercial)	-	1,354	-	487,440	-	316,836				2	720	468	2	3,000	2,500	2	3,000	2,500	2	3,000	2,500		
Misc. Undeveloped (Single Family)	-	1,641	-	410,250	-	266,663				10	2,500	1,625	10	2,500	2,000	10	2,500	2,000	10	2,500	2,000		
Misc. Undeveloped (Industrial)	-	1	-	5,000	-	3,250																	
Peter Hill 5.7 Acre Feasibility	-	5	-	5,000	-	3,250				2	2,000	1,300											
The Woods of Town Creek	-	212	-	53,000	-	42,400							30	7,500	6,000	30	7,500	6,000	30	7,500	6,000		
Subtotal	-	3,553	-	1,084,590	-	719,946	-	-	-	18	11,187	7,271	102	42,717	32,303	114	35,000	27,288	91	29,250	23,250		
Potential Future Development (ETJ)																							
80-Ac Mabry Single Family	-	368	-	92,000	-	59,800							30	7,050	4,500	30	7,050	4,500	30	7,050	4,500		
Stewart Landing	-	50	-	18,000	-	11,700							10	2,350	1,500	10	2,350	1,500	10	2,350	1,500		
Misc. Undeveloped (Single Family)	-	6,595	-	1,648,750	-	1,071,688							10	2,350	1,500	10	2,350	1,500	10	2,350	1,500		
Misc. Undeveloped (Commercial)	-	1,100	-	396,000	-	257,400				5	1,800	1,170	5	7,500	6,250	5	7,500	6,250	5	7,500	6,250		
Subtotal	-	8,113	-	2,154,750	-	1,400,588	-	-	-	5	1,800	1,170	55	19,250	13,750	55	19,250	13,750	55	19,250	13,750		
Potential Ultimate Totals	1,268	14,087	365,985	4,052,925	223,321	2,692,497	2021			2022			2023			2024			2025				
							Connections	GPD Water	GPD Sanitary	Connections	GPD Water	GPD Sanitary	Connections	GPD Water	GPD Sanitary	Connections	GPD Water	GPD Sanitary	Connections	GPD Water	GPD Sanitary		
							1,328	380,895	231,421	1,463	455,492	281,082	1,831	598,664	388,661	2,186	715,681	476,917	2,498	818,146	555,392		
							Total Potential Ultimate																

Table 1.1 September 2017 ESFC Table for Commonly Used Meters

Meter Size	Maximum Continuous Operating Capacity (GPM)	Equivalent Single Family Home (ESFC)	Maximum Assessable Water Fee (\$)	Maximum Assessable Waste Water Fee (\$)	Maximum Assessable Fee (\$)
5/8"	15	1.00	1,126	\$2,513	\$3,639
3/4"	25	1.67	1,881	\$4,198	\$6,079
1"	40	2.67	3,001	\$6,711	\$9,712
1 1/2"	120	8.00	9,006	\$20,103	\$29,112
2"	170	11.33	12,755	\$28,471	\$41,226
3"	350	23.33	26,264	\$58,626	\$84,890
4"	600	40.00	44,942	\$100,517	\$145,429
6"	1,200	80.00	90,064	\$201,035	\$291,099
8"	1,800	120.00	135,096	\$301,552	\$436,648

ESCROW AGREEMENT, SECTION 2.03 ATTACHMENT

BY AND BETWEEN

THE CITY OF MONTGOMERY, TEXAS,

AND

Waterstone Development Group, LLC

Dev. No. 2101

THE STATE OF TEXAS ⊃

COUNTY OF MONTGOMERY ⊃

As per section 2.03, the Feasibility Study completed an estimate of the additional escrow amount, which was determined for administration costs, legal fees, plan reviews, developer coordination, construction coordination, construction inspection, and warranty of services. The required additional amount is below:

Administration	\$ 7,500
City Attorney	\$ 7,500
City Engineer	\$ 47,000
<hr/>	
TOTAL	\$ 62,000

Montgomery City Council
AGENDA REPORT

Meeting Date: October 26, 2021	Budgeted Amount: N/A
Department: Admin	Prepared By: Dave McCorquodale

Subject

Consideration and possible action regarding presentation of Utility and Economic Feasibility study for Hills of Town Creek Section 5 development (Dev. No. 2102).

Recommendation

Accept the study as presented.

Discussion

The study is attached, and the City Engineer will be at the meeting to present the study.

Approved By		
Asst. City Administrator	Dave McCorquodale	Date: 10/21/2021

**HILLS OF TOWN CREEK SECTION 5
FEASIBILITY STUDY
(Dev. No. 2102)**

FOR

THE CITY OF MONTGOMERY

WGA PROJECT NO. 00574-107

OCTOBER 2021

PREPARED BY

WGA

CONSULTING ENGINEERS

OVERVIEW

- 1 Executive Summary
- 2 Introduction
- 3 Analysis

Exhibits:

A: Overall Exhibit – Boundary, Zoning & Thoroughfare

B: Preliminary Site Plan

C: Updated Development Acreages & Service Demands

D: Excerpt From Impact Fee Analysis

E: Escrow Calculation

1 EXECUTIVE SUMMARY

Chris Cheatham of Cheatham Management (the “Developer”) has requested the City of Montgomery (the “City”) to perform a feasibility study for the City to serve future single-family development on a 16.45-acre tract north of SH-105 and east of Lone Star Parkway (the “Tract”). The Tract is located entirely within the City’s boundary and will not require annexation to provide service.

This development would consist of seventy-two single family tracts. The analysis shows that the City will have the wastewater capacity to serve the development, and existing developments, for the next few years but will need additional wastewater treatment plant capacity to serve all existing and proposed developments at full build out.

The analysis also shows that after the completion of the City’s Water Plant No. 3 Improvements project currently in construction the City will have the water capacity to serve the development, and existing developments, for the next few years but will need additional water plant capacity to serve all existing and proposed developments at full build out.

The estimated total costs that will be associated with the development are:

• Escrow Account	\$ 48,000
• Water Impact Fee	\$ 81,000
• <u>Wastewater Impact Fee</u>	<u>\$ 181,000</u>
Total Estimated Costs	\$ 310,000

The Developer has estimated a total assessed valuation for the development to be approximately \$18,000,000 at full build out. Based on the City’s current tax rate (\$0.1412 debt service and \$0.2588 for operations and maintenance) financially, the development will bring in approximate tax revenues as shown below:

• Operations and Maintenance	\$ 44,300
• <u>Debt Service</u>	<u>\$ 24,100</u>
Total Estimated Annual Tax Revenue	\$ 68,400

2 INTRODUCTION

This undeveloped Tract is located within the City limits, north of SH-105 and east of Lone Star Parkway. The Tract will not require annexation into the City. An exhibit showing the Tract's boundary in relation to the City's boundary, as well as the Tract's existing zoning and relation to the City's most current thoroughfare plan is enclosed as **Exhibit A**. A preliminary site plan is enclosed as **Exhibit B** and indicates the Developer intends to subdivide the Tract into seventy-two 50' wide single-family lots. The tract is currently zoned as Commercial (B) and will need to be rezoned to Residential (R-1).

A preliminary land plan showing the proposed public utilities and paving is enclosed as **Exhibit B**. Based on information from the developer, construction of the development is planned to be complete in late 2022. The estimates included in this feasibility are based on the anticipated land use provided by the developer at the time of the study. The final land plan may affect the estimated costs and revenues associated with the development.

Based on the land plan provided by the Developer, the following variances to the City's current ordinances will need to be requested and considered. This is not an all-encompassing list and is subject to change based on the final land plan of the site:

- Lot Requirements
 - o The Development's proposed lot width is 50'. This is not in compliance with the City's 75' minimum requirement. (Sec. 98-122(b)(2))
 - o The Development's proposed lot depth is 100'. This is not in compliance with the City's 120' minimum requirement. (Sec. 98-122(b)(3))
 - o The Development's proposed lot area is 5,000 square feet (sf). This is not in compliance with the City's 9,000 sf minimum. (Sec. 98-122(b)(1))

3 ANALYSIS

Water Production and Distribution

The Tract is located within City limits and plans to receive service from the City. The City has three (3) active water wells and two existing water plants with a capacity of 568,000 gallons per day (“gpd”) per Texas Commission on Environmental Quality (“TCEQ”) requirements. The City is currently under construction of a water plant improvements project at the existing Water Plant No. 3 to increase the capacity of the City’s water system to 2,500 connections while holding the same average daily flow capacity.

The current average daily flow (“ADF”) in the City is approximately 365,000 gpd. Inclusive of existing connections, ultimate future projected connections within current platted developments, and developments that are currently in design, the City has committed approximately 632,100 gpd and 1,695 connections. A copy of the updated water usage projections is included as **Exhibit C**. Once the Water Plant No. 3 Improvements Project is complete, the City will have committed approximately 111% of the total ADF capacity and 68% of the connection capacity. The City is not expected to hit these numbers or exceed the current average daily flow capacity until beyond 2025.

Based on information from the Developer, the Tract’s estimated water capacity requirement is approximately 18,000 gpd. Inclusive of existing connections, platted developments, developments currently underway, other developments in feasibility, and this development, the City will have committed approximately 813,000 gpd or 143% of the total ADF capacity and 97% of the connection capacity. Based on the projections shown in Exhibit C, the City would need additional water plant capacity around 2024.

Upon completion of the proposed improvements and based on the projected ADF, including this Tract, the City is projected to have sufficient water production capacity to meet the demand of the development within the City for the next few years. As the existing and upcoming developments build out, the City should be prepared to expand their water production and distribution capacity.

The Developer will need to construct an extension to the existing 12-inch waterline along Emma’s Way, to Lone Star Parkway. Additionally, the Developer will be required to construct an additional 12-inch waterline from the proposed Water Plant No. 4 site, north through the Tract to the northern end of the Tract along Lone Star Parkway, as shown in **Exhibit A**. This waterline will facilitate the ability for the City to complete an additional waterline loop in the future. The Developer will be responsible for all costs associated with the waterline extension and required easements.

The ultimate alignment of waterlines interior to the Tract will depend on the final land plan of the proposed development. These waterlines will need to be placed in public utility easements located along the public ROW or placed within public ROW interior to the development and constructed per all applicable City and TCEQ design criteria. The developer is responsible for all costs associated with easement acquisition and recordation.

The Developer is responsible for providing engineered plans and specifications for the water distribution system interior to the development and the previously mentioned public 12-inch waterlines to the City

Engineer for review and approval prior to commencing construction, and to obtain all required Planning and Zoning Commission, City Council and development approvals and permits.

Sanitary Sewer Collection and Treatment

The District's existing wastewater facilities include of 18 public lift stations and two (2) wastewater treatment plants (one of which is currently decommissioned). The Stewart Creek Wastewater Treatment Plant (TPDES Permit No. WQ0011521001) has a permitted capacity of 400,000 gpd. The current ADF at the Stewart Creek Wastewater Treatment Plant is 183,000 gpd or 46%.

Inclusive of existing connections, platted developments, and developments which are in design or under construction, the City has committed approximately 427,000 gpd or 107% of existing permitted capacity at full build out. A copy of the wastewater usage projections is included as **Exhibit C**.

Based on the City's historical usage for similar types of development and information from the Developer, the Tract's estimated sanitary sewer capacity requirement is approximately 14,400 gpd (432,000 gallons per month). Inclusive of existing connections, platted developments, developments currently underway, other developments in feasibility, and this development, the City will have committed approximately 572,000 gpd or 143% of existing permitted capacity.

The TCEQ requires the City to initiate design of a wastewater treatment capacity expansion when the ADF exceeds 75% of the City's 400,000 gpd permitted capacity for 3 consecutive months. The ADF for the City, including this Tract and other treats under design/feasibility, is not expected to exceed 75% of the permitted capacity (300,000 gpd) until around 2023. Additionally, the TCEQ requires the commencement of the construction phase of the expansion after 3 consecutive months of ADF exceeding 90% of the permitted capacity (360,000 gpd). This is expected to occur around 2024.

The Tract will be served by extending an 8-inch public sanitary sewer line from the existing 8-inch sanitary sewer line located along the western ROW of Emma's Way. The proposed sanitary sewer line will be extended north and west along the ROW of Emma's Way to the proposed entrance of the Development. The Developer will be responsible for delivery of sanitary sewer service from the Tract to this location by the means of a gravity sanitary sewer line, as shown in **Exhibit A**. The Developer will be responsible for all costs associated with this sanitary sewer line extension and required easements.

The ultimate alignment of sanitary sewer lines interior to the Tract will depend on the final land plan of the proposed development. These sanitary sewer lines will need to be placed within public utility easements located along the public ROW or placed within the public ROW interior to the development and constructed per all applicable City and TCEQ design criteria.

The Developer is responsible for providing engineering plans and specifications for the sanitary sewer conveyance system interior to the development to the City engineer for review and approval prior to commencing construction. The Developer is also responsible for obtaining all Planning and Zoning Commission, City Council, and development approvals and required permits. The Developer will need to coordinate the installation of sanitary sewer tap(s) into the public system with the City's department of Public Works and will be responsible for all costs associated with said work.

Drainage

The onsite storm sewer system will be designated public and accepted by the City upon completion of the development. All drainage and detention improvements must be designed per the city's Code of Ordinances requiring compliance with the City's floodplain regulations and all applicable Montgomery County Drainage Criteria Manual Standards. Failure to design and construct the drainage facilities per Montgomery County Criteria potentially jeopardizes eligibility for acceptance by the City. The Developer will also be required to perform and submit a drainage study showing the development's impact on the drainage downstream of the Tract and on adjacent properties. The drainage study must be submitted to the City for review and approval prior to approval of the construction plans.

The Developer is responsible for providing engineering plans and specifications for the drainage and detention system interior to the development to the City engineer for review and approval prior to commencing construction, and to obtain all required Planning and Zoning Commission, City Council, and development approvals and permits.

Paving and Traffic

Per the preliminary land plan submitted by the Developer, Emma's Way is proposed to be extended through the development and connect to Lone Star Parkway within a proposed 80-foot ROW. Additionally, there is an unnamed minor residential street with a proposed 50-foot ROW to serve the proposed lots. The Emma's Way extension and the unnamed street are proposed to be public and accepted by the City. The Developer is responsible for providing engineered plans and specifications for the roads interior to the development to the City Engineer for review and approval prior to commencing construction, and to obtain all required Planning and Zoning Commission, City Council, and development approvals and permits.

Currently, the preliminary land, combined with existing infrastructure, provides for two (2) points of access for the seventy-two-lot development from Emma's Way from SH 105 (existing) and Lone Star Parkway (proposed). Per the City's most recent thoroughfare plan, two proposed major collector roads are proposed to run through the Tract, as shown on **Exhibit A**. The Developer will need to coordinate with the City and Montgomery County to confirm that the needs of the thoroughfare plan will be met with the Development.

Development Costs

The Developer will need to engineer and construct the on-site and off-site water, sanitary sewer, paving, and drainage facilities to serve the proposed tract.

The Developer will also need to pay water and wastewater impact fees to the City. The impact fees will be assessed at the time of recordation of the final plat and collected prior to receiving water and sanitary sewer taps. Enclosed as **Exhibit D** is Table 1.1 of the 2017 Revisions to the Montgomery Impact Fee analysis Report. The estimated ADF provided by the developer requires the equivalent use of 72 5/8-inch water meters per the table.

An escrow agreement has been entered into between the Developer and the City and funds have been deposited to cover the cost of this feasibility study. An estimated additional \$48,000 will be required to cover the City's remaining expenses for the development, which includes administrative costs, legal fees,

plan reviews, developer and construction coordination, construction inspection, and one-year warranty expenses. The fees calculation can be seen in **Exhibit E**. These additional funds must be deposited into the escrow prior to any work being completed by the City.

Below is a summary of the estimated costs associated with the development:

Estimated Costs:

- Escrow Account	\$ 48,000
- Water Impact Fee	\$ 81,000
- Wastewater Impact Fee	<u>\$181,000</u>
Total	\$310,000

These estimates are based on the projected water and wastewater usage provided by the developer. The actual costs will depend on the final land plan, final design, and actual construction costs.

Financial Feasibility

The Developer projects the home sale prices to be \$250,000. The Developer estimates the total assessed value (A.V.) at full development to be approximately \$18,000,000. Based on the estimated total A.V. and assuming 95% collection, the development would generate approximately \$24,100 per year in debt service revenue based on the City’s \$0.1412/\$100 valuation debt service tax rate, and approximately \$44,300 per year in operations and maintenance revenue based on the City’s \$0.2588/\$100 valuation Operations & Maintenance (O&M) tax rate.

This report is our engineering evaluation of the funds required to complete the anticipated future capital improvement for this Tract and of the potential increase in tax revenue to the City. This report is not intended to be used for the issuance of municipal financial products or the issuance of municipal securities. The City’s Financial Advisor(s) can address potential recommendations related to the issuance of municipal financial products and securities.

Thank you for the opportunity to complete this feasibility study and offer our recommendations. Please contact me or Ms. Katherine Vu should you have any questions.

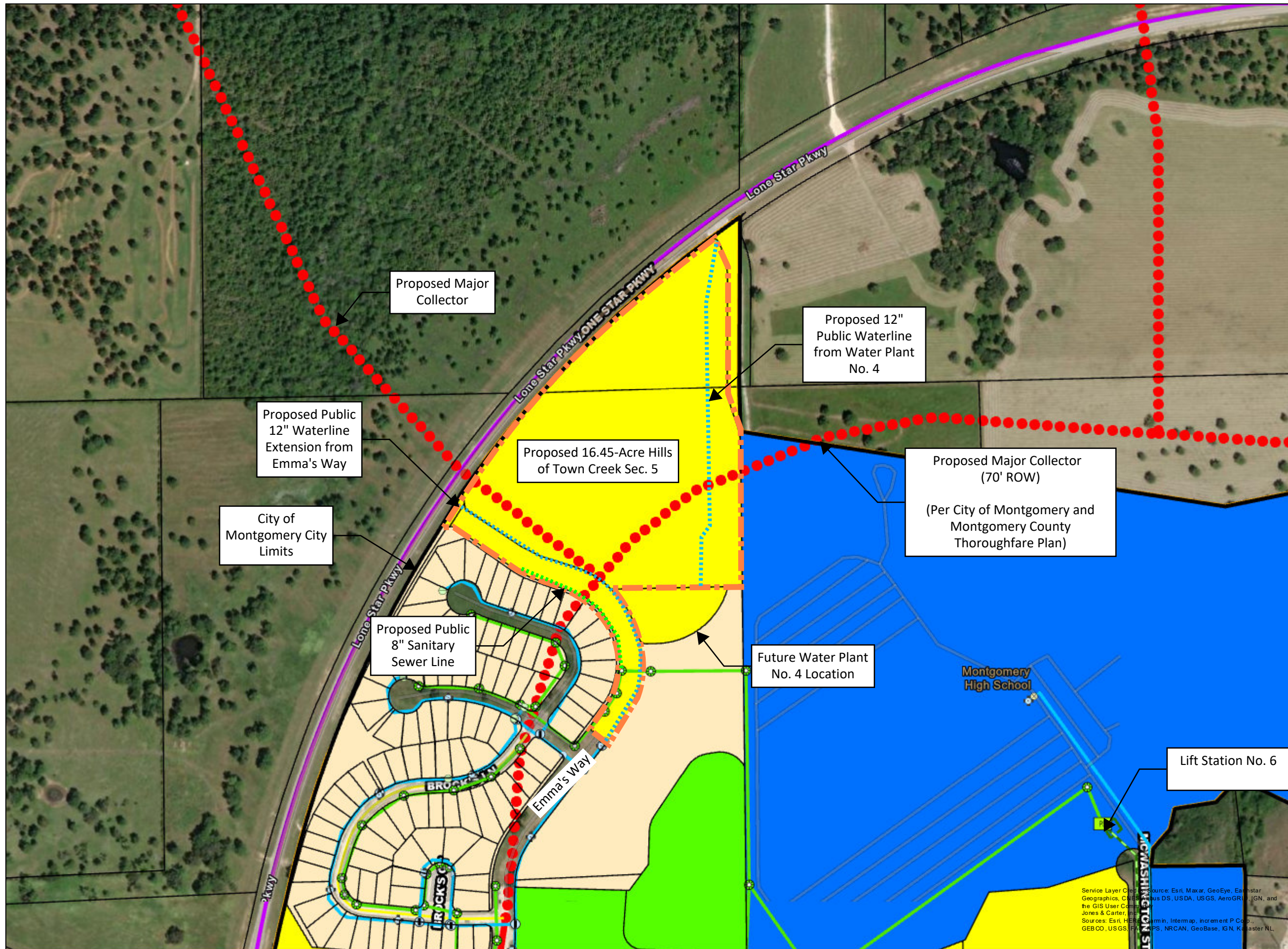


Sincerely,

Chris Roznovsky, PE
Engineer for the City

CVR/ser

Z:\00574 (City of Montgomery)\107 Hills of Town Creek Sec. 5\Feasibility Study\Reports\HOTC Sec 5 Feasibility Study.docx

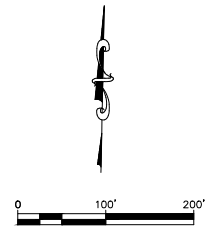


LEGEND

- Commercial (B)
- Multi-Family (R-2)
- Institutional (I)
- Residential (R-1)
- Existing Sanitary Sewer Line
- Proposed Sanitary Sewer Line
- Existing Water Main
- Proposed Water Main

Service Layer Credits: Source: Esri, Maxar, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community
 Jones & Carter, Inc.
 Sources: Esri, HERE, DeLorme, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kartester NL

S:\ENGINEERING PROJECTS\10600 - HILLS OF TOWN CREEK SECTION 4\03 CAD\DESIGN SET\NEW SECTION-EXHIBIT.DWG Mar. 19, 2021-8:39 AM



±0.13 AC. LOTS
 TOTAL 72 LOTS
 16.45 ACRE SITE
 ±3,500 LF PAVEMENT



L SQUARED ENGINEERING
 MUNICIPAL COMMERCIAL RESIDENTIAL
 WWW.L2ENGINEERING.COM
 MAIN OFFICE
 3807 W. DAVIS STREET #100
 CONROE, TEXAS 77384
 OFFICE 281-447-0420
 21123 EVA STREET #200
 MONTGOMERY, TEXAS 77134

HILLS OF TOWN CREEK
 NEW SITE EXHIBIT

3/19/2021

DRAWING INFORMATION			
PROJECT	10600	TDLR	**
DRAWN	MCV	CHECKED	JTW
SCALE	1" = 100' (24x36)	SHEET	1
	1" = 200' (11x17)		

THIS DOCUMENT IS RELEASED FOR THE PURPOSE OF INTERIM REVIEW UNDER THE AUTHORITY OF:
 E. LEVI LOVE, PE #99340
 OR
 JONATHAN WHITE, PE #127058
 FOR REVIEW PURPOSES ONLY
 NOT FOR CONSTRUCTION

