

**NOTICE OF PUBLIC HEARING and REGULAR MEETING**

**September 26, 2017**

**MONTGOMERY CITY COUNCIL**

STATE OF TEXAS

AGENDA

COUNTY OF MONTGOMERY

CITY OF MONTGOMERY

NOTICE IS HEREBY GIVEN that Public Hearing and a Regular Meeting of the Montgomery City Council will be held on Tuesday, September 26, 2017, 2017 at 6:00 p.m. at the City of Montgomery City Hall, 101 Old Plantersville Road, Montgomery, Texas for the purpose of considering the following:

**CALL TO ORDER**

**INVOCATION**

**PLEDGE OF ALLEGIANCE TO FLAGS**

**CONSIDERATION AND POSSIBLE ACTION:**

1. **Receive Final Report from the Planning and Zoning Commission** on the requested rezoning of 0.28 acres of land from institutional use to commercial use, situated in the John Corner Survey, Abstract No. 8, Montgomery County, Texas otherwise described as approximately 150 feet south of Flagship Boulevard as submitted by Andrew Bay.

**PUBLIC HEARING:**

**Convene into Public Hearing**

2. **Public Hearing regarding a request to rezone 0.28 acres of land, from institutional use to commercial use**, situated in the John Corner Survey, Abstract No. 8, Montgomery County, Texas otherwise described as approximately 150 feet south of Flagship Boulevard as submitted by Andrew Bay.

**Adjourn Public Hearing**

**Reconvene into Regular Session**

**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. 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:**

3. Matters related to the approval of minutes for the Budget Workshop held on July 27, 2017 and Regular Meeting held on September 12, 2017.
4. Consideration and possible action regarding Change Order No. 1 for the Heritage Place Medical Center 12" Waterline Project.
5. Consideration and possible action regarding the Certificate of Acceptance for McCoy's public water and sewer extensions, pending receipt of the Warranty Bond.

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

6. Consideration and possible action on Department Reports.
  - A. Administrator's Report
  - B. Public Works Report
  - C. Police Department Report
  - D. Court Department Report
  - E. Utility/Development Report
  - F. Water Report
  - G. Engineer's Report
  - H. Financial Report
7. Consideration and possible action regarding approval of Emma's Way Extension construction plans.
8. Consideration and possible action regarding approval of Lake Creek Village Section III Final Plat and acceptance of financial guarantee.
9. Consideration and possible action regarding an Eagle Scout Project for Cedar Brake Park involving placement of a sandbox at the Park by Conner Jones.
10. Consideration and possible action regarding an Encroachment Agreement for a sign located on a 2.0795 acre tract of land situated at the southwest corner of FM 2854 and SH 105 as submitted by First Hartford Realty Corporation.
11. Consideration and possible action regarding appointment of the City of Montgomery Board of Adjustment members.
12. Presentation: Proposed adjustment to the City's water and sewer rates.
13. Presentation: Buffalo Springs Bridge Report by the City Engineer.
14. Consideration and possible action regarding amendment to the Montgomery Economic Development Corporation's mission, goals and objectives statement.

### **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.

15. Convene 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. 551.071 (confidential consultation with city attorney); and
- b. 551.072 (deliberation regarding real property).

16. Convene into Open Session.

**POSSIBLE ACTION FROM EXECUTIVE SESSION:**

17. Consideration and possible action resulting from the item(s) listed under 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 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**



  
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 the 22<sup>nd</sup> day of September 2017 at 2:30 o'clock 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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Montgomery City Council  
**AGENDA REPORT**

<b>Meeting Date: September 26, 2017</b>	<b>Budgeted Amount:</b>
<b>Department:</b>	
<b>Prepared By: Jack Yates City Administrator</b>	<b>Exhibits:</b>
<b>Date Prepared: September 21, 2017</b>	

**Subject**

This is notification to you of the Planning Commission's recommendation regarding this re-zoning request.

**Description**

I will report at the meeting the results of the Planning Commission's recommendation from its meeting of September 25<sup>th</sup>.

**Recommendation**

Accept the report.

**Approved By**

City Administrator

Jack Yates

Date: September 21,  
2017

Montgomery City Council  
**AGENDA REPORT**

<b>Meeting Date: September 26, 2017</b>	<b>Budgeted Amount:</b>
<b>Department:</b>	
	<b>Exhibits:</b> Letter of application, Survey of property
<b>Prepared By: Jack Yates City Administrator</b>	
<b>Date Prepared: September 21, 2017</b>	

**Subject**

This is the public hearing to give opportunity for the public to speak to the item.

**Description**

This is for the public to speak. The Council should have little, or nothing to say during this item.  
There has not been any public comment received by the Staff on this item.

**Recommendation**

Hear and consider any public comment.

**Approved By**

City Administrator	Jack Yates	Date: September 21, 2017
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August 11, 2017

City of Montgomery Texas  
Planning and Zoning Department  
Jack Yates City Administrator  
P.O. Box 708  
Montgomery, TX 77356

CITY OF MONTGOMERY  
936-597-6434

REC#: 00021272 8/11/2017 4:55 PM  
OPER: AS TERM: 001  
REF#: 1717

TRAN: 10.0000 BUILDING PERMITS  
ZONING APP FEE  
ZONING APP FEE  
BUILDING PERMITS 500.00CR

TENDERED: 500.00 CHECK  
APPLIED: 500.00-

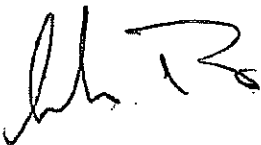
CHANGE: 0.00

Dear Sir,

I am the owner of an approximately 10,000 sq. ft. lot on FM 149, South of Flagship Drive as shown on the attached exhibit. I wish to have it re-zoned to commercial. I have been told it is institutional and at other times multi-family.

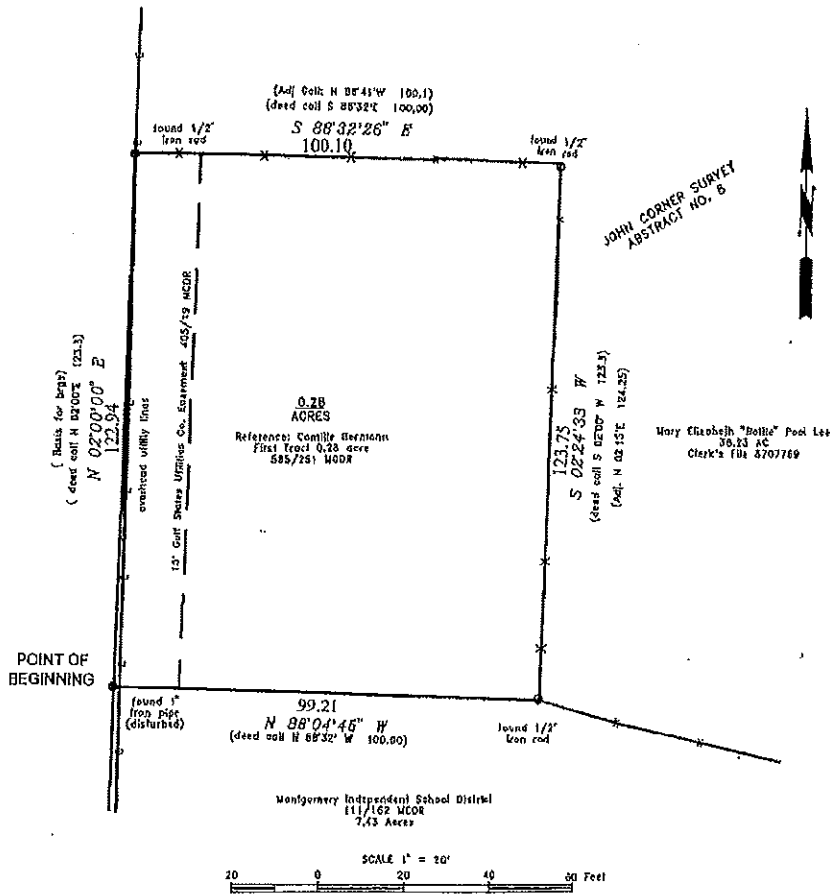
Please start the process immediately. I would like to point out that the property was previously used for commercial buildings. I never requested it to be changed to institutional or residential, and think that it was done during re-zoning for the apartments. I would request the City waive or refund my \$500.00 fee. In the meantime I have attached my check waiting for your decision.

