

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

**November 15, 2021 at 6:00 PM**

**NOTICE TO THE PUBLIC IS HEREBY** the Board of Directors will conduct its MEDC Regular Meeting scheduled for **6:00 PM on Monday, November 15, 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](http://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](http://www.montgomerytexas.gov). The meeting will be recorded and uploaded to the City's website.

**CALL TO ORDER**

**OPEN PUBLIC COMMENT**

**APPROVAL OF MINUTES**

1. Consider approval of the October 18, 2021 Regular Meeting Minutes.

**APPROVAL OF FINANCIAL REPORT**

2. Financial Report through October 31, 2021.

**CONSIDERATION AND POSSIBLE ACTION:**

3. Consideration and possible action to cancel the Regular Meeting of December 20, 2021.
4. Update and possible action on Entrepreneurship Partnership between the Montgomery Economic Development Corporation and Montgomery Independent School District.
5. Consideration and possible action to amend the Bylaws of the Montgomery Economic Development Corporation.
6. Discussion and consideration to set date for the January 2022 Regular Meeting and the 2022 Annual Meeting of the Montgomery Economic Development Corporation.
7. Consideration and possible action regarding Houston-Galveston Area Council (HGAC) and possible future grant opportunities.
8. Consideration and possible action regarding additional grant opportunities for future projects.
9. Consideration and possible action to convert the contracted Event Coordinator position to a full-time staff position and amend the annual budget to fund the position.
10. Consideration and possible action regarding collaboration with the City on the proposed Clepper Drive sidewalk construction.

**ECONOMIC DEVELOPMENT REPORTS**

11. City Engineer's Report
12. City Administrator's Development Report November 2021.

**EXECUTIVE SESSION**

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

- 13. 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 551.072 (deliberation regarding real property).

Reconvene into Regular Session.

**POSSIBLE ACTION FROM EXECUTIVE SESSION:**

- 14. Consideration and possible action on real property matters discussed in Executive Session.

**BOARD INQUIRY**

**ADJOURNMENT**

/s/Richard Tramm\_\_\_\_\_

Richard Tramm, City Administrator for  
Rebecca Huss, President of MEDC

I certify that the attached notice of meeting was posted on the bulletin board at City of Montgomery City Hall, 101 Old Plantersville Road, Montgomery, Texas, on November 12, 2021 at 4:35 p.m. I further certify that the following news media was notified of this meeting as stated above: The Courier

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

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**MINUTES OF REGULAR MEETING**

**October 18, 2021**

**MONTGOMERY ECONOMIC DEVELOPMENT CORPORATION**

**CALL TO ORDER**

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

Present: Rebecca Huss – President  
Arnette Easley – Vice-President  
Carol Langley – Treasurer  
Byron Sanford – Board Member

Absent: Ryan Londeen – Secretary  
Jeff Angelo – Board Member  
Dan Walker – Board Member

Also Present: Dave McCorquodale – Assistant City Administrator  
Amy Brown – Events Coordinator

**OPEN PUBLIC COMMENT**

Shawna Snider (202 McCown St.): She expressed concerns about some of the events that happened at the festival the past weekend. She was notified by her tenant that property was being used by the festival for porta potties, vendors, and a police station. It poses a concern for liability. If something would have happened on the property, she would have been liable for it. That is not something she feels is justified or should be expected of any property owner in the City. Her tenants were incredibly frustrated. Wine and Design is a service-based industry, and they had several events of their own lined up including 60 clients who had pre-paid to come to their events on Saturday. All but 4 of them had to park elsewhere and had to pay a festival to get to the store and her tenant had to reimburse them for it. She was not notified of the event, and it was completely out of the blue for them. The coffee shop and boutique were contacted verbally but there was no land use permission given in written form nor was there proof of insurance given. It is very concerning as a landlord in hearing that her tenant lost money. She is not here to place blame but to voice concern. It has happened before with the antique festival too. She has tried in private to voice concern but that does not work. She asks that this please be taken

care of in the future because as a landlord she cannot have this happen again. This is the third time this has happened, and she feels like she is being unheard. This time was a very big problem.

Phillip Lefevre by online comment and read by President Huss: one of the main purposes of the MEDC is to improve the lifestyle of the City residents and attract tourism. Being involved in the City the last 20 years one of his biggest regrets is that the third oldest city in the state has had little to nothing to attract people to it. He is glad to see this is changing and that people have been hired to promote events. The has been a dead zone for too long. It needs to hire more Rebeccas and Amys, not fewer. He plans to open a new restaurant at Anderson soon. One of the deciding factors was an event that Charlie Diggs was putting on near the courthouse and how it attracted people. Montgomery needs more Charlie Diggs. These events pay for themselves in sales tax revenue, business for their stores, and the overall image of the City.

**APPROVAL OF MINUTES**

**1. Consideration and possible action regarding the minutes of the September 20, 2021 MEDC Budget Public Hearing and Regular Meeting**

Langley: she presented the financial report but the minutes show that Tramm presented it. This needs to be revised.

Motion to approve the minutes as presented pending the comment that Carol made was made by Byron Sanford and seconded by Carol Langley. All in favor. (4-0)

**APPROVAL OF FINANCIAL REPORT**

**2. Consideration and possible action regarding the Financial Report through September 30, 2021**

Presented by Langley.

The interest rate on the texpool has stayed the same for 2 to 3 years. The sales tax transfer of \$68,690.66 was transferred on 10/7. The remainder of the loan for \$188,684.21 was paid and transferred on 9/29. There were a few charges that will be out of next years budget from the credit card since the bill did not come in time to be included totaling \$293.30.

Huss: came in super close to the amended budget number for sales tax. Year-to-date is \$960 thousand versus a budgeted amount of \$930 thousand.

Motion to approve the Financial Report through September 30, 2021 was made by Arnette Easley and seconded by Byron Sanford. All in favor. (4-0)



**CONSIDERATION AND POSSIBLE ACTION**

**3. Consideration and possible action to accept the Downtown Design Master Plan.**

Presented by Dave McCorquodale.

One of the critical design team members was out sick and unable to present. They, along with President Huss, decided to push this item. Staff recommends tabling this item and staff is working on new dates for when they can present the plan.

Motion to table both agenda items 3 and 4 pending a special call meeting was made Byron Sanford by and seconded by Arnette Easley. All in favor. (4-0)

**4. Consideration and possible action to move forward with elements contained in the Downtown Master Design Plan.**

Item tabled per previous motion.

**5. Consideration and possible action to purchase subscription for custom mapping software.**

Presented by Dave McCorquodale. Mapme is an online software that the MEDC is currently sampling on the City’s website. He demonstrated different features of this software including showing the different tourist spots in the City.

Huss: the main thing that is different between the paid for version and this trial run is that the MEDC would also be able to add in a total of five layers. The intent would be to include a shopping, dining, goats, and a temporary layer for different events (parking, event map, etc.) and tailored to that specific event.

Langley: do you find this on the website? Huss: on the website and on the mapme.com/montgomerytx webpage. You do not have to download an app. It is just a website. It worked with whatever mapping software that you personally use by clicking “route me”. You do not need to download an app and try to figure out how to use the app. Layers can easily be changed. The distrix stuff is not really changeable at this point. New items can be added easily.

Easley: The schools have a lot of treasure hunts. You can just add these to this? Huss: Yes. She would like to have a map of the cemeteries too including things in the cemetery. You are adding reasons for people to come to the City. You are not investing a lot of things like an app and equipment.

Langley: is the \$850 to \$900 a total fee or a month-by-month. Huss: that is the annual fee and may be less because they give government discounts.

Easley: is this a flat fee? Huss: the 5-layer map is what is included in this fee. Again, this doesn’t take a lot of work to get things updated.

Sanford: he was encouraged that at Fernald he was able to use the QR technology and pull it up. He noted it had a strong response on social media.

Huss: they also looked into electric kiosks for reaching people in downtown. The kiosk business is doggy. The software has to be weather proof but able to be touched to work. They, also, charge for stuff on the back end including subscription, maintenance etc. In this case, you only need a google browser and it provides everything you would want to find out on a kiosk. You only need to update it in one place and the fees are more limited than a kiosk. It gives you the opportunity to branch in other areas as well.

Sanford: can the MEDC look at this again in a year to review whether to continue the service?

Huss: Yes.

Motion to purchase subscription for custom mapping software was made by Byron Sanford and seconded by Arnette Easley. All in favor. (4-0)

## **ECONOMIC DEVELOPMENT REPORTS**

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

Presented by Dave McCorquodale

Sanford: in the 1-to-3-year plan of the downtown improvement plan, they emphasize water and sewer infrastructure. That item was roughly \$50,000. Do the water line improvements being done now mean they are \$50,000 ahead on that plan? McCorquodale: that was for a drainage master plan. However, this work would have to have been done before making any improvements to pond street because of the improvement plan. A part of the CIP plan on the city side coming out this fall is an evaluation and update of the CIP plan which encompass the rest of the infrastructure in the downtown area.

Easley: At the time of the study for the GLO project, Town Creek was not a part of the study. Why was it not assessed? McCorquodale: town creek is outside of the boundaries of the GLO project. The GLO project boundary is tied to income levels and if you include the town creek area your watershed gets bigger which may skew the income levels to not score well enough to get the grant. Ander's Branch was a smaller watershed with a lower income population based on census data. It is not to say that Town Creek is not ever going to be looked at. It is just not included in this GLO project area.

Easley: are there any capital improvement projects being proposed for Town Creek?

McCorquodale: unless it is funded by grants the City will shy away from it. The City has historically not gone onto private property to make drainage improvements which. In the absence of grant funds, it is up to the Council on what they want to look at. Easley: from a development standpoint, there is nowhere to go but north. Maybe the City can have developers help with that project as they develop the area. This has been a problem for so many years to where when a heavy rain comes in, 149 becomes impassible. McCorquodale: typically, private

developers need to make sure their component of the drainage does not make things worse, but they don't necessarily have to make things better. Easley: at some point in time, this problem needs to be addressed.

Sanford: did the total houses in Town Creek Crossing change from 199 to 150? McCorquodale: it did go down due to the expansion of lots. In Section 1, they are at 100 lots. The plan was to do another 99 lots just to the west. Based on the site conditions, they had to deal with restrictions including a gas line. They decided it would be easier to do 33 lots with 3/4 -acre size lots. This is about 50 fewer homes on larger lots. Sanford: Is that normal? McCorquodale: it's very likely that they got into something on the drainage side of things where the numbers just weren't working. Larger lots gives you more room to work with including getting the grading to work.

**7. City Administrator's Development Report October 2021**

Presented by Dave McCorquodale

**8. City Event Report October 2021**

Presented by Amy Brown.

Langley: Where is the location of the farmers market? Brown: its in the Ransom's parking lot. Huss: probably 10 to 15 vendors were setup, and it was a nice setup. The crowd was incredible. The bakery sold out before 10. Langley: who is Joshua Reed and does he own the blue berry patch? Brown: his parents own the blueberry sanctuary. He is smart and doing a great job. Huss: It was very well attended.