	Development Info & Capacities						2021						2022						2023						2024						2025					
	Current Connections	Ultimate Connections	Water		Wastewater		Connections	GPD Water	GPD Sanitary	Connections	GPD Water	GPD Sanitary	Connections	GPD Water	GPD Sanitary	Connections	GPD Water	GPD Sanitary	Connections	GPD Water	GPD Sanitary	Connections	GPD Water	GPD Sanitary												
			Current Actual	Ultimate	Current	Ultimate																														
Commercial Platted and Existing (cont.)																																				
Waterstone Commercial Reserve B	1	1	360	4,300	234	2,795																														
Waterstone Commercial Reserve C (State Farm)	1	1	405	405	263	263																														
Waterstone Commercial Reserve D	-	1	-	4,000	-	2,600																														
Town Creek Crossing Commercial Reserves	-	6	-	7,000	-	4,550			1	1,167	758																									
Depado Estates	-	5	-	10,000	-	6,500																														
The Montgomery Shoppes	-	6	-	15,000	-	9,750			2	5,000	3,250	2	4,000	3,000	2	4,000	3,000	2	4,000	3,000	2	4,000	3,000	2	4,000											
Retail Center	1	1	-	3,000	-	1,950																														
Chick Fil A	1	1	3,200	3,200	2,080	2,080																														
Panda Express	1	1	1,400	1,400	910	910																														
CVS	1	1	225	225	146	146																														
Starbucks	1	1	1,000	1,000	650	650																														
Burger Fresh	1	1	240	240	156	156																														
Churches	12	12	3,000	3,000	1,950	1,950																														
Miscellaneous Commercial	79	79	28,000	28,000	18,200	18,200																														
Subtotal	134	187	96,025	247,475	62,416	160,859	-	-	-	12	35,031	22,770	8	28,800	22,225	6	17,067	12,668	5	14,000	10,675	-	-	-												
Multi Family																																				
Heritage Plaza (Units)	208	208	21,000	24,000	13,650	15,600																														
Town Creek Village, Phase I (Units)	152	152	24,000	26,500	12,000	13,250																														
Plez Morgan Townhomes	-	48	-	12,000	-	6,000	48	12,000	6,000																											
Montgomery Supported Housing	14	14	2,300	2,300	1,150	1,150																														
Live Oak Assisted Living	1	1	2,300	2,300	1,150	1,150																														
Subtotal	375	423	49,600	67,100	27,950	37,150	48	12,000	6,000	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-											
Institutional (Schools)																																				
MISD Athletic Complex	2	2	6,800	6,800	3,400	3,400																														
MISD High School Complex	2	2	29,000	29,000	14,500	14,500																														
MISD Warehouse (105/Clepper)	1	1	360	1,500	250	750																														
Bus Barn	1	1	530	530	265	265																														
MISD School (MLK)	2	2	1,600	1,600	800	800																														
MISD School (149)	1	1	2,800	2,800	1,400	1,400																														
Subtotal	9	9	41,090	42,230	20,615	21,115	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-											
Irrigation																																				
Single Family Residential	61	100	16,165	26,500	-	-																														
Commercial Irrigation	31	70	9,300	21,000	-	-																														
Christian Brothers	1	1	1,100	1,100	-	-																														
Chick Fil A	1	1	1,600	1,600	-	-																														
BlueWave	1	1	500	500	-	-																														
CVS	1	1	1,200	1,200	-	-																														
Church	2	2	530	530	-	-																														
City	9	9	4,500	4,500	-	-																														
Subtotal	107	185	34,895	56,930	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-											
Committed (W/O Irrigation)	1,268	1,695	365,985	632,085	223,321	426,764	60	14,910	8,100	94	57,111	37,620	71	46,205	33,525	46	27,767	19,218	24	18,465	13,075	-	-	-												
Future Development in Feasibility/Design																																				
Red Bird Meadows	-	556	-	139,000	-	111,200							90	22,500	18,000	90	22,500	18,000	90	22,500	18,000	90	22,500	18,000												
Hills of Town Creek Section 5	-	72	-	18,000	-	14,400				10	2,500	2,000	20	5,000	4,000	20	5,000	4,000	22	5,500	4,400															
Porter Farms Tract	-	98	-	24,500	-	19,600				8	2,000	1,600	30	7,500	6,000	30	7,500	6,000	30	7,500	6,000															
Subtotal	-	726	-	181,500	-	145,200	-	-	-	18	4,500	3,600	140	35,000	28,000	140	35,000	28,000	142	35,500	28,400	-	-	-												
Committed Plus Feasibility	1,268	2,421	365,985	813,585	223,321	571,964	78	19,410	11,700	112	61,611	41,220	111	81,205	61,525	156	62,767	47,218	154	53,965	41,475	-	-	-												
Total Projected Committed Volumes:																																				
						2021			2022			2023			2024			2025																		
			1,328	380,895	231,421	1,422	438,006	269,041	1,493	484,211	302,566	1,539	511,977	321,784	1,563	530,442	334,859																			
Total Projected Committed Volumes Plus Feasibility																																				
						2021			2022			2023			2024			2025																		
			1,328	380,895	231,421	1,440	442,506	272,641	1,651	523,711	334,166	1,837	586,477	381,384	2,003	640,442	422,859																			

	Development Info & Capacities																					
	Current Connections	Ultimate Connections	Water		Wastewater		2021			2022			2023			2024			2025			
			Current Actual	Ultimate	Current	Ultimate	Connections	GPD Water	GPD Sanitary	Connections	GPD Water	GPD Sanitary	Connections	GPD Water	GPD Sanitary	Connections	GPD Water	GPD Sanitary	Connections	GPD Water	GPD Sanitary	
Potential Future Development (Within Current City Limits)																						
HEB Tract (HEB store only)	-	1	-	10,000	-	6,500																
HEB Tract (pad sites only)	-	5	-	15,000	-	9,750																
Summit Business Park, Phase 2	-	6	-	4,400	-	2,860																
Moon Over Montgomery	-	15	-	3,750	-	2,438																
Waterstone, Section 3	-	36	-	9,000	-	5,850																
Waterstone, Section 4	-	80	-	20,000	-	13,000																
J. Allen Kent	-	150	-	37,500	-	30,000																
Town Creek Crossing Section 2	-	37	-	9,250	-	7,400																
1097 Misc. Commercial	-	10	-	15,000	-	9,750																
Misc. Undeveloped (Commercial)	-	1,354	-	487,440	-	316,836																
Misc. Undeveloped (Single Family)	-	1,641	-	410,250	-	266,663																
Misc. Undeveloped (Industrial)	-	1	-	5,000	-	3,250																
Peter Hill 5.7 Acre Feasibility	-	5	-	5,000	-	3,250																
The Woods of Town Creek	-	212	-	53,000	-	42,400																
Subtotal	-	3,553	-	1,084,590	-	719,946	-	-	-	18	11,187	7,271	102	42,717	32,303	114	35,000	27,288	91	29,250	23,250	
Potential Future Development (ETJ)																						
80-Ac Mabry Single Family	-	368	-	92,000	-	59,800																
Stewart Landing	-	50	-	18,000	-	11,700																
Misc. Undeveloped (Single Family)	-	6,595	-	1,648,750	-	1,071,688																
Misc. Undeveloped (Commercial)	-	1,100	-	396,000	-	257,400																
Subtotal	-	8,113	-	2,154,750	-	1,400,588	-	-	-	5	1,800	1,170	55	19,250	13,750	55	19,250	13,750	55	19,250	13,750	
Potential Ultimate Totals	1,268	14,087	365,985	4,052,925	223,321	2,692,497	2021			2022			2023			2024			2025			
							Connections	GPD Water	GPD Sanitary	Connections	GPD Water	GPD Sanitary	Connections	GPD Water	GPD Sanitary	Connections	GPD Water	GPD Sanitary	Connections	GPD Water	GPD Sanitary	
							1,328	380,895	231,421	1,463	455,492	281,082	1,831	598,664	388,661	2,186	715,681	476,917	2,498	818,146	555,392	
							Total Potential Ultimate															

Table 1.1 September 2017 ESFC Table for Commonly Used Meters

Meter Size	Maximum Continuous Operating Capacity (GPM)	Equivalent Single Family Home (ESFC)	Maximum Assessable Water Fee (\$)	Maximum Assessable Waste Water Fee (\$)	Maximum Assessable Fee (\$)
5/8"	15	1.00	1,126	\$2,513	\$3,639
3/4"	25	1.67	1,881	\$4,198	\$6,079
1"	40	2.67	3,001	\$6,711	\$9,712
1 1/2"	120	8.00	9,006	\$20,103	\$29,112
2"	170	11.33	12,755	\$28,471	\$41,226
3"	350	23.33	26,264	\$58,626	\$84,890
4"	600	40.00	44,942	\$100,517	\$145,429
6"	1,200	80.00	90,064	\$201,035	\$291,099
8"	1,800	120.00	135,096	\$301,552	\$436,648

ESCROW AGREEMENT, SECTION 2.03 ATTACHMENT

BY AND BETWEEN

THE CITY OF MONTGOMERY, TEXAS,

AND

Ceetham Management

Dev. No. 2102

THE STATE OF TEXAS ⊃

COUNTY OF MONTGOMERY ⊃

As per section 2.03, the Feasibility Study completed an estimate of the additional escrow amount, which was determined for administration costs, legal fees, plan reviews, developer coordination, construction coordination, construction inspection, and warranty of services. The required additional amount is below:

Administration	\$ 3,000
City Attorney	\$ 3,000
City Engineer	\$ 42,000
<hr/>	
TOTAL	\$ 48,000

**Montgomery City Council
AGENDA REPORT**

Meeting Date: October 26, 2021	Budgeted Amount: N/A
Department: Admin	Prepared By: Dave McCorquodale

Subject

Consideration and possible action regarding correcting place numbers for recent Planning & Zoning Commission reappointments.

Recommendation

Move to correct place numbers for the recently reappointed Planning & Zoning Commissioners as follows:

Britnee Ghutzman – Place 1
 Allyson Clark – Place 3
 Jeffrey Waddell – Place 5

Discussion

As you will recall, the City Council reappointed three members of the Planning & Zoning Commission on September 28, 2021. The members were:

- Britnee Ghutzman
- Allyson Clark
- Jeffrey Waddell

The Director of Planning & Development incorrectly identified the position numbers of the Commissioners in the Agenda Packet which resulted in the City Council reappointing the members to incorrect positions on the Commission.

This action corrects the Commissioner’s place numbers.

Approved By		
Asst. City Administrator	Dave McCorquodale	Date: 10/20/2021

Montgomery City Council
AGENDA REPORT

Meeting Date: October 26, 2021	Budgeted Amount: N/A
Department: Admin	Prepared By: Dave McCorquodale

Subject

Update on revisions to Chapter 64 of the City Code of Ordinances - Peddlers, Solicitors, and Vendors.

Recommendation

Review the proposed revisions and provide feedback to staff after discussing the item at the meeting.

Discussion

City staff needs further clarification from City Council regarding mobile food unit regulations before finalizing the draft ordinance. In addition to mobile food unit revisions, staff is also reviewing amendments to:

- Street (and other) festivals.
- Door to door solicitation (for professional sales, not related to Boy & Girl Scouts, etc.)

Approved By

Asst. City Administrator	Dave McCorquodale	Date: 10/22/2021

Mobile Food Units Regulation Update Summary

October 22, 2021

The following list of staff-recommended amendments has been updated based on discussion from the October 12th City Council Meeting. After receiving additional input from individual council members after the last meeting, staff is asking the City Council for affirmation or modification of the following items:

- DEFINITIONS:
 - Modify “Mobile Food Unit”: *means a vehicle-mounted, self or otherwise propelled, self-contained food service operation, designed to be readily movable and used to store, prepare, display, serve or sell food. In this article the term is synonymous with the term “mobile food vendor”. The term “mobile food unit” shall include, but not be limited to:*
 - 1) *Mobile food trucks. A mobile food truck is a self-contained motorized unit selling items defined as edible goods.*
 - 2) *Concession carts. A concession cart is a self-contained unit that is moved by non-motorized means.*
 - 3) *Concession trailers. A concession trailer is a self-contained unit that is pulled by a motorized unit and has no power to move on its own.*
 - Add “Food Establishment” *has the same meaning as assigned to that term by Chapter 228 of the Texas Administrative Code.*
 - Add “Food Truck Park” *means a site or property configured and developed for the purpose of allowing one or more mobile food units to remain stationary and operating for business. Food truck parks in the City require a Special Use Permit and are subject to commercial development regulations for food establishments in the City.*
 - Remove “Roadside Food Vendor” (state code referenced does not define the term).

- SPECIAL REQUIREMENTS FOR MOBILE FOOD VENDORS:
 - Remittance of all applicable taxes (e.g., sales tax) for in-City business activity (application will require sales tax ID)
 - Replace “50-feet from any street corner or crosswalk” requirement with: *The placement of the mobile food unit shall not impede traffic nor visually impair any motor vehicle operation within a parking lot, driveway or street.*
 - Changed hours of operation: Mobile food units not operating as part of a City-approved street festival are restricted to the following times of operation are based on the electrical power source used by the vendor:
 - WITHOUT ELECTRIC GENERATOR (plugged into a constant power source / shore power) – 6:00 a.m. and 9:00 p.m. unless operating under a street festival permit in accordance with Sec. 64-6; and
 - WITH ELECTRIC GENERATOR (either on-board or externally-mounted with internal combustion engine) – 9:00 a.m. and 9:00 p.m. unless operating under a street festival permit in accordance with Sec. 64-6. Electric generators must comply with permissible sound levels in accordance with Chapter 34 of the City Code;
 - Mobile food units operating within the City limits shall not remain on the same site or property, whether in operation or not, for longer than two consecutive calendar days. (Does not apply to festivals) A mobile food unit not in compliance with this requirement is considered a food establishment (i.e., a restaurant) and must comply with all City and County requirements for food establishments as well as all City development regulations [including parking, drainage, lighting, utilities, landscape and tree preservation requirements, Historic District compliance if applicable, etc.]. (Continue discussion with city attorney on this; SUP comes into use to address “Food Truck Park”).
 - A garbage container located on the outside of or adjacent to the mobile unit is required. The garbage container shall be of sufficient size to contain waste generated from patrons and shall be readily accessible. Trash and waste generated from operations inside the mobile food unit is not allowed to be stored outside of the mobile food unit unless in a City-approved waste collection bin in accordance with Chapter 70 of the City Code of Ordinances.

Mobile Food Units – Questions for City Council

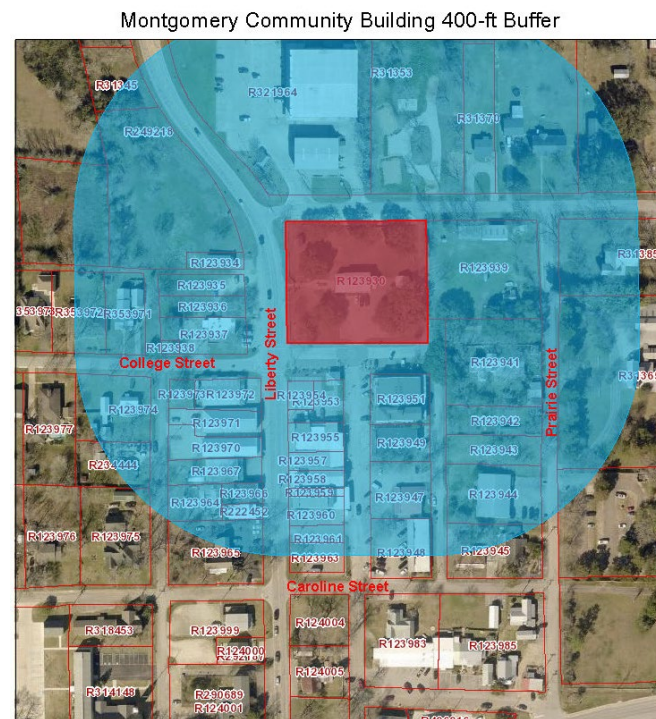
- “Mobile” means moving every:
 - 2 calendar days (Staff recommends; Montgomery County requires 48 hrs.)
 - 4 days
 - 6 days
 - No mobility required.

DMc: The 2-calendar day requirement is a key element of a clear, well-intentioned policy. Anything that allows for more than 50% of the time runs counter to the spirit of requiring mobility.

- Mobile vendors allowed to operate in the following Zoning Districts:
 - B – Commercial
 - I – Institutional
 - ID – Industrial
 - R2 – Multi-family Residential (No overnight parking)
 - Inside and outside of the Historic Preservation District

DMc: Encouraging foot-traffic generating, street life-oriented businesses in the Historic Downtown supports the City’s goal of increasing business and social activity in the downtown.

- Restrooms:
 - Council suggested 400-foot requirement (see map)
 - Staff recommends 300-feet to be consistent with County requirements, though 400-foot does not appear problematic to enforce
 - Not required to be public



- Food Truck Parks are and should continue to be viewed as a commercial developments. Existing development regulations are well-suited for handling food establishments. The added definition provides clarity on what the City classifies as a Food Truck Park.
 - Next step: Amend the City's Zoning Code by revising the Table of Permitted Uses. Food Truck Parks should be allowed in Commercial Districts only and should require a Special Use Permit in the Historic Preservation District.
 - Amending the Zoning Code is a significant project and there are several updates that staff will propose to consolidate the update into one action.



City Administrator / Assistant C.A. Report

October 26, 2021, City Council Meeting

With Richard being out of the office during agenda prep week, this month's report is written by and from the perspective of the Assistant City Administrator. Several highlights from the past month are included below along with several key upcoming items.

- Budget close out. Staff plans to bring City Council a year-end budget amendment for the FY 2020-2021 budget at an upcoming meeting.
- Financial Auditor RFP. Began advertising on 09/22/21. Submittal deadline is 10/28/21. Anticipate City Council selecting a firm at the 11/09/21 meeting.
- National Night Out. The MPD had a great turnout at Cedar Brake Park on 10/05/21. Public Works helped with food preparation and cleanup while the Municipal Court staffed the serving line.
- Planning & Zoning. The P&Z Commission met on 10/05/21 for their regular monthly meeting. While there were no items for action on the agenda, staff and the Commission focused on continuing education topics to further understanding on the Historic Preservation District, Municipal Utility Districts, and the proposed Redbird Meadows development. The MUD and Redbird Meadows discussions contained the information presented by the developer to City Council on 09/28/21. The City Administrator and the City Engineer attended the meeting to lend their expertise.

- MEDC. The MEDC met on 10/18/21 for their monthly meeting. One of the items approved was a mapping software that provides a platform for easily accessible information about the City's history along with a wide variety of current-day uses (restaurant and business locations, parks, special events, etc). The map can be found at: <https://www.montgomerytexas.gov/tourism/page/map-me-tour>.
- Downtown Design Master Plan. A presentation is scheduled for Thursday 10/28/21 at 5:30 at City Hall. The MEDC will listen to and discuss the presentation before acting on adoption of the Plan. City Council will subsequently be asked to adopt the Plan. Future grant opportunities rely on the City having an adopted downtown master plan. Please plan to attend if you can.
- Transportation. The City continues to work with Commissioner Walker & Precinct One, as well as TxDOT on transportation improvements around the City.
- Mobile Food Vendors. The City held a workshop on the topic on 09/30/21. Staff continues to work with City Council on refining the requirements. A draft ordinance is expected to be presented to City Council at the 11/09/21 meeting.

I look forward to seeing each of you at this upcoming meeting. If you have specific questions on items within the reports, please feel free to contact me or the appropriate department head prior to the meeting. Also, please let us know if you will be unable to attend this City Council Meeting.

Respectfully submitted,

Dave McCorquodale

Assistant City Administrator
Director of Planning & Development



Public Works Department
 101 Old Plantersville Rd.
 Montgomery, TX 77316
 Main: 936-597-6434 Fax: 936-597-6437

Monthly Report for September 2021

Water

- Winterized all exposed pipes and blowoffs throughout town.
- Completed monthly cutoff list for nonpayments.
- Completed monthly leak notification door hangers.
- Completed monthly meter verification list.
- Completed monthly check of idle meter list for consumption. No issues were found.
- Activated/deactivated 11 water accounts.
- Completed 7 work orders for endpoint maintenance issues.
- Completed 10 work orders for water leaks.
- Completed 13 work orders for miscellaneous water issues.
- Completed 12 work orders for water taps.

Wastewater

- Flail mowed sewer easement between Pond St. and Louisa St.
- Flail mowed around manholes in Lone Star Estates.
- Completed 11 work order for sewer taps.
- Completed 2 work orders for sewer-stop up.

Streets/Drainage/ROW

- Removed fallen limbs and trees around town after storm.
- Flail mowed ROW's on Simonton St., Lawson St., and WWTP 2.
- Installed "Dead End" sign on Nathanael Ct.
- Replaced 30 MPH sign on Plez Morgan.
- Excavated ditch near 1000 Old Plantersville Rd.
- Checked and cleaned all storm inlets before storm.
- Excavated ditch on Womack Cemetery for to improve drainage.
- Repaired 1 pothole.
- Completed 0 work orders for streetlight request.
- Completed 8 work order for Street ROW – Ditch/Drainage.
- Completed 6 work orders for street sign issues.
- Completed daily utility locates as necessary.

- Completed daily removal of bandit signs as necessary.

Building/Facility/Vehicle/Equipment Maintenance

- Delivered rocks to Community Center for Blue Bell Garden Club flower bed maintenance.
- Repaired tile at Community Center entry way.
- Replaced ballast at City Hall on PD side.
- Replaced exhaust fan in restroom at City Hall.
- Checked all plugs in downtown before festival.
- Moved and organized copy room materials for office addition.
- Replaced trailer light plug on PW-1502.
- Completed monthly light bulb check at all facilities.
- Delivered cases of water to City Hall as requested.
- Completed weekly cleaning of Community Center.
- Completed weekly pre trip inspections of crew trucks.
- Completed monthly check of all irrigation systems and made repairs as necessary.
- Completed 22 work orders for general-City Hall maintenance.

Parks/Recreation

- Relocated flag holders at Cedar Brake Park.
- Drained and cleaned fountain at Cedar Brake Park.
- Replaced broken banner sign at Homecoming Park.
- Posted all park reservation notices.
- Completed 16 work orders for maintenance-parks issues.
- M/W/F cleaning of all restrooms and grounds.
- Fernland docents reported 543 visitors and provided 45 tours for the month. The anniversary celebration brought in approximately 200 additional visitors and 95 more tours.

General

- Quarterly Heavy Trash event completed.
- Attended online Water Technology class.
- Attended Parks Advisory Committee meeting.
- Attended Department Head meeting.
- Attended Council Retreat follow up meeting with Ron Cox.
- Attended Water Plant Generator Overview meeting.
- Completed 20 work orders for maintenance-general issues.
- Completed monthly safety meeting with department and safety officer.
- Attended bi-weekly conference calls with utility operator and engineer.

Report prepared by:
Mike Muckleroy
Director of Public Works
October 19, 2021



Montgomery Police Department

Chief Anthony Solomon

Activity Report

September 1, 2021 – September 30, 2021

Patrol Division

Calls for Service	-	187
Total Reports	-	30
Citations Issued	-	116
Warnings Issued	-	266
Arrests	-	15
Accident Reports	-	4

Personnel/Training

- Our department hosted a Glock Armorer training in September.
- Our department hosted SFST Refresher Course, taught by Officer Voytko.

Investigation Division

Total number of assigned cases to C.I.D. for the month: 3

Breakdown by Offense Category

- DWI 5
- Drug Arrests/Citations 5
- Burglary of Motor Vehicle 1
- Burglary 2
- Criminal Mischief 1
- Criminal Trespass 1
- Driving While License Invalid 3
- Violate Protective Order 1
- Family Violence 2

Major Incidents

No Major Incidents in September.

Upcoming Events

- Trick or Treat Montgomery will be on October 30th.

Traffic and Safety Initiatives

The city's first fall festival brought over 10,000 visitors to the city and a lot of traffic. With Festivals come a lot of security planning for risk factors such as managing crowds, preventing overcrowding, traffic bottlenecks and the overall safety of those attending.

Event organizers have the responsibility to properly manage health and safety risks for all attendees, staff and contractors. The City of Montgomery festival organizers did a really good job of ensuring that everyone had a safe and enjoyable time.