Thank you for your assistance,



Andrew Bay

# F.M. 149



**BOUNDARY SURVEY**  
 FOR ELIZABETH M. HATTINGBY  
 HIGHWAY 148  
 MONTGOMERY, TEXAS 77358

BEING a 0.28 acre tract of land situated in the John Corner Survey, Abstract No. 8, Montgomery County, Texas, and being that same called 0.28 acre First Tract described in deed to Camille Barnhart referred to Volume 585, Page 281 of the Deed Records of Montgomery County, Texas, said 0.28 acre tract of land being more particularly described by attached metes and bounds.


Record date as shown herein was taken up in part and taken from a Commitment for Title Insurance issued by the following qualified provider:  
 First Surety Title Company  
 C.T. No. 250831  
 Effective date: July 5, 1996

Tract shown hereon is located in ZONE C, areas of minimal flooding according to Federal Emergency Management Agency Flood Insurance Rate Map Community Panel No. 481483 0001A Rev: 11/17/82

I hereby certify that this survey was made on the ground under my supervision and that this drawing correctly represents the facts found at the time of survey.

Date of Survey: 29 JULY 1996



  
 Michael C. Warren  
 Registered Professional Land Surveyor No. 4936

# MINUTES OF BUDGET WORKSHOP MEETING

July 27, 2017

## MONTGOMERY CITY COUNCIL

### CALL TO ORDER

Mayor Kirk Jones declared a quorum was present and called the meeting to order at 6:05 p.m.

### City Council

Present: Kirk Jones Mayor  
Jon Bickford Position # 1  
T.J. Wilkerson Position # 3  
Rebecca Huss Position # 4

Absent: John Champagne, Jr. Position # 2  
Dave McCorquodale Position # 5

Also Present: Jack Yates City Administrator  
Susan Hensley City Secretary

### BUDGET WORKSHOP:

- ❖ Discussion of the following items related to the City of Montgomery 2017-2018 FY Proposed

#### Operating Budget:

- Summary
- General Fund Revenue
- General Fund Expenses
  - Administration
  - Police Department
  - Court
  - Public Works
- Utility Fund
- Special Funds
  - Capital Projects Fund
  - Court Security Fund
  - Court Technology Fund



- Hotel Occupancy Tax Fund
- Police Assets and Forfeitures
- Montgomery Economic Development Corporation

❖ Discussion 2017 Tax Rate

Mr. Yates presented a summary of the budget, stating that he had received the certified figure from the Montgomery County Tax Assessor/Collector today, which was \$200 million, so they used 98% percent of that, which is \$198 million assessment. Mr. Yates said that means that our ad valorem taxes go down to \$402,412, keeping the same rate as what we have now.

Mr. Yates advised that for sales tax, he went back to the actual amount received this year, which was \$1,517,012 for the last 10 months. Mr. Yates said that he added \$20,000 per month from Kroger, but he also took away \$11,000 per month for the rebate. Rebecca Huss said that she thought that we also rebated them property tax. Mr. Yates said that he would have to consider that amount also, which would be approximately \$1,532. Mr. Yates said that the property tax does not have to be paid back until next year. Mr. Yates said that they should see where they are next March and start setting funds aside to pay back Kroger. Mr. Yates said that in his calculation he also added \$10,000 per month from McCoy's and other, so that is \$228,000 more than this year. Mr. Yates said that it actually comes to \$2.5 million in sales tax, but he only allowed for \$1.8 million, just to be conservative. Rebecca Huss said that she was very comfortable with the figures, because Mr. Yates has been very conservative in the past.

Mayor Jones asked Mr. Yates to go through and give the highlights of things that he had changed. Mr. Yates advised that he had gone with the \$50,000 on funds, but that was because it only allowed \$30,000 on the warrants, and with the warrant officer, he felt that they would easily get to \$100,000 for the year in warrants. Rebecca Huss asked if they would not have to pay this back out on the expense side. Mr. Yates said that would be on the State fines, but he only added \$50,000, because roughly 40-45% percent is the State fines. Mr. Yates said that he was not sure it was that much on the warrants because they get warrant fees. Mr. Yates said that the warrant fees go into the general funds. Mayor Jones said that the Court Technology and Court Security funds are the dedicated funds. Mr. Yates said that the Police Assets and Forfeiture Funds are also dedicated funds.

Rebecca Huss asked about the accounting fees, on page 3, and said that it looks like he was over budget on the actual, which is supposed to be \$92,000, and in budget they had \$79,000 and this year they have \$84,000. Mr. Yates said that his thought is that his helper can help Mrs. Branco, and also said that the Utility Clerk is balancing her till every day, which saves Mrs. Branco time. Rebecca Huss said that this goes back to when are we at the point where a decent in house accountant, working full time, plus benefits is approximately equal to what we are paying. Mr. Yates said that it was about equal to what we are paying, Mayor Jones said that we are there now. Rebecca Huss said that she does not like to add more people just to do it, but on the other hand, it would make sense if we can have more time for the same amount money. Mayor Jones said that they are getting Mrs. Branco 15 hours per week and it is costing the City as much as having a full time person. Mr. Yates said that he would seriously look at that information. Mr. Yates said that he could find someone in the \$65,000 range, which would be less than they are budgeting, for a full time person. Mr. Yates said that if the new person could work with Incode they could streamline their accounting.

Mr. Yates said that on page 4, the property and liability insurance went down from \$20,000 to \$12,000. Mr. Yates said that they thought it was going to be more, but said he wanted to pass on a big congratulations for good work to Ms. Hensley, who has been working with TML and the department heads. Mr. Yates said that they not only got a quote for less money, they went from \$3 million in protection to \$16 million. Mr. Yates said that now they have pictures of all the lift stations, pumps, motors, etc. and they are in the City Secretary's computer on Laserfiche. Ms. Hensley advised that the audit was just completed, and even the engineers were involved in the audit of all the facilities and equipment. Ms. Hensley explained that all facilities would now be covered properly.

Mr. Yates said that on page 6, administration liability and property insurance, was reduced liability from \$7,300 to \$3,080, and reduced property insurance from \$6,000 to \$1,970.