Brown: apologizes for some of the issues with what happened with the recent events including the issues of property owners not being notified. She takes full responsibility as the City liaison. She is working hard to get a structure in place to ensure events go more smoothly and that all businesses and property owners are notified. Langley: in the past with other big events, communication was the big number on thing and starting out early is better than the week of. When she got complaints, it was because they didn't get the right person of business. It always made a big difference if they got to the right person or to the owner of the business. Brown: she is fixing this and the main thing is getting the main contact information for everybody. Huss: even though these events are private, its good to have an event coordinator with on the ground knowledge to help with communication. Not only will this help bring people in but also get the best out of the people who do come.

Easley: can a person be in charge of going to each business during the event to make sure people are cleared. Brown: she is the only person in this spot and she is at the event from beginning to end.

**EXECUTIVE SESSION**

Convened into executive session at 6:56 PM for the discussion of real property.

Convened back into public meeting at 7:23 PM.

**CONSIDERATION AND POSSIBLE ACTION ON ITEMS FROM EXECUTIVE SESSION.**

Carol Langley made a motion to authorize the City Administrator and the Assistant City Administrator to discuss real property and seconded by Byron Sanford. All in favor. (4-0)

**BOARD INQUIRY**

Huss: would like to get an up on the partnership initiative.

Langley: would like an update on the movie, strongholds. Huss: the movie is 99% done. Just needed to make a minor change.

**ACTION ITEMS FOR FUTURE MEETINGS**

<i>ACTION ITEM</i>	<i>ASSIGNEE</i>	<i>DUE DATE</i>

**ADJOURNMENT**

Motion by Byron Sanford and seconded by Arnette Easley to adjourn the meeting at 7:25 p.m. All in favor. (4-0)

Submitted by: \_\_\_\_\_ Date Approved: \_\_\_\_\_

Richard Tramm, City Administrator

\_\_\_\_\_

Rebecca Huss, MEDC President

**CITY OF MONTGOMERY - MEDC  
ACCOUNT BALANCES REPORT  
Through October 31, 2021 - For November 2021 Meeting**

	<u>MONEY MARKET ACCOUNTS</u>	<u>INVESTMENTS</u>	<u>TOTALS</u>
<b><u>MEDC</u></b>			
CHECKING ACCOUNT #1017938	\$ 1,311,723.72		\$ 1,311,723.72
TOTAL INVESTMENTS	\$ -	\$ 839,623.94	\$ 839,623.94
<b>TOTAL MIDC</b>	<b>\$ 1,311,723.72</b>	<b>\$ 839,623.94</b>	<b>\$ 2,151,347.66</b>

**INVESTMENTS**

	Issue Date	Maturity Date	Interest Rate	Balance
Texpool #00005			0.03%	\$ 93,115.79
Texpool #00006			0.03%	\$ 546,489.94
Texpool #00010			0.03%	\$ 200,018.21
<b>Certificates</b>				
<b>Total Investment Balance</b>				<b>\$ 839,623.94</b>

\*\* Notes:

The Sales Tax Transfer of \$\_\_\_\_\_ once received will be transferred on 11/17/2021. This will show on the next report.

A Payment to Kroger of \$132,391.00 was made on 10/26/2021. A Transfer back to the regular Texpool Account from the Kroger Texpool Account was made to show the funds coming out. There will be one more payment made in December which will make the EDC current.

There are Charges of \$179.00 for Facebook Ad's and \$1,535.35 from Executive Advertising that will Show on the next report. These will be coded respectively on that report.

## City of Montgomery - MEDC

## Cash Flow Report

As of October 31, 2021

Date	Num	Name	Memo	Amount	Balance
51100 - MEDC Checking					1,263,630.90
10/01/2021	2094	Amy Brown	Events Coordinator - September 2021	-1,518.27	1,262,112.63
10/03/2021	2090	Abel Aguirre	VOID: Montgomery Quilt Walk Security (\$360.00)	0.00	1,262,112.63
10/03/2021	2091	George Hernandez	VOID: Montgomery Quilt Walk Security (\$630.00)	0.00	1,262,112.63
10/03/2021	2092	Jacob McRae	VOID: Montgomery Quilt Walk Security (\$720.00)	0.00	1,262,112.63
10/03/2021	2093	Nathaniel Graves	VOID: Montgomery Quilt Walk Security (\$495.00)	0.00	1,262,112.63
10/05/2021	2095	Rebecca Huss	Reimbursement of Expense - Social Media Services	-1,500.00	1,260,612.63
10/05/2021	2096	Amazon Capital Services, Inc	Supplies for Events - Ballot Box with Lock -Quilt Walk	-16.49	1,260,596.14
10/05/2021	2097	JK Graphics, Inc.	Inv 35901 - Graphics for Quilt Walk - Signs	-108.00	1,260,488.14
10/05/2021	2098	Swank Motion Pictures, Inc.	Movie Night - Wonder Woman - Invoice 003080348	-325.00	1,260,163.14
10/06/2021	2099	Charlie Diggs Entertainment	Montgomery Fall Festival - Charlie Diggs	-8,000.00	1,252,163.14
10/07/2021	AL	First Financial Bank	Sales Tax Transfer 10/21	68,690.66	1,320,853.80
10/07/2021	AL	First Financial Bank	Monthly Admin Transfer October 2021	-4,583.33	1,316,270.47
10/07/2021	AL	First Financial Bank	Transfer to Utility Fund	-119.00	1,316,151.47
10/12/2021	2100	Rebecca Huss	Reimbursement of Expense - Ferland Dedication	-6.41	1,316,145.06
10/13/2021	2101	JK Graphics, Inc.	Inv 35953 - Graphics for Quilt Walk - Signs	-171.00	1,315,974.06
10/13/2021	2102	Swank Motion Pictures, Inc.	Movie Night - Captain Marvel - Invoice 003083026	-325.00	1,315,649.06
10/14/2021	2103	Gunda Corporation	Downtown Design & Streetscape Improvements Plan - Invoice 9362	-2,516.90	1,313,132.16
10/18/2021	2104	Amazon Capital Services, Inc	Supplies for Events - Snow in Historic Montgomery TX	-66.97	1,313,065.19
10/26/2021	2105	Amy Brown	Events Coordinator - October 2021	-1,500.00	1,311,565.19
10/26/2021	2106	The Kroger Co.	2017-18 True Up / 2019 Tax Year- MEDC Sales Tax Rebate	-132,391.00	1,179,174.19
10/28/2021	2107	Abel Aguirre	Trick or Treat Historic Montgomery 2021 - Abel Aguirre	-180.00	1,178,994.19
10/28/2021	2108	Chick-Fil-A	Meals- Ferland Dedication	-180.00	1,178,814.19
10/28/2021	2109	Melissa Griffin	Trick or Treat Historic Montgomery 2021 - Melissa Griffin	-180.00	1,178,634.19
10/28/2021	2110	Trent Lozano	Trick or Treat Historic Montgomery 2021- Trent Lozano	-180.00	1,178,454.19
10/29/2021	AL	First Financial Bank	Transfer to General Fund	-1,320.85	1,177,133.34
10/29/2021	AL	First Financial Bank	Transfer to Utility Fund	-90.00	1,177,043.34
10/31/2021	AL		Interest on Checking - October 2021	44.38	1,177,087.72
Total 51100 - MEDC Checking				-86,543.18	1,177,087.72
<b>TOTAL</b>				<b>-86,543.18</b>	<b>1,177,087.72</b>

City of Montgomery - MEDC  
Cash Flow Report - Texpool  
As of October 31, 2021

Date	Num	Name	Memo	Amount	Balance
		51300 · Time Depositsl-MEDC			434,919.34
10/06/2021	AL		October 2021 Transfer to Texpool Reimbursement Account - Kroger Co.	-20,833.33	414,086.01
10/28/2021	AL		Transfer to Pay Kroger Payment - 2017/2018 True up & 2019 Regular Pay...	132,391.00	546,477.01
10/31/2021	Int		Interest on Texpool	12.93	546,489.94
		Total 51300 · Time Depositsl-MEDC		<u>111,570.60</u>	<u>546,489.94</u>
		<b>TOTAL</b>		<u><u>111,570.60</u></u>	<u><u>546,489.94</u></u>

City of Montgomery - MEDC  
Cash Flow Report - Texpool Reimb  
As of October 31, 2021

Date	Num	Name	Memo	Amount	Balance
51301 · Texpool Reimbursement Acct					204,667.15
10/06/2021	AL		October 2021 Transfer to Texpool Reimbursement Account - Kroger Co.	20,833.33	225,500.48
10/28/2021	AL		Transfer to Pay Kroger Payment - 2017/2018 True up & 2019 Regular Payment	-132,391.00	93,109.48
10/31/2021	Int		Interest on Texpool	6.31	93,115.79
Total 51301 · Texpool Reimbursement Acct				-111,551.36	93,115.79
<b>TOTAL</b>				<b>-111,551.36</b>	<b>93,115.79</b>



City of Montgomery - MEDC  
Cash Flow Report - Texpool  
As of October 31, 2021

Date	Num	Name	Memo	Amount	Balance
51302 · Texpool - Downtown 10/31/2021	Int		Interest on Texpool	5.99	200,012.22 200,018.21
Total 51302 · Texpool - Downtown				5.99	200,018.21
<b>TOTAL</b>				<u>5.99</u>	<u>200,018.21</u>