City of Montgomery Municipal Court Report September 2021

Kimberly Duckett
Court Administrator



Comparison Chart

Citations and Revenue January 2018 - Present

	2018	2019	2020	2021
<i>Jan</i>	207	197	184	183
<i>Feb</i>	199	180	81	108
<i>Mar</i>	163	264	72	148
<i>April</i>	218	143	28	114
<i>May</i>	229	139	90	205
<i>June</i>	257	233	110	123
<i>July</i>	282	203	39	163
<i>Aug</i>	320	233	78	126
<i>Sept</i>	211	196	127	134
<i>Oct</i>	143	107	121	
<i>Nov</i>	202	130	216	
<i>Dec</i>	174	121	128	

Totals 2605 2146 1274 1304

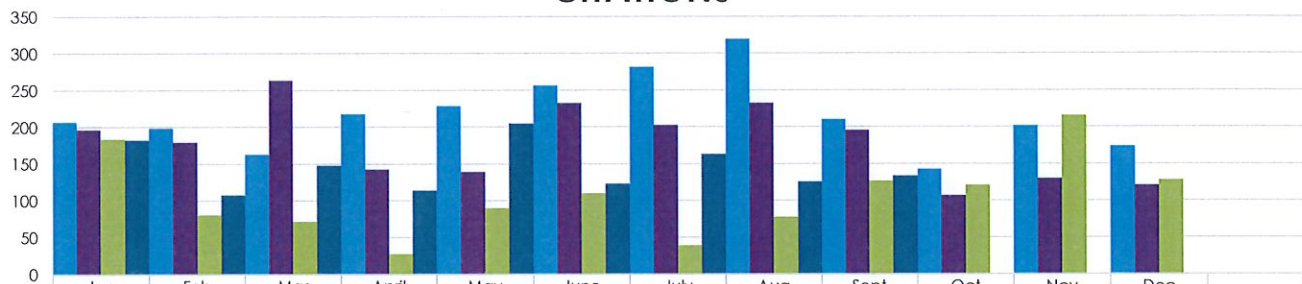
	2018	2019	2020	2021
<i>Jan</i>	\$45,128.89	\$36,756.35	\$23,063.40	\$36,932.88
<i>Feb</i>	\$51,188.10	\$33,590.10	\$33,280.30	\$38,953.88
<i>Mar</i>	\$52,380.12	\$47,500.50	\$23,585.48	\$45,260.60
<i>April</i>	\$39,781.86	\$40,450.17	\$13,514.80	\$40,808.03
<i>May</i>	\$55,321.25	\$29,687.31	\$14,418.77	\$21,995.10
<i>June</i>	\$25,193.20	\$30,546.14	\$27,969.63	\$35,692.30
<i>July</i>	\$39,922.89	\$35,339.40	\$20,394.55	\$33,874.84
<i>Aug</i>	\$51,021.18	\$40,020.15	\$18,860.50	\$34,639.40
<i>Sept</i>	\$50,959.23	\$35,212.57	\$20,678.83	\$34,747.41
<i>Oct</i>	\$37,954.40	\$25,875.30	\$25,084.90	
<i>Nov</i>	\$30,792.97	\$22,745.80	\$24,177.27	
<i>Dec</i>	\$27,171.20	\$28,590.70	\$37,442.27	

Totals \$506,815.29 \$406,314.49 \$282,470.70 \$322,904.44

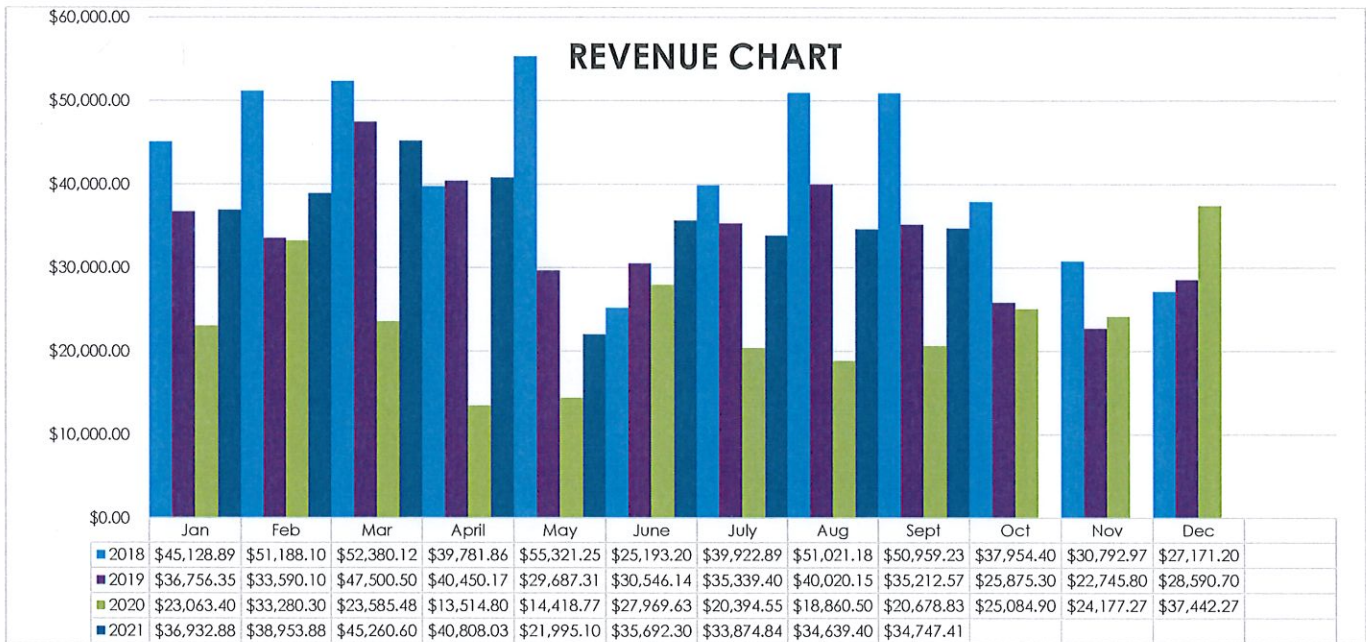
Fiscal Year 2020-2021		
	2020	2021
Oct	\$25,084.90	
Nov	\$24,177.27	
Dec	\$37,442.27	
Jan		\$36,932.88
Feb		\$38,953.88
March		\$45,260.60
April		\$40,808.03
May		\$21,995.10
June		\$35,692.30
July		\$33,874.84
Aug		\$34,639.40
Sept		\$34,747.41
	\$86,704.44	\$322,904.44

Total
\$409,608.88

CITATIONS



	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec
■ 2018	207	199	163	218	229	257	282	320	211	143	202	174
■ 2019	197	180	264	143	139	233	203	233	196	107	130	121
■ 2020	184	81	72	28	90	110	39	78	127	121	216	128
■ 2021	183	108	148	114	205	123	163	126	134			



UTILITY/GENERAL FUND REPORT – SEPTEMBER 2021

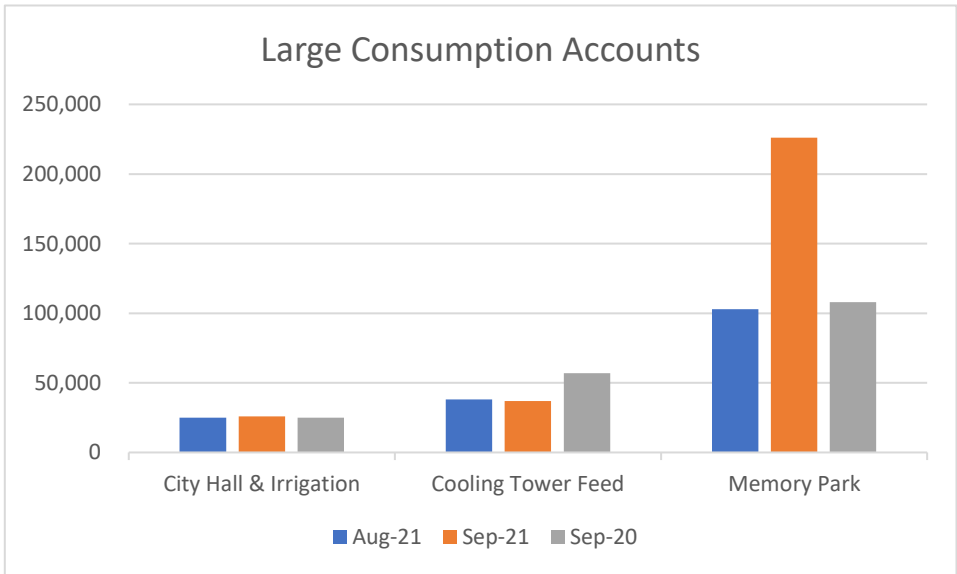
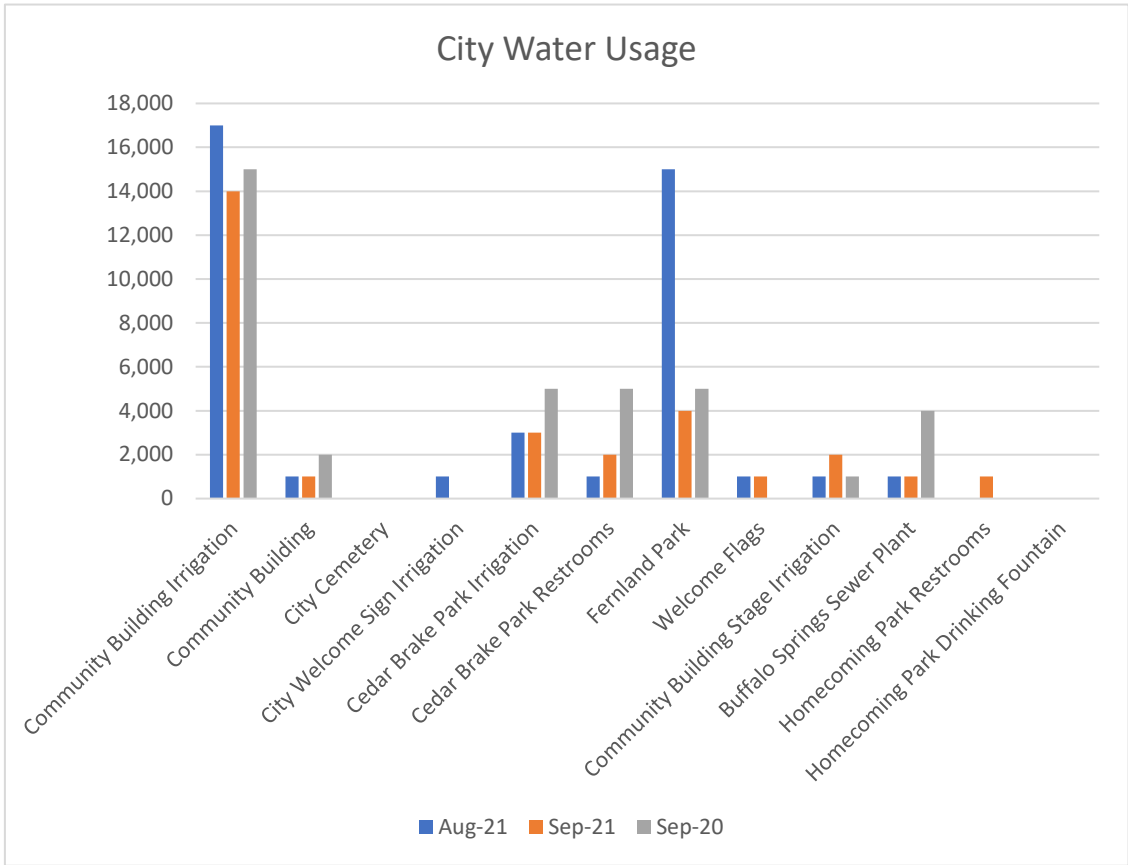
TOTAL REVENUE	
Utilities	\$207,906.97
Permits	\$22,532.00
Vendor/Photography/Golf Cart	\$170.00
Flags Sold	\$490.00
Community Building Deposit	\$450.00
Community Building/ Park Rentals	\$500.00
City Reimbursement- TML Subrogation	\$500.00
Records Request Copy Fees	\$761.80
Wine Fest Reimbursement	\$315.00
City Reimbursement-TML Insurance Claims/ Police Vehicles	\$3,574.25
Right Of Way Fees	\$3.00
Franchise Fee- Entergy	\$80,803.60
Quilt Walk Vendor Fees	\$1,110.00
Christmas Parade Fee	\$75.00
Escrow Fees	\$24,967.50
Online Transaction Fees Web Payments	\$555.00
Monthly Total:	\$344,714.12

ARREARS			
	60 Days	90 Days	120+ Days
Number of Accounts	8	4	22
Amount	\$441.50	\$232.75	\$3,129.31
GRAND TOTAL:			\$3,803.56

PERMITS	
Type	Permit Total
Building-Residential	10
Building-Commercial	2
Plumbing	9
Irrigation	5
Pool	1
Mechanical	13
Electrical	6
TOTAL	46

UTILITIES	
New Water Accts.	27
Disconnected Water Accts.	10
Total Number of Active Accts.	910

CITY ACCOUNT WATER USAGE				
ACCOUNT NAME	ACCT #	Aug-21	Sep-21	Sep-20
Community Building Irrigation	(01-8732-00)	17,000	14,000	15,000
Community Building	(01-0130-00)	1,000	1,000	2,000
City Cemetery	(01-1110-00)	0	0	0
City Welcome Sign Irrigation	(01-8733-00)	1,000	0	0
Cedar Brake Park Irrigation	(01-8736-00)	3,000	3,000	5,000
Cedar Brake Park Restrooms	(01-8735-00)	1,000	2,000	5,000
Ferland Park	(01-8737-00)	15,000	4,000	5,000
Welcome Flags	(01-8734-00)	1,000	1,000	0
Community Building Stage Irrigation	(01-6180-00)	1,000	2,000	1,000
Buffalo Springs Sewer Plant	(01-8821-00)	1,000	1,000	4,000
Homecoming Park Restrooms	(01-8820-00)	0	1,000	0
Homecoming Park Drinking Fountain	(01-8738-00)	0	0	0
City Hall & Irrigation	(01-6190-00)	25,000	26,000	25,000
Cooling Tower Feed	(01-0355-00)	38,000	37,000	57,000
Memory Park	(01-5885-00)	103,000	226,000	108,000





City of Montgomery
Operations Report
September 2021
08/18/21 - 09/17/21

District Alerts

08/18/2021—Lift Station 3, Lift Pump Clogged

Operator noticed heavy vibration coming from lift pumps during regular facility check. Operator investigated issue and found pump to be clogged. Operator had pumps pulled and clean of debris.

08/28/2021—Low Water Pressure, 14075 Liberty St.

Resident reported low water pressure. Operator investigated issue and found low pressure to be an internal issue. Resident was notified.

09/04/2021— Lift Station 5, Generator Running

Operator was called out to facility due to generator running alarm. Upon arrival operator investigated area and found facility running at normal levels and generator off. No issues found.

09/07/2021—Lift Station 3, Check Valve Replacement

Operator found check valve on Lift pump 2 leaking through and Lift pump 1 with excessive run times. Check valve on Lift pump 2 was pulled. Found seal broken in several spots causing leak. Check valve was replaced, facility back online.

09/08/2021 – Lift Station 9, High Wet Well

Operator was called out to the facility due to high wet well alarm. Upon arrival operator found no issues, wet well level down. Operator reset equipment.

09/13/2021—Lift Station 3, Lift Pump 1 & 2 Clogged

Operator found lift pump 1 and 2 vibrating heavy. Operator had both pumps pulled and cleaned of debris solving issue. Facility back online.

09/14/2021—Lift Station 2, High Wet Well, Generator Running

Operator was called out to facility due to high wet well and generator running alarm. Upon arrival operator found facility running on regular power and all levels normal. No issues found, possible power surge in area.

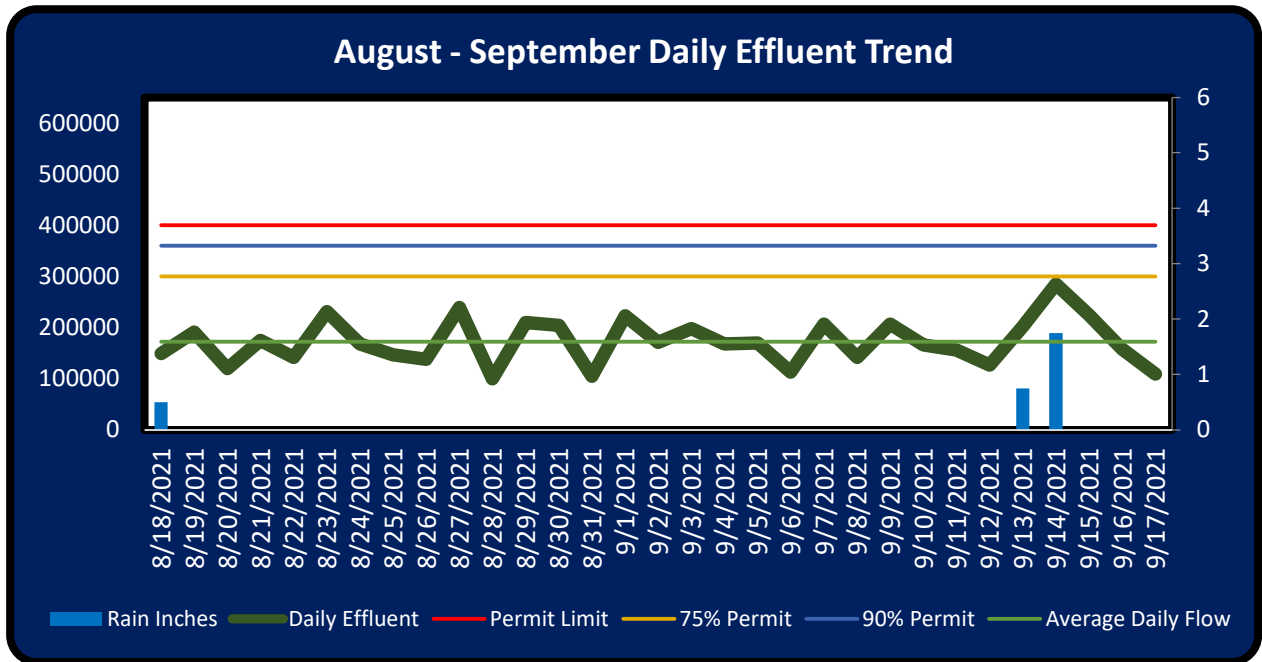
09/17/2021—Water Quality, near Jim's Hardware

Operator was notified of brown water in area. Operator was informed of recent line ties in district possibly causing water quality issues. Operator flushed lines, solving problem.

09/17/2021—No Water, 102 Kings Lane

Resident reported no water. Technician contacted resident and was notified of service being restore. Outage was caused by a new line tie in.

Wastewater Plant Flow Detail



- Flow for the month of August - September was 5,345,000 gallons
- Daily peak flow September 14, 2021, was 285,000 gallons
- Average Daily Flow 172,400 gallons
 - 43% of permitted capacity


Discharge Limitations

- Daily Average Flow 400,000 gallons (0.4 MGD)
- 2-Hour Peak Flow 833 gpm
- CBOD daily average 10 mg/l
- Total Suspended Solids (TSS) 15 mg/l
- Ammonium Nitrogen (NH3) 2 mg/l
- Chlorine Residual >1.0 mg/l < 4.0 mg/l
- The current permit expires 06/01/2022

Effluent

TSS, DO, E.Coli, NH3N, PH sample results were all comfortable within the parameters set by the State of Texas.

Buffalo Springs WWTP Effluent Monitoring Report

Effluent Permitted Values	Parameter		Measured	Excursion
Average Monthly T.S.S.	15	mg/l	2.00	no
Average Monthly NH3	2	mg/l	0.42	no
Minimal CL2 Residual	1	mg/l	1.04	no
Max CL2 Residual	4	mg/l	3.83	no
Rainfall for the Month		3.00	inches	

There were no excursions for the month of September.

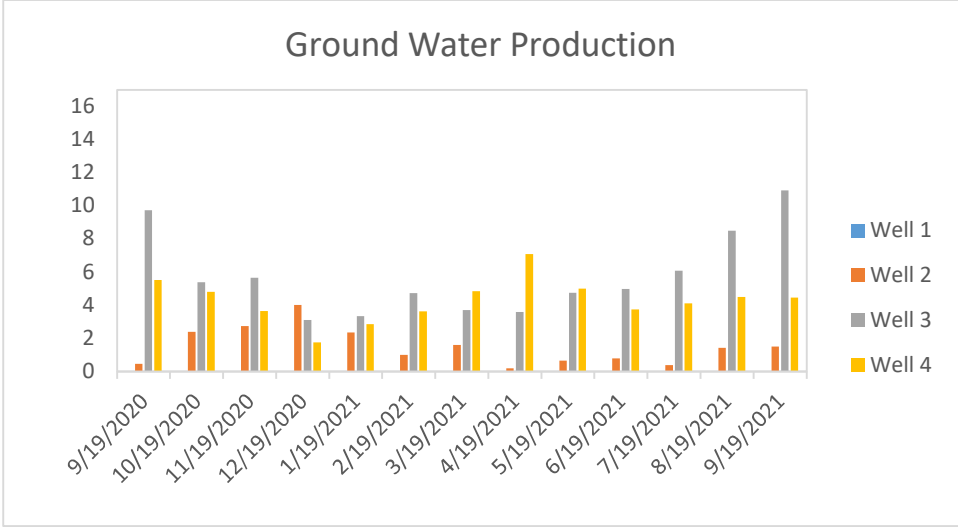
Water Report

08/18/2021-09/17/2021

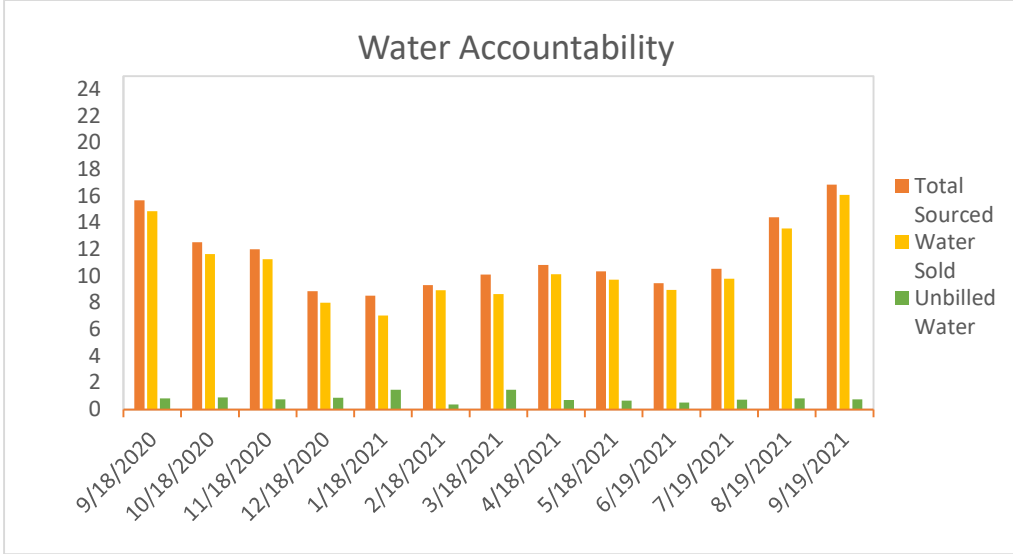
2021							
Well Name	Recorded Flow MGD	% of Total	Rating MGD/Day	YTD Pumpage MGD	YTD %	Permitted Value	Remaining Permit %
Well 2	1.490	8.84%	0.864	8.062	8.38%	92.930	35.60%
Well 3	10.916	64.76%	0.864	49.227	51.16%		
Well 4	4.451	26.40%	2.160	38.931	40.46%	90.000	56.74%
Total	16.857	100.00%	3.888	98.777	100%	182.930	
Flushing	0.183						
Subtotal	16.674						
Sold	16.097						
% Accounted	97%						

Accountability	
Total Water Sourced	16.857
Flushing	0.183
Subtotal	16.674
Sold	16.097
Accountability %	97%

CONNECTIONS	
School	12
Commercial Inside	167
Commercial Outside	1
Residential Inside	788
Residential Outside	29
Church	14
City	15
Hydrant	7
Multifamily	14
n/a	3
Total	1050