Mr. Yates said that he allowed 2% percent for merit raises for the employees and no cost of living increase. Jon Bickford asked about the increase in the payroll figure. Mr. Yates advised that what he asked for at the last City Council Budget Workshop was for someone to fill Carol Raica's position because she has gone down to about 4-5 hours per week. Mr. Yates said that he needs some help and the Utility Billing Clerk in the front office needs to have backup for her position and help Mrs. Branco with her accounting duties. Mayor Jones said that they were

going to have a lot of Escrow Accounts that will need to be tracked. Jon Bickford said that they all need to be conscious of when they are offering rebates and plans in place for Escrow; there are other costs that come along with that. Mr. Yates said that the way that they have been able to add people is because of the increase that they have had in the property tax for the last three years.

Rebecca Huss said that on page 8, she did not feel that there has been any justification that they need any more personnel in the Police Department. Rebecca Huss said that the Chief still has not shown her anything that says that they have a crime problem, the numbers are not different than what they saw two years ago. Rebecca Huss said that the Chief has a feeling that he needs to have more people, but the numbers do not back that up. Rebecca Huss said that she was still unhappy about adding another police officer, when they have not been able to fill the slot that they have open and there is no evidence of the crime or the need for another officer. Rebecca Huss said that if they need people they should not send them to sniper school, or six months to DRE School, if they really need people here then they should be working. Rebecca Huss said that she would like to see that request taken out. Mayor Jones said that before they cut, why we don't wait until the Chief makes his presentation. Rebecca Huss said that she felt that they should leave it out, and then if the Chief convinces them, they can put the position back on. Jon Bickford said that they could compare the number of officers that they had two years ago along with the population of the City. Mayor Jones said that he could not confirm the number of people, but said that the Chief said that we have 2,700 people in the City, including the apartments and every single house. Mr. Yates said if they took out one of the police officers that would leave \$779,000, which is about \$110,000 more than what was used last year. Jon Bickford asked how many officers the Chief was asking for. Mr. Yates said that the Chief was asking for one new police officer and to fill the unfilled police officer position, plus an administrative assistant position. Mr. Yates said the administrative assistant would be to file reports for the officers and the Chief, and to do some of the administrative duties that the Chief does not like to do. Rebecca Huss said that they are rewarding him by spending more money. Mayor Jones said that the Chief says that he felt it was more important to have the officers on the street instead of in the office filing paperwork. Jon Bickford said that if they are going to have someone in the office doing the paperwork, then they don't need more on the street, and said that they could ask which he preferred, someone to do paperwork or somebody patrolling. T.J. Wilkerson asked if the Chief had reserve officers. Rebecca Huss said that he does, but they never work. Jon Bickford said that the Chief has access to them if he needs

them. Rebecca Huss said that they are supposed to work once a month, which is why they gave them guns in the last budget. Jon Bickford said that they only pay for the guns when they employ them. Jon Bickford asked if they are using the reserve officers, because if they are not, we need the guns back. Mr. Yates said that they use the reserve officers, but he could not say how much they use them. Mayor Jones said that lately, the only time that they use the reserve officers are for events, and he said that he has not seen them taking over patrol duties. Mayor Jones said that this is a conversation that they need to have with the Chief.

Jon Bickford said that the question is whether they add an administrative position to take some of that work off of the officers so that they can spend more time on the street. Jon Bickford said that, to him, it is a very rational argument that says if they get that they will effectively add man hours to the street. Mr. Yates said that if they take out one of the patrol positions, they will still be at \$779,000, which is about \$110,000 more than what he used this past year, even though a position remained unfilled. Jon Bickford asked where the justification to get \$110,000 more than last year, with less people. Mr. Yates said that partially the administrative assistant is \$46,000 of that amount, which includes benefits. Rebecca Huss said that the office position would be a lot less because you would not have uniforms, radios and equipment. Mayor Jones asked how many patrol cars were included for the budget. Mr. Yates said that they had two patrol cars in the budget. Mayor Jones said that he suggested, because they were replacing a wrecked patrol vehicle that was due to be replaced anyway, that it counts as one and they only need one more vehicle in the budget. Jon Bickford asked about the Tahoe that is at Stowe's. Mr. Yates advised that TML paid \$12,000 for that vehicle because it was totaled, and they are going to be removing the radio and the lights off the vehicle to be used on the replacement vehicle. Mayor Jones asked that the two vehicles be reduced to one new vehicle. Mr. Yates said that he thought they could, especially since there is going to be three or four sitting out in the parking lot. Mr. Yates said that if the warrant officer needs a vehicle, they could purchase a used one for \$10,000 - \$15,000. Jon Bickford asked what other vehicle is being replaced. Mr. Yates said that he thought it was a Charger. Mr. Yates said that they were not spending as much money on maintenance of the Tahoes as they did on the Chargers.

Jon Bickford said that the Police Budget request is to increase by 25% for \$1,176,423, and asked what the rest of the City's budget was, excluding the Police Department. Mr. Yates said that the Police Budget is proposed to increase 24%. Jon Bickford said that when you allow

developers to develop an area for 9,000 people in a square block, that could cause more calls for the police.

Mr. Yates advised that the following were the increases by department:

Administration – up 26% percent

Police – up 24% percent

Public Works – up 17% percent

Court – up 6% percent

Rebecca Huss said that the total expenses were \$3.111 million for General Fund. Mr. Yates said that the Police Department is 36% percent of the total budget. Mr. Yates advised that the total budget is \$3.1 million dollars. Jon Bickford said that they could actually park the extra person, and maybe make a decision mid-year on whether they need anybody. Rebecca Huss said that was what they did last year with Police cars, so they can be ready if they need to make a change. Mr. Yates said that to him, taking one officer away would still leave \$779,000 for their personnel, and we can manage that budget the best they can, and would still allow for the administrative assistant and about half a year of another position. Mr. Yates said that doing away with the second vehicle made good sense. Jon Bickford said that the City could use that position for other things. Jon Bickford asked how much admin work is really needed in the Police Department. Mr. Yates said that almost every department that he knows of has that position, as the person to file the reports and keep the records. T.J. Wilkerson asked how many officers are in the Police Department. Mr. Yates advised that there are 9, including the Chief. Mr. Yates said that he was suggesting keeping the existing 9 positions, with the one position budgeted, plus the administrative assistant. Jon Bickford said that he agreed with that suggestion, and use what they have. Mr. Yates said that he was suggesting that they only purchase one of the Police vehicles, which will cut down the cost by \$15,000 for the emergency lights and decals. Mr. Yates said that they will be saving about \$100,000. Rebecca Huss said that they would only be adding the administrative assistant position, taking out all the related costs for the additional officer, and one patrol vehicle. Jon Bickford asked why they were buying \$6,000 worth of new guns, because that is a lot of money. Rebecca Huss said that was the problem that she had last year with the scheduling program, where they showed \$2,000 for the scheduling program, but it was really \$376.29. Rebecca Huss said that she hated having the extra money that you don't need just floating around in the budget. Rebecca Huss said that she understood that some of it was guesswork and some things have to be estimated. Jon

Bickford asked how often the officers have to qualify at the range. Mr. Yates said that they qualify twice a year. Jon Bickford said that he bet they go through two boxes of shells. Jon Bickford said that there were probably a lot of expenditures for two officers throughout the Police budget, so that would be reduced to one officer.