City of Montgomery - MEDC  
Actual to Budget Performance  
October 2021

	Oct 21	Budget	\$ Over Budget	Oct 21	YTD Budget	\$ Over Budget	Annual Budget
<b>Income</b>							
55000 · Taxes & Franchise Fees							
55400 · Sales Tax	68,690.66	65,000.00	3,690.66	68,690.66	65,000.00	3,690.66	1,000,000.00
<b>Total 55000 · Taxes &amp; Franchise Fees</b>	68,690.66	65,000.00	3,690.66	68,690.66	65,000.00	3,690.66	1,000,000.00
55300 · Other Revenues							
55391 · Interest Income	69.61	333.37	(263.76)	69.61	333.37	(263.76)	4,000.00
55399 · Misc Income	0.00	20.87	(20.87)	0.00	20.87	(20.87)	250.00
<b>Total 55300 · Other Revenues</b>	69.61	354.24	(284.63)	69.61	354.24	(284.63)	4,250.00
<b>Total Income</b>	68,760.27	65,354.24	3,406.03	68,760.27	65,354.24	3,406.03	1,004,250.00
<b>Expense</b>							
56000 · Pub Infrastructure - Category I							
56000.6 · Downtown Dev Improvements	0.00	14,354.13	(14,354.13)	0.00	14,354.13	(14,354.13)	172,250.00
56000.7 · Streets & Sidewalks	0.00	3,333.37	(3,333.37)	0.00	3,333.37	(3,333.37)	40,000.00
56000.8 · Utility Extensions	0.00	4,166.63	(4,166.63)	0.00	4,166.63	(4,166.63)	50,000.00
56000.B · City Capital Projects	0.00	0.00	0.00	0.00	0.00	0.00	160,000.00
<b>Total 56000 · Pub Infrastructure - Category I</b>	0.00	21,854.13	(21,854.13)	0.00	21,854.13	(21,854.13)	422,250.00
56001 · Business Dev & Ret -Category II							
56001.8 · Sales Tax Reimbursement	20,833.33	20,833.33	0.00	20,833.33	20,833.33	0.00	250,000.00
56001.9 · Economic Development Grant Prog	0.00	0.00	0.00	0.00	0.00	0.00	20,000.00
<b>Total 56001 · Business Dev &amp; Ret -Category II</b>	20,833.33	20,833.33	0.00	20,833.33	20,833.33	0.00	270,000.00
56002 · Quality of Life - Category III							
56002.2 · Removal of Blight	0.00	0.00	0.00	0.00	0.00	0.00	15,000.00
56002.3 · Events							
56100.1 · Neighborhood Water Party	0.00	0.00	0.00	0.00	0.00	0.00	2,500.00
56100.5 · Light up Montgomery	0.00	0.00	0.00	0.00	0.00	0.00	4,000.00
56100.8 · Christmas Parade	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00
56100.9 · Contests/Prizes	0.00	333.37	(333.37)	0.00	333.37	(333.37)	4,000.00
56100.A · Events - Equipment	90.00	833.37	(743.37)	90.00	833.37	(743.37)	10,000.00
56100.B · Montgomery Quilt Walk	171.00	500.00	(329.00)	171.00	500.00	(329.00)	10,000.00
56100.C · Montgomery Antiques Festival	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00
56100.D · Movie Night	0.00	208.37	(208.37)	0.00	208.37	(208.37)	2,500.00
56100.F · Pet Parade	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00
56100.G · Montgomery Fall Festival	8,000.00	0.00	8,000.00	8,000.00	0.00	8,000.00	0.00
56100.H · Snow in Historic Montgomery TX	66.97	500.00	(433.03)	66.97	500.00	(433.03)	20,000.00
56100.J · Fall Heritage Festival	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00
56100.K · Trick or Treat Historic Mont.	870.00	5,000.00	(4,130.00)	870.00	5,000.00	(4,130.00)	5,000.00
56434A · Lone Star Flag Fest	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00
<b>56002.3 · Events - Other</b>	0.00	3,333.37	(3,333.37)	0.00	3,333.37	(3,333.37)	40,000.00
<b>Total 56002.3 · Events</b>	9,197.97	10,708.48	(1,510.51)	9,197.97	10,708.48	(1,510.51)	143,000.00
56002.4 · Downtown Enhancement Projects	0.00	0.00	0.00	0.00	0.00	0.00	30,000.00

	<u>Oct 21</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>Oct 21</u>	<u>YTD Budget</u>	<u>\$ Over Budget</u>	<u>Annual Budget</u>
<b>Total 56002 · Quality of Life - Category III</b>	9,197.97	10,708.48	(1,510.51)	9,197.97	10,708.48	(1,510.51)	188,000.00
<b>56003 · Marketing &amp; Tourism-Category IV</b>							
56003.5 · Brochures/Printed Literature	0.00	333.37	(333.37)	0.00	333.37	(333.37)	4,000.00
56003.C · Website	0.00	541.63	(541.63)	0.00	541.63	(541.63)	6,500.00
56003.F · Social Media Advertising	0.00	250.00	(250.00)	0.00	250.00	(250.00)	3,000.00
56003.G · Historical Signage	0.00	416.63	(416.63)	0.00	416.63	(416.63)	5,000.00
<b>Total 56003 · Marketing &amp; Tourism-Category IV</b>	0.00	1,541.63	(1,541.63)	0.00	1,541.63	(1,541.63)	18,500.00
<b>56004 · Administration - Category V</b>							
56004.1 · Admin Transfers to Gen Fund	4,583.33	4,583.33	0.00	4,583.33	4,583.33	0.00	55,000.00
56004.3 · Miscellaneous Expenses	0.00	0.00	0.00	0.00	0.00	0.00	500.00
56004.6 · Consulting (Professional servi)	3,000.00	3,333.37	(333.37)	3,000.00	3,333.37	(333.37)	40,000.00
56004.7 · Travel & Training Expenses	0.00	833.37	(833.37)	0.00	833.37	(833.37)	10,000.00
<b>Total 56004 · Administration - Category V</b>	7,583.33	8,750.07	(1,166.74)	7,583.33	8,750.07	(1,166.74)	105,500.00
<b>Total Expense</b>	37,614.63	63,687.64	(26,073.01)	37,614.63	63,687.64	(26,073.01)	1,004,250.00
<b>Net Income</b>	<b>31,145.64</b>	<b>1,666.60</b>	<b>29,479.04</b>	<b>31,145.64</b>	<b>1,666.60</b>	<b>29,479.04</b>	<b>0.00</b>

City of Montgomery - MEDC  
**General Ledger**  
 As of October 31, 2021

11/03/21

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>51100 · MEDC Checking</b>							1,263,630.90
Bill Pmt -Check	10/01/2021	2094	Amy Brown	Events Coordinator - September 2021		1,518.27	1,262,112.63
Bill Pmt -Check	10/03/2021	2090	Abel Aguirre	VOID: Montgomery Quilt Walk Security (\$360.00)	0.00		1,262,112.63
Bill Pmt -Check	10/03/2021	2091	George Hernandez	VOID: Montgomery Quilt Walk Security (\$630.00)	0.00		1,262,112.63
Bill Pmt -Check	10/03/2021	2092	Jacob McRae	VOID: Montgomery Quilt Walk Security (\$720.00)	0.00		1,262,112.63
Bill Pmt -Check	10/03/2021	2093	Nathaniel Graves	VOID: Montgomery Quilt Walk Security (\$495.00)	0.00		1,262,112.63
Bill Pmt -Check	10/05/2021	2095	Rebecca Huss	Reimbursement of Expense - Social Media Services		1,500.00	1,260,612.63
Bill Pmt -Check	10/05/2021	2096	Amazon Capital Services, Inc	Supplies for Events - Ballot Box with Lock -Quilt Walk		16.49	1,260,596.14
Bill Pmt -Check	10/05/2021	2097	JK Graphics, Inc.	Inv 35901 - Graphics for Quilt Walk - Signs		108.00	1,260,488.14
Bill Pmt -Check	10/05/2021	2098	Swank Motion Pictures, Inc.	Movie Night - Wonder Woman - Invoice 003080348		325.00	1,260,163.14
Bill Pmt -Check	10/06/2021	2099	Charlie Diggs Entertainment	Montgomery Fall Festival - Charlie Diggs		8,000.00	1,252,163.14
General Journal	10/07/2021	AL	First Financial Bank	Sales Tax Transfer 10/21	68,690.66		1,320,853.80
General Journal	10/07/2021	AL	First Financial Bank	Monthly Admin Transfer October 2021		4,583.33	1,316,270.47
General Journal	10/07/2021	AL	First Financial Bank	Transfer to Utility Fund		119.00	1,316,151.47
Bill Pmt -Check	10/12/2021	2100	Rebecca Huss	Reimbursement of Expense - Fernland Dedication		6.41	1,316,145.06
Bill Pmt -Check	10/13/2021	2101	JK Graphics, Inc.	Inv 35953 - Graphics for Quilt Walk - Signs		171.00	1,315,974.06
Bill Pmt -Check	10/13/2021	2102	Swank Motion Pictures, Inc.	Movie Night - Captain Marvel - Invoice 003083026		325.00	1,315,649.06
Bill Pmt -Check	10/14/2021	2103	Gunda Corporation	Downtown Design & Streetscape Improvements Plan - Invoice 9362		2,516.90	1,313,132.16
Bill Pmt -Check	10/18/2021	2104	Amazon Capital Services, Inc	Supplies for Events - Snow in Historic Montgomery TX		66.97	1,313,065.19
Bill Pmt -Check	10/26/2021	2105	Amy Brown	Events Coordinator - October 2021		1,500.00	1,311,565.19
Bill Pmt -Check	10/26/2021	2106	The Kroger Co.	2017-18 True Up / 2019 Tax Year- MEDC Sales Tax Rebate		132,391.00	1,179,174.19
Bill Pmt -Check	10/28/2021	2107	Abel Aguirre	Trick or Treat Historic Montgomery 2021 - Abel Aguirre		180.00	1,178,994.19
Bill Pmt -Check	10/28/2021	2108	Chick-Fil-A	Meals- Fernland Dedication		180.00	1,178,814.19
Bill Pmt -Check	10/28/2021	2109	Melissa Griffin	Trick or Treat Historic Montgomery 2021 - Melissa Griffin		180.00	1,178,634.19
Bill Pmt -Check	10/28/2021	2110	Trent Lozano	Trick or Treat Historic Montgomery 2021- Trent Lozano		180.00	1,178,454.19
General Journal	10/29/2021	AL	First Financial Bank	Transfer to General Fund		1,320.85	1,177,133.34
General Journal	10/29/2021	AL	First Financial Bank	Transfer to Utility Fund		90.00	1,177,043.34
General Journal	10/31/2021	AL		Interest on Checking - October 2021	44.38		1,177,087.72
<b>Total 51100 · MEDC Checking</b>					68,735.04	155,278.22	1,177,087.72
<b>51300 · Time Deposits-MEDC</b>							434,919.34
General Journal	10/06/2021	AL		October 2021 Transfer to Texpool Reimbursement Account - Kroger Co.		20,833.33	414,086.01
General Journal	10/28/2021	AL		Transfer to Pay Kroger Payment - 2017/2018 True up & 2019 Regular Payment	132,391.00		546,477.01
General Journal	10/31/2021	Int		Interest on Texpool	12.93		546,489.94
<b>Total 51300 · Time Deposits-MEDC</b>					132,403.93	20,833.33	546,489.94
<b>51301 · Texpool Reimbursement Acct</b>							204,667.15
General Journal	10/06/2021	AL		October 2021 Transfer to Texpool Reimbursement Account - Kroger Co.	20,833.33		225,500.48
General Journal	10/28/2021	AL		Transfer to Pay Kroger Payment - 2017/2018 True up & 2019 Regular Payment		132,391.00	93,109.48
General Journal	10/31/2021	Int		Interest on Texpool	6.31		93,115.79
<b>Total 51301 · Texpool Reimbursement Acct</b>					20,839.64	132,391.00	93,115.79
<b>51302 · Texpool - Downtown</b>							200,012.22
General Journal	10/31/2021	Int		Interest on Texpool	5.99		200,018.21
<b>Total 51302 · Texpool - Downtown</b>					5.99	0.00	200,018.21
<b>51150 · Accounts Receivable Audit</b>							161,118.74
<b>Total 51150 · Accounts Receivable Audit</b>							161,118.74
<b>51171 · Due From Gen Fund</b>							0.00
General Journal	10/06/2021	AL		To accrue sales tax revenue rec'd 10/21	68,690.66		68,690.66
General Journal	10/07/2021	AL		Sales Tax Transfer 10/21		68,690.66	0.00
<b>Total 51171 · Due From Gen Fund</b>					68,690.66	68,690.66	0.00
<b>51174 · Due from Home Grant Funds</b>							5,177.00