Date	Total	Well_1	Well_2	Well_3	Well_4
AVG	11.500	0.000	1.686	5.719	4.295
9/19/2020	15.691	0.000	0.441	9.731	5.519
10/19/2020	12.546	0.000	2.38	5.374	4.792
11/19/2020	12.018	0.000	2.732	5.648	3.638
12/19/2020	8.858	0.000	4.012	3.103	1.743
1/19/2021	8.527	0.000	2.340	3.334	2.853
2/19/2021	9.314	0.000	0.987	4.712	3.615
3/19/2021	10.103	0.000	1.580	3.693	4.830
4/19/2021	10.837	0.000	0.185	3.572	7.080
5/19/2021	10.365	0.000	0.642	4.734	4.989
6/19/2021	9.476	0.000	0.773	4.962	3.741
7/19/2021	10.538	0.000	0.372	6.073	4.093
8/19/2021	14.408	0.000	1.421	8.492	4.495
9/19/2021	16.857	0.000	1.490	10.916	4.451
Total	149.540	0.000	19.355	74.344	55.839



Date	Accountability	Unaccounted	Total Sourced	Water Sold	Flushing/Leaks	Unbilled Water
9/18/2020	99%	0.15	15.691	14.875	0.666	0.816
10/18/2020	93%	0.846	12.546	11.645	0.055	0.901
11/18/2020	95%	0.635	12.018	11.265	0.118	0.753
12/18/2020	94%	0.563	8.858	7.991	0.304	0.867
1/18/2021	96%	0.331	8.527	7.046	1.150	1.481
2/18/2021	97%	0.303	9.314	8.936	0.075	0.378
3/18/2021	94%	0.618	10.103	8.642	0.843	1.461
4/18/2021	97%	0.328	10.837	10.126	0.383	0.711
5/18/2021	96%	0.465	10.365	9.722	0.178	0.643
6/19/2021	95%	0.483	9.476	8.966	0.027	0.510
7/19/2021	95%	0.557	10.538	9.803	0.178	0.735
8/19/2021	98%	0.355	14.408	13.579	0.474	0.829
9/19/2021	97%	0.577	16.857	16.097	0.183	0.760

**CITY OF MONTGOMERY
ACCOUNT BALANCES 09-30-21
For Meeting of October 26, 2021**

	<u>CHECKING ACCT BALANCES</u>	<u>PRIOR MONTH END INVESTMENTS</u>	<u>TOTAL FUNDS AVAILABLE</u>
<u>GENERAL FUNDS</u>			
OPERATING FUND #1017375	\$ 1,564,204.44		\$ 1,564,204.44
HOME GRANT FUNDS /COPS UNIVERSAL #1032895	\$ 10.00		\$ 10.00
ESCROW FUND #1025873	\$ -		\$ -
PARK FUND #7014236	\$ -		\$ -
POLICE DRUG & MISC FUND #1025675	\$ 10,675.64		\$ 10,675.64
INVESTMENTS - GENERAL FUND		\$ 353,000.00	\$ 353,000.00
TEXPOOL - GENERAL FUND # 00003		\$ 15,242.13	\$ 15,242.13
TEXPOOL - RESERVE FUND # 00001		\$ 861.43	\$ 861.43
TOTAL GENERAL FUND	\$ 1,574,890.08	\$ 369,103.56	\$ 1,943,993.64
<u>CONSTRUCTION FUND</u>			
BUILDING FUND #1058528	\$ -		\$ -
CONSTRUCTION ACCOUNT #1058544	\$ 428,029.37		\$ 428,029.37
BOK FINANCIAL SERIES 2017A	\$ 103,072.09		\$ 103,072.09
BOK FINANCIAL SERIES 2017B	\$ 885,184.40		\$ 885,184.40
TEXPOOL - AMERICAN RESCUE PLAN # 00009		\$ 168,598.98	\$ 168,598.98
INVESTMENTS - CONSTRUCTION		\$ -	\$ -
TOTAL CONSTRUCTION FUND	\$ 1,416,285.86	\$ 168,598.98	\$ 1,584,884.84
<u>DEBT SERVICE FUND</u>			
DEBT SERVICE FUND #7024730	\$ 195,112.83		\$ 195,112.83
TEXPOOL DEBT SERVICE # 00008	\$ -	\$ 517.57	\$ 517.57
TOTAL DEBT SERVICE FUND	\$ 195,112.83	\$ 517.57	\$ 195,630.40
<u>COURT SECURITY FUND</u> #1070580	\$ 5,279.27	\$ -	\$ 5,279.27
<u>COURT TECHNICAL FUND</u> #1058361	\$ 40,593.10	\$ -	\$ 40,593.10
<u>GRANT FUND</u>			
HOME GRANT ACCOUNT #1059104	\$ 10.00		\$ 10.00
GRANT ACCOUNT #1048479	\$ 10.00		\$ 10.00
TOTAL GRANT FUND	\$ 20.00	\$ -	\$ 20.00
<u>HOTEL OCCUPANCY TAX FUND</u> #1025253	\$ 17,392.21	\$ -	\$ 17,392.21
<u>MEDC</u>			
CHECKING ACCOUNT #1017938	\$ 1,263,630.90		\$ 1,263,630.90
TEXPOOL - MEDC # 00006		\$ 434,919.34	\$ 434,919.34
TEXPOOL - MEDC # 00005		\$ 204,667.15	\$ 204,667.15
TEXPOOL - MEDC # 00010		\$ 200,012.22	\$ 200,012.22
TOTAL MEDC	\$ 1,263,630.90	\$ 839,598.71	\$ 2,103,229.61
<u>POLICE ASSET FORFEITURES</u> #1047745	\$ 12,086.80		\$ 12,086.80
<u>UTILITY FUND</u>			
UTILITY FUND #1017383	\$ 1,273,744.00		\$ 1,273,744.00
INVESTMENTS - UTILITY FUND		\$ 100,000.00	\$ 100,000.00
TEXPOOL - UTILITY FUND # 00002		\$ 659,542.69	\$ 659,542.69
TOTAL UTILITY FUND	\$ 1,273,744.00	\$ 759,542.69	\$ 2,033,286.69
TOTAL ALL FUNDS	\$ 5,799,035.05	\$ 2,137,361.51	\$ 7,936,396.56
<u>INVESTMENTS</u>			
TEXPOOL - GENERAL FUND			\$ 16,103.56
INVESTMENTS - GENERAL FUND			\$ 353,000.00
TEXPOOL - CONST # 00009			\$ 168,598.98
TEXPOOL - DEBT SERVICE # 00008			\$ 517.57
TEXPOOL - MEDC			\$ 434,919.34
INVESTMENTS - MEDC			\$ 204,667.15
INVESTMENTS - MEDC			\$ 200,012.22
TEXPOOL - UTILITY			\$ 659,542.69
INVESTMENTS - UTILITY			\$ 100,000.00
TOTAL ALL INVESTMENTS			\$ 2,137,361.51

*Note:



City of Montgomery

Bookkeeper's Report

September 30, 2021

City of Montgomery
Account Balances

Item 15.

As of September 30, 2021

Financial Institution (Acct Number)	Issue Date	Maturity Date	Interest Rate	Account Balance	Notes
Fund: Operating					
Certificates of Deposit					
THIRD COAST BANK, SSB (XXXX8998)	08/31/2021	02/27/2022	0.30 %	100,000.00	
BANCORPSOUTH (XXXX2388)	08/31/2021	02/28/2022	0.28 %	100,000.00	REIMB.
FRONTIER BANK (XXXX2710)	09/02/2021	03/01/2022	0.40 %	153,000.00	REIMB.
Money Market Funds					
TEXPOOL (XXXX0003)	08/01/2005		0.01 %	15,242.13	
TEXPOOL (XXXX0001)	02/07/2020		0.01 %	861.43	Reimbursement
Checking Account(s)					
FIRST FINANCIAL BANK (XXXX7375)			0.00 %	1,564,204.44	Checking Account
FIRST FINANCIAL BANK (XXXX5675)			0.00 %	10,675.64	Police Drug & Misc Fund
FIRST FINANCIAL BANK (XXXX5873)			0.00 %	0.00	Escrow
FIRST FINANCIAL BANK (XXXX2895)			0.00 %	10.00	Home Grant / COPS Universal
FIRST FINANCIAL BANK (XXXX4236)			0.00 %	0.00	Park
Totals for Operating Fund:				\$1,943,993.64	
Fund: Capital Projects					
Money Market Funds					
TEXPOOL (XXXX0009)	12/27/2012		0.01 %	168,598.98	American Rescue Plan Funds
Checking Account(s)					
BOK Financial (XXXX3014)			0.00 %	103,072.09	BOKF, NA Escrow - Series 2017A
BOK Financial (XXXX4012)			0.00 %	885,184.24	BOKF, NA Escrow - Series 2017B
FIRST FINANCIAL BANK (XXXX8528)			0.00 %	0.00	Building Fund
FIRST FINANCIAL BANK (XXXX8544)			0.00 %	428,029.37	Const Ckg-W&S Proj 1058544
Totals for Capital Projects Fund:				\$1,584,884.68	
Fund: Debt Service					
Money Market Funds					
TEXPOOL (XXXX0008)	12/27/2012		0.01 %	517.57	
Checking Account(s)					
FIRST FINANCIAL BANK (XXXX4730)			0.00 %	195,112.83	Checking Account
Totals for Debt Service Fund:				\$195,630.40	
Fund: CT Security					
Checking Account(s)					
FIRST FINANCIAL BANK (XXXX0580)			0.00 %	5,279.27	Cash In Bank
Totals for CT Security Fund:				\$5,279.27	
Fund: CT Tech					
Checking Account(s)					
FIRST FINANCIAL BANK (XXXX8361)			0.00 %	40,593.10	Cash In Bank
Totals for CT Tech Fund:				\$40,593.10	
Fund: Grant					
Checking Account(s)					
FIRST FINANCIAL BANK (XXXX8479)			0.00 %	10.00	Cash in Bank #8479

City of Montgomery
Account Balances

Item 15.

As of September 30, 2021

Financial Institution (Acct Number)	Issue Date	Maturity Date	Interest Rate	Account Balance	Notes
Fund: Grant					
Checking Account(s)					
FIRST FINANCIAL BANK (XXXX9104)			0.00 %	10.00	Grant Account #9104
Totals for Grant Fund:				\$20.00	
Fund: Hotel Occupancy Tax					
Checking Account(s)					
FIRST FINANCIAL BANK (XXXX5253)			0.00 %	17,392.21	Cash In Bank
Totals for Hotel Occupancy Tax Fund:				\$17,392.21	
Fund: MEDC					
Money Market Funds					
TEXPOOL (XXXX0006)	08/01/2005		0.01 %	434,919.34	
TEXPOOL (XXXX0005)	02/07/2020		0.01 %	204,667.15	Reimbursement
TEXPOOL (XXXX0010)	06/24/2021		0.01 %	200,012.22	
Checking Account(s)					
FIRST FINANCIAL BANK (XXXX7938)			0.00 %	1,263,630.90	MEDC Checking
Totals for MEDC Fund:				\$2,103,229.61	
Fund: Policy Asset Forfeiture					
Checking Account(s)					
FIRST FINANCIAL BANK (XXXX7745)			0.00 %	12,086.80	Cash In Bank
Totals for Police Asset Forfeiture Fund:				\$12,086.80	
Fund: Utility					
Certificates of Deposit					
SPIRIT OF TEXAS BANK (XXXX2073)	09/02/2021	02/28/2022	0.20 %	100,000.00	
Money Market Funds					
TEXPOOL (XXXX0002)	08/01/2005		0.01 %	659,542.69	
Checking Account(s)					
FIRST FINANCIAL BANK (XXXX7383)			0.00 %	1,273,744.00	Water & Sewer Fund
FIRST FINANCIAL BANK (XXXX7417)			0.00 %	0.00	Customer Deposit Acct
FIRST FINANCIAL BANK (XXXX3840)			0.00 %	0.00	Water Works
Totals for Utility Fund:				\$2,033,286.69	
Grand total for City of Montgomery:				\$7,936,396.40	

Cash Flow Report - Checking Account

Item 15.

As of September 30, 2021

Num	Name	Memo	Amount	Balance
BALANCE AS OF 09/01/2021				\$1,807,010.16
Receipts				
	Sales Tax		273,783.75	
	Transfer From Utility Fund Checking		29,650.81	
	Transfer From MEDC Fund Checking		4,846.16	
	Transfer From Utility Fund Checking		16,776.76	
	Transfer From MEDC Fund Checking		435.60	
	Tax Revenue CL09/21		1,472.85	
	Miscellaneous Revenue CL 09/30/21		135,781.15	
	Miscellaneous Revenue OS 09/30/21		461.00	
	Court Revenue CL 09/21		31,135.01	
	Court Rev OS 09/21		3,171.40	
	Beverage Tax Revenue 09/17/21		2,600.22	
	Interest		57.77	
Total Receipts				500,172.48
Disbursements				
31492	Christian Brothers Automotive	Repairs - 2013 Chevrolet Silverado - 4 Wheel Align	(99.99)	
31493	City of Montgomery - Utility Fund	Water Usage @ Parks, City Hall, Com Center - July	(1,863.29)	
31494	Entergy	Utilities per spreadsheet 08/21	(661.69)	
31495	Home Depot Credit Services	Acct # ***-9951 Inv #180959	(107.94)	
31496	Houston Chronicle	INV 34135434 - Ordinance for Solid Waste Collect	(144.00)	
31497	Jones & Carter, Inc	Engineering Fees - July 2021	(4,360.00)	
31498	Lake Conroe Ace Hardware	Inv#000735/1	(35.99)	
31499	OCS, Inc.	Computers / Website - Inv 103679	(4,000.00)	
31500	Pecan Hill Florist	Sympathy Flowers for Sgt. Hernandez / Nat Hart	(250.00)	
31501	Prudence Teater	Community Building Deposit Refund 12/18/21 - F	(400.00)	
31502	Rick Hanna, CBO	Inspections	(9,882.57)	
31503	Sales Revenue, Inc.	Sales Tax Tracking Inv 4106 ; 4157 08/21 & 09/21	(2,800.00)	
31504	Sam's Club	Acct #040241083268-7	(149.34)	
31505	Sew Simple Quilting	Vendor Refund - Quilt Walk	(100.00)	
31506	Daspit, Laurence F	Payroll 09/10/21	(166.23)	
31507	AT&T	Cell Phones Inv 18398911 - 09/21	(860.74)	
31508	Buckalew Chevrolet, L.P.	2016 / 2017 Chevrolet Tahoe - Invoice 945520 ; 94	(2,088.05)	
31509	Cody's Lawn Service LLC	Mowing	(11,633.85)	
31510	Conroe McCaffety Electric Co. Inc.	Repair Walk Path Light Circuit At Cedar Break Par	(739.75)	
31511	Entergy	Utilities per spreadsheet 08/21	(1,145.68)	
31512	Gordon B. Dudley, Jr.	Prosecutor 09/02/21 - 09:00 & 13:00	(900.00)	
31513	Impact Promotional Services LLC	Uniforms - Invoice INV12825	(67.99)	
31514	J.W.A.C. Distributing, LLC	Permit and Deposit Refund - Street Festival	(250.00)	
31515	Jim's Hardware Inc.	Acct #102 -Several Invoices 8/1-8/31/21	(624.17)	
31516	Johnson Petrov LLP	Legal Fees - June 2021	(5,196.93)	
31517	Julian Davis	Maintenance for Mobile Generator - Inv 09072021	(300.00)	
31518	NAPA Auto Parts	Acct # 1670 - Inv 429422	(67.44)	
31519	Omnibase Services of Texas, LP	2nd Qtr Activity - 2021 PS ID # 114170 Report#	(432.00)	
31520	Optiquet Internet Services, Inc	Computer Tech	(209.80)	
31521	Robert Rosenquist	Municipal Court Judge - 08/21	(1,000.00)	
31522	Stowe's Collision Repair LLC	Police - Auto repairs Several Invoices	(200.88)	
31523	Stowe's Wrecker Service LLC	Auto Repairs - Invoice 5048	(135.00)	
31524	TCOLE	Instructor Certification for L Saah - SAFVIC	(35.00)	
31525	The Mail Stop	Package ID - 191602	(114.65)	
31526	Thomas Printing & Publishing	Name Plaques Inv 11519	(25.00)	

Cash Flow Report - Checking Account

Item 15.

As of September 30, 2021

Num	Name	Memo	Amount	Balance
Disbursements				
31527	TML-IRP	Contract# 6827 Insurance Premium September 21	(5,199.32)	
31528	TransUnion	Acct 300819 thru 8/31/21	(240.30)	
31529	Tyler Technologies, Inc	Inv 025-348582 Incode 10 Finance - Chart of Acco	(105.00)	
31530	UBEO, LLC	Cust #MC50 - Overage 6/1-8/31/21 - Inv 138257	(368.10)	
31531	UniFirst Holdings, Inc.	Inv 8440959366 ; 59367 ; 60273 ; 60274 ; 61166 ; 6	(539.95)	
31532	Ward, Getz and Associates, PLLC	Project 00574-101-00 Wendys - Invoice 14401	(918.75)	
31533	Wex Bank	Invoice 73903844 - August 2021 - Gas/Oil	(1,002.99)	
31534	TCOLE	Instructor Certification for L Saah - Intermediate C	(35.00)	
31535	Amazon Capital Services	Operating Supplies	(266.49)	
31536	Blackboard Inc.	Connect GOV Annual Fee - Invoice 1369882	(7,400.00)	
31537	Card Service Center	First Financial Credit Card Account XXXX 0869 -	(9,640.39)	
31538	Consolidated Communications	936-597-6434 Telephone Service 8/1-08/31/21	(1,284.14)	
31539	Easley Enterprises of Texas, Inc.	City Hall General Cleaning 08/21	(2,375.00)	
31540	Entergy	Acct # 140207580 / Inv#235005790306	(2,154.31)	
31541	Houston Chronicle	INV 34144427 - Tax Public Hearing	(465.00)	
31542	Jones & Carter, Inc	Engineering Invoices - August 2021	(2,502.50)	
31543	Larry Evans	Wine Festival 2021 - Larry Evans	(315.00)	
31544	LDC	CM100017 Gas 101 Plantersville 08/31/21	(38.74)	
31545	McCoy's Building Supply Corporation	Acct - 0900-98046487-001 Inv 11370059	(12.48)	
31546	Michael Shirley	Court Prosecutor 09/02/2021	(450.00)	
31547	Milton Weinzettle	Inv 225141 - Fabricated Protective Guard for E35	(150.00)	
31548	Municode	Municode - Codification Legal Review	(2,100.00)	
31549	O'Reilly Automotive, Inc.	3014152 - Several Invoices - August 2021	(505.05)	
31550	Pathmark Traffic Equipment	Street Signs - Invoice 10398 ; 10543	(605.95)	
31551	Perdue, Brandon, Fielder, Collins, & Mott	Attorney fees for Collections-Fines and Fees - 08/	(1,427.90)	
31552	Rick Hanna, CBO	Inspections	(6,521.92)	
31553	Sea Container Sales Inc.	Additional Storage - Invoice 1883A	(5,275.00)	
31554	Star Hand Car Wash, Inc.	Invoice 1521 ; 1522 ; 1523	(185.00)	
31555	Thomas Printing & Publishing	Name Plaques Inv 11564	(25.00)	
31556	Verizon Wireless	521590387-00001	(334.43)	
31557	Latino Plumbing	Permit Refund - Latino Plumbing	(125.00)	
31558	Ciulla, Hailey N	Payroll 09/24/21 - Final Check	(554.38)	
31559	Daspit, Laurence F	Payroll 09/24/21	(166.23)	
31560	Always Answer	Answering Service Inv # 18253-091521	(58.84)	
31561	Amazon Capital Services	Operating Supplies - Ink Cartridges	(124.67)	
31562	Anthony Lasky	Reimbursement - GFOA meeting 09/16/2021	(99.46)	
31563	Conroe Courier.	570514883 - H1807016- 12/04/2021	(26.00)	
31564	Consolidated Communications	936-043-5910/0 09/11/21-10/04/2021	(129.74)	
31565	Ger Nay Pest Control	Pest control INV 95186 ; 95187	(212.00)	
31566	Johnson Petrov LLP	Legal Fees - July 2021	(8,272.01)	
31567	Medical Air Services Association	Monthly Membership for 9 Emergent Plus Invoice	(126.00)	
31568	Melissa Griffin	Managing the Property and Evidence Room - Train	(152.50)	
31569	Municipal Accounts & Consulting, L.P.	Bookkeeping- Inv 70955 08/31/21	(3,843.60)	
31570	Municode	Municode - Codification Legal Review	(1,238.98)	
31571	Southern Tire Mart	Inv#4560054577 - Tires	(1,260.72)	
31572	Verizon Connect NWF, Inc	Customer ID# PUBL005 - Invoice OSV000002543	(80.95)	
31573	Ward, Getz and Associates, PLLC	Engineering Fees - July 2021	(12,216.88)	
31574	Houston Chronicle	INV 34143330 - Budget Public Hearing	(553.50)	
31575	Tyler Technologies, Inc	Inv 025-350830 Incode 10 Finance - Chart of Acco	(630.00)	
31576	Larry Evans	VOID: Quilt Walk 2021 - Larry Evans (\$360.00)	0.00	
31577	Almost August, LLC	Quilt Walk Refund - 2021 Event	(200.00)	
31578	Patricia Lopes	Quilt Walk Refund - 2021 Event	(200.00)	

Cash Flow Report - Checking Account

Item 15.