Jon Bickford asked what they were going to do with \$10,000 for more computers. Ms. Hensley advised that the computers are out of warranty and have to be replaced, and the servers have to have extended warranties purchased.

Mr. Yates advised that he would look into the weapons budget and make sure that it was correct. Jon Bickford said that the Police Department had \$1,000 budgeted last year and they have not spent anything yet. Jon Bickford said that the department gets amazing discounts on guns. Mr. Yates said that part of the reason for the increase in weapons was to purchase one long rifle. Jon Bickford said that a good scope for the rifle will increase the cost \$2,000 - \$3,000. Jon Bickford said that if they need a sniper they will call the SWAT team. Mayor Jones said that he would expect that our officers would wait for SWAT unless it was something that had to be done right then and there, and you would not have time to get another gun.

Mr. Yates said that he had no changes for Public Works. Jon Bickford asked whether they were getting everything that they need.

Rebecca Huss said that Mr. Muckleroy had five or six items and every one of them saves money, including a laser transom, vibro-packer, etc. Rebecca Huss said that he has a plan for the new maintenance position, in terms of smoke testing, which will save money on sewer scoping. Jon Bickford said that the vibro-packer will be used to fix the potholes, sidewalks, etc., so he can see that purchase.

Mr. Yates said that it was going from \$664,000 to \$799,000, but \$94,000 of that is the Bob Cat and a pickup. Jon Bickford asked if they needed another pickup. Mr. Yates said that yes, and maybe what they needed to do is transfer the pickup over to water/sewer, which will create some more funds in the General Fund and Utility can stand that expense. Mayor Jones said that this truck will have a utility bed, with all the doors and bins. Rebecca Huss said that he will have Mr. Standifer driving that truck because it will have all the parts, tools, etc. so that they don't have to drive all the way back to the yard, which makes sense.

Mr. Yates said that Court is pretty much the same as last year, except for the warrant officer, which was counted as half time in the Court, but this year it will all be in the Court. Jon Bickford said that he was good with that. Mr. Yates said that the warrant officer will still help the Police occasionally.

Mr. Yates said that they would end up with a good surplus after making all these changes to the proposed budget, which will be around \$100,000. Rebecca Huss asked if that was with depreciation. Mr. Yates said no, this was for General Fund. Rebecca Huss said that General Fund should have depreciation for their assets. Mayor Jones said that they have not been depreciating on this. Rebecca Huss said that they should, so that they can truly account for the cost of government. Mr. Yates said that they were doing that in the Utility Fund and putting money over to the Capital Projects to match the depreciation amount, in fact it is a couple hundred thousand more than the depreciation amount. Rebecca Huss said that you have depreciation whether it is accounted for or not. Jon Bickford said that it might be easier to accommodate replacement costs or saving for replacement and maintenance.

Mr. Yates said that the City needs to be thinking about a new Police building or City Hall and they need to be thinking about that for a couple years from now and they need to start setting funds aside for the project.

Rebecca Huss said that the Water and Sewer Fund, where two years ago they were told that they could lower rates, but on the other hand when you looked at the actual cost to supply water, they still have a problem, knowing what it costs to do things. Rebecca Huss said that if it is a replacement or Capital Fund cost that is related to depreciation that the Auditor comes up with, she thinks that is a good thing to keep in mind and respect. Rebecca Huss said that our government is costing us money, whether we show cash flow or not.

Rebecca Huss said that our surplus is 6-10 month, and six months sounds like a lot of money, but if we only have \$1.2 million in the bank, that does not buy anything if you are in an emergency situation. Rebecca Huss said that she would like to have something in a Capital Account that does not count as a Reserve, however, it could be used for emergencies if needed. Rebecca Huss said that would alleviate the pressure to spend money because they have six months of Reserve, because six months does not buy anything. Mayor Jones said that six

months surplus was intended to be for operating expenses not capital expenditures. Jon Bickford said that they do not want to raise taxes next year, and the other thing that would make everyone happier would be to lower taxes. Jon Bickford said that if there are places where they can save money, so that at a minimum, keep the tax rate where it is at, but at a maximum, find a way to start reducing taxes, we will have some happy citizens and we will be doing our job. Jon Bickford said that their job was to spend as little as they can, but provide great service. Mayor Jones said that he is all for saving money and saving for a specific project. Rebecca Huss said that she would feel better if they kept a hold of the expenses by saving for what we know is coming so that maybe five years from now they can say they have identified a lot of the challenges and feel that they are set. Mr. Yates said that they are putting away a half a million dollars a year into the Utility Fund. Rebecca Huss said that Mr. Yates will be spending the funds out of there too. Mayor Jones said that, hopefully, they can parlay money in the bank with matching grants, etc. Jon Bickford said that they have done an amazing job managing the budget, so he felt that they just needed to keep that philosophy.

Rebecca Huss said that she did not want a surplus, she would like to have a depreciation number in the budget that is approximately equal to the surplus. Mr. Yates said that it could be an amount that could be transferred to the Capital Projects, with a specific project in mind, such as the \$50,000 for the building and \$50,000 for vehicles. Mayor Jones said that he would not save for vehicles he would use it for larger items. Rebecca Huss said that some of their expenses would not be payable through the Water and Sewer Fund, but that is where they have the largest need, they need a \$2 million dollar water tower, \$1 million dollar loop on Lone Star Parkway, sewage treatment plant expansion for \$7 million dollars, a new water well, a new cooling tower. Mr. Yates said that they were taking care of that through the Impact Fees and raising the rates on water and sewer. Rebecca Huss said that Randy Burleigh made a comment that is true, the Impact Fees sound good, but the reality is that those are not going to add up to even remotely close to what they need. Mr. Yates said that when speaking about the loop, remember that the Impact Fees for that was going to be \$800,000 and it will cost about \$800,000 to build the entire loop. Rebecca Huss said that all she was saying was that she could put a name to \$15 million dollars of expenses without even really trying. Mr. Yates said that with all that \$15 million they should borrow part of it, because you want the people that actually use it to pay for it. Jon Bickford said that right now they should be borrowing everything that they can because the interest rates are just not going to get any better. Mr. Yates said that you have arbitrage rules that you have to live under, because in the 80's people were borrowing



under low interest rates and investing the funds at a higher rate, but the IRS caught up with them.

Mayor Jones said that finally the City's revenues will start coming in to help us do what we need. Jon Bickford said that when people come in and ask for a tax break for development, the City needs to tell them no. Mayor Jones said that they used to budget a certain amount of money to repair roads and take on projects, and there is one road that has him very concerned, and he asked that the City Engineer take a look at Buffalo Springs Drive to see how much time the road has left, from SH 105 going north. Rebecca Huss said that was the road that goes to the sewage treatment plant. Mr. Yates said that might be an expense where they could use surplus funds. Jon Bickford asked what the purpose was for the road. Mayor Jones said that as that development grows and Kroger opens, that road will have a lot more activity.