City of Montgomery - MEDC  
**General Ledger**  
 As of October 31, 2021

11/03/21

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Total 51174 · Due from Home Grant Funds							5,177.00
<b>52000 · Accounts Payable</b>							-138,887.07
Bill Pmt -Check	10/01/2021	2094	Amy Brown	Events Coordinator - September 2021	1,518.27		-137,368.80
Bill Pmt -Check	10/03/2021	2090	Abel Aguirre	VOID: Montgomery Quilt Walk Security (\$360.00)	0.00		-137,368.80
Bill Pmt -Check	10/03/2021	2091	George Hernandez	VOID: Montgomery Quilt Walk Security (\$630.00)	0.00		-137,368.80
Bill Pmt -Check	10/03/2021	2092	Jacob McRae	VOID: Montgomery Quilt Walk Security (\$720.00)	0.00		-137,368.80
Bill Pmt -Check	10/03/2021	2093	Nathaniel Graves	VOID: Montgomery Quilt Walk Security (\$495.00)	0.00		-137,368.80
Bill Pmt -Check	10/05/2021	2095	Rebecca Huss	Reimbursement of Expense - Social Media Services	1,500.00		-135,868.80
Bill Pmt -Check	10/05/2021	2096	Amazon Capital Services, Inc	Supplies for Events - Ballot Box with Lock -Quilt Walk	16.49		-135,852.31
Bill Pmt -Check	10/05/2021	2097	JK Graphics, Inc.	Inv 35901 - Graphics for Quilt Walk - Signs	108.00		-135,744.31
Bill Pmt -Check	10/05/2021	2098	Swank Motion Pictures, Inc.	Movie Night - Wonder Woman - Invoice 003080348	325.00		-135,419.31
Bill	10/06/2021	Fall Festival 2021	Charlie Diggs Entertainment	Montgomery Fall Festival - Charlie Diggs		8,000.00	-143,419.31
Bill Pmt -Check	10/06/2021	2099	Charlie Diggs Entertainment	Montgomery Fall Festival - Charlie Diggs	8,000.00		-135,419.31
Bill	10/06/2021	35953	JK Graphics, Inc.	Inv 35953 - Graphics for Quilt Walk - Signs		171.00	-135,590.31
Bill Pmt -Check	10/12/2021	2100	Rebecca Huss	Reimbursement of Expense - Fernland Dedication	6.41		-135,583.90
Bill Pmt -Check	10/13/2021	2101	JK Graphics, Inc.	Inv 35953 - Graphics for Quilt Walk - Signs	171.00		-135,412.90
Bill Pmt -Check	10/13/2021	2102	Swank Motion Pictures, Inc.	Movie Night - Captain Marvel - Invoice 003083026	325.00		-135,087.90
Bill Pmt -Check	10/14/2021	2103	Gunda Corporation	Downtown Design & Streetscape Improvements Plan - Invoice 9362	2,516.90		-132,571.00
Bill	10/14/2021	19KM-MWVC-CQX3	Amazon Capital Services, Inc	Supplies for Events - Wristbands for Snow in Historic Montgomery		16.99	-132,587.99
Bill	10/15/2021	1DCM-1WRD-KYV9	Amazon Capital Services, Inc	Supplies for Events - Toys for Snow in Historic Montgomery		49.98	-132,637.97
Bill Pmt -Check	10/18/2021	2104	Amazon Capital Services, Inc	Supplies for Events - Snow in Historic Montgomery TX	66.97		-132,571.00
Bill Pmt -Check	10/26/2021	2105	Amy Brown	Events Coordinator - October 2021	1,500.00		-131,071.00
Bill Pmt -Check	10/26/2021	2106	The Kroger Co.	2017-18 True Up / 2019 Tax Year- MEDC Sales Tax Rebate	132,391.00		1,320.00
Bill	10/28/2021	Trick or Treat 2021	Melissa Griffin	Trick or Treat Historic Montgomery 2021 - Melissa Griffin		180.00	1,140.00
Bill	10/28/2021	Trick or Treat 2021	Abel Aguirre	Trick or Treat Historic Montgomery 2021 - Abel Aguirre		180.00	960.00
Bill	10/28/2021	Trick or Treat 2021	Trent Lozano	Trick or Treat Historic Montgomery 2021- Trent Lozano		180.00	780.00
Bill Pmt -Check	10/28/2021	2107	Abel Aguirre	Trick or Treat Historic Montgomery 2021 - Abel Aguirre	180.00		960.00
Bill Pmt -Check	10/28/2021	2108	Chick-Fil-A	Meals- Fernland Dedication	180.00		1,140.00
Bill Pmt -Check	10/28/2021	2109	Melissa Griffin	Trick or Treat Historic Montgomery 2021 - Melissa Griffin	180.00		1,320.00
Bill Pmt -Check	10/28/2021	2110	Trent Lozano	Trick or Treat Historic Montgomery 2021- Trent Lozano	180.00		1,500.00
Bill	10/30/2021	Trick Or Treat DJ	Kevin Smith	DJ for Trick or Treat Historic Montgomery		150.00	1,350.00
Bill	10/31/2021	October 2021	Amy Brown	Events Coordinator - October 2021		1,500.00	-150.00
Bill	10/31/2021	Social Media Service	Rebecca Huss	Reimbursement of Expense - Social Media Services		1,500.00	-1,650.00
Total 52000 · Accounts Payable					149,165.04	11,927.97	-1,650.00
<b>52001 · Accounts Payable Audit</b>							-204,500.00
General Journal	10/06/2021	AL	The Kroger Co.	To accrue Monthly Transfer to Texpool Reimbursement Account for Sales Tax Payable in 2021		20,833.33	-225,333.33
Total 52001 · Accounts Payable Audit					0.00	20,833.33	-225,333.33
<b>52710 · Due to Utility Fund</b>							-119.00
General Journal	10/07/2021	AL		Transfer to Utility Fund	119.00		0.00
General Journal	10/29/2021	AL		Transfer to Utility Fund	90.00		90.00
General Journal	10/31/2021	AL		Events Equipment - Event Flyers		90.00	0.00
Total 52710 · Due to Utility Fund					209.00	90.00	0.00
<b>52712 · Due to Gen Fund</b>							-1,140.85
General Journal	10/07/2021	AL		To accrue Monthly Admin transfer - October 2021		4,583.33	-5,724.18
General Journal	10/07/2021	AL		Monthly Admin Transfer October 2021	4,583.33		-1,140.85
General Journal	10/28/2021	AL		Wages - Larry Evans (Trick of Treat Historic Montgomery)		180.00	-1,320.85
General Journal	10/29/2021	AL		Transfer to General Fund	1,320.85		0.00
Total 52712 · Due to Gen Fund					5,904.18	4,763.33	0.00
<b>53900 · Unrestricted Net Assets</b>							-1,924,878.43
Total 53900 · Unrestricted Net Assets							-1,924,878.43
<b>55000 · Taxes &amp; Franchise Fees</b>							0.00

City of Montgomery - MEDC  
**General Ledger**  
 As of October 31, 2021

11/03/21

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>55400 · Sales Tax</b>							0.00
General Journal	10/06/2021	AL		To accrue sales tax revenue rec'd 10/21 - 25% of sales tax in GOF		68,690.66	-68,690.66
Total 55400 · Sales Tax					0.00	68,690.66	-68,690.66
Total 55000 · Taxes & Franchise Fees					0.00	68,690.66	-68,690.66
<b>55300 · Other Revenues</b>							0.00
<b>55391 · Interest Income</b>							0.00
General Journal	10/31/2021	AL		Interest on Checking - October 2021		44.38	-44.38
General Journal	10/31/2021	Int		Interest on Texpool		12.93	-57.31
General Journal	10/31/2021	Int		Interest on Texpool		6.31	-63.62
General Journal	10/31/2021	Int		Interest on Texpool		5.99	-69.61
Total 55391 · Interest Income					0.00	69.61	-69.61
Total 55300 · Other Revenues					0.00	69.61	-69.61
<b>56001 · Business Dev &amp; Ret -Category II</b>							0.00
<b>56001.8 · Sales Tax Reimbursement</b>							0.00
General Journal	10/06/2021	AL	The Kroger Co.	To accrue Monthly Transfer to Texpool Reimbursement Account for Sales Tax Payable in 2021	20,833.33		20,833.33
Total 56001.8 · Sales Tax Reimbursement					20,833.33	0.00	20,833.33
Total 56001 · Business Dev & Ret -Category II					20,833.33	0.00	20,833.33
<b>56002 · Quality of Life - Category III</b>							0.00
<b>56002.3 · Events</b>							0.00
<b>56100.A · Events - Equipment</b>							0.00
General Journal	10/31/2021	AL		Events Equipment - Event Flyers	90.00		90.00
Total 56100.A · Events - Equipment					90.00	0.00	90.00
<b>56100.B · Montgomery Quilt Walk</b>							0.00
Bill	10/06/2021	35953	JK Graphics, Inc.	Inv 35953 - Graphics for Quilt Walk - Signs	171.00		171.00
Total 56100.B · Montgomery Quilt Walk					171.00	0.00	171.00
<b>56100.G · Montgomery Fall Festival</b>							0.00
Bill	10/06/2021	Fall Festival 2021	Charlie Diggs Entertainment	Montgomery Fall Festival - Charlie Diggs	8,000.00		8,000.00
Total 56100.G · Montgomery Fall Festival					8,000.00	0.00	8,000.00
<b>56100.H · Snow in Historic Montgomery TX</b>							0.00
Bill	10/14/2021	19KM-MWVC-CQX3	Amazon Capital Services, Inc	Supplies for Events - Wristbands for Snow in Historic Montgomery	16.99		16.99
Bill	10/15/2021	1DCM-1WRD-KYV9	Amazon Capital Services, Inc	Supplies for Events - Toys for Snow in Historic Montgomery	49.98		66.97
Total 56100.H · Snow in Historic Montgomery TX					66.97	0.00	66.97
<b>56100.K · Trick or Treat Historic Mont.</b>							0.00
Bill	10/28/2021	Trick or Treat 2021	Melissa Griffin	Trick or Treat Historic Montgomery 2021 - Melissa Griffin	180.00		180.00
General Journal	10/28/2021	AL		Wages - Larry Evans	180.00		360.00
Bill	10/28/2021	Trick or Treat 2021	Abel Aguirre	Trick or Treat Historic Montgomery 2021 - Abel Aguirre	180.00		540.00
Bill	10/28/2021	Trick or Treat 2021	Trent Lozano	Trick or Treat Historic Montgomery 2021 - Trent Lozano	180.00		720.00
Bill	10/30/2021	Trick Or Treat DJ	Kevin Smith	DJ for Trick or Treat Historic Montgomery	150.00		870.00
Total 56100.K · Trick or Treat Historic Mont.					870.00	0.00	870.00
Total 56002.3 · Events					9,197.97	0.00	9,197.97
Total 56002 · Quality of Life - Category III					9,197.97	0.00	9,197.97
<b>56004 · Administration - Category V</b>							0.00

City of Montgomery - MEDC  
**General Ledger**  
 As of October 31, 2021

11/03/21

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>56004.1 · Admin Transfers to Gen Fund</b>							0.00
General Journal	10/07/2021	AL		To accrue Monthly Admin transfer - October 2021	4,583.33		4,583.33
Total 56004.1 · Admin Transfers to Gen Fund					4,583.33	0.00	4,583.33
<b>56004.6 · Consulting (Professional servi)</b>							0.00
Bill	10/31/2021	October 2021	Amy Brown	Events Coordinator - October 2021	1,500.00		1,500.00
Bill	10/31/2021	Social Media Service	Rebecca Huss	Reimbursement of Expense - Social Media Services	1,500.00		3,000.00
Total 56004.6 · Consulting (Professional servi)					3,000.00	0.00	3,000.00
Total 56004 · Administration - Category V					7,583.33	0.00	7,583.33
<b>TOTAL</b>					<b>483,568.11</b>	<b>483,568.11</b>	<b>0.00</b>