As of September 30, 2021

Num	Name	Memo	Amount	Balance
Disbursements				
31579	Elvan Ural Turgutalp	Quilt Walk Refund - 2021 Event	(125.00)	
31580	Lisa Martin	Quilt Walk Refund - 2021 Event	(200.00)	
31581	Loft Supply	Quilt Walk Refund - 2021 Event	(100.00)	
31582	Painting With a Twist	Quilt Walk Refund - 2021 Event	(200.00)	
31583	Patti Chevalier	Quilt Walk Refund - 2021 Event	(200.00)	
31584	Rhonda Gonzales	Quilt Walk Refund - 2021 Event	(212.50)	
31585	Teresa Walters	Quilt Walk Refund - 2021 Event	(100.00)	
31586	Threaded Lines	Quilt Walk Refund - 2021 Event	(125.00)	
31587	Twisted Sisters Quilting	Quilt Walk Refund - 2021 Event	(200.00)	
31588	Veronica Colley	Quilt Walk Refund - 2021 Event	(225.00)	
ACH	EFTPS	Payroll Taxes - September 2021	(18,884.96)	
ACH	Office of the Attorney General	Child Support	(1,221.69)	
ACH	UBEO LLC,	Acct No. 124715 Inv #73762869 9/1-9/30/21	(2,015.00)	
ACH	TML-Health	Health, Life & AD&D Insurance Period 2021-09	(21,751.76)	
ACH	Wex Bank	Invoice 74015696 - September 2021 - Gas/Oil	(3,882.73)	
ACH	Office of the Attorney General	Child Support	(1,221.69)	
ACH	Aflac	Aflac - September 2021	(1,202.22)	
ACH	EFTPS	Payroll Taxes - September 2021	(19,525.08)	
ACH	Purchase Power	Acct-8000-9090-1015-0170 -Postage Refill thru 10/	(500.00)	
ACH	Staples Business Credit	Printing & Office supplies	(296.56)	
ACH	TMRS	Retirement - September 2021	(25,910.12)	
AL	First Financial Bank	September 2021 Payment to MEDC for MISD Loa	(63,052.03)	
AL	First Financial Bank	Transfer to Debt Service Checking	(4,390.54)	
AL	First Financial Bank	Transfer to Court Security Fund Checking	(61.65)	
AL	First Financial Bank	Transfer to Court Tech Fund Checking	(82.20)	
AL	First Financial Bank	Sales Tax Revenue Transfer thru 09/10/21	(68,445.94)	
AL	First Financial Bank	Transfer To Utility Fund Checking	(1,195.81)	
AL	First Financial Bank	Transfer to CPF - Vehicle Replacement	(15,000.00)	
AL	First Financial Bank	Transfer to CPF - Transfer to Capital Savings - Infr	(46,700.00)	
AL	First Financial Bank	Transfer to CPF - Transfer to Capital Savings - Mo	(10,000.00)	
AL	First Financial Bank	Remaining payment to MEDC for MISD Loan	(188,684.21)	
AL	ETS Corporation	ETS Corporation - Bank Fees to be transferred to	(880.66)	
DD	Hensley, Susan L	Vacation Cash Out	(1,794.39)	
DD	Tramm, Richard J	Vacation Cash Out	(2,068.63)	
DD	Aguirre, Abel	Payroll 09/10/21	(1,719.81)	
DD	Bauer, Timothy M	Payroll 09/10/21	(1,521.23)	
DD	Belmares, Jose N.	Payroll 09/10/21	(2,440.36)	
DD	Brown, Jackson A	Payroll 09/10/21	(1,178.06)	
DD	Chambers, Albert E	Payroll 09/10/21	(2,245.65)	
DD	Ciulla, Hailey N	Payroll 09/10/21	(1,114.00)	
DD	Cooley, Diana M	Payroll 09/10/21	(1,446.13)	
DD	Duckett, Kimberly T.	Payroll 09/10/21	(1,834.17)	
DD	Edelman, Reed D	Payroll 09/10/21	(1,458.80)	
DD	Goode, Kristen N	Payroll 09/10/21	(1,455.25)	
DD	Graves, Nathaniel L.	Payroll 09/10/21	(1,649.95)	
DD	Griffin, Melissa Y	Payroll 09/10/21	(1,641.49)	
DD	Hensley, Kyle R	Payroll 09/10/21	(1,713.06)	
DD	Hensley, Susan L	Payroll 09/10/21	(2,225.39)	
DD	Hernandez, George J.	Payroll 09/10/21	(1,590.15)	
DD	Kohl, Julie J	Payroll 09/10/21	(382.32)	
DD	Kowarsch, Robert D	Payroll 09/10/21	(92.35)	
DD	Lasky, Anthony R	Payroll 09/10/21	(2,052.05)	

Cash Flow Report - Checking Account

Item 15.

As of September 30, 2021

Num	Name	Memo	Amount	Balance
Disbursements				
DD	Lozano, Daniel T	Payroll 09/10/21	(1,627.46)	
DD	McCorquodale, David D.	Payroll 09/10/21	(2,245.26)	
DD	McRae, Jacob I	Payroll 09/10/21	(1,338.93)	
DD	Muckleroy, Micha D.	Payroll 09/10/21	(2,199.49)	
DD	Rains, Eva S.	Payroll 09/10/21	(36.94)	
DD	Ramirez, Juan C	Payroll 09/10/21	(1,194.29)	
DD	Reed, Christy M	Payroll 09/10/21	(1,174.55)	
DD	Saah, Lucille N.	Payroll 09/10/21	(1,760.17)	
DD	Salas, Francisco A.	Payroll 09/10/21	(1,441.72)	
DD	Solomon, Anthony D	Payroll 09/10/21	(2,616.55)	
DD	Standifer, Eric L.	Payroll 09/10/21	(1,819.15)	
DD	Thomas, Ryan A	Payroll 09/10/21	(1,604.22)	
DD	Tramm, Richard J	Payroll 09/10/21	(4,210.46)	
DD	Voytko, Michael L	Payroll 09/10/21	(1,389.41)	
DD	Solomon, Anthony D	Vacation Cash Out	(2,730.63)	
DD	Richard Tramm.	Payroll - Tramm	(350.00)	
DD	Aguirre, Abel	Payroll 09/24/21	(1,823.84)	
DD	Bauer, Timothy M	Payroll 09/24/21	(2,142.95)	
DD	Belmares, Jose N.	Payroll 09/24/21	(2,440.36)	
DD	Brown, Jackson A	Payroll 09/24/21	(1,178.07)	
DD	Chambers, Albert E	Payroll 09/24/21	(2,262.25)	
DD	Cooley, Diana M	Payroll 09/24/21	(1,479.71)	
DD	Duckett, Kimberly T.	Payroll 09/24/21	(1,834.18)	
DD	Edelman, Reed D	Payroll 09/24/21	(1,749.06)	
DD	Goode, Kristen N	Payroll 09/24/21	(1,390.61)	
DD	Graves, Nathaniel L.	Payroll 09/24/21	(1,771.15)	
DD	Griffin, Melissa Y	Payroll 09/24/21	(1,641.48)	
DD	Hensley, Kyle R	Payroll 09/24/21	(1,737.57)	
DD	Hensley, Susan L	Payroll 09/24/21	(2,225.39)	
DD	Hernandez, George J.	Payroll 09/24/21	(1,728.66)	
DD	Kohl, Julie J	Payroll 09/24/21	(374.02)	
DD	Kowarsch, Robert D	Payroll 09/24/21	(92.35)	
DD	Lasky, Anthony R	Payroll 09/24/21	(2,069.03)	
DD	Lozano, Daniel T	Payroll 09/24/21	(1,627.48)	
DD	McCorquodale, David D.	Payroll 09/24/21	(2,245.26)	
DD	McRae, Jacob I	Payroll 09/24/21	(1,367.07)	
DD	Muckleroy, Micha D.	Payroll 09/24/21	(2,199.49)	
DD	Rains, Eva S.	Payroll 09/24/21	(55.41)	
DD	Ramirez, Juan C	Payroll 09/24/21	(1,239.47)	
DD	Reed, Christy M	Payroll 09/24/21	(1,119.60)	
DD	Saah, Lucille N.	Payroll 09/24/21	(1,886.16)	
DD	Salas, Francisco A.	Payroll 09/24/21	(1,760.85)	
DD	Solomon, Anthony D	Payroll 09/24/21	(2,616.55)	
DD	Standifer, Eric L.	Payroll 09/24/21	(1,790.71)	
DD	Thomas, Ryan A	Payroll 09/24/21	(1,720.38)	
DD	Tramm, Richard J	Payroll 09/24/21	(4,210.46)	
DD	Voytko, Michael L	Payroll 09/24/21	(1,480.67)	
Total Disbursements				(742,978.20)
BALANCE AS OF 09/30/2021				\$1,564,204.44

Cash Flow Report - Police Drug & Misc Fund Account

As of September 30, 2021

Item 15.

Num	Name	Memo	Amount	Balance
BALANCE AS OF 09/01/2021				\$10,675.64
Receipts				
	No Receipts Activity		0.00	
Total Receipts			<u>0.00</u>	0.00
Disbursements				
	No Disbursements Activity		0.00	
Total Disbursements			<u>0.00</u>	<u>0.00</u>
BALANCE AS OF 09/30/2021				<u><u>\$10,675.64</u></u>

Cash Flow Report - Home Grant / COPS Universal Account

Item 15.

As of September 30, 2021

Num	Name	Memo	Amount	Balance
BALANCE AS OF 09/01/2021				\$10.00
Receipts				
	No Receipts Activity		0.00	
Total Receipts			<u>0.00</u>	0.00
Disbursements				
	No Disbursements Activity		0.00	
Total Disbursements			<u>0.00</u>	<u>0.00</u>
BALANCE AS OF 09/30/2021				<u><u>\$10.00</u></u>

City of Montgomery - General Fund
Profit & Loss Budget Performance--All
 September 2021

10:30 AM
 10/20/21
 Accrual Basis

	Ordinary Income/Expense	Sep 21	Budget	\$ Over Budget	Oct '20 - Sep 21	YTD Budget	\$ Over Budget	Annual Budget
Ordinary Income/Expense								
14000.1 - Taxes & Franchise Fees								
14103 - Beverage Tax	2,600.22	0.00	2,600.22		28,657.62	31,000.00	-2,342.38	31,000.00
14111 - Franchise Tax	80,803.60	77,000.00	3,803.60		91,146.85	94,000.00	-2,853.15	94,000.00
14320 - Ad Valorem Taxes								
14320.1 - PID Tax Revenue	0.00	0.00	0.00		38,807.38	38,815.00	-7.62	38,815.00
14320 - Ad Valorem Taxes - Other	-1,587.18	3,070.00	-4,657.18		865,101.48	847,070.00	18,031.48	847,070.00
Total 14320 - Ad Valorem Taxes	-1,587.18	3,070.00	-4,657.18		903,908.86	885,885.00	18,023.86	885,885.00
14330 - Penalties & Interest on Adv Tax	0.00	416.67	-416.67		11,504.38	5,000.00	6,504.38	5,000.00
14331 - Rendition Penalties	0.00	8.33	-8.33		25.15	100.00	-74.85	100.00
14600 - Sales Tax								
14600.1 - Sales Tax ILO AdValorem Tax	68,445.94	50,000.00	18,445.94		960,161.80	750,000.00	210,161.80	750,000.00
14600 - Sales Tax - Other	136,891.87	100,000.00	36,891.87		1,920,323.61	1,500,000.00	420,323.61	1,500,000.00
Total 14600 - Sales Tax	205,337.81	150,000.00	55,337.81		2,880,485.41	2,250,000.00	630,485.41	2,250,000.00
Total 14000.1 - Taxes & Franchise Fees	287,154.45	230,495.00	56,659.45		3,915,728.27	3,265,985.00	649,743.27	3,265,985.00
14000.2 - Permits & Licenses								
14105 - Building Permits/MEP	22,482.00	20,416.67	2,065.33		209,878.50	245,000.00	-35,121.50	245,000.00
14146 - Vendor/Beverage Permits	120.00	50.00	70.00		1,313.00	600.00	713.00	600.00
14611 - Sign Fee	0.00	166.67	-166.67		700.00	2,000.00	-1,300.00	2,000.00
14612 - Misc Permit Fees/plats,& Zoning	75.00	750.00	-675.00		4,420.87	9,000.00	-4,579.13	9,000.00
14614 - Culverts	0.00				2,007.98			
Total 14000.2 - Permits & Licenses	22,677.00	21,383.34	1,293.66		218,320.35	256,600.00	-38,279.65	256,600.00
14000.4 - Fees for Service								
14380 - Community Bldg Rental	500.00	250.00	250.00		11,545.00	3,000.00	8,545.00	3,000.00
14385 - Right of Way Use Fees	3.00	666.67	-663.67		6,282.21	8,000.00	-1,717.79	8,000.00
Total 14000.4 - Fees for Service	503.00	916.67	-413.67		17,827.21	11,000.00	6,827.21	11,000.00
14000.5 - Court Fines & Forfeitures								
14101 - Collection Fees	1,451.97	1,166.67	285.30		14,726.26	14,000.00	726.26	14,000.00
14102 - Asset Forfeitures		100.00	-100.00		0.00	100.00	-100.00	100.00
14106 - Child Belt/Safety (Dedicated)	146.30	500.00	-353.70		246.30	500.00	-253.70	500.00
14110 - Fines	32,512.43	22,916.67	9,595.76		384,007.84	275,000.00	109,007.84	275,000.00
14118 - OMNI	82.05	133.33	-51.28		1,131.56	1,600.00	-468.44	1,600.00
14125 - Warrant Fees	0.00	50.00	-50.00		0.00	50.00	-50.00	50.00
14126 - Judicial Efficiency (Dedicated)	8.97	58.33	-49.36		121.18	700.00	-578.82	700.00
14130 - Accident Reports	0.00	41.67	-41.67		216.00	500.00	-284.00	500.00
Total 14000.5 - Court Fines & Forfeitures	34,201.72	24,966.67	9,235.05		400,449.14	292,450.00	107,999.14	292,450.00
14000.6 - Other Revenues								
14003 - Wrecker Service Fees	0.00	0.00	0.00		500.00	0.00	500.00	0.00
14199 - Lease Funds - PD	0.00	1,200.00	-1,200.00		1,225.13	1,200.00	25.13	1,200.00
15380 - Unanticipated Income	5,991.05	1,083.33	4,907.72		48,615.65	13,000.00	35,615.65	13,000.00
15391 - Interest Income	57.77	41.67	16.10		739.55	500.00	239.55	500.00
15392 - Interest on Investments	599.90	416.67	183.23		1,071.47	5,000.00	-3,928.53	5,000.00
Total 14000.6 - Other Revenues	6,648.72	2,741.67	3,907.05		52,151.80	19,700.00	32,451.80	19,700.00
15355 - FEMA Reimb - Atkins Creek	0.00	0.00	0.00		30,367.31	0.00	30,367.31	0.00
15393 - Grant Revenue - Police	0.00	6,000.00	-6,000.00		867.60	6,000.00	-5,132.40	6,000.00
15395 - HOME Grant Revenue	0.00	0.00	0.00		478,731.05	0.00	478,731.05	0.00
15396 - American Rescue Plan Funds	0.00	0.00	0.00		168,494.45	0.00	168,494.45	0.00
Total Income	351,184.89	286,503.35	64,681.54		5,282,937.18	3,851,735.00	1,431,202.18	3,851,735.00
Gross Profit	351,184.89	286,503.35	64,681.54		5,282,937.18	3,851,735.00	1,431,202.18	3,851,735.00
Expense								
16000 - Personnel								

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	Sept 21	Budget	\$ Over Budget	Oct '20 - Sept 21	YTD Budget	\$ Over Budget	Annual Budget
16353.1 - Health Ins.	16,189.78	15,416.67	773.11	158,418.95	185,000.00	-26,581.05	185,000.00
16353.4 - Unemployment Ins.	1.48	325.00	-323.52	274.98	3,900.00	-3,625.02	3,900.00
16353.5 - Workers Comp.	2,124.14	2,958.34	-834.20	35,916.45	35,500.00	416.45	35,500.00
16353.6 - Dental & Vision Insurance	1,461.83	1,441.67	20.16	13,041.26	17,300.00	-4,258.74	17,300.00
16353.7 - Life & AD&D Insurance	389.52	308.33	81.19	1,013.73	3,700.00	-2,686.27	3,700.00
16353.8 - Crime-Ins	40.71	50.00	-9.29	488.52	600.00	-111.48	600.00
16353.A - Employee Assistance Program	0.00	0.00	0.00	2,000.00	0.00	2,000.00	0.00
16350 - Payroll Taxes	10,576.86	11,250.00	-673.14	142,439.44	135,000.00	7,439.44	135,000.00
16600 - Wages	131,152.57	125,445.00	5,707.57	1,586,011.23	1,505,340.00	80,671.23	1,505,340.00
16600.1 - Overtime	3,796.95	3,750.00	46.95	57,173.90	45,000.00	12,173.90	45,000.00
16620 - Retirement Expense	13,031.70	7,916.66	5,115.04	144,685.46	95,000.00	49,685.46	95,000.00
16621 - MASA	126.00	0.00	126.00	132.78	0.00	132.78	0.00
Total 16000 - Personnel	178,891.54	168,861.67	10,029.87	2,141,596.70	2,026,340.00	115,256.70	2,026,340.00
16001 - Communications							
16338 - Advertising/Promotion	465.00	541.67	-76.67	3,029.44	6,500.00	-3,470.56	6,500.00
16338.1 - Legal Notices and Pub	0.00	208.33	-208.33	54.00	2,500.00	-2,446.00	2,500.00
16338.2 - Recording Fees	0.00	208.34	-208.34	1,147.76	2,500.00	-1,352.24	2,500.00
16338 - Advertising/Promotion - Other							
Total 16338 - Advertising/Promotion	465.00	958.34	-493.34	4,231.20	11,500.00	-7,268.80	11,500.00
16341 - Community Relations	0.00	547.09	-547.09	5,417.68	6,565.00	-1,147.32	6,565.00
Total 16001 - Communications	465.00	1,505.43	-1,040.43	9,648.88	18,065.00	-8,416.12	18,065.00
16002 - Contract Services							
16102 - General Consultant Fees	1,400.00	583.33	816.67	16,800.00	7,000.00	9,800.00	7,000.00
16102.1 - Sales Tax Tracking	0.00	1,166.67	-1,166.67	6,693.27	14,000.00	-7,306.73	14,000.00
16102 - General Consultant Fees - Other							
Total 16102 - General Consultant Fees	1,400.00	1,750.00	-350.00	23,493.27	21,000.00	2,493.27	21,000.00
16220 - Omni Expense	0.00	208.33	-208.33	1,920.00	2,500.00	-580.00	2,500.00
16242 - Prosecutors Fees	1,350.00	833.33	516.67	13,050.00	10,000.00	3,050.00	10,000.00
16280 - Mowing	11,633.85	10,181.80	1,452.05	98,449.70	112,000.00	-13,550.30	112,000.00
16281 - Records Shredding	0.00	104.17	-104.17	337.05	1,250.00	-912.95	1,250.00
16299 - Inspections/Permits/Backflow Ex	15,244.44	16,041.67	-797.23	127,722.48	192,500.00	-64,777.52	192,500.00
16310 - Judge's Fee	1,000.00	1,000.00	0.00	12,000.00	12,000.00	0.00	12,000.00
16320 - Legal	0.00	2,708.33	-2,708.33	38,216.90	32,500.00	5,716.90	32,500.00
16321 - Audit Fees	0.00	0.00	0.00	11,859.40	25,000.00	-13,140.60	25,000.00
16322 - Engineering	5,810.00	8,500.00	-2,690.00	112,762.28	102,000.00	10,762.28	102,000.00
16326 - Collection Agency Fees	0.00	1,250.00	-1,250.00	20,436.55	15,000.00	5,436.55	15,000.00
16333 - Accounting Fees	0.00	4,166.67	-4,166.67	49,908.76	50,000.00	-91.24	50,000.00
16335 - Repairs & Maintenance							
16332 - Downtown Repairs	100.75	500.00	-399.25	2,006.77	500.00	1,506.77	500.00
16335.1 - Maintenance - Vehicles & Equip							
16334 - Gas/Oil	4,676.85	3,354.16	1,322.69	41,976.67	40,250.00	1,726.67	40,250.00
16343 - Tractor & Mower	0.00	500.00	-500.00	0.00	500.00	-500.00	500.00
16357 - Auto Repairs	1,995.44	1,916.67	78.77	27,434.84	23,000.00	4,434.84	23,000.00
16373 - Equipment repairs	300.00	563.42	-263.42	2,866.70	6,761.00	-3,894.30	6,761.00
16374 - Building Repairs-City Hall/Comm	6,414.34	1,387.33	5,027.01	13,712.11	16,648.00	-2,935.89	16,648.00
16375 - Street Repairs - Minor	0.00	416.67	-416.67	6,430.00	5,000.00	1,430.00	5,000.00
16375.1 - Streets-Preventive Maintenance	527.60	1,500.00	-972.40	5,038.05	18,000.00	-12,961.95	18,000.00
16375 - Street Repairs - Minor - Other							
Total 16375 - Street Repairs - Minor	527.60	1,916.67	-1,389.07	11,468.05	23,000.00	-11,531.95	23,000.00
16335.1 - Maintenance - Vehicles & Equip - Other	142.63	250.00	-107.37	1,828.78	3,000.00	-1,171.22	3,000.00
Total 16335.1 - Maintenance - Vehicles & Equip	14,056.86	9,888.25	4,168.61	99,287.15	113,159.00	-13,871.85	113,159.00
16335.3 - City Hall Cleaning - COVID 19	0.00	0.00	0.00	3,450.00	0.00	3,450.00	0.00

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16335 · Repairs & Maintenance - Other	775.00	858.33	-83.33	9,300.00	10,300.00	-1,000.00	10,300.00
Total 16335 · Repairs & Maintenance	14,932.61	11,246.58	3,686.03	114,043.92	123,959.00	-9,915.08	123,959.00
16335.2 · Mosquito Spraying	435.00	458.33	-23.33	4,785.00	5,500.00	-715.00	5,500.00
16337 · Street Signs	605.95	143.75	462.20	1,180.78	1,725.00	-544.22	1,725.00
16340 · Printing & Office supplies	714.42	725.00	-10.58	8,845.04	8,700.00	145.04	8,700.00
16342 · City Website	0.00	1,393.33	-1,393.33	3,960.00	16,720.00	-12,760.00	16,720.00
16350 · Postage/Delivery	448.00	437.51	10.49	4,116.71	5,250.00	-1,133.29	5,250.00
16351 · Telephone	2,414.59	2,291.67	122.92	29,868.71	27,500.00	2,368.71	27,500.00
16360 · Tax Assessor Fees	2,367.22	0.00	2,367.22	10,079.75	7,500.00	2,579.75	7,500.00
16370 · Election	0.00	1,333.33	-1,333.33	22,751.70	16,000.00	6,751.70	16,000.00
17030 · Mobil Data Terminal	860.74	1,000.00	-139.26	7,098.41	12,000.00	-4,901.59	12,000.00
17040 · Computer/Technology	0.00	200.00	-200.00	0.00	2,400.00	-2,400.00	2,400.00
17040.1 · COVID-19 Computer Tech	0.00	0.00	0.00	0.00	0.00	0.00	0.00
17040.2 · Audio Visual	0.00	2,975.00	-2,975.00	27,053.80	35,700.00	-8,646.20	35,700.00
17040 · Computer/Technology - Other	32,292.02	2,975.00	29,317.02	123,468.34	35,700.00	87,768.34	35,700.00
Total 17040 · Computer/Technology	32,292.02	3,175.00	29,117.02	150,522.14	38,100.00	112,422.14	38,100.00
17071.4 · Laserfiche (Software)	0.00	6,503.00	-6,503.00	7,132.80	6,503.00	629.80	6,503.00
17510 · State Portion of Fines/Payouts	36,692.89	11,458.33	25,234.56	153,483.35	137,500.00	15,983.35	137,500.00
16002 · Contract Services - Other	0.00	500.00	-500.00	0.00	500.00	-500.00	500.00
Total 16002 · Contract Services	128,201.73	87,410.13	40,791.60	1,028,024.70	983,207.00	44,817.70	983,207.00
16003 · Supplies & Equipment	0.00	433.33	-433.33	3,779.88	5,200.00	-1,420.12	5,200.00
16244 · Radio Fees	287.25	1,041.66	-754.41	12,077.84	12,500.00	-422.16	12,500.00
16328 · Uniforms & Safety Equip	0.00	583.33	-583.33	1,744.34	7,000.00	-5,255.66	7,000.00
16328.1 · Protective Gear	1,880.00	1,708.33	171.67	24,545.11	20,500.00	4,045.11	20,500.00
16460 · Operating Supplies (Office)	0.00	190.25	-190.25	655.87	2,283.00	-1,627.13	2,283.00
16460.1 · Streets and Drainage	84.00	66.25	17.75	304.48	795.00	-490.52	795.00
16460.2 · Cedar Brake Park	40.44	7.92	32.52	162.14	95.00	67.14	95.00
16460.3 · Homecoming Park	93.98	33.25	60.73	416.18	399.00	17.18	399.00
16460.4 · Fernland Park	40.43	107.92	-67.49	238.19	1,295.00	-1,056.81	1,295.00
16460.5 · Community Building	232.07	108.33	123.74	1,629.44	1,300.00	329.44	1,300.00
16460.6 · Tools, Etc	43.56	107.92	-64.36	160.27	1,295.00	-1,134.73	1,295.00
16460.7 · Memory Park	0.00	0.00	0.00	2,652.25	0.00	2,652.25	0.00
16460.8 · Culvert Expense	111.67	1,800.00	-1,688.33	22,176.50	21,600.00	576.50	21,600.00
16460 · Operating Supplies (Office) - Other	646.15	2,421.84	-1,775.69	28,395.32	29,062.00	-666.68	29,062.00
Total 16460 · Operating Supplies (Office)	0.00	83.33	-83.33	0.00	1,000.00	-1,000.00	1,000.00
16503 · Code Enforcement Expenses	169.00	1,125.00	-956.00	10,477.55	13,500.00	-3,022.45	13,500.00
17100 · Emergency Equipment	0.00	3,000.00	-3,000.00	3,158.06	3,000.00	158.06	3,000.00
17100 · Capital Purchase Furniture	0.00	500.00	-500.00	0.00	500.00	-500.00	500.00
16003 · Supplies & Equipment - Other	2,982.40	10,896.82	-7,914.42	84,178.10	92,262.00	-8,083.90	92,262.00
Total 16003 · Supplies & Equipment	26.00	729.17	-703.17	5,238.51	8,750.00	-3,511.49	8,750.00
16004 · Staff Development	169.46	3,378.34	-3,208.88	33,926.53	40,540.00	-6,613.47	40,540.00
16339 · Dues & Subscriptions	0.00	0.00	0.00	415.00	0.00	415.00	0.00
16354.1 · Travel & Training - Staff	0.00	100.00	-100.00	0.00	100.00	-100.00	100.00
16004 · Staff Development - Other	195.46	4,207.51	-4,012.05	39,580.04	49,390.00	-9,809.96	49,390.00
Total 16004 · Staff Development	42.46	416.67	-374.21	4,777.00	5,000.00	-223.00	5,000.00
16005 · Maintenance	25.65	333.33	-307.68	2,524.50	4,000.00	-1,475.50	4,000.00
16229 · Park Maint-Memory Pk	10,840.37	500.00	10,340.37	17,954.36	6,000.00	11,954.36	6,000.00
16230 · Park Maint-Cedar Brake Park	1,244.00	83.33	1,160.67	2,415.85	1,000.00	1,415.85	1,000.00
16231 · Park Maint. - Homecoming Park	12,152.48	1,333.33	10,819.15	27,671.71	16,000.00	11,671.71	16,000.00
Total 16005 · Maintenance	12,152.48	1,333.33	10,819.15	27,671.71	16,000.00	11,671.71	16,000.00