Rebecca Huss said that they are getting a lot of value out of renting crack sealer for the roads, and they need to do that a lot more instead of hiring the job out. Rebecca Huss said that if Public Works has an extra guy, they can spend a week crack sealing for the same price that it would cost for just two days if they hired a contractor. Mayor Jones said that there used to be a treatment for the road where they put tar down and covered it with gravel and pressed them into the tar. Mr. Yates said that he did not think that the County does chip and seal. Mr. Yates said the cost for the chip and seal used to be about \$3,000 per mile. Mayor Jones asked if they could find someone around here that does chip and seal. Mr. Yates said that he did not know if the citizens would stand for it. Rebecca Huss said that Mr. Yates should talk to the engineers to make sure that was a useful use of funds. Mr. Yates said that he has not seen any chip and seal roads around here.

Rebecca Huss said that at their last meeting the Council had discussed getting a road survey, similar to the water and sewer analysis that would show where the biggest disasters are and help prioritize the roads that need work. Mr. Yates said it could be a pavement management plan, which would go street by street. Mayor Jones said that Mr. Yates and Mr. Muckleroy were going to conduct that in their spare time. Rebecca Huss said that she felt that it would be worth hiring that job out just to get the survey done.

Mr. Yates said that they had discussed with Mrs. Kendall, Court Administrator, regarding the evidence room, and she had advised that, if they were going to build a new building in the next

two or three years, those funds would not be necessary. Mrs. Kendall said that if they did not move then she would buy a new cooler for the blood work and install a camera in the room, which would only be about \$3,000 - \$4,000. Mr. Yates said that Mrs. Kendall said that if they were going to be building another building in 3-5 years, then it would not make sense to redo the evidence room. Rebecca Huss said that they are not going to build another building. Mayor Jones said that they should really think about expanding this building. Jon Bickford asked if they had room. Mayor Jones said that they could go to the west, because they do not need the large ditch. Mayor Jones said that the ditch was put in during a time when everybody was overbuilding detention, and during a large rain it does nothing. Mayor Jones said that they could also find a way to share detention with Stowe's. Jon Bickford said that when everyone gets nervous about all the water that is running across from SH 105 and over to the west side and going north, it is not coming through that ditch. Mayor Jones said that it is coming from here, but it all falls down in the parking lot, runs to two drains, into the end of the detention pond and makes a quick right and goes into the culvert. Mayor Jones said that the ditch is not holding water. Rebecca Huss said that Worsham Street drops down, Old Plantersville drops down, and so there is not a huge watershed from the top of Worsham Street this way for water coming through. Rebecca Huss said that the water is flowing south rather than north from here. Mayor Jones said that the ditch would have to be filled in. Mr. Yates asked if they were going to expand, which the new expansion would be for police or administration. Mayor Jones said that it would be nice if the Sheriff's Department would build a satellite holding facility on SH 105. Rebecca Huss said that is so expensive to staff, because you have to have medical personnel on site at all times. Rebecca Huss said that it sounds like expansion is something that they need to think about and prepare for, but she has a huge problem with having more than one location. Mayor Jones said that he agreed, they need to have one building. Jon Bickford asked how large the City government needs to get. Mayor Jones said that they could remodel City Hall around here and get a lot more room. Mr. Yates said that what he got out of the discussion was to just get the evidence room up to standards, without doing too much to the room. Rebecca Huss said that she thought that they should fix it up, because they are not moving. Mr. Yates said that what he has thought about is an addition in the back either for administration or police, not very large but on the same grounds. Mayor Jones said that would be the most inexpensive way to do it. Mayor Jones said that there was an area behind the parking lot that could be paved. Rebecca Huss said that even sharing detention or building onto the structure because they only need a few offices. Mr. Yates said that with technology they will be able to hire less people to do the same amount of work.

Jon Bickford discussed the need for the Emergency Management Plan regarding who you contact in the time of an emergency. Ms. Hensley advised that the Chief of Police has the Emergency Management Plan. T.J. Wilkerson said that he had asked about the Emergency Management Plan at a meeting and the Chief had said that he would get him a copy. Jon Bickford said that he would like to see the plan. Jon Bickford said that it is the season, so he wanted to remind everyone.

Rebecca Huss said that they were hoping to get \$2.3 million on the General Land Office grant that is going to Montgomery County for the disaster. Rebecca Huss said that she thought that they were planning on spending a good amount of the money on generators for the water and sewer activities. Jon Bickford said that he was here for that discussion. Mr. Yates said that they should receive the funds in October or November. Jon Bickford asked if the funds were the City's now. Mr. Yates said that the City has to actually apply for the funds, but it is set aside for the City and all they have to do is ask for the right things. Jon Bickford asked if our employees have the ability to get fuel if they have to go somewhere else to get it. Mayor Jones said that he was sure that the Chief has looked at that. Mayor Jones said that he thought that Valero has a way to pump, and they used to be able to get fuel from MISD.

Mr. Yates advised that in water and sewer they had discussed about raising the institutional and apartments and high water users rate. Mr. Yates said that he did not have a new figure from Randy Burleigh, because they received some new figures, but they did not include the high water users. Rebecca Huss said that they had to knock out three institutional meters because of the school district not sticking to their plans for reopening Lincoln and using MES as the administrative offices. Mayor Jones said they will not be opening them this year. Jon Bickford asked if the elementary school was going to open back up. Rebecca Huss said no, they are opening the middle school. Mayor Jones said that the middle school will become Montgomery Elementary School and everybody that was going to be at Lincoln, which is 150 students, will be going there also because they are not going to open Lincoln.

Rebecca Huss said that they also discussed raising everyone by a certain amount, or potentially sticking to our plan to get users towards the actual cost of providing service, so what they pay will be equal to the cost. Rebecca Huss said that Mr. Yates was worried that they didn't need quite as much money, but on the other hand they talked about how most of Council felt pretty

strongly that they did not want to be subsidizing the large users of water. Jon Bickford said that he agreed. Rebecca Huss said that they basically expanded the residential protected class. Mr. Yates said that the over 20,000 gallon users would see the increase that was planned last year.

Jon Bickford said that if he chose to have two meters, one for irrigation and one for water and sewer, they are both his meters, but would they be added together or would they be totaled for each meter. Mr. Yates said that it would be for each meter. Jon Bickford said that his problem with that was, when people have a second meter and they run water for long periods of time. Mr. Yates said that irrigation costs just as much as residential water, the only thing is the sewer is not automatically added. Jon Bickford said that at his home everything comes out of one meter, so if he runs a lot of water, his bill will go through the roof, which will not happen to people with two meters. Mr. Yates said that they paid a different tap fee and they chose to have two meters. Rebecca Huss said that they are actually much closer to the cost of water and what they charge, so sewer has traditionally been the largest problem. Rebecca Huss said that if people are running their irrigation meter and they are at 19,000 gallons, they might have a small subsidy. Rebecca Huss said that she thought they have done a good job about talking to people about why their rates are a certain level and how to control where they are. Jon Bickford said that he felt that they should consider combining those two meters, and people should be incented not to shoot water out of the irrigation meter like it is going out of style because that thinking will run the well dry. Mayor Jones said that they will need to lower the threshold on where the rate increases. Jon Bickford said that he would lower the threshold for the irrigation meter not on the household meter. Rebecca Huss said that she did not have an irrigation meter until last year, and there was one summer when she used 40,000 gallons in one month because she watered a lot of trees, so you don't get freebies on the water. Rebecca Huss said that there is an incentive to think about how much water you are using. Jon Bickford said that if they used 10,000 at the house plus 40,000 gallons that would be 50,000, but if he used 50,000 gallons on his one meter he would pay a lot more for the same amount of water because it came from one meter. Jon Bickford said that he would have to pay a lot more for the same amount of water, which he did not think was right.