City of Montgomery - MEDC  
Balance Sheet

	Oct 31, 21
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
51100 · MEDC Checking	1,177,087.72
51300 · Time Deposits-MEDC	546,489.94
51301 · Texpool Reimbursement Acct	93,115.79
51302 · Texpool - Downtown	200,018.21
<b>Total Checking/Savings</b>	<b>2,016,711.66</b>
Other Current Assets	
51150 · Accounts Receivable Audit	161,118.74
51174 · Due from Home Grant Funds	5,177.00
<b>Total Other Current Assets</b>	<b>166,295.74</b>
<b>Total Current Assets</b>	<b>2,183,007.40</b>
<b>TOTAL ASSETS</b>	<b>2,183,007.40</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
52000 · Accounts Payable	1,650.00
52001 · Accounts Payable Audit	225,333.33
<b>Total Accounts Payable</b>	<b>226,983.33</b>
<b>Total Current Liabilities</b>	<b>226,983.33</b>
<b>Total Liabilities</b>	<b>226,983.33</b>
Equity	
53900 · Unrestricted Net Assets	1,924,878.43
Net Income	31,145.64
<b>Total Equity</b>	<b>1,956,024.07</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>2,183,007.40</b>



**Montgomery MEDC  
AGENDA REPORT**

<b>Meeting Date:</b> November 15, 2021	<b>Budgeted Amount:</b> N/A
<b>Department:</b> MEDC	<b>Prepared By:</b> Richard Tramm

**Subject**

Consideration and possible action to cancel the Regular Meeting of December 20, 2021.

**Recommendation**

Approve a motion to cancel the Regular Meeting of December 20, 2021.

**Discussion**

Due to the closeness of the December Regular Meeting to the Christmas Holiday period, this meeting is normally cancelled to avoid scheduling conflicts.

**Approved By**

City Administrator	Richard Tramm	Date: November 9, 2021

Montgomery MEDC  
**AGENDA REPORT**

<b>Meeting Date:</b> November 15, 2021	<b>Budgeted Amount:</b> N/A
<b>Department:</b> MEDC	<b>Prepared By:</b> Richard Tramm

**Subject**

Update and possible action on Entrepreneurship Partnership between the Montgomery Economic Development Corporation and Montgomery Independent School District.

**Recommendation**

No recommendation for action at this time.

**Discussion**

During the August 16, 2021, MEDC Board of Directors Meeting, it was discussed that MEDC Directors Byron Sanford and Jeff Angelo communicate with MISD on opportunities to partner for a possible entrepreneurial program. This agenda item is to allow them to report back to the MEDC Board of Directors and have discussion with the other Board Members on their interactions with the school district on this topic.

**Approved By**

City Administrator	Richard Tramm	Date: November 10, 2021

**Montgomery MEDC  
AGENDA REPORT**

<b>Meeting Date:</b> November 15, 2021	<b>Budgeted Amount:</b> N/A
<b>Department:</b> MEDC	<b>Prepared By:</b> Richard Tramm

**Subject**

Consideration and possible action to amend the Bylaws of the Montgomery Economic Development Corporation.

**Recommendation**

Consider a motion to amend Bylaws of the Montgomery Economic Development Corporation.

**Discussion**

3.02 of the Bylaws of the Montgomery Economic Development Corporation (MEDC) do not properly describe the two (2) year terms of office held by the Directors of the MEDC. The sentences to be amended within 3.02 are:

*...The terms of four (4) directors shall begin on January 1 of each odd numbered year and expire on December 31 of the next following odd numbered year. The terms of three (3) directors shall begin on January 1 of each even numbered year and expire on December 31 of the next following even numbered year. ...*

Please consider amending as follows:

*...The terms of four (4) directors shall begin on January 1 of each odd numbered year and expire on December 31 of the next following ~~odd numbered~~ year. The terms of three (3) directors shall begin on January 1 of each even numbered year and expire on December 31 of the next following ~~even numbered~~ year. ...*

The current wording describes three-year terms and not two-year terms, as is appropriate for Directors of an economic development corporation, so this change will allow us to avoid confusion in the future.

**Approved By**

City Administrator	Richard Tramm	Date: November 9, 2021

BYLAWS  
OF  
MONTGOMERY ECONOMIC DEVELOPMENT CORPORATION

These Bylaws govern the affairs of MONTGOMERY ECONOMIC DEVELOPMENT CORPORATION (the "Corporation"), a nonprofit corporation organized under Article 5190.6 V.T.C.S., the Development Corporation Act of 1979 (the "Act") and governed by Sec. 4B of the Act.

ARTICLE I

PURPOSES

General Purposes

1.01 The Corporation acts on behalf of the City of Montgomery, Texas in furtherance of the public purposes of the Act and may engage in any project authorized under Sec. 2(10) or Sec. 4B of the Act.

Powers

1.02 The Corporation has all the powers, both express and implied, granted to corporations governed by Sec. 4B of the Act.

ARTICLE II

OFFICES

Principal Office

2.01 The principal office of the corporation in the State of Texas is located at 101 Old Plantersville Road, Montgomery, Texas. The Board of Directors may provide for additional offices or change the location of any office.

Registered Office and Agent

2.02 The Corporation shall comply with the requirements of the Act and maintain a registered office and registered agent in Texas. The registered office may, but need not, be identical with the Corporation's principal office in Texas. The Board of Directors may change the registered office and the registered agent as provided in the Act.

ARTICLE III

BOARD OF DIRECTORS

## Management of the Corporation

3.1 The affairs of the Corporation shall be managed by the Board of Directors.

### Number, Qualifications and Tenure of Directors

3.2 The Board of Directors shall consist of seven members appointed by the City Council of the City of Montgomery, Texas, for staggered two year terms of office. At least three (3) directors shall be persons who are not employees, officers or members of the governing body of the City of Montgomery, Texas. Two (2) directors shall be members of the governing body of the City. The terms of four (4) directors shall begin on January 1 of each odd numbered year and expire on December 31 of the next following odd numbered year. The terms of three (3) directors shall begin on January 1 of each even numbered year and expire on December 31 of the next following even numbered year. All directors of the Corporation shall be residents of the County of Montgomery with the majority being residents of the City of Montgomery.

### Vacancies

3.3 A vacancy occurring upon the Board of Directors shall be filled for the unexpired term, as appointed by the City Council.

### Annual Meeting

3.4 The annual meeting of the Board of Directors shall be held during January of each fiscal year. The Board of Directors shall designate the time and location of the annual meeting which shall be held in the principal offices of the corporation.

### Regular Meetings

3.5 The Board of Directors may provide for regular meetings by resolution stating the time and place of such meetings. The meeting shall be held within the City of Montgomery, Texas, at the principal offices of the corporation or at such other location as the Board of Director may designate.

### Special Meetings

3.6 Special meetings of the Board of Director may be called at the request of the president or any two directors. A person or persons calling the meeting shall fix the time and location of the meeting, which meeting shall be conducted within the City of Montgomery, Texas. The person or persons calling a special meeting shall notify the secretary of the Corporation of the information required to be included in the notice of the meeting. In addition to the posting of a meeting notice in accordance with these Bylaws, a copy of each such meeting notice shall be delivered to each director not less than seventy two hours before the time of the meeting. A meeting notice shall be deemed delivered to any director when deposited in the United States mail addressed to the director at his or her address as it appears on the records of

the Corporation. Such additional notice may be waived in writing by a director at any time either before or after the time of the meeting and such additional notice shall be deemed waived the attendance.

#### Notice of Meetings

3.7 The Board of Director shall be considered a "governmental body" within the meaning of Texas Government Code, Sec. 551.001, a notice of each meeting shall be given in accordance with the provisions of Texas Government Code, Chapter 551 (the Texas Open Meetings Act).

#### Quorum

3.8 Four (4) directors shall constitute a quorum for the transaction of business at any meeting of the Board of Director. The presence of a director may not be established by proxy. No business shall be conducted, nor shall any action be taken by the Board of Directors in the absence of a quorum.

#### Duties of Directors

3.9 Director shall exercise ordinary business judgment in managing the affairs of the Corporation. In acting in their official capacity as directors of the Corporation, director shall act in good faith and take actions they reasonably believe to be in the best interest of the Corporation and which are not unlawful and shall refrain from actions not in the best interest of the Corporation or which would be unlawful. A director shall not be liable if, in the exercise of ordinary care, the director acts in good faith relying of written financial and legal statements provided by an accountant or attorney retained by the Corporation.

#### Actions of Board of Directors

3.10 The Board of Directors shall try to act by consensus. However, the vote of a majority of directors present at a meeting at which a quorum is present shall be sufficient to constitute the act of the Board of Directors.

#### Proxy Voting Prohibited

3.11 A director may not vote by proxy.

#### Removal of Directors

3.12 The Board of Directors and each member thereof serves at the pleasure of the City Council of the City of Montgomery, Texas, which may remove any director at any time, either with or without good cause.

## Committees of Directors

3.13 The Board of Directors may by resolution establish one or more special or standing committees of its members. Such committees shall have the powers, duties and responsibilities established by the Board. The committees shall keep regular minutes of their meetings and report the same to the Board of Directors when required.

## ARTICLE IV

### OFFICERS

#### Officer Positions

4.1 The officers of the Corporation shall be a president, a vice president, a secretary, and a treasurer. The Board of Directors may create additional officers positions, define the authorities and duties of such additional positions and appoint persons to fill such positions. No person may hold more than one such office.

#### Elections and Terms of Officers

4.2 The officers of the Corporation shall be elected annually by the Board of Directors at the regular annual meeting.

#### Removal of Officers

4.3 Any officer may be removed by the Board of Directors at any time, with or without good cause. The removal of an officer does not also result in the removal of such person as a director of the Corporation.

#### Vacancies

4.4 A vacancy in any office may be filled by the Board of Directors for the unexpired portion of the officer's term.

#### President

4.5 The president shall be the chief executive officer of the Corporation. The president shall supervise and control all of the business and affairs of the Corporation. The president shall preside at all meetings of Board of Directors. When the execution of any contract or instrument shall have been authorized by the Board of Directors, the president shall execute same except where such power is expressly delegated to another officer of the Corporation. The president shall perform other duties prescribed by the Board of Directors and all duties incident to the office of president.

### Vice president

4.6 When the president is absent, is unable to act, or refuses to act, the vice president shall perform the duties of the president. When acting in place of the president, the vice president shall have all the powers and duties as the president and be subject to all of the limitations and restrictions placed upon the president.

### Secretary

4.7 The Secretary shall:

- a) Give all notices as provided in the bylaws or as required by law.
- b) Take minutes of the meeting of the board of Directors and keep the minutes as part of the corporate records.
- c) Maintain custody of the corporate records, authenticate corporate documents and affix the seal of the Corporation as required.
- d) Keep a register of the mailing address of each director and officer of the Corporation.
- e) Perform duties as assigned by the president or Board of Directors.
- f) Perform all duties incident to the office of secretary.