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	Sept 21	Budget	\$ Over Budget	Oct '20 - Sep 21	YTD Budget	\$ Over Budget	Annual Budget
16006 - Insurance							
16353.2 - Liability Ins.	2,328.86	1,973.33	355.53	29,614.37	23,680.00	5,934.37	23,680.00
16353.3 - Property Ins.	848.07	1,046.26	-198.19	9,729.74	12,555.00	-2,825.26	12,555.00
16353.9 - Insurance Bond	0.00	500.00	-500.00	170.00	500.00	-330.00	500.00
Total 16006 - Insurance	3,176.93	3,519.59	-342.66	39,514.11	36,735.00	2,779.11	36,735.00
16007 - Utilities							
16352.0 - Electronic Sign-City	75.11	83.33	-8.22	745.54	1,000.00	-254.46	1,000.00
16352.1 - Street Lights	1,106.16	1,000.00	106.16	13,093.18	12,000.00	1,093.18	12,000.00
16352.2 - Downtown Utilities	101.98	100.00	1.98	1,328.20	1,200.00	128.20	1,200.00
16352.3 - Utilities-Cedar Brake Park	64.11	183.33	-119.22	1,701.77	2,200.00	-498.23	2,200.00
16352.4 - Utilities-Homcoming Park	77.22	108.33	-31.11	1,387.98	1,300.00	87.98	1,300.00
16352.5 - Utilities-Ferland Park	307.28	375.00	-67.72	5,356.95	4,500.00	856.95	4,500.00
16352.6 - Utilities - City Hall	1,045.25	875.00	170.25	13,306.75	10,500.00	2,806.75	10,500.00
16352.8 - Utilities - Comm Center Bldg	282.80	358.33	-75.53	4,809.47	4,300.00	509.47	4,300.00
16352.9 - Utilities-Memory Pk	0.00	666.67	-666.67	5,500.95	8,000.00	-2,499.05	8,000.00
Total 16007 - Utilities	3,059.91	3,749.99	-690.08	47,230.79	45,000.00	2,230.79	45,000.00
16008 - Capital Outlay							
17070 - Capital Outlay - Police Cars	0.00	500.00	-500.00	4,958.13	6,000.00	-1,041.87	6,000.00
17070.1 - Emergency Lights, Decals	15,000.00	15,000.00	0.00	15,000.00	15,000.00	0.00	15,000.00
17070.4 - Tsf To CPF-Vehicle Replacement	15,000.00	15,500.00	-500.00	19,958.13	21,000.00	-1,041.87	21,000.00
Total 17070 - Capital Outlay - Police Cars	30,000.00	30,000.00	0.00	34,916.26	36,000.00	-1,083.74	36,000.00
17071 - Cap Purchase - Computers/Equip	0.00	9,433.00	-9,433.00	13,852.24	14,933.00	-1,080.76	14,933.00
17071.1 - Copysync	0.00	416.67	-416.67	3,839.97	5,000.00	-1,160.03	5,000.00
17071.2 - Radar	0.00	300.00	-300.00	4,612.89	4,000.00	612.89	4,000.00
17071.6 - Investigative and Testing Equip	0.00	250.00	-250.00	1,233.40	3,000.00	-1,766.60	3,000.00
17071.7 - Ballistic Vests & Shields	5,275.00	5,275.00	0.00	5,275.00	5,275.00	0.00	5,275.00
17071.8 - Capital Outlay Miscellaneous	0.00	1,625.00	-1,625.00	2,776.91	19,500.00	-16,723.09	19,500.00
17071 - Cap Purchase - Computers/Equip - Other	5,275.00	12,024.67	-6,749.67	34,590.41	46,433.00	-11,842.59	46,433.00
Total 17071 - Cap Purchase - Computers/Equip	5,275.00	12,024.67	-6,749.67	34,590.41	46,433.00	-11,842.59	46,433.00
17071.5 - Patrol Weapons	0.00	583.33	-583.33	10,138.39	7,000.00	3,138.39	7,000.00
17071.B - Office Maintenance	0.00	8,000.00	-8,000.00	4,004.97	8,000.00	-3,995.03	8,000.00
17072 - Capital Outlay-PWorks Items	0.00	0.00	0.00	8,440.00	0.00	8,440.00	0.00
17081 - Cap Outlay-Drainage Improvement	0.00	250.00	-250.00	1,800.00	3,000.00	-1,200.00	3,000.00
Total 16008 - Capital Outlay	20,275.00	36,358.00	-16,083.00	78,931.90	85,433.00	-6,501.10	85,433.00
16009 - Miscellaneous Expenses							
16590 - Misc. Expense	46,700.00	46,700.00	0.00	215,194.45	46,700.00	168,494.45	46,700.00
16590.4 - Tsf to CPF - Inf Inv (43949.3)	0.00	34,100.00	-34,100.00	0.00	34,100.00	-34,100.00	34,100.00
16590.6 - Transfer to Surplus	10,000.00	10,000.00	0.00	10,000.00	10,000.00	0.00	10,000.00
16590.7 - Tsf to CPF -Mob Inv (43949.4)	6,153.75	249.99	5,903.76	17,410.72	3,000.00	14,410.72	3,000.00
16590 - Misc. Expense - Other	62,853.75	91,049.99	-28,196.24	242,605.17	93,800.00	148,805.17	93,800.00
Total 16590 - Misc. Expense	120,707.50	172,100.00	-51,392.50	485,210.39	187,600.00	307,610.39	187,600.00
16009 - Miscellaneous Expenses - Other	314.28	91,049.99	-87,935.71	10,639.98	93,800.00	159,445.15	93,800.00
Total 16009 - Miscellaneous Expenses	121,021.78	263,149.99	-142,128.21	495,850.37	281,400.00	467,055.54	281,400.00
16356 - Contract Labor- Streets	0.00	7,500.00	-7,500.00	17,984.00	90,000.00	-72,016.00	90,000.00
16500 - Leases - Parks and Recreation	0.00	0.00	0.00	5,276.88	6,000.00	-723.12	6,000.00
16504 - Adams Park	0.00	0.00	0.00	5,276.88	6,000.00	-723.12	6,000.00
Total 16500 - Leases - Parks and Recreation	0.00	0.00	0.00	5,276.88	6,000.00	-723.12	6,000.00
16550 - HOME Grant Expense	0.00	0.00	0.00	5,276.88	6,000.00	-723.12	6,000.00
17500 - Tax Rebate	0.00	0.00	0.00	453,000.00	0.00	453,000.00	0.00
17500.1 - Sales Tax Rebate	17,243.75	17,243.75	0.00	206,925.00	206,925.00	0.00	206,925.00
17500.2 - 380 Ad Valorem Tax Rebate	9,480.25	9,480.25	0.00	113,763.00	113,763.00	0.00	113,763.00
17500.3 - PID Property Tax Reimbursement	0.00	0.00	0.00	38,364.38	38,815.00	-450.62	38,815.00

City of Montgomery - General Fund
 Profit & Loss Budget Performance--All
 September 2021

10:30 AM
 10/20/21
 Accrual Basis

	Sep 21	Budget	\$ Over Budget	Oct '20 - Sep 21	YTD Budget	\$ Over Budget	Annual Budget
Total 17500 - Tax Rebatement	26,724.00	26,724.00	0.00	359,052.38	359,503.00	-450.62	359,503.00
Total Expense	439,292.48	443,116.46	-3,823.98	4,584,935.34	3,901,735.00	683,200.34	3,901,735.00
Net Ordinary Income	-88,107.59	-156,613.11	68,505.52	698,001.84	-50,000.00	748,001.84	-50,000.00
Other Income/Expense							
Other Income							
14000.3 - Transfers In	3,958.34	3,958.34	0.00	47,500.00	47,500.00	0.00	47,500.00
14620.2 - Admin Transfer from MEDC	0.00	625.00	-625.00	2,500.00	2,500.00	0.00	2,500.00
14620.4 - Admin Trf from Court Security							
Total 14000.3 - Transfers In	3,958.34	4,583.34	-625.00	50,000.00	50,000.00	0.00	50,000.00
Total Other Income	3,958.34	4,583.34	-625.00	50,000.00	50,000.00	0.00	50,000.00
Net Other Income	3,958.34	4,583.34	-625.00	50,000.00	50,000.00	0.00	50,000.00
Net Income	-84,149.25	-152,029.77	67,880.52	748,001.84	0.00	748,001.84	0.00

Cash Flow Report - Const CkgW&S Proj 1058544 Account

As of September 30, 2021

Item 15.

Num	Name	Memo	Amount	Balance
BALANCE AS OF 09/01/2021				\$368,913.57
Receipts				
	Transfer from General Fund - Infrastructure Investment		46,700.00	
	Transfer from General Fund - Mobility Investment		10,000.00	
	Transfer from General Fund - Police Vehicle		15,000.00	
Total Receipts			71,700.00	71,700.00
Disbursements				
1365	Jones & Carter, Inc.	Engineering Fees - July 2021	(6,476.06)	
1366	Jones & Carter, Inc.	Engineering Fees - August 2021	(6,108.14)	
Total Disbursements			(12,584.20)	(12,584.20)
BALANCE AS OF 09/30/2021				\$428,029.37

Cash Flow Report - BOKF, NA Escrow Series 2017A Account

As of September 30, 2021

Item 15.

Num	Name	Memo	Amount	Balance
	BALANCE AS OF	09/01/2021		\$103,071.56
	Receipts			
	Interest on account	09/30/2021	0.53	
	Total Receipts			0.53
	Disbursements			
	No Disbursements Activity		0.00	
	Total Disbursements			0.00
	BALANCE AS OF	09/30/2021		\$103,072.09

Cash Flow Report - BOKF, NA Escrow Series 2017B Account

As of September 30, 2021

Item 15.

Num	Name	Memo	Amount	Balance
BALANCE AS OF 09/01/2021				\$885,179.66
Receipts				
	Interest on account 09/30/2021		4.58	
Total Receipts				4.58
Disbursements				
	No Disbursements Activity		0.00	
Total Disbursements				0.00
BALANCE AS OF 09/30/2021				\$885,184.24

City of Montgomery - Capital Projects Acct
Profit & Loss Budget Performance
 September 2021

Accrual Basis

	Sep 21	Budget	\$ Over Budget	Oct '20 - Sep 21	YTD Budget	\$ Over Budget	Annual Budget
Ordinary Income/Expense							
Income							
43901 · Capital Proj Funding Sourc	0.00	0.00	0.00	160,000.00	160,000.00	0.00	160,000.00
43911 · Transfer From MEDC							
43947 · Transfer from Utility Fund		536,039.00	-536,039.00	402,286.00	536,039.00	-133,753.00	536,039.00
43947A · Tsf from Utility - Cap (27002)	0.00			0.00	0.00	0.00	0.00
43947B · Tsf from Utility - Maint	0.00			0.00	0.00	0.00	0.00
43947C · Tsf fr Utility - Cap Costs Proj	0.00			0.00	0.00	0.00	0.00
Total 43947 · Transfer from Utility Fund	0.00	536,039.00	-536,039.00	402,286.00	536,039.00	-133,753.00	536,039.00
43949 · Transfers from General Fund							
43949.1 · Tsf fr Gen - Police Veh (17070)	15,000.00	15,000.00	0.00	15,000.00	15,000.00	0.00	15,000.00
43949.2 · Tsf from Gen-Streets/Sidewalk	0.00			0.00	0.00	0.00	0.00
43949.3 · Trs fm Gen - Inf Inv (16590.4)	46,700.00	46,700.00	0.00	215,194.45	46,700.00	168,494.45	46,700.00
43949.4 · Tsf fm Gen - Mob Inv (16590.7)	10,000.00	10,000.00	0.00	10,000.00	10,000.00	0.00	10,000.00
Total 43949 · Transfers from General Fund	71,700.00	71,700.00	0.00	240,194.45	71,700.00	168,494.45	71,700.00
43952 · Other Fund Reserves/Transfers							
43952.1 · 380 Agt-1st Hrtford-18" SS line	0.00			0.00	0.00	0.00	0.00
43952.3 · Proceeds GLO	0.00	2,280,000.00	-2,280,000.00	32,208.00	2,280,000.00	-2,247,792.00	2,280,000.00
Total 43952 · Other Fund Reserves/Transfers	0.00	2,280,000.00	-2,280,000.00	32,208.00	2,280,000.00	-2,247,792.00	2,280,000.00
Total 43901 · Capital Proj Funding Sourc	71,700.00	2,887,739.00	-2,816,039.00	834,688.45	3,047,739.00	-2,213,050.55	3,047,739.00
43959 · FEMA Grant Revenue							
43956.3 · Impact Fees (26901.3)	0.00	90,000.00	-90,000.00	0.00	90,000.00	-90,000.00	90,000.00
Total 43959 · FEMA Grant Revenue	0.00	90,000.00	-90,000.00	0.00	90,000.00	-90,000.00	90,000.00
43961 · Grant Funds-CDBG							
43961.2 · CDBG Block Grant - Baja	0.00	56,985.00	-56,985.00	0.00	56,985.00	-56,985.00	56,985.00
Total 43961 · Grant Funds-CDBG	0.00	56,985.00	-56,985.00	0.00	56,985.00	-56,985.00	56,985.00
45391 · Interest Earned							
45391.1 · Interest Earned Ser 2017A	0.53	16.67	-16.14	6.66	200.00	-193.34	200.00
45391.2 · Interest Earned Ser 2017B	4.58	66.67	-62.09	85.63	800.00	-714.37	800.00
45391 · Interest Earned - Other	3.86			4.53			
Total 45391 · Interest Earned	8.97	83.34	-74.37	96.82	1,000.00	-903.18	1,000.00
45900 · Use of Surplus	0.00	1,382,989.00	-1,382,989.00	0.00	1,382,989.00	-1,382,989.00	1,382,989.00
Total Income	71,708.97	4,417,796.34	-4,346,087.37	834,785.27	4,578,713.00	-3,743,927.73	4,578,713.00
Expense							
43889 · Grant Administrative Expenses							
43889.2 · Baja Project CDBG #7217320	0.00	3,325.00	-3,325.00	0.00	3,325.00	-3,325.00	3,325.00
43889.3 · GLO - All Proj	0.00	108,360.00	-108,360.00	32,208.00	108,360.00	-76,152.00	108,360.00

Item 15.

City of Montgomery - Capital Projects Acct
Profit & Loss Budget Performance
 September 2021

Accrual Basis

	Sep 21	Budget	\$ Over Budget	Oct '20 - Sep 21	YTD Budget	\$ Over Budget	Annual Budget
Total 43889 · Grant Administrative Expenses	0.00	111,685.00	-111,685.00	32,208.00	111,685.00	-79,477.00	111,685.00
43890 · Engineering							
43890.2 · WP #3 Improvements-TWDB	1,664.06	65,000.00	-63,335.94	48,838.46	65,000.00	-16,161.54	65,000.00
43890.3 · Lift St #1 Expansion-TWDB	0.00	1,000.00	-1,000.00	9,704.12	1,000.00	8,704.12	1,000.00
43890.4 · Waterline replacement/HouSt	4,259.38			58,328.14			
43890.5 · LS#3/Force Main Re-Rte-TWDB	0.00	0.00	0.00	0.00	0.00	0.00	0.00
43890.7 · Downtown/SH105 Imp-TWDB	0.00	75,000.00	-75,000.00	0.00	75,000.00	-75,000.00	75,000.00
43890.8 · 18" SS Line	0.00	2,000.00	-2,000.00	1,135.00	2,000.00	-865.00	2,000.00
43890.A · Baja Project - CDBG 0037-00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
43890.C · Atkins Ck W,SS,STS Rep-FEMA4281	0.00	0.00	0.00	0.00	0.00	0.00	0.00
43890.E · Eng-All GLO	0.00	225,000.00	-225,000.00	18,944.54	225,000.00	-206,055.46	225,000.00
43890.H · WP Bleach Conv 2&3 - Eng	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total 43890 · Engineering	5,923.44	368,000.00	-362,076.56	136,950.26	368,000.00	-231,049.74	368,000.00
43995 · Const Cost-Contingencies							
43995.1 · LS#3 Force Main ReRoute- TWDB	0.00	0.00	0.00	0.00	0.00	0.00	0.00
43995.2 · LS#1 Replacement/Expans - TWDB	0.00	0.00	0.00	0.00	0.00	0.00	0.00
43995.3 · WP#3 Improvements- TWDB	0.00	45,000.00	-45,000.00	0.00	45,000.00	-45,000.00	45,000.00
43995.4 · Downtown/SH105 Improve - TWDB	0.00	45,000.00	-45,000.00	0.00	45,000.00	-45,000.00	45,000.00
Total 43995 · Const Cost-Contingencies	0.00	90,000.00	-90,000.00	0.00	90,000.00	-90,000.00	90,000.00
44000 · Wastewater System							
44006 · LS #1-Replint/Expans-TWDB	0.00	100,000.00	-100,000.00	89,075.28	100,000.00	-10,924.72	100,000.00
44007 · LS#3 Forcemain Reroute-TWDB	0.00	0.00	0.00	0.00	0.00	0.00	0.00
44008 · 18" Gravity S.S. Line Const	0.00	14,000.00	-14,000.00	14,210.21	14,000.00	210.21	14,000.00
44009 · Lift St #3 Improvements-GLO	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total 44000 · Wastewater System	0.00	114,000.00	-114,000.00	103,285.49	114,000.00	-10,714.51	114,000.00
45000 · Water System- Capital Proj							
43975 · WP #3 Generator - GLO	0.00	501,000.00	-501,000.00	0.00	501,000.00	-501,000.00	501,000.00
43976.1 · Downtown/SH 105 W Ln Imp-TWDB	0.00	913,838.00	-913,838.00	643,626.00	913,838.00	-270,212.00	913,838.00
43992.1 · Water Plant #3 - Imp-TWDB	0.00	996,550.00	-996,550.00	0.00	996,550.00	-996,550.00	996,550.00
43992.4 · WP#3 Imp - Other Costs-TWDB	0.00	0.00	0.00	0.00	0.00	0.00	0.00
43992.5 · Baja/MLK Wtr&Drg Imp-TXCDBG7320	0.00	38,000.00	-38,000.00	0.00	38,000.00	-38,000.00	38,000.00
43992.6 · WP Bleach Conv 2&3	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total 45000 · Water System- Capital Proj	0.00	2,449,388.00	-2,449,388.00	643,626.00	2,449,388.00	-1,805,762.00	2,449,388.00
46000 · Roadway System Improvements							
46007 · Roadway Construction	0.00	0.00	0.00	0.00	0.00	0.00	0.00
46010 · Streets / Sidewalks	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total 46000 · Roadway System Improvements	0.00	0.00	0.00	0.00	0.00	0.00	0.00
48000 · Cap Outlay-Fac, Equip, Etc							
48002 · Utili Proj/Prev Maint	0.00	0.00	0.00	0.00	0.00	0.00	0.00
48004 · Police Vehicle Replacement	0.00	0.00	0.00	0.00	0.00	0.00	0.00
48005.A · Baja / MLK - GLO	0.00	722,600.00	-722,600.00	0.00	722,600.00	-722,600.00	722,600.00

Item 15.

City of Montgomery - Capital Projects Acct
Profit & Loss Budget Performance
 September 2021

Accrual Basis

	Sep 21	Budget	\$ Over Budget	Oct '20 - Sep 21	YTD Budget	\$ Over Budget	Annual Budget
48007 · Impact Fee-WL Ext-Pkwy/BufSp	0.00			0.00	0.00	0.00	0.00
48008 · Andres Branch - GLO	0.00	668,040.00	-668,040.00	0.00	668,040.00	-668,040.00	668,040.00
48009 · GLO Environmental	0.00	15,000.00	-15,000.00	0.00	15,000.00	-15,000.00	15,000.00
48010 · GLO Aquisition - Land	0.00	40,000.00	-40,000.00	0.00	40,000.00	-40,000.00	40,000.00
Total 48000 · Cap Outlay-Fac, Equip, Etc	0.00	1,445,640.00	-1,445,640.00	0.00	1,445,640.00	-1,445,640.00	1,445,640.00
Total Expense	5,923.44	4,578,713.00	-4,572,789.56	916,069.75	4,578,713.00	-3,662,643.25	4,578,713.00
Net Ordinary Income	65,785.53	-160,916.66	226,702.19	-81,284.48	0.00	-81,284.48	0.00
Net Income	65,785.53	-160,916.66	226,702.19	-81,284.48	0.00	-81,284.48	0.00

Cash Flow Report - Checking Account

As of September 30, 2021

Item 15.