Mayor Jones asked if they had any data on what a normal irrigation only meter produces. Mr. Yates said that he could get it. Rebecca Huss said that Randy Burleigh has that information. Mayor Jones said that maybe they could separate that out and say, 15,000 on an irrigation

meter. Rebecca Huss said that, in general, they have a small number of users who use an amazing amount of water, and she felt they would do that no matter what. Rebecca Huss said that the only people who respond to the prices are the people at the middle and the bottom. Jon Bickford said that he wanted to encourage people to act responsibly with the water because that is going to cost the City a lot of money to get another well.

Mr. Yates said that regarding the debt service, because of the lower assessment, they wind up with a \$416,000 in ad valorem tax to the debt service fund on page 18, instead of \$458,000, but that will still leave them with a balance of \$249,900, which is about \$61,000 more than this year. Mr. Yates said that \$60,000 would get them \$1 million dollars if they want to borrow funds. Mr. Yates said that the interfund transfers were going up quite a bit with MEDC. Mr. Yates said that the MEDC promised the City that they would put in \$155,000 toward the TWDB Project.

Jon Bickford asked how far away the City was from paying off the Sewage Treatment Plant. Mr. Yates said that they refinanced for ten years, so they have about eight years remaining. Jon Bickford said that a great way to save money would be to pay off the Sewage Treatment Plant sooner. Mr. Yates said that they could get towards that with the Impact Fees and the money that they are setting back for projects. Jon Bickford said that there is surplus in MEDC that could be sent that way instead. Mayor Jones said to keep in mind, that they want the future people to pay for that debt. Mayor Jones said that a big part of the transfer in is coming from the Water Fund. Mr. Yates said that was correct.

Jon Bickford asked if they just needed to get the budget cleaned up and then take it for a vote. Mr. Yates said that was correct, the narratives would be put into the budget and we will produce a final draft. Rebecca Huss said that similar to the water rate discussion, they might consider having a meeting where it is much more of a presentation rather than just an adoption of the budget. Jon Bickford said that would be great, so that they could show people how they are saving money and show all the information.

Mr. Yates advised that the ½ cent that the City passed for sales tax to go toward reducing property tax is \$470,000 and this year the total ad valorem tax is \$402,000. Jon Bickford said that if they pay off all this infrastructure, they will have plenty of tax revenue to pay for everything and they won't have to worry.

Mr. Yates said that the best thing that the City has going for it is that it is a destination City, where people come in and spend their tax dollars and then leave at the end of their visit. Mayor Jones said that the schools also contribute a lot. Mr. Yates said that this year he allowed \$20,000 for Kroger and next year it will be \$35,000, because it will all be developed. Mr. Yates said that maybe someone will purchase the shopping center and fix it up. Mr. Yates said that it was assessed at \$6.5 million.

**ADJOURNMENT**

Mayor Jones adjourned the Workshop at 8:09 p.m.

Submitted by:  Date Approved: \_\_\_\_\_  
Susan Hensley, City Secretary

\_\_\_\_\_  
Mayor Kirk Jones

## MINUTES OF REGULAR MEETING

September 12, 2017

### MONTGOMERY CITY COUNCIL

#### CALL TO ORDER

Mayor Kirk Jones declared a quorum was present, and called the meeting to order at 6:00 p.m.

Present:        Jon Bickford            City Council, Place # 1  
                  T.J. Wilkerson            City Council, Place # 3  
                  Rebecca Huss            City Council, Place # 4  
                  Dave McCorquodale    City Council, Place # 5

Absent:        John Champagne, Jr.    City Council, Place # 2

Also Present: Jack Yates            City Administrator  
                  Larry Foerster            City Attorney  
                  Susan Hensley            City Secretary  
                  Ed Shackelford            City Engineer  
                  Chris Roznovsky        City Engineer

#### INVOCATION

T.J. Wilkerson gave the 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.

Mayor Jones advised that there were some special guests present tonight, and asked the boys in uniform to stand and introduce themselves. Mr. Harrison Smith said that they were all from Boy

Scout Troop 351, and Mr. Smith was joined by Mr. Ryan Allen and Ryan Hotchkiss. Mr. Smith advised that they were present for the Citizenship in the Community Merit Badge, which requires them to sit in on this meeting. Mayor Jones thanked the Scouts for attending the meeting.

Mayor Jones advised that there were several people that had requested to speak under Visitor's Comments.

Mr. William Simpson advised that he wanted to speak in regard to Agenda Item 6, MEDC Budget. Mr. Simpson said that as a Chamber they are comprised of 100 members plus, made up of businesses and community groups. Mr. Smith gave a full description of the Chamber and its functions and invited the community to attend their events. Mr. Smith said that they have had local community leaders, including Mattress Mac, County Judge Craig Doyal, and others, as speakers at their events and meetings. Mr. Simpson commended Shannan Reid for the work and dedication that she has put forth for the Chamber and the community of Montgomery. Mr. Smith stated that it is important that we educate, understand and participate together as groups and organizations and that he did not believe that the City should become an event planner or organizer.

Ms. Karla Nash advised that she had owned a winery in Montgomery for the past nine years, she also has owned another, seasonal business in College Station for almost five years, she has lived in Montgomery since 2008 and she serves as a board member on the Montgomery Area Chamber of Commerce. Ms. Nash stated that she strongly believes that the Montgomery Area Chamber is doing things right; that the board members spend a lot of time on a strategic plan every year to prepare the business community to be stronger and more sustainable. Ms. Nash said that The Chamber has a part-time Director, Shannan Reid, who works 30% of the time for The Chamber and works 50% of the time as Director of Economic Development. Ms. Nash said that Ms. Reid is doing an excellent job in both positions.

Ms. Patty Stafford, with the Amegy Bank in Montgomery, stated that she had been with the HMBA and The Chamber since 2005. Ms. Stafford said that she has seen the growth in and around the City of Montgomery, the growth of the association, the move to The Chamber and Ms. Reid has done a good job for The Chamber and she hopes that MEDC feels like she's been doing her part well.

Ms. Pat Prein advised that she lives in Montgomery, is a small business owner and a member of the MACC. Ms. Prein stated that, as ambassador for the Chamber, Shannan Reid is a great leader who



knows how to get things done. Ms. Prein said that they are a group of small business owners who do whatever they can to generate support for their growing community on top of running their own business. Ms. Prein said that task takes someone with a lot of determination and patience and Ms. Reid does it well. Ms. Prein stated that she would love to see their town get together on a shared mission for Montgomery and work together.