The Board of Directors may, at their discretion, assign to a member of the City of Montgomery staff the duties of assistant to the Secretary.

### Treasurer

4.8 The Treasurer shall:

- a) Have charge and custody of and be responsible for all funds and securities of the Corporation.
- b) Receive and give receipts for moneys due and payable to the Corporation from any source.
- c) Deposit all moneys in the name of the Corporation in banks, trust companies, or other depositories as provided by these bylaws.
- d) Write checks and disburse funds to discharge obligations of the Corporation.
- e) Maintain the financial books and records of the corporation.
- f) Prepare financial reports at least annually.
- g) Perform other duties as assigned by the Board of Directors.
- h) Perform all duties incident to the office of treasurer.

The Board of Directors may, at their discretion, assign to a member of the City of Montgomery staff the duties of assistant to the Treasurer.

## ARTICLE V

### TRANSACTIONS OF THE CORPORATION



## Contracts

5.1 The Board of Directors may authorize any officer or agents of the Corporation to enter into a contract or execute and deliver any instrument in the name of or on behalf of the Corporation. This authority may be limited to a specific contract or instrument or it may extend to any number and type of possible contracts and instruments.

### Depository

5.2 The Board of Directors of the corporation shall designate a depository bank. All funds of the Corporation shall be deposited with the depository bank.

### Potential Conflicts of Interest

5.3 The members of the Board of Directors are local public officials within the meaning of Texas Government Code Chapter 171. If a director has a substantial interest in a business entity or real property which is the subject of deliberation by the Board of Directors, the director shall file an affidavit with the secretary of the corporation stating the nature and extent of the interest. Such affidavit shall be filed prior to any vote or decision upon the matter by the Board of Directors, and the interested director shall abstain from any vote or decision upon the matter.

## ARTICLE VI

### BOOKS AND RECORDS

#### Required Books and Records

6.1 The Corporation shall keep correct and complete books and records of account. The Corporation's books and records shall include:

- a) A file endorsed copy of all documents filed with the Texas Secretary of State relating to the Corporation, including, but not limited to, the articles of incorporation, any articles of amendment, restated articles, articles of merger, articles of consolidation, and statement of change of registered office or agent.
- b) A copy of the bylaws, and any amended versions or amendments to the bylaws.
- c) Minutes of the proceedings of the Board of Directors.
- d) A list of names and addresses of the directors and officers of the Corporation.
- e) A financial statement showing the assets, liabilities, and net worth of the Corporation at the end of the three most recent fiscal years.
- f) A financial statement showing the income and expenses of the Corporation for the three most recent fiscal years.
- g) All rulings, letters, and other documents relating to the Corporation's federal, state and local tax status.
- h) The Corporation's federal, state and local information or income tax returns for each of the Corporation's three most recent tax years.

#### Records Open to Public

6.2 The Corporation shall be considered a "governmental body" within the meaning of Texas Government Code, Sec. 552.003 and all records of the corporation shall be made available to the public for inspection or reproduction in accordance with the requirements of Texas Government Code, Chapter 552 (The Texas Open Records Act.)

Audits

6.3 The City Council of the City of Montgomery, Texas may at any time require an independent audit of the Corporation's books to be conducted.

ARTICLE VII

FISCAL YEAR

The fiscal year of the corporation shall begin on the first day of October and end on the last day of September.

ARTICLE VIII  
AMENDMENTS TO BYLAWS

The bylaws may be altered, amended or repealed by the Board of Directors with the consent of the City Council of the City of Montgomery, Texas.

ARTICLE IX

MISCELLANEOUS PROVISIONS

Legal Authorities Governing Construction of Bylaws

9.1 The Bylaws shall be construed in accordance with the laws of the State of Texas. All references in the bylaws to statutes, regulations, or other sources of legal authority shall refer to the authorities cited, or their successors, as they may be amended from time to time. It is expressly provided that the provision of the Development Corporation Act of 1979 applicable to corporations governed under Sec. 4B of that Act are incorporated within these bylaws by reference. In the event of any conflict between the applicable provisions of such Act and these bylaws, then the applicable provisions of such Act shall control.

Legal Construction

9.2 If any bylaw provision is held to be invalid, illegal or unenforceable in any respect, the invalidity, illegality or unenforceability shall not affect any other provision and the bylaws shall be construed as if the invalid, illegal or unenforceable provision had not been included in the bylaws.

Headings

9.3 The headings used in the bylaws are used for convenience and shall not be considered in construing the terms of the bylaws.

Seal

9.04 The Board of Directors may provide for a corporate seal. Such seal would consist of two concentric circles containing the words "Montgomery Economic Development Corporation" and "Texas" in one circle and the "Incorporated" together with the date of incorporation of the Corporation in the other circle.

Parties Bound

9.05 The bylaws shall be binding upon and incur to the benefit of the directors, officers and agents of the Corporation and their respective heirs, executors, administrators, legal representatives, successors and assigns expect as otherwise provided in the bylaws.


Effective Date

9.06 These bylaws, and any subsequent amendments hereto, shall be effective of and from the date upon which approval has been given both by the Board of Directors and the City Council of the City of Montgomery, Texas.

CERTIFICATE OF SECRETARY

I certify that I am the duly elected and acting secretary of the MONTGOMERY ECONOMIC DEVELOPMENT CORPORATION , and the foregoing Bylaws constitute the Bylaws of the Corporation. These Bylaws were duly amended and adopted at a meeting of the Board of Directors held on the 18 day of February, 2019.

Signed this 18 day of February, 2019.

  
Secretary of the Corporation

**Montgomery MEDC  
AGENDA REPORT**

<b>Meeting Date:</b> November 8, 2021	<b>Budgeted Amount:</b> N/A
<b>Department:</b> MEDC	<b>Prepared By:</b> Richard Tramm

**Subject**

Discussion and consideration to set date for the January 2022 Regular Meeting and the 2022 Annual Meeting of the Montgomery Economic Development Corporation.

**Recommendation**

Approve a motion to set January 17 or 18, 2022, as the Regular Meeting and the 2022 Annual Meeting date of the Montgomery Economic Development Corporation, with the Annual Meeting to occur in conjunction with the Regular Meeting of January 2022.

**Discussion**

There are two related discussion items for this agenda item.

1. The regular meeting date for January occurs on a City Holiday (Martin Luther King, Jr. Day), so the Board of Directors may want to consider moving the meeting to the follow day (which it did in 2021).
2. In addition, the MEDC holds an Annual Meeting (historically in January of each year). This meeting includes a review of the past year and establishes goals for the year ahead and is held in conjunction with the Regular Meeting for January. Other Annual Meeting activities include reviewing an annual financial report, electing Board Officers for the year, and approval of signors for MEDC banking accounts (if necessary).

**Approved By**

City Administrator	Richard Tramm	Date: November 12, 2021

Montgomery MEDC  
**AGENDA REPORT**

<b>Meeting Date:</b> November 15, 2021	<b>Budgeted Amount:</b> N/A
<b>Department:</b> MEDC	<b>Prepared By:</b> Richard Tramm

**Subject**

Consideration and possible action regarding Houston-Galveston Area Council (HGAC) and possible future grant opportunities.

**Recommendation**

Listen to the information provided and consider any action that may be necessary.

**Discussion**

The Texas Department of Agriculture funds Community Development Grants through the HGAC for infrastructure projects, such as water/wastewater facilities, street improvements and drainage. I have reached out to the HGAC, as well as our current consultants related to potential future application to the HGAC for the next round of grant opportunities.

**Approved By**

City Administrator	Richard Tramm	Date: November 12, 2021

**Montgomery MEDC  
AGENDA REPORT**

<b>Meeting Date:</b> November 15, 2021	<b>Budgeted Amount:</b> N/A
<b>Department:</b> MEDC	<b>Prepared By:</b> Richard Tramm

**Subject**

Consideration and possible action regarding additional grant opportunities for future projects.

**Recommendation**

Listen to the information provided and consider any action that may be necessary.

**Discussion**

City staff will be looking for other grant opportunities both directly and through grant writing firms.

One particular direction for us to evaluate is applying for the Texas Main Street Program through the Texas Historical Commission. The Texas Main Street Program serves to help work with members to improve their economic vitality and historical preservation. I am waiting for additional information from a grant writing firm the City uses and will bring that information to the meeting. While Texas Main Street is not a grant providing agency, they do supply assistance aimed at helping improve economic conditions.

**Approved By**

City Administrator	Richard Tramm	Date: November 12, 2021

**Montgomery MEDC  
AGENDA REPORT**

<b>Meeting Date:</b> November 15, 2021	<b>Budgeted Amount:</b> N/A
<b>Department:</b> MEDC	<b>Prepared By:</b> Richard Tramm

**Subject**

Consideration and possible action to convert the contracted Event Coordinator position to a full-time staff position and amend the annual budget to fund the position.

**Recommendation**

Consider approval to convert the contracted Event Coordinator position to a full-time staff position and amend the annual budget to fund the position.

**Discussion**

This position was created in June 2021 as a contracted position anticipating an average of 20-25 hours of work per week. Since that time the actual hours worked has averaged 44 hours per week. The primary reason for this difference looks to be the increasing number of events in the area beyond what had previously occurred. It was originally anticipated the contracted position might need to become a full-time staff position, but the need for this occurred quicker than I anticipated. Duties for this position include assisting with development, design, and coordination of MEDC/City initiated events; coordination with outside event planners and City staff for permitting and coordination with City departments; provide reports to MEDC Board of Directors on events; and work with the City Administrator on any other MEDC business as needed. It is likely the position will evolve with the future needs of the MEDC and City.

This position would be funded by a budget amendment to move \$12,000 from 56004.6 Consulting (Professional Services)—funds that would apply towards the contracted position from February 2022 – September 2022— and to also move \$40,000 in unallocated funds from 56002.3 Events. Both of those amounts (\$52,000 total) would be moved to 56004.1 Administrative Transfers to the General Fund, which is the category. The MEDC funded similar staff positions in this manner in the past.

**Approved By**

City Administrator	Richard Tramm	Date: November 12, 2021

Montgomery MEDC  
AGENDA REPORT

<b>Meeting Date:</b> November 15, 2021	<b>Budgeted Amount:</b> N/A
<b>Department:</b> Administration	<b>Prepared By:</b> Dave McCorquodale

**Subject**

Consideration and possible action regarding collaboration with the City on the proposed Clepper Drive sidewalk construction.

**Recommendation**

Consider a motion to collaborate with the City on the proposed Clepper Drive sidewalk project and refine details to bring back to the Board of Directors for consideration and approval.

**Discussion**

The City has budgeted money in the current fiscal year for the construction of a sidewalk along Clepper Drive from the intersection of Prairie Street to the intersection of Bessie Price Owens Drive. The project was submitted for grant funding through TxDOT’s bi-annual Transportation Alternatives program but was not awarded funding. Construction of the sidewalk has potential benefits for both the City and the MEDC, providing a valuable pedestrian link between the Historic Downtown, and Fernland Historical Park and the City’s open space next to MISD that is used for event parking and other event activities. This sidewalk project was also identified in the Downtown Master Plan as a key component of the City’s connections to downtown.

The city engineer has provided a map exhibit outlining the extent of the sidewalk project and will be at the meeting to discuss further.