Num	Name	Memo	Amount	Balance
BALANCE AS OF 09/01/2021				\$190,717.51
Receipts				
	Tax Transfer thru 09/10/21		4,390.54	
	Interest		4.78	
Total Receipts			4,395.32	4,395.32
Disbursements				
	No Disbursements Activity		0.00	
Total Disbursements			0.00	0.00
BALANCE AS OF 09/30/2021				\$195,112.83

**City of Montgomery - Debt Service
Profit & Loss Budget Performance
September 2021**

10:52 AM
10/20/21
Accrual Basis

	Sep 21	Budget	\$ Over Budget	Oct '20 - Sep 21	YTD Budget	\$ Over Budget	Annual Budget
Income							
34000 - Taxes & Franchise Fees							
34320 - Ad Valorem Taxes	0.00	3,000.00	-3,000.00	378,307.96	360,873.00	17,434.96	360,873.00
34330 - Penalty & Interest	0.00	270.83	-270.83	7,448.46	3,250.00	4,198.46	3,250.00
Total 34000 - Taxes & Franchise Fees	0.00	3,270.83	-3,270.83	385,756.42	364,123.00	21,633.42	364,123.00
34100 - Transfers							
34301.4 - Transfers in-MEDC Fund	0.00			0.00	0.00	0.00	0.00
Total 34100 - Transfers	0.00	0.00	0.00	0.00	0.00	0.00	0.00
34200 - Proceeds-Bond Series Refundings							
34202 - Bond Premium - Series 2021	0.00			4,495,000.00			
35000 - Other Revenues	0.00	8.33	-8.33	0.00	100.00	-100.00	100.00
35390 - Interest on Checking	4.78	137.50	-132.72	179.06	1,650.00	-1,470.94	1,650.00
35391 - Interest on Investments							
Total 35000 - Other Revenues	4.78	145.83	-141.05	179.06	1,750.00	-1,570.94	1,750.00
35500 - Use of Surplus Funds	0.00	300,627.00	-300,627.00	0.00	300,627.00	-300,627.00	300,627.00
Total Income	4.78	304,043.66	-304,038.88	5,486,501.93	666,500.00	4,820,001.93	666,500.00
Expense							
37000 - Debt Service							
37360 - Interest Payments On Note	0.00	0.00	0.00	75,501.50	39,500.00	36,001.50	39,500.00
37363 - Paying Agent Fees	0.00	0.00	0.00	1,230.00	2,500.00	-1,270.00	2,500.00
37365 - Interest 2012 Series Premium	0.00	0.00	0.00	86,218.75	169,500.00	-83,281.25	169,500.00
37395 - Principal Note Payments	0.00	0.00	0.00	455,000.00	455,000.00	0.00	455,000.00
Total 37000 - Debt Service	0.00	0.00	0.00	617,950.25	666,500.00	-48,549.75	666,500.00
37370 - Expenses-Refunding Bond Act	0.00			157,686.92			
37470 - Refunding Escrow - Series 2021	0.00			4,890,557.19			
37480 - Purchaser's Discount	0.00			48,471.72			
Total Expense	0.00	0.00	0.00	5,714,666.08	666,500.00	5,048,166.08	666,500.00
Net Income	4.78	304,043.66	-304,038.88	-228,164.15	0.00	-228,164.15	0.00

City of Montgomery - Ct Security Fund
Cash Flow Report - Checking Account
 As of September 30, 2021

Item 15.

Num	Name	Memo	Amount	Balance
BALANCE AS OF 09/01/2021				\$5,217.62
Receipts				
	Transfer from General for Revenues thru 09/10/2021		61.65	
Total Receipts				61.65
Disbursements				
	No Disbursements Activity		0.00	
Total Disbursements				0.00
BALANCE AS OF 09/30/2021				\$5,279.27

**City of Montgomery - Ct Security Fund
Profit & Loss Budget Performance**

September 2021

Accrual Basis

	Sep 21	Budget	\$ Over Budget	Oct '20 - Sep 21	YTD Budget	\$ Over Budget	Annual Budget
Ordinary Income/Expense							
Income							
84110 · Court Fines & Forfeitures							
84110.1 · Court Security Fees	44.86	333.33	-288.47	605.92	4,000.00	-3,394.08	4,000.00
Total 84110 · Court Fines & Forfeitures	44.86	333.33	-288.47	605.92	4,000.00	-3,394.08	4,000.00
Total Income	44.86	333.33	-288.47	605.92	4,000.00	-3,394.08	4,000.00
Net Ordinary Income	44.86	333.33	-288.47	605.92	4,000.00	-3,394.08	4,000.00
Other Income/Expense							
Other Expense							
86560 · Interfund Transfers							
86551 · Baliff Transfer to General Fund	0.00	625.00	-625.00	2,500.00	2,500.00	0.00	2,500.00
Total 86560 · Interfund Transfers	0.00	625.00	-625.00	2,500.00	2,500.00	0.00	2,500.00
Total Other Expense	0.00	625.00	-625.00	2,500.00	2,500.00	0.00	2,500.00
Net Other Income	0.00	-625.00	625.00	-2,500.00	-2,500.00	0.00	-2,500.00
Net Income	44.86	-291.67	336.53	-1,894.08	1,500.00	-3,394.08	1,500.00

City of Montgomery - Ct Tech Fund
Cash Flow Report - Checking Account
 As of September 30, 2021

Item 15.

Num	Name	Memo	Amount	Balance
BALANCE AS OF 09/01/2021				\$40,510.23
Receipts				
	Revenues transfer from 09/10/2021		82.20	
	Interest		0.67	
Total Receipts			82.87	82.87
Disbursements				
	No Disbursements Activity		0.00	
Total Disbursements			0.00	0.00
BALANCE AS OF 09/30/2021				\$40,593.10

**City of Montgomery - Ct Tech Fund
Actual to Budget Performance
September 2021**

Accrual Basis

	Sep 21	Budget	\$ Over Budget	Oct '20 - Sep 21	YTD Budget	\$ Over Budget	Annual Budget
Ordinary Income/Expense							
Income							
74100 - Court Fines and Forfeitures	59.83	291.67	-231.84	828.17	3,500.00	-2,671.83	3,500.00
74110 - Court Technology Fees							
Total 74100 - Court Fines and Forfeitures	59.83	291.67	-231.84	828.17	3,500.00	-2,671.83	3,500.00
74200 - Other Revenues							
74291 - Interest Income	0.67			10.90	0.00	10.90	0.00
Total 74200 - Other Revenues	0.67			10.90	0.00	10.90	0.00
74500 - Use of Surplus	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Income	60.50	291.67	-231.17	839.07	3,500.00	-2,660.93	3,500.00
Expense							
76200 - Contract Services							
76362 - Computer/Website Services	0.00	166.67	-166.67	0.00	2,000.00	-2,000.00	2,000.00
Total 76200 - Contract Services	0.00	166.67	-166.67	0.00	2,000.00	-2,000.00	2,000.00
Total Expense	0.00	166.67	-166.67	0.00	2,000.00	-2,000.00	2,000.00
Net Ordinary Income	60.50	125.00	-64.50	839.07	1,500.00	-660.93	1,500.00
Net Income	60.50	125.00	-64.50	839.07	1,500.00	-660.93	1,500.00

Cash Flow Report - Grant Account #9104 Account

As of September 30, 2021

Item 15.

Num	Name	Memo	Amount	Balance
BALANCE AS OF 09/01/2021				\$10.00
Receipts				
	No Receipts Activity		0.00	
Total Receipts			<u>0.00</u>	0.00
Disbursements				
	No Disbursements Activity		0.00	
Total Disbursements			<u>0.00</u>	<u>0.00</u>
BALANCE AS OF 09/30/2021				<u><u>\$10.00</u></u>

Cash Flow Report - Cash in Bank #8479 Account

As of September 30, 2021

Item 15.

Num	Name	Memo	Amount	Balance
	BALANCE AS OF 09/01/2021			\$10.00
	Receipts			
	No Receipts Activity		0.00	
	Total Receipts			0.00
	Disbursements			
	No Disbursements Activity		0.00	
	Total Disbursements			0.00
	BALANCE AS OF 09/30/2021			\$10.00

City of Montgomery - Hotel Occupancy Tax Fund
Cash Flow Report - Checking Account
 As of September 30, 2021

Item 15.

Num	Name	Memo	Amount	Balance
BALANCE AS OF 09/01/2021				\$17,391.93
Receipts				
	Interest		0.28	
Total Receipts				0.28
Disbursements				
	No Disbursements Activity		0.00	
Total Disbursements				0.00
BALANCE AS OF 09/30/2021				\$17,392.21

**City of Montgomery - Hotel Occupancy Tax Fund
Profit & Loss Budget Performance**

September 2021

Accrual Basis

	Sep 21	Budget	\$ Over Budget	Oct '20 - Sep 21	YTD Budget	\$ Over Budget	Annual Budget
Income							
44300 · Taxes & Franchise Fees	0.00	0.00	0.00	2,349.00	2,000.00	349.00	2,000.00
44330 · Hotel Occupancy Taxes							
Total 44300 · Taxes & Franchise Fees	0.00	0.00	0.00	2,349.00	2,000.00	349.00	2,000.00
44400 · Other Revenues							
44360 · Interest Earned On Checking	0.00	1.00	-1.00	0.00	3.00	-3.00	3.00
44490 · Interest Income	0.28			4.37			
Total 44400 · Other Revenues	0.28	1.00	-0.72	4.37	3.00	1.37	3.00
Total Income	0.28	1.00	-0.72	2,353.37	2,003.00	350.37	2,003.00
Expense							
46370 · Tourism Expenses	0.00	0.00	0.00	0.00	0.00	0.00	0.00
46600 · Miscellaneous Expenses	0.00	1,000.00	-1,000.00	0.00	1,000.00	-1,000.00	1,000.00
Total Expense	0.00	1,000.00	-1,000.00	0.00	1,000.00	-1,000.00	1,000.00
Net Income	0.28	-999.00	999.28	2,353.37	1,003.00	1,350.37	1,003.00

Cash Flow Report - MEDC Checking Account

As of September 30, 2021

Item 15.

Num	Name	Memo	Amount	Balance
BALANCE AS OF 09/01/2021				\$971,208.32
Receipts				
	Payment from General Fund for MISD Loan		63,052.03	
	Sales Tax Transfer 09/21		68,445.94	
	Remaining Payment from General Fund for MISD Loan		188,684.21	
	Interest on Checking - September 2021		35.88	
Total Receipts				320,218.06
Disbursements				
2084	Rebecca Huss	Reimbursement of Expense - Social Media Services	(1,500.00)	
2085	Amazon Capital Services, Inc	Supplies for Events	(400.63)	
2086	Conroe McCaffety Electric Co. Inc.	Pole Breakers / Boxes and Receptacles - MEDC	(1,950.00)	
2087	Gunda Corporation	Downtown Design & Streetscape Improvements PI	(18,564.10)	
2088	Thomas Printing & Publishing	Inv# 11569 Golf Cart Magnet - Amy Brown	(45.00)	
2089	Amazon Capital Services, Inc	Supplies for Events / Movie Night	(53.99)	
AL	First Financial Bank	Monthly Admin Transfer September 2021	(3,958.34)	
AL	First Financial Bank	Transfer to General Fund	(887.82)	
AL	First Financial Bank	Transfer to General Fund	(435.60)	
Total Disbursements				(27,795.48)
BALANCE AS OF 09/30/2021				\$1,263,630.90

City of Montgomery - MEDC
Actual to Budget Performance
September 2021

	Sep 21	Budget	\$ Over Budget	Oct '20 - Sep 21	YTD Budget	\$ Over Budget	Annual Budget
Income							
55000 · Taxes & Franchise Fees	68,445.94	67,940.00	505.94	960,161.76	927,940.00	32,221.76	927,940.00
55400 · Sales Tax							
Total 55000 · Taxes & Franchise Fees	68,445.94	67,940.00	505.94	960,161.76	927,940.00	32,221.76	927,940.00
55300 · Other Revenues	369.40	416.67	(47.27)	6,397.72	5,000.00	1,397.72	5,000.00
55391 · Interest Income	0.00	0.00	0.00	1,320.30	160.00	1,160.30	160.00
55399 · Misc Income							
Total 55300 · Other Revenues	369.40	416.67	(47.27)	7,718.02	5,160.00	2,558.02	5,160.00
Total Income	68,815.34	68,356.67	458.67	967,879.78	933,100.00	34,779.78	933,100.00
Expense							
56000 · Pub Infrastructure - Category I							
56000.6 · Downtown Dev Improvements	2,516.90	9,333.33	(6,816.43)	103,641.33	112,000.00	(8,358.67)	112,000.00
56000.7 · Streets & Sidewalks	0.00	833.33	(833.33)	0.00	10,000.00	(10,000.00)	10,000.00
56000.8 · Utility Extensions	0.00	4,166.67	(4,166.67)	0.00	50,000.00	(50,000.00)	50,000.00
56000.B · City Capital Projects	0.00	0.00	0.00	160,000.00	160,000.00	0.00	160,000.00
56000.C · Future Downtown Dev Project	0.00	200,000.00	(200,000.00)	0.00	200,000.00	(200,000.00)	200,000.00
Total 56000 · Pub Infrastructure - Category I	2,516.90	214,333.33	(211,816.43)	263,641.33	532,000.00	(268,358.67)	532,000.00
56001 · Business Dev & Ret -Category II							
56001.8 · Sales Tax Reimbursement	12,916.67	12,916.67	0.00	125,000.00	125,000.00	0.00	125,000.00
56001.9 · Economic Development Grant Prog	0.00	0.00	0.00	20,000.00	20,000.00	0.00	20,000.00
Total 56001 · Business Dev & Ret -Category II	12,916.67	12,916.67	0.00	145,000.00	145,000.00	0.00	145,000.00
56002 · Quality of Life - Category III							
56002.2 · Removal of Blight	0.00	1,250.00	(1,250.00)	0.00	15,000.00	(15,000.00)	15,000.00
56002.3 · Events							
56100.1 · Neighborhood Water Party	0.00	1,160.00	(1,160.00)	1,179.79	2,360.00	(1,180.21)	2,360.00
56100.5 · Light up Montgomery	0.00	0.00	0.00	2,000.00	2,000.00	0.00	2,000.00
56100.6 · Southern Run Runner	0.00	100.00	(100.00)	0.00	100.00	(100.00)	100.00
56100.7 · Mudbugs and Music	300.00	0.00	300.00	6,650.00	6,350.00	300.00	6,350.00
56100.8 · Christmas Parade	0.00	0.00	0.00	1,258.09	2,000.00	(741.91)	2,000.00
56100.9 · Contests/Prizes	0.00	333.33	(333.33)	216.50	4,000.00	(3,783.50)	4,000.00
56100.A · Events - Equipment	519.63	22,600.00	(22,080.37)	1,720.51	24,000.00	(22,279.49)	24,000.00
56100.B · Montgomery Quilt Walk	381.68	2,600.00	(2,218.32)	719.40	3,000.00	(2,280.60)	3,000.00
56100.C · Montgomery Antiques Festival	0.00	0.00	0.00	4,511.32	4,600.00	(88.68)	4,600.00
56100.D · Movie Night	701.00	1,150.00	(449.00)	1,457.57	1,925.00	(467.43)	1,925.00
56100.E · Fermland Dedication	52.29	1,900.00	(1,847.71)	121.41	2,000.00	(1,878.59)	2,000.00
56100.F · Pet Parade	0.00	850.00	(850.00)	128.41	1,000.00	(871.59)	1,000.00
56100.G · Montgomery Fall Festival	0.00	9,500.00	(9,500.00)	0.00	9,500.00	(9,500.00)	9,500.00
56100.H · Snow in Historic Montgomery TX	0.00	20,000.00	(20,000.00)	0.00	20,000.00	(20,000.00)	20,000.00
56100.I · Ruck For Veterans	0.00	0.00	0.00	500.00	0.00	500.00	0.00
56002.3 · Events - Other	0.00	188.75	(188.75)	514.94	2,265.00	(1,750.06)	2,265.00
Total 56002.3 · Events	1,954.60	60,382.08	(58,427.48)	20,977.94	85,100.00	(64,122.06)	85,100.00
56002.4 · Downtown Enhancement Projects	1,950.00	2,500.00	(550.00)	2,085.00	30,000.00	(27,915.00)	30,000.00

	Sep 21	Budget	\$ Over Budget	Oct '20 - Sep 21	YTD Budget	\$ Over Budget	Annual Budget
Total 56002 · Quality of Life - Category III	3,904.60	64,132.08	(60,227.48)	23,062.94	130,100.00	(107,037.06)	130,100.00
56003 · Marketing & Tourism-Category IV							
56003.5 · Brochures/Printed Literature	0.00	333.33	(333.33)	1,350.00	4,000.00	(2,650.00)	4,000.00
56003.C · Website	0.00	541.67	(541.67)	404.60	6,500.00	(6,095.40)	6,500.00
56003.F · Social Media Advertising	34.95	250.00	(215.05)	742.54	3,000.00	(2,257.46)	3,000.00
56003.G · Historical Signage	0.00	166.67	(166.67)	622.44	2,000.00	(1,377.56)	2,000.00
Total 56003 · Marketing & Tourism-Category IV	34.95	1,291.67	(1,256.72)	3,119.58	15,500.00	(12,380.42)	15,500.00
56004 · Administration - Category V							
56004.1 · Admin Transfers to Gen Fund	3,958.34	3,958.34	0.00	47,500.00	47,500.00	0.00	47,500.00
56004.3 · Miscellaneous Expenses	45.00	41.67	3.33	263.50	500.00	(236.50)	500.00
56004.6 · Consulting (Professional servi)							
5604.1 · Prof Serv - Reflective Life	0.00	0.00	0.00	9,500.00	9,500.00	0.00	9,500.00
5604.2 · Goat Costume	0.00	4,000.00	(4,000.00)	2,780.00	7,000.00	(4,220.00)	7,000.00
56004.6 · Consulting (Professional servi) - Other	3,000.00	3,208.33	(208.33)	18,837.92	34,000.00	(15,162.08)	34,000.00
Total 56004.6 · Consulting (Professional servi)	3,000.00	7,208.33	(4,208.33)	31,117.92	50,500.00	(19,382.08)	50,500.00
56004.7 · Travel & Training Expenses	0.00	833.33	(833.33)	1,570.58	10,000.00	(8,429.42)	10,000.00
56004.9 · Technology	0.00	166.67	(166.67)	0.00	2,000.00	(2,000.00)	2,000.00
Total 56004 · Administration - Category V	7,003.34	12,208.34	(5,205.00)	80,452.00	110,500.00	(30,048.00)	110,500.00
Total Expense	26,376.46	304,882.09	(278,505.63)	515,275.85	933,100.00	(417,824.15)	933,100.00
Net Income	42,438.88	(236,525.42)	278,964.30	452,603.93	0.00	452,603.93	0.00

City of Montgomery - Police Asset Forfeiture
Cash Flow Report - Checking Account
 As of September 30, 2021

Item 15.

Num	Name	Memo	Amount	Balance
BALANCE AS OF 09/01/2021				\$12,086.80
Receipts				
	No Receipts Activity		0.00	
Total Receipts				0.00
Disbursements				
	No Disbursements Activity		0.00	
Total Disbursements				0.00
BALANCE AS OF 09/30/2021				\$12,086.80

**City of Montgomery - Police Asset Forfeiture
Profit & Loss Budget Performance**

September 2021

Accrual Basis

	Sep 21	Budget	\$ Over Budget	Oct '20 - Sep 21	YTD Budget	\$ Over Budget	Annual Budget
Ordinary Income/Expense							
Income							
74000 - Police Asset Forfeitures	0.00	0.00	0.00	3,494.82	0.00	3,494.82	0.00
74102 - Asset Forfeitures							
Total 74000 - Police Asset Forfeitures	0.00	0.00	0.00	3,494.82	0.00	3,494.82	0.00
Total Income	0.00	0.00	0.00	3,494.82	0.00	3,494.82	0.00
Expense							
76100 - Supplies and Equipment							
76101 - Computer/Technology Equipment	0.00			0.00	0.00	0.00	0.00
Total 76100 - Supplies and Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Net Ordinary Income	0.00	0.00	0.00	3,494.82	0.00	3,494.82	0.00
Net Income	0.00	0.00	0.00	3,494.82	0.00	3,494.82	0.00

Cash Flow Report - Water & Sewer Fund Account

Item 15.

As of September 30, 2021

Num	Name	Memo	Amount	Balance
BALANCE AS OF 09/01/2021				\$1,157,837.59
Receipts				
	Reimbursement of Expenses from General Fund thru 09/10/2021		1,195.81	
	A/R Collections		237,667.80	
	A/R Collections O/S		2,721.03	
	Customer Meter Deposits		3,100.00	
	Fee Revenue		901.25	
	Fee Revenue O/S		30.00	
	Interest on Checking		41.88	
Total Receipts				245,657.77
Disbursements				
15494	DataProse, LLC	September 2021 In House Insert / Regular Billing-	(837.69)	
15495	Electrical Field Services, Inc.	Water Plant 3 , ETM issues circluation pump	(492.00)	
15496	Entergy	August 2021 Invoices	(93.14)	
15497	Jones & Carter, Inc	W5841-0900-21 2021 General Consultation -#326	(1,535.00)	
15498	Spherion Staffing, LLC	Utility Clerk - Inv RL2466631	(631.64)	
15499	Adams Homes	Deposit Refund - 415 Terra Vista Circle	(93.06)	
15500	Badger Meter	Inv #80079942	(952.30)	
15501	Chris Cheatham	Deposit Refund - 21325 Eva St	(164.64)	
15502	David & Cynthia Demers	Deposit Refund - 100 Racetrack Ln	(73.59)	
15503	DH Homes	Deposit Refund - 19004 Villa Ln	(44.78)	
15504	Entergy	August 2021 Invoices	(7,581.11)	
15505	Gabriella Reed	Deposit Refund - 282 Brocks Lane	(70.15)	
15506	Kaylie Burns	Deposit Refund - 110 Dudley Road	(130.05)	
15507	Spherion Staffing, LLC	Utility Clerk - Inv RL2472451	(816.00)	
15508	Stylecraft Builders	Deposit Refund - 146 Scenic Hills Ct ; 310 Brocks	(216.42)	
15509	Tammy Wallis	Deposit Refund - 182 Abner Lane	(170.15)	
15510	Techline Pipe, L.P.	Customer #1090 69719-00	(312.18)	
15511	Texas Excavation Safety System, Inc.	Monthly Message Fees for 08/21 Inv#21-18173	(43.70)	
15512	TML - IRP	Insurance Premiums September 2021	(3,009.48)	
15513	Waste Management (2)	Acct 7-23166-83000 - Inv5734290-1792-0 9/1-9/3	(1,108.55)	
15514	Coburn's Supply Co., Inc.	Inv # 504759153	(110.80)	
15515	DataProse, LLC	2021 Postage Deposit Adjustment - Inv 9265	(458.00)	
15516	DXI Industries Inc.	Chlorine WP#3 055016203-21	(743.21)	
15517	Entergy	August 2021 Invoices	(168.87)	
15518	Jones & Carter, Inc	W5841-0900-21 2021 General Consultation -#327	(325.00)	
15519	LDC	CM100268 Hwy 105 West, CM100264 149 South 0	(73.70)	
15520	McCoy's Building Supply	Acct#0900-98046487-001 Inv 11370467	(294.99)	
15521	Spherion Staffing, LLC	Utility Clerk - Inv RL2477772	(816.00)	
15522	Waste Management	Customer ID# 7-23067-13005 inv 5736675-1792-	(14,896.16)	
15523	Toriano Allen	Duplicate Payment Refund - 922 McGinnis Ln	(64.57)	
15524	DXI Industries Inc.	Chlorine WP#3 DE05007273-21	(100.00)	
15525	H2O Innovation	Operations - Inv 99082021 - 08/31/21	(33,630.08)	
15526	Northern Tool and Equipment	Supplies - Air Hose	(45.00)	
15527	Spherion Staffing, LLC	Utility Clerk - Inv RL2483771	(1,020.00)	
15528	Tyler Technologies	Monthly Maintenance-Support and Host Web Site	(41.00)	
15529	Ward, Getz and Associates, PLLC	Engineering Fees - July 2021	(9,759.37)	
ACH	State Comptroller	Sales Tax - Fees - 08/2021	(1,325.87)	
AL	First Financial	Reimbursement of Expenses to General Fund thru	(29,650.81)	
AL	First Financial	Reimbursement of Expenses to General Fund thru	(16,776.76)	

Cash Flow Report - Water & Sewer Fund Account

As of September 30, 2021

Item 15.