**CONSENT AGENDA:**

1. Matters related to the approval of minutes from the Tax Public Hearing #1 held on August 22, 2017, Public Hearings and Regular Meeting held on August 22, 2017, and Tax Public Hearing #2 held on August 29, 2017.
2. Consideration and possible action regarding scheduling a Public Hearing regarding an Alcohol Beverage Permit Application for The Pizza Shack to be located at 19132 Stewart Creek Road, Montgomery, Texas, to be held on October 10, 2017 at 6:00 p.m. at City Hall.
3. Consideration and possible action regarding sale of surplus property – Police Vehicles.
4. Consider and possible action regarding adopting Escrow Agreement and authorizing a Utility and Economic Feasibility Study for the following properties:
  - A. 80-Ac.- First Hartford tract located east of the City limits with the City ETJ south of FM 1097;
  - B. 13.52 Ac. - Villas of Mia Lago, Section 2, located at the northern end of existing Lone Star Bend and south of Bois D' Arc Road, submitted by Estates of Mia Lago, LLC; and
  - C. 30.6076 –Ac. - Lake Creek Village Section 3, Lefco Investments, LLC Development (Escrow Agreement only) located at the southwest corner of Lone Star Parkway and Buffalo Springs Drive.

Mayor Jones advised that items 1 through 4(a) would be considered under the Consent Agenda and items 4(b) and 4(c) had been asked to be pulled from the Consent Agenda.

Mayor Jones said that there were two speakers that wanted to speak on Item 4, and asked now that they were pulled from the Agenda, did they still want to speak.

Mr. Philip LeFevre and Ms. Hillary Dumas said that they were happy to defer speaking, and would meet with the City Administrator at a later date. Mr. Liberatore said that he would defer speaking as well.

Dave McCorquodale moved to approve the Consent Agenda Items 1-4(a) as presented. TJ. Wilkerson seconded the motion, the motion carried unanimously. (4-0)

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

5. Consideration and possible action regarding adoption of the following Ordinance:

AN ORDINANCE OF THE CITY OF MONTGOMERY, TEXAS ADOPTING AN OPERATING BUDGET FOR FISCAL YEAR 2017-2018.

Mayor Jones advised that a lot of work and Public Hearings had gone into this budget, and this is the final approval of the budget.

Mr. Yates advised that this is the adoption of the ordinance that adopts the budget. Mr. Yates reviewed some highlights of the budget, as follows:

- General Fund has total revenues of \$3,069,019 and expenses of the same amount, and it was actually about \$140,000 dollars revenue on the expenditures for that balanced budget. Mr. Yates advised that they put \$15,000 of surplus into the Police Vehicle Replacement Fund under the Capital Projects list.
- Utility Fund has total revenues of \$1,737,708 and expenses of \$1,346,933, which leaves a balance of about \$380,000. Mr. Yates said that they are always conservative on income and liberal on expenses, in the hopes that they will have a carryover to use for improvements.
- Debt Service Fund has a balance of \$269,000 at the end of the year. Mr. Yates said that City Council has kept the same tax rate, thinking that during the course of the year, if they need to borrow funds, for example, \$1,000,000 will cost approximately \$60,000 dollars per year in payments. Mr. Yates said that the \$68,000 would give them the latitude to borrow, although there is no plan for any new debt.

Mr. Yates said that the big City projects were the Buffalo Springs Bridge and the Texas Water Development Board projects. Mr. Yates said that the Bridge will get 75% of the funds from FEMA. Mr. Yates said that the CDBG Disaster Relief funds, \$350,000,

will pay part of the 25% match for the FEMA funds. Mr. Yates said that the City just finished a County process for the General Land Office grant that has an availability of \$2.2 million, of which only 75% of that has to go toward low to moderate income areas in the City. Mr. Yates said that part those funds will go toward the match money for the Bridge.

Mr. Yates said that there are about \$2.6 million for Texas Water Department Projects that have Certificates of Obligation to pay for those projects.

Mr. Yates advised that was the Budget in summary. Mr. Yates noted that the City was keeping the same tax rate as in previous years and this Ordinance adopts the budget in its entirety.

Rebecca Huss moved to adopt the Ordinance of the City of Montgomery, Texas adopting the Operating Budget for the fiscal year 2017-2018. Jon Bickford seconded the motion, the motion carried unanimously. (4-0)

6. Consideration and possible action regarding adoption of the Montgomery Economic Development Corporation 2017-2018 Operating Budget.

Mr. Yates stated that they were planning to start off the year with \$648,220 in reserves to carry over to this year, and they expected \$530,000 in revenue for total funds of \$1,179,000, and the expenses are \$645,000, which means that we would use \$118,450 of reserves.

Mr. Yates advised that if the MEDC were to bring in as much revenue as proposed, they would end the year with \$529,770.

Mr. Yates said that as far as the specific items in the budget, downtown improvements in category one, is unspecified, except for an intention to place a sidewalk part of the way down Clepper Street as a connection to downtown parking. Mr. Yates said that there are other downtown improvements, such as, street lights and other landscape improvements. Mr. Yates said that utility extensions in category one, are unspecified, but it is available for cooperative utility extensions, such as, this year they upsized the McCoy's line and the line on Houston street.

Mr. Yates said that category four is Christmas in Montgomery, Wine Festival, Antiques Festival and Texian Heritage Festival, which the events will all be requested to give a financial report prior to the payment being approved. Mr. Yates said that MEDC wants to consider whether or not to keep funding a project because those events are not automatic payments.

Mr. Yates said the Montgomery Area Chamber of Commerce Office is category five and he understands there is Council concern about this expenditure. Mr. Yates said that, in his opinion, City Council is not as familiar as the MEDC is with the Chamber of Commerce and the Economic Development Office, and while Council is certainly under no obligation to, they should accept the MEDC position as their determining factor about the funding of the position.

Mr. Michael Ogorchock addressed Council stating that he was one of the owners of Montgomery Summer Business Park, and that they have brought 14 businesses into Montgomery. Mr. Ogorchock stated that Ms. Reid has been very instrumental in getting a lot of those businesses. Mr. Ogorchock said that he was very impressed with the work that Ms. Reid has done, and would be quite concerned if City Council elected not to approve the budget and not keep Ms. Reid on board. Mr. Ogorchock said that they were also members of the Chamber and involved in Chamber activities that Mr. Simpson spoke of. Mr. Ogorchock said that he would ask City Council to remember that, although they are elected to represent the citizens of Montgomery, they are also elected to represent the businesses of Montgomery. Mr. Ogorchock said that they can create a vision and a comprehensive plan on how they want to grow, and how they want to maintain the Historical District, Business Park areas, the residential areas, because the biggest thing that they need to make is that they are focused on moving forward.

Mr. Bill Hannover said that he was going to make his comments very brief because he was not going to be redundant. Mr. Hannover said that he wanted to emphasize how important he thought it was for the EDC contract for the Chamber of Commerce to continue as it has. Mr. Hannover said that he was an ex-chairman of the Chamber and was also on the Montgomery Industrial Development Cooperation Board, so he understands the importance of the Chamber and the economic developing people working together. Mr. Hannover said that, in this case, it was real easy because it is basically the same person running the economic development and

the Chamber, because the Chamber gets the first call when a business is interested in coming into the area. Mr. Hannover stated that he would, again, emphasize the importance of the MEDC contract with the Chamber to continue so that we can continue to grow this area.