**Approved By**

Asst. City Administrator	Dave McCorquodale	Date: 11/12/2021
City Administrator	Richard Tramm	Date: 11/12/2021





**Legend**

- - - Proposed 6' ADA-Compliant Sidewalk and a Bio-swale Running Along the Sidewalk with Catch Basins
- - - Existing Sidewalk
- - - Future Potential Sidewalk
- Proposed ADA-Compliant Curb Ramps

**CLEPPER SIDEWALK IMPROVEMENTS**  
**CITY OF MONTGOMERY**

**WGA**

CONSULTING ENGINEERS

WARD, GETZ & ASSOCIATES, PLLC  
 TEXAS REGISTERED ENGINEERING FIRM F-9756  
 4526 Research Forest Dr., Suite 175  
 The Woodlands, Texas 77381  
 713.789.1900

SCALE: 1" = 200'



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 19<sup>th</sup>, 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 25<sup>th</sup>, 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 27<sup>th</sup> 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 9<sup>th</sup> 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 21<sup>st</sup>, 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 28<sup>th</sup> 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

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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

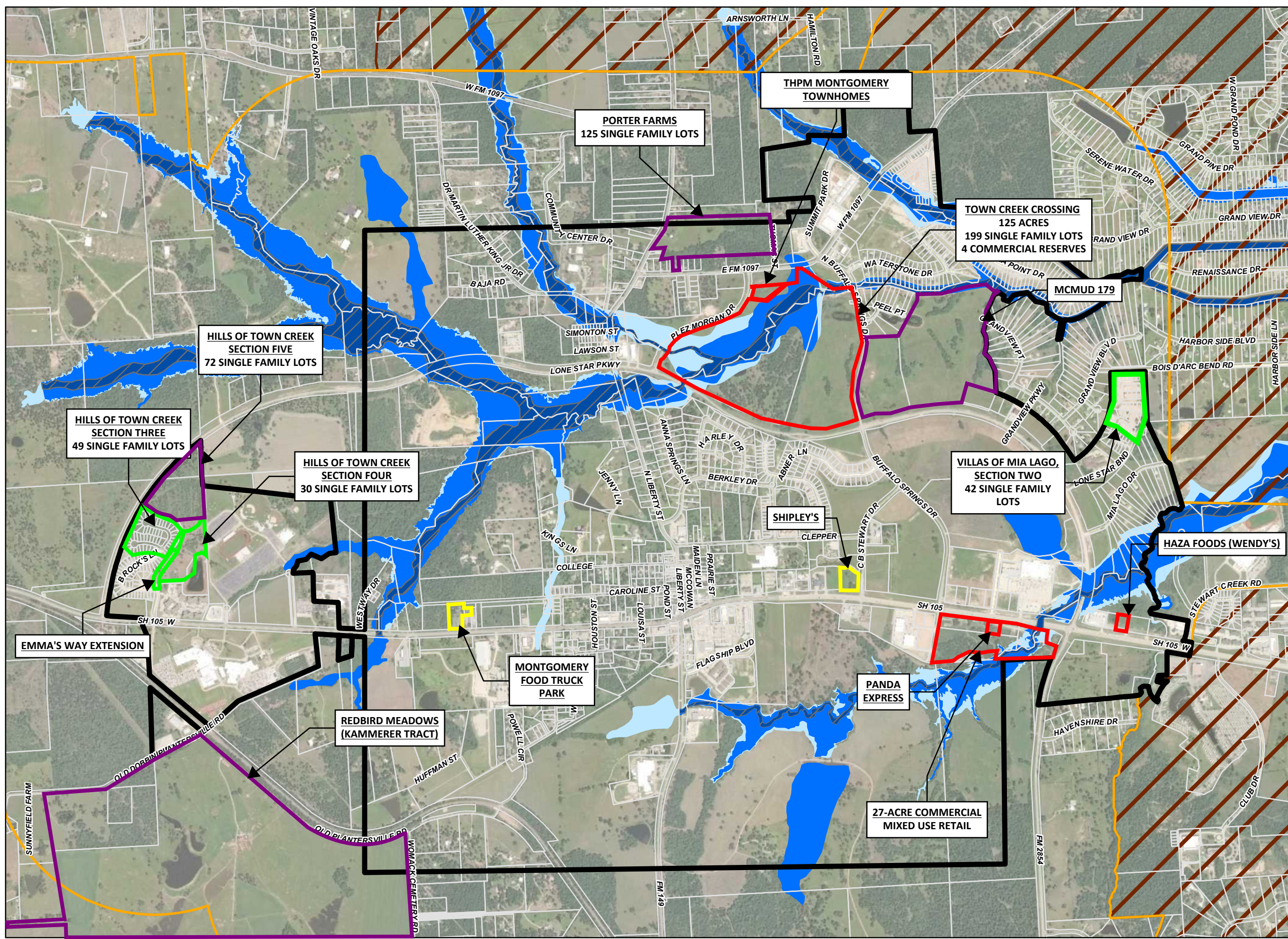
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Attachments - Active Developments Map

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





**LEGEND**

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

**ACTIVE DEVELOPMENTS (OCTOBER 2021)**

0 750 1,500  
Feet

1 inch equals 1,500 feet

Project Number: W5641-0900-18  
Date: 3/17/2020  
User Name: JCP





## Development Report November 2021

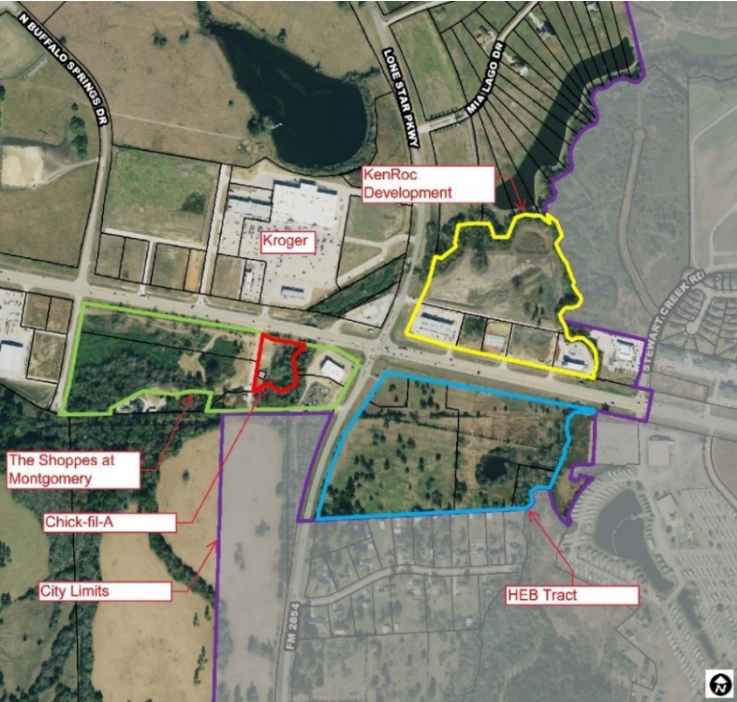
Richard Tramm, City Administrator  
Dave McCorquodale, CPM, Assistant City Administrator and  
Director of Planning & Development

Residential and commercial markets continue to show sustained activity and growth as we approach the holiday season and the end of 2021. Residential lot inventory in the City has been relatively low over the past couple years while still meeting demand. New developments coming online now will ensure attractive homesites remain available. Commercial construction activity continues within existing developments on the east end of the City. Looking ahead to 2022, we expect to see an increase in the pace and intensity of new development in the City and are prepared to meet the additional demand on city services.

# Commercial Development

## East End Commercial –

Construction on the east end of Montgomery continues at a steady pace. The 26-acre Shoppes at Montgomery is active with Panda Express now open. AutoZone is also open next to McCoy’s Building Supply. Several other prospective businesses are discussing locations on the east end of the City. We expect to announce them soon. Wendy’s restaurant is now under construction near AT&T.



## Central Business District & Historic Downtown –

Hawk Security recently opened at 302 John A. Butler in the One Property Group building. They are an addition to the space and One Property Group is still located here.



# Residential Development

Existing homesite inventory is limited, but available, and several new residential subdivisions are under development in the City. While uncertainty exists in the market, low mortgage interest rates coupled with a desirable community and relatively low home prices will likely keep demand for new housing strong for the immediate future.

- 34 new homes completed in 2021 (through October 31<sup>st</sup>; none in October)
- 18 new single-family home permits issued in October (double the previous month)

Hills of Town Creek Subdivision – Near Montgomery High School on the west side of the City, this subdivision has 130 single-family homesites. Plans for a new 70-lot section have recently been submitted to the City for review. This new addition will include extending Emma’s Way through to Lone Star Parkway to accommodate additional traffic.

Town Creek Crossing – This addition to the Buffalo Springs Planned Development includes approximately 140 residential homesites and eight commercial reserves. Site work is substantially complete and home construction is currently underway.





# City Development Activities

Texas Water Development Board Funding - The City is utilizing \$2.8 million in TWDB funding for water and sewer infrastructure projects that include:

- Downtown + SH105 Waterline (completed).
- Water Plant #3 (project underway).
- Lift Station #1 (completed).
- Lift Station #3 Sanitary Force Main Reroute (design complete; process on hold pending final reconciling of cost for above project to determine available funding)

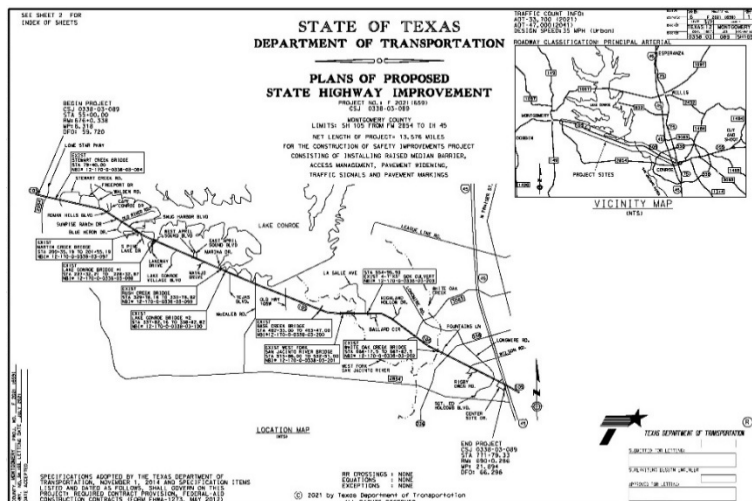
General Land Office Severe Flood Mitigation Grant – In 2018, the City was awarded \$2.2 million from the Texas General Land Office (GLO) for flood-related damages associated with 2016-2018 flooding events, which included the Memorial & Tax Day floods and Hurricane Harvey. A study of the Town Creek and Anders Branch watersheds on the north side of the City identified flood-prevention projects to be implemented with the grant funds. The engineering design work is underway and the City was granted a time extension for the project completion due to the COVID-19 pandemic.

Minimum MUD Standards – During 2019 and 2020, the City considered a framework of standards for MUD's and other Special Purpose Districts in the City Limits and ETJ. As City staff explored establishing minimum MUD standards, it was realized that each situation would need to be considered according to its individual merits. This led to the creation of a set of statements/questions for the City to use in evaluating future special district creation requests. They are:

1. How does the proposed District benefit its residents? (available amenities, etc)
2. How does the proposed District benefit the broader community? (variety of housing options, possible improved commercial development)
3. How does the proposed District benefit the City? (fiscally responsible planning, collaborative relationships with developers).