Num	Name	Memo	Amount	Balance
Disbursements				
Recap 09/21	First Financial	Billing Charges	(1,075.54)	
Total Disbursements				<u>(129,751.36)</u>
BALANCE AS OF 09/30/2021				<u><u>\$1,273,744.00</u></u>

City of Montgomery - Water & Sewer Fund
 Actual to Budget Performance - Utility Fund
 September 2021

	Sep 21	Budget	\$ Over Budget	Oct '20 - Sep 21	YTD Budget	\$ Over Budget	Annual Budget
Ordinary Income/Expense							
Income							
24000 · Charges for Service							
24100 · Water Revenue	91,748.70	50,000.00	41,748.70	770,873.65	620,000.00	150,873.65	620,000.00
24118 · Surface Water Revenue	1,126.02	533.33	592.69	8,685.74	6,400.00	2,285.74	6,400.00
24119 · Application Fee	0.00	125.00	(125.00)	30.00	1,500.00	(1,470.00)	1,500.00
24120 · Disconnect Reconnect	675.23	395.83	279.40	9,516.21	4,750.00	4,766.21	4,750.00
24200 · Sewer Revenue	81,364.73	50,000.00	31,364.73	734,722.83	630,000.00	104,722.83	630,000.00
24310 · Tap Fees/Inspections	44,034.00	22,500.00	21,534.00	352,838.70	270,000.00	82,838.70	270,000.00
24319 · Grease Trap Inspections	1,700.00	1,500.00	200.00	20,050.00	18,000.00	2,050.00	18,000.00
24330 · Late Charges	2,210.97	1,250.00	960.97	18,173.84	15,000.00	3,173.84	15,000.00
24333 · Returned Ck Fee	0.00	16.67	(16.67)	1,721.34	200.00	1,521.34	200.00
24334 · Backflow Testing	0.00	1,333.33	(1,333.33)	0.00	16,000.00	(16,000.00)	16,000.00
25403 · Solid Waste Revenue	16,117.36	12,083.33	4,034.03	179,069.14	145,000.00	34,069.14	145,000.00
Total 24000 · Charges for Service	238,977.01	139,737.49	99,239.52	2,095,681.45	1,726,850.00	368,831.45	1,726,850.00
24101 · Taxes and Franchise Fees							
24110 · Sales Tax Rev for Solid Waste	1,322.72	1,000.00	322.72	14,668.81	12,000.00	2,668.81	12,000.00
Total 24101 · Taxes and Franchise Fees	1,322.72	1,000.00	322.72	14,668.81	12,000.00	2,668.81	12,000.00
24121 · Groundwater Reduction Revenue	26,541.90	14,250.00	12,291.90	204,735.30	171,000.00	33,735.30	171,000.00
25000 · Other Revenues							
25000.1 · Impact Fees	0.00	90,000.00	(90,000.00)	7,278.00	90,000.00	(82,722.00)	90,000.00
25391 · Interest Income	41.88	33.33	8.55	454.04	400.00	54.04	400.00
25392 · Interest earned on Investments	163.93	250.00	(86.07)	516.56	3,000.00	(2,483.44)	3,000.00
25395 · Meter Box Replacement	0.00	0.00	0.00	1,290.00	0.00	1,290.00	0.00
25396 · EndPoint Charge	150.00	0.00	150.00	335.00	0.00	335.00	0.00
25399 · Misc Rev & ETS Rev	931.25	333.33	597.92	9,726.55	4,000.00	5,726.55	4,000.00
Total 25000 · Other Revenues	1,287.06	90,616.66	(89,329.60)	19,600.15	97,400.00	(77,799.85)	97,400.00
25500 · Utility Contracts	64.51			2,032.27			
Total Income	268,193.20	245,604.15	22,589.05	2,336,717.98	2,007,250.00	329,467.98	2,007,250.00
Expense							
26001 · Personnel	3,399.48	3,250.00	149.48	41,422.55	39,000.00	2,422.55	39,000.00
26353.1 · Health Ins.	0.00	37.50	(37.50)	0.00	450.00	(450.00)	450.00
26353.4 · Unemployment Ins	312.46	400.00	(87.54)	4,379.58	4,800.00	(420.42)	4,800.00
26353.5 · Workers Comp.	241.35	266.67	(25.32)	2,919.52	3,200.00	(280.48)	3,200.00
26353.6 · Dental Insurance	69.80	83.33	(13.53)	800.78	1,000.00	(199.22)	1,000.00
26353.7 · Life & AD&D Insurance	40.72	41.67	(0.95)	488.64	500.00	(11.36)	500.00
26353.8 · Crime Insurance	2,030.90	1,250.00	780.90	23,716.38	15,000.00	8,716.38	15,000.00
26501 · Retirement Expense	1,591.64	1,666.67	(75.03)	20,234.63	20,000.00	234.63	20,000.00
26560 · Payroll Taxes	24,323.41	19,312.50	5,010.91	278,745.65	231,750.00	46,995.65	231,750.00
26600 · Wages	242.77	416.67	(173.90)	1,952.49	5,000.00	(3,047.51)	5,000.00
26600.1 · Overtime							
Total 26001 · Personnel	32,252.53	26,725.01	5,527.52	374,660.22	320,700.00	53,960.22	320,700.00

	26200 · Contract Services	Sep 21	Budget	\$ Over Budget	Oct '20 - Sep 21	YTD Budget	\$ Over Budget	Annual Budget
26102 · General Consultant Fees	0.00	1,250.00	(1,250.00)	0.00	15,000.00	(15,000.00)	15,000.00	
26320 · Legal Fees	0.00	1,500.00	(1,500.00)	0.00	18,000.00	(18,000.00)	18,000.00	
26322 · Engineering	685.00	6,250.00	(5,565.00)	85,013.72	75,000.00	10,013.72	75,000.00	
26323 · Operator	9,445.00	3,365.00	6,080.00	51,890.00	40,380.00	11,510.00	40,380.00	
26324 · Billing and Collections	3,372.81	1,991.67	1,381.14	30,092.06	23,900.00	6,192.06	23,900.00	
26325 · Backflow Testing	0.00	1,333.33	(1,333.33)	1,945.00	16,000.00	(14,055.00)	16,000.00	
26328 · Testing	1,080.92	1,250.00	(169.08)	11,167.30	15,000.00	(3,832.70)	15,000.00	
26331 · Sales Tax for Solid Waste	1,323.09	1,000.00	323.09	14,704.57	12,000.00	2,704.57	12,000.00	
26336 · Sludge Hauling	0.00	2,000.00	(2,000.00)	27,334.38	24,000.00	3,334.38	24,000.00	
26340 · Printing	0.00	33.33	(33.33)	602.52	400.00	202.52	400.00	
26350 · Postage	85.69	416.67	(330.98)	714.90	5,000.00	(4,285.10)	5,000.00	
26351 · Telephone	643.75	475.00	168.75	8,899.37	5,700.00	3,199.37	5,700.00	
26370 · Tap Fees & Inspections	3,025.00	4,166.67	(1,141.67)	81,828.61	50,000.00	31,828.61	50,000.00	
26380 · Disconnect/Reconnect Expense	0.00	33.33	(33.33)	0.00	400.00	(400.00)	400.00	
26399 · Garbage Pickup	16,190.47	11,666.67	4,523.80	173,293.72	140,000.00	33,293.72	140,000.00	
Total 26200 · Contract Services	35,851.73	36,731.67	(879.94)	487,486.15	440,780.00	46,706.15	440,780.00	
26300 · Communications	0.00	125.00	(125.00)	0.00	1,500.00	(1,500.00)	1,500.00	
26338 · Advertising/Promotion	0.00	125.00	(125.00)	0.00	1,500.00	(1,500.00)	1,500.00	
Total 26300 · Communications	0.00	125.00	(125.00)	0.00	1,500.00	(1,500.00)	1,500.00	
26326 · Permits & Licenses	0.00	3,833.33	(3,833.33)	19,440.43	46,000.00	(26,559.57)	46,000.00	
26371 · Dues & Subscriptions	75.00	166.67	(91.67)	1,036.74	2,000.00	(963.26)	2,000.00	
26400.1 · Supplies & Equipment	4,625.60	2,333.33	2,292.27	30,311.65	28,000.00	2,311.65	28,000.00	
26342 · Chemicals	135.00	135.00	0.00	2,134.96	1,620.00	514.96	1,620.00	
26358 · Copier/Fax Machine Lease	26,129.73	6,666.67	19,463.06	53,619.24	80,000.00	(26,380.76)	80,000.00	
26460 · Operating Supplies	219.25	375.00	(155.75)	3,441.26	4,500.00	(1,058.74)	4,500.00	
26485 · Uniforms	541.44	700.00	(158.56)	11,075.69	8,400.00	2,675.69	8,400.00	
27040 · Computer/Technology Equipment	36.61	50.00	(13.39)	147.72	600.00	(452.28)	600.00	
26400.1 · Supplies & Equipment - Other	31,687.63	10,260.00	21,427.63	100,730.52	123,120.00	(22,389.48)	123,120.00	
Total 26400.1 · Supplies & Equipment	0.00	100.00	(100.00)	0.00	100.00	(100.00)	100.00	
26401 · Groundwater Reduction Expenses	0.00	458.33	(458.33)	1,957.05	5,500.00	(3,542.95)	5,500.00	
26500 · Staff Development	0.00	41.67	(41.67)	263.20	500.00	(236.80)	500.00	
26339 · Dues & Subscriptions	0.00	500.00	(500.00)	2,302.00	6,000.00	(3,698.00)	6,000.00	
26354 · Travel & Training (Travel)	14,990.37	18,812.50	(3,822.13)	179,692.32	225,750.00	(53,057.68)	225,750.00	
26355 · Employee Relations (Education)	59.95	250.00	(190.05)	2,034.86	3,000.00	(965.14)	3,000.00	
Total 26500 · Staff Development	0.00	500.00	(500.00)	2,302.00	6,000.00	(3,698.00)	6,000.00	
26600.2 · Maintenance	14,990.37	18,812.50	(3,822.13)	179,692.32	225,750.00	(53,057.68)	225,750.00	
26335 · Repairs & Maintenance	59.95	250.00	(190.05)	2,034.86	3,000.00	(965.14)	3,000.00	
26335.1 · Vehicle Rep. & Maint.	794.12	645.83	148.29	4,986.73	7,750.00	(2,763.27)	7,750.00	
26349 · Gas & Oil	15,844.44	19,708.33	(3,863.89)	179,713.91	236,500.00	(56,786.09)	236,500.00	
Total 26600.2 · Maintenance	255.12	266.67	(11.55)	3,452.68	3,200.00	252.68	3,200.00	
26700 · Insurance Expense	0.00	0.00	0.00	0.00	0.00	0.00	0.00	
26353.2 · Liability Ins.	0.00	0.00	0.00	0.00	0.00	0.00	0.00	

	Sep 21	Budget	\$ Over Budget	Oct '20 - Sep 21	YTD Budget	\$ Over Budget	Annual Budget
26353.3 · Property Ins.	2,401.18	2,333.33	67.85	28,735.32	28,000.00	735.32	28,000.00
Total 26700 · Insurance Expense	2,656.30	2,600.00	56.30	32,188.00	31,200.00	988.00	31,200.00
26800 · Utilities Expense							
26352.1 · Utilities - Gas for Generators	91.97	83.33	8.64	1,250.54	1,000.00	250.54	1,000.00
26352.2 · Utilities-Water Plants	7,674.41	5,666.67	2,007.74	80,212.56	68,000.00	12,212.56	68,000.00
26352.3 · Utilities-WW Treatment Plants	26.72	2,500.00	(2,473.28)	44,152.28	30,000.00	14,152.28	30,000.00
26352.4 · Utilities - Lift Stations	1,251.33	1,333.33	(82.00)	17,369.30	16,000.00	1,369.30	16,000.00
Total 26800 · Utilities Expense	9,044.43	9,583.33	(538.90)	142,984.68	115,000.00	27,984.68	115,000.00
26901 · Util Projects/Prev Maint							
26901.3 · Impact Fees - Tsf to CPF	0.00	90,000.00	(90,000.00)	0.00	90,000.00	(90,000.00)	90,000.00
26901 · Util Projects/Prev Maint - Other	27,955.00	3,859.25	24,095.75	141,381.51	46,311.00	95,070.51	46,311.00
Total 26901 · Util Projects/Prev Maint	27,955.00	93,859.25	(65,904.25)	141,381.51	136,311.00	5,070.51	136,311.00
27000 · Miscellaneous Expenses							
26359 · Misc Expense	10.00		10.00				
26361 · Bank Charges/ETS	1,956.20	1,000.00	956.20	32,667.74	12,000.00	20,667.74	12,000.00
Total 27000 · Miscellaneous Expenses	1,966.20	1,000.00	966.20	32,677.74	12,000.00	20,677.74	12,000.00
Total Expense	157,333.26	205,192.59	(47,859.33)	1,514,601.90	1,471,211.00	43,390.90	1,471,211.00
Net Ordinary Income	110,859.94	40,411.56	70,448.38	822,116.08	536,039.00	286,077.08	536,039.00
Other Income/Expense							
Other Expense							
27001 · Other Expenses	0.00	536,039.00	(536,039.00)	402,286.00	536,039.00	(133,753.00)	536,039.00
27002 · Transfer to Construction Fund							
Total 27001 · Other Expenses	0.00	536,039.00	(536,039.00)	402,286.00	536,039.00	(133,753.00)	536,039.00
Total Other Expense	0.00	536,039.00	(536,039.00)	402,286.00	536,039.00	(133,753.00)	536,039.00
Net Other Income	0.00	(536,039.00)	536,039.00	(402,286.00)	(536,039.00)	133,753.00	(536,039.00)
Net Income	110,859.94	(495,627.44)	606,487.38	419,830.08	0.00	419,830.08	0.00

Debt Service Payments

<i>Item 15.</i>

10/01/2021 - 10/01/2022

Paying Agent	Series	Date Due	Date Paid	Principal	Interest	Total Due
Debt Service Payment Due 03/01/2022						
First National Bank of Huntsville	2015 - Refunding	03/01/2022		85,000.00	4,646.25	89,646.25
Bank of Texas	2017A - WS&D	03/01/2022		50,000.00	4,767.55	54,767.55
Bank of Texas	2017B - WS&D	03/01/2022		80,000.00	9,681.25	89,681.25
Amegy Bank of Texas	2021 - Refunding	03/01/2022		215,000.00	80,800.00	295,800.00
		Total Due 03/01/2022		430,000.00	99,895.05	529,895.05
Debt Service Payment Due 09/01/2022						
First National Bank of Huntsville	2015 - Refunding	09/01/2022		0.00	3,647.50	3,647.50
Bank of Texas	2017A - WS&D	09/01/2022		0.00	4,742.25	4,742.25
Bank of Texas	2017B - WS&D	09/01/2022		0.00	9,521.25	9,521.25
Amegy Bank of Texas	2021 - Refunding	09/01/2022		0.00	75,425.00	75,425.00
		Total Due 09/01/2022		0.00	93,336.00	93,336.00
			City Total	\$430,000.00	\$193,231.05	\$623,231.05



October 21, 2021

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

Re: Monthly Engineering Report
 City Council Meeting October 26, 2021

Dear Mayor and Council:

The following is a brief summary that describes our activities since the September 28, 2021 Council Meeting:

Capital Projects (Jones|Carter):

1. **Downtown Waterline Replacement** – We attended a final inspection on October 19th, and it is our understanding the contractor is working to address punch list items identified at the final inspection. We received Pay Estimate No. 8 in the amount of \$56,681.37 from Jones|Carter. As of August 25th, construction was approximately 91% complete by value.
2. **Water Plant No. 3 Improvements** – The ground storage tank was drained by H2O Innovations and the contractor is expected to begin demolition of the existing tank this week. We did not receive a pay estimate this month.
3. **GLO Projects**
 - a. **Ander's Branch Drainage Improvements** – We are working with Jones|Carter, GrantWorks, and City Staff to determine the necessary scope changes as a result of the environmental analysis and preliminary design.
 - b. **Dr. Martin Luther King Jr. Drive Ditch Regrading and Sanitary Sewer Rehabilitation** – We are completing our review of the revised design drawings from Jones|Carter.
 - c. **Water Plant No. 3 Generator** – We attended a design review meeting with City Staff and Jones|Carter on September 27th and it is our understanding the plans are in final revisions.
4. **FM 1097 Speed Study** – We are continuing to coordinate with TxDOT to consider modification of the speed limits in the recommended areas.
5. **FM 1097 and Buffalo Springs Drive Traffic Signal Warrant Analysis** – TxDOT confirmed the warrant for a traffic signal at this intersection, and it is our understanding the project has been assigned to a TxDOT consultant for design. We have requested, but not received, a schedule for design and construction.

6. **SH-105 and Buffalo Springs Drive Traffic Signal Warrant Analysis** – We are completing our review of the SH-105 and Buffalo Springs Drive Traffic Signal Warrant Analysis from Jones|Carter and plan to discuss the results of the analysis at your November 9th Council meeting.

Developments:

1. **Feasibility Studies**

- a. **Hills of Town Creek, Section 5** – The economic and utility feasibility study is complete and will be presented at this Council meeting.
- b. **Porter Farms** – The economic and utility feasibility study is complete and will be presented at this Council meeting.

2. **Plan Reviews**

- a. **Montgomery Food Truck Park** – We did not receive revised plans this month.

3. **Plat Reviews** – There are no ongoing plat reviews at this time.

4. **Ongoing Construction**

- a. **Town Creek Crossing, Section 1** – We attended a final inspection on October 21st, and it is our understanding the contractor is working to address punch list items identified at the final inspection.

5. **One-Year Warranty Inspections**

- a. **Villas of Mia Lago, Section 2** – We are continuing to coordinate with the developer to ensure the remaining punch list items are addressed.
- b. **Hills of Town Creek, Section 3** – We are continuing to coordinate with the developer's engineer to ensure the additional deficiencies are addressed.
- c. **Hills of Town Creek, Section 4** – The warranty period for this project will end on March 24, 2022.

General Ongoing Activities:

1. **Redbird Meadow (Kammerer Tract)** – We await receipt of a phasing plan from the developer's engineer to allow us to determine the timing of necessary infrastructure improvements to serve the development.
2. **2022 Sanitary Sewer Cleaning and Televising – Phase 1** – We are proceeding with preparation of the exhibits and bid package for the project, as authorized at the September 28th Council meeting.
3. **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 3 of 3
October 21, 2021

4. **TPDES Permit Renewal** – We are proceeding with the Texas Pollutant Discharge Elimination System (“TPDES”) permit renewal for both the Stewart Creek and Town Creek wastewater treatment plants. We expect to submit the renewal application to the TCEQ next month.
5. **FM 1097 & Atkins Creek Drainage Improvements (TxDOT)** – 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.
6. **FM 149 & SH-105 North Bound Right Turn Lane (TxDOT)** – It is our understanding the project has been delayed due to utility relocation delays. We are working to receive an update from TxDOT regarding a projected project completion date.

Please let me know if you have any questions.

Sincerely,



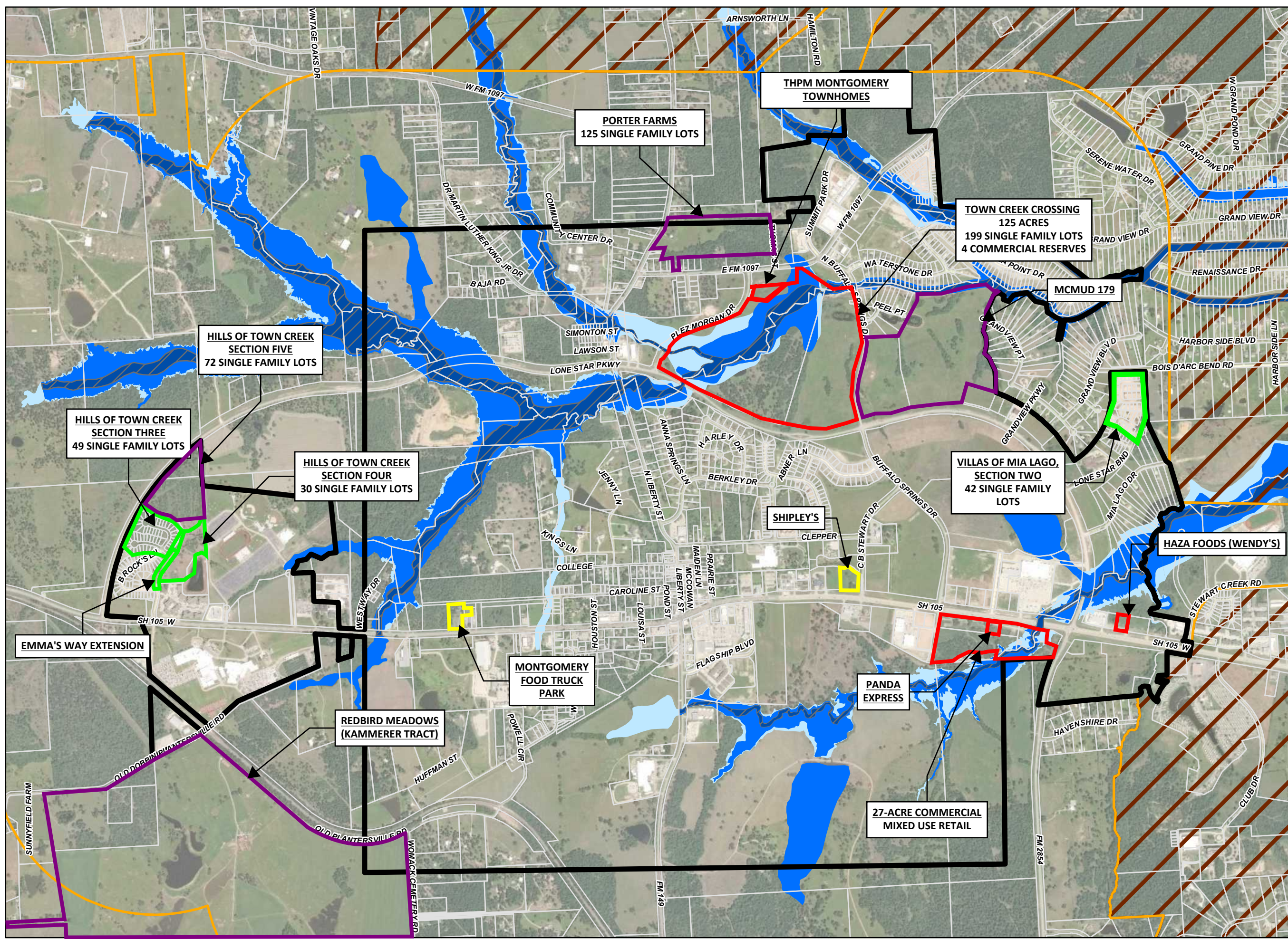
Chris Roznovsky, PE
City Engineer

CVR/kmv

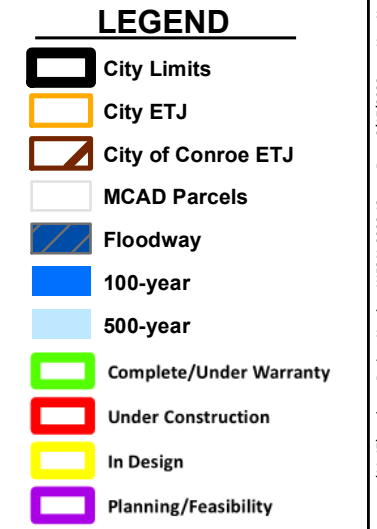
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Attachments - Active Developments Map

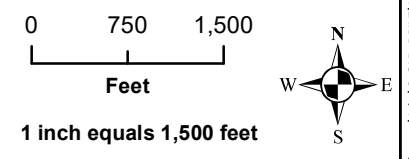
Cc (via email): The Planning and Zoning Commission – City of Montgomery
Mr. Richard Tramm – City of Montgomery, City Administrator
Ms. Susan Hensley – City of Montgomery, City Secretary
Mr. Alan Petrov – Johnson Petrov, LLP, City Attorney



VICINITY MAP
Scale: 1 inch equals 20 miles



ACTIVE DEVELOPMENTS
(OCTOBER 2021)



User Name: JCP Date: 3/17/2020 Project Number: W5641-0900-18 Practice Workspace\Corporate Services\GIS\Scratch\Workspace\Jaka@U..._OLD_DRIVE\HO-HHW7\Projects\Districts\City Of Montgomery\PEP\2020\March\Active Developments (11.17).mxd