Dave McCorquodale said that he thought that most of the people were here because of a point that he asked Mr. Yates and the Mayor a few months ago. Dave McCorquodale said that the point that he made to City Council was that Economic Development is measured primarily by job creation, and Ms. Reid has obviously a huge talent with working with the Chamber. Dave McCorquodale said that people should be able to work through personality conflicts, and said that he did not have a vendetta toward anyone. Dave McCorquodale said that if they looked back on the five years that Ms. Reid has been the Director of Economic Development, if they look at what the City has received in the way of job creation, for the \$150,000 that they have spent on the position, he believed they could be doing better. Dave McCorquodale commented that he would love to spend more time inside the City, but due to work he is not able to, and asked the attendees to understand that his concerns, and it has been pointed out over and over again, the integral role that Ms. Reid plays to the Chamber, but Economic Development is about job creation. Dave McCorquodale said that when he looks at the amount of jobs that we have created in the past five years, for the amount of money that they have spent, he does not believe that the City is spending residents' tax dollars as wisely as we could.

Rebecca Huss said that the big deals that the City has had have been primarily driven by the developers that have come to the City, and the negotiations have been driven primarily internally through City Council. Rebecca Huss said that if you look at the Kroger deal, McCoy's and one that is currently under way. Rebecca Huss said that the Summit Business Park was not brought to City Council through Economic Development, the MEDC was brought in as a funding source to help support the deal that was negotiated through City Council, and it was City Council's expertise, along with the City Attorney's expertise and other related staff work. Rebecca Huss said that a lot of the really large deals and job creation has come from other sources.

Dave McCorquodale said that the way the State talks about Economic Development is through the measurement of primary jobs, those jobs where you are making a widget or you are making something that is meant to be consumed not at the local level. Dave McCorquodale said that

retail jobs are vital to the social fabric and social function of the City, but that is not what Economic Development looks at. Dave McCorquodale said that it might be semantics, and he is getting hung up on Economic Development, because it means something very specific.

Jon Bickford said that he sees this issue in a different way; if you own a business in a small town and you need someone to fight for you and your business as a group. Jon Bickford said that no one here is going to have anything to do with that except to say yes to the color of their building and your drawings are the right size. Jon Bickford said that it is true that MEDC did not have a lot to do with drawing Kroger here, but they did have to do with funding some of it. Jon Bickford said they have massive teams that do all the economic and demographic studies, so the City is not paying for that expertise. Jon Bickford said that he did not know if somebody had gone out to price a consultant in the last couple of years, but the City has spent \$150,000 over five years, where he works that amount of money will get you three months of somebody not five years. Dave McCorquodale said that what Jon Bickford was describing was the Chamber. Jon Bickford said that the Chamber was part of it and the City is providing a part of it through our contribution.

Jon Bickford said that one thing that he would like to see is regular reporting, possibly quarterly, about the sort of progress that they are or are not making. Jon Bickford said that they could put together a plan to show whether they were progressing, and some data showing their goals and what they achieved. Jon Bickford said that they needed to set goals within the reasonable capacity of what a single person working part time in a City this size can do. Jon Bickford said that the City does not have the square mileage of Conroe or The Woodlands, so we need to keep that in mind. Jon Bickford said that they also need to keep an eye out for the small businesses, which is not trivial when they are competing against the bigger businesses.

Dave McCorquodale said that the City should stop thinking small and how many small retailers they can get. Dave McCorquodale said that the way you do that is through Economic Development and through qualified directors to go out and find those people. Jon Bickford said that he understood, but felt that was a pretty large expectation for a City this size, with the budget that we have to do that kind of attraction.

Rebecca Huss said that she thought that they need to either accept that they are subsidizing the Chamber and stop talking about it as if it is Economic Development, or potentially look at paying more. Dave McCorquodale said that was the question that he raised initially, and it turned into an interpretation that he somehow had an issue with the way the Chamber interfaced with HMBA.

Jon Bickford said that if they want to put a plan together that says they want to pay more to get more and make an investment in the year 2019, then they could look at going down that path. Dave McCorquodale said that he had to ask himself if he would want to give up \$30,000 of his money, because that is what he is doing, giving up \$30,000 of taxpayers money to come up with a different plan. Jon Bickford said that is \$30,000 in taxpayer's money that has been allocated to be spent on functions like this, so perhaps it is not as discretionary as we would like it to be. Mayor Jones said that creation of jobs is in the MEDC mission statement, which is what a 4b Corporation does. Dave McCorquodale said that if they use that as a way to measure whether they are getting the most for taxpayer dollars, which is the question that he is asking and so far he has not heard a satisfactory answer to the question. Dave McCorquodale asked if they could get more Economic Development in two years at \$75,000 than they have gotten in five years at \$30,000.

Mr. Yates said that every meeting regarding Economic Development that he has been to has said that the best thing that you can do for economic development is have a good place to live. Mr. Yates said that there is a lot of advance work that occurs and Ms. Reid is usually the first person that talks to developers, regarding demographics, and is the coordinator of the survey that tells us how many people are in the area and trade area statistics.

Dave McCorquodale said that he thought that was why the State lays out what EDC's can spend money on, and he did not discount those sort of soft intangible things that make a community a community, he was asking if we are being the best stewards with taxpayer dollars, if they can't point to a single place where you can say here is what we are getting out of our Economic Development Director.

Mayor Jones said that we are getting a great ambassadorship, somebody out there singing the praises of Montgomery and bringing information back to the City. Mayor Jones said that Ms.

Reid does have relationships with people who do searches for areas for developers, but Montgomery is far from the highway and airport and will only attract specific things. Dave McCorquodale said that he would be very happy if he looked at a budget that had \$30,000 to pay for our portion of Ms. Reid's wage, and the EDC said we are serious about finding jobs and here is how much we are allocating for a director to go out and get those jobs. Mayor Jones said that they have gone through those exercises. Dave McCorquodale said that he did not doubt that the money paid to Ms. Reid was worth it, but when he looks at the budget and sees Economic Development Director is a certain amount, that is when he wants to see the progress.

Jon Bickford said that he was interested in the same thing, and what it would take to put in a full time director in place in 2019. Jon Bickford said that this is the 2018 budget and they can't stop and leave a gap for a year and do nothing.

Jon Bickford proposed to accept the MEDC Budget as presented, but in the case of the Economic Development Director, that they set some Metrix for 2017-2018 that identify some key Metrix that they want to accomplish and if they get a chance to look at those, then get a quarterly report, which might give them some guidance as to what they want to do in 2018-2019. Jon Bickford said that if they decide to spend \$200,000 - \$400,000 to get that kind of person the next year, then they could do that.

Rebecca Huss said that she did not know why they could not put together some type of incentive for somebody that knows what they are doing to bring real jobs here. Rebecca Huss said that she did not like the idea that they were saying it is only \$30,000 so they can basically say that they do not need results because it is only \$30,000, because that would pay for a lift station and a half. Jon Bickford said that those words did not come out of his mouth.

Jon Bickford moved to accept the MEDC Budget as presented. T.J. Wilkerson seconded the motion.

Discussion: Dave McCorquodale said that he has nothing against Ms. Reid in the work that she does with the Chamber, but as a steward of the tax dollars in the City, he was not in favor of an Economic Development Director that he can't prove to anyone that asks him on the street



what we are getting out of that position, and he does not have an answer. Dave McCorquodale said that they are getting a lot of Chamber activities, and that is great, but Economic Development is something very specific. Jon Bickford said that is why he felt that they should request and expect to get some Metrix in place and some data behind it, which would solve that problem. Jon Bickford