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

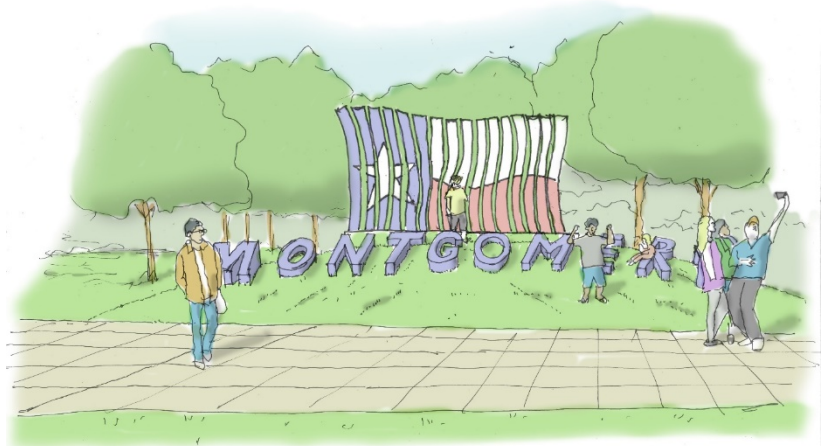
- FM149 turn lane: The City has been working with TxDOT on a turn lane at the intersection of SH105 & FM149 since early 2019. The turn lane will serve northbound traffic on FM149 turning east on SH105. Work is underway but has been delayed by electric line relocations. Many of Entergy’s construction crews are still deployed in Louisiana for storm repairs following Hurricane Ida’s landfall in late August.
- TxDOT 2021 Transportation Alternatives Call for Projects: The City submitted two grant applications this year for TxDOT’s bi-annual program to improve pedestrian and bicycle facilities on or near TxDOT roads: one along Martin Luther King, Jr. Drive from FM149 to the City limits, and one connecting the downtown to the public library and Memory Park on Bessie Price Owens Drive. The City was not awarded any grants this year, though City Council did include both projects in this year’s budget and intends to move forward with design and construction of each project.
- TxDOT SH 105 Access Management Project: TxDOT plans to begin construction of raised medians in key locations between FM 2854 in Montgomery and I-45 in Conroe. This multi-year project will improve safety by reducing cross-traffic turning locations and providing dedicated single-direction turn lanes where the project study identified a need for them. More about the project can be found at: <https://www.txdot.gov/inside-txdot/projects/studies/houston/sh105-access.html>. Click on the Project Tracker to see project details.



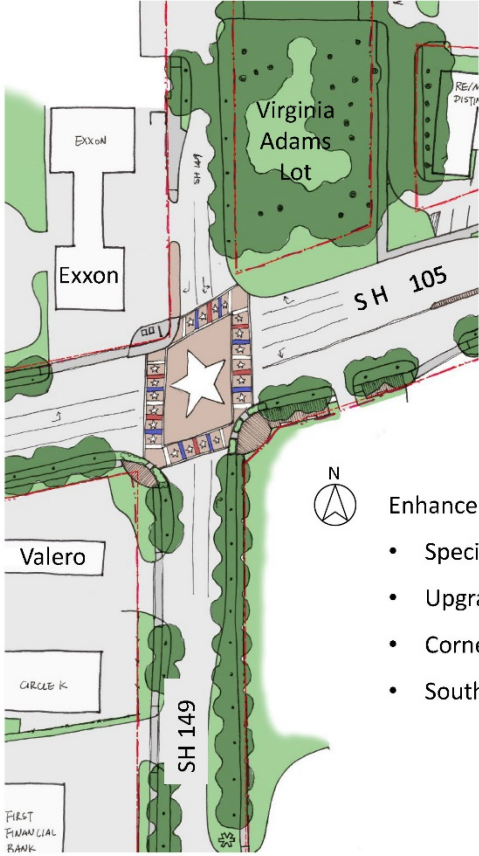
Downtown Improvement Plan – This MEDC-funded project to improve the downtown area began in November 2020 and was adopted by the MEDC and City Council in November 2021. The MEDC worked with TAMU landscape architecture students on visioning for the project and contracted with the Gunda Corporation/White Oak Studio team to lead the design efforts. The team presented the final project document to MEDC on November 1st. Several of the slides from the design team’s work are included below.



Sketch of Liberty Street



Monument Concept

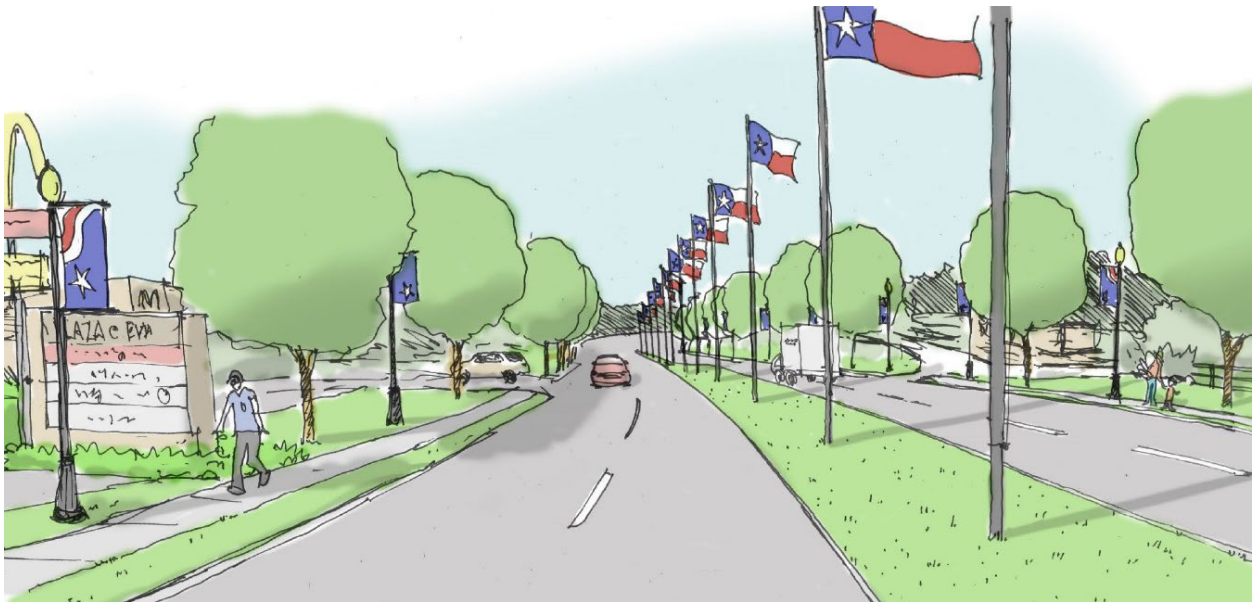


Example of Intersection and Corner Development

Enhance Downtown Gateway and Increase Awareness of Downtown:

- Special Intersection and Crosswalks Pavement
- Upgraded Traffic Signals and Light Poles
- Corner Landscape & Hardscape Enhancements
- South Gateway Landscape Enhancements along SH 149

**SH 105 / SH 149 INTERSECTION IMPROVEMENTS**

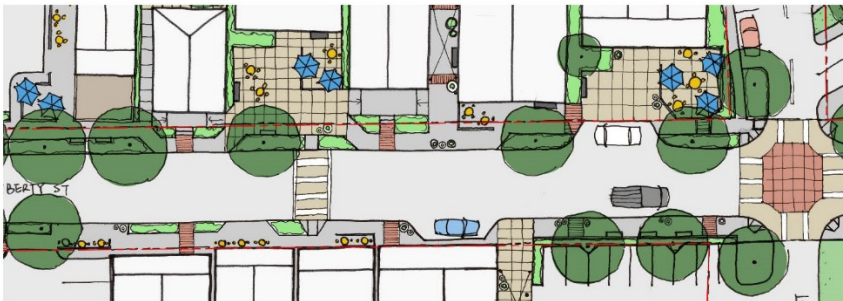


Conceptual sketch of 105/Eva Street at downtown

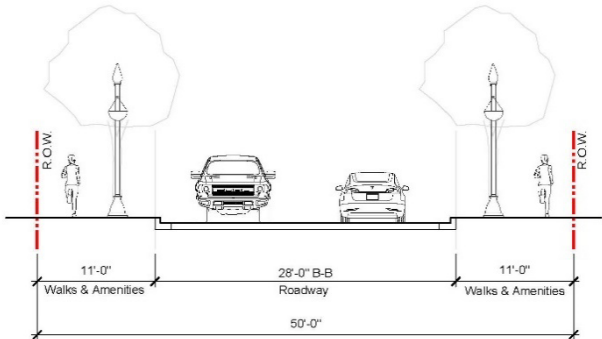




Downtown concept drawing

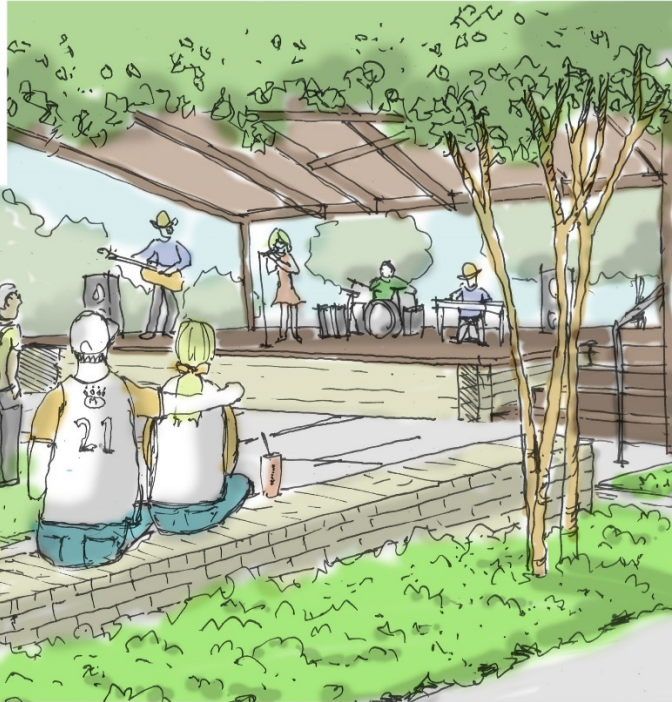


Liberty Street concept drawings





City Centre – Houston



JACOBS LOT PAVILION & FESTIVAL LAWN



MCCOWN STREET PEDESTRIAN IMPROVEMENTS



# Businesses Opened in 2021

- Chandler’s Event Venue; 304 Caroline St
- Lizzy Boutique & Salon; 308 Caroline St
- Starbucks; 20219 Eva St
- 3D’s Deli; 401 College St
- Cotton & Rye Boutique; 304 John A Butler St
- Samplers & Stitchin’; 305 Caroline St.
- AutoZone; 20311 Eva St.
- Heart of Texas Utility Design; 15349 Summit Park Dr.
- Panda Express; 20231 Eva St.
- Hawk Security; 302 John A. Butler St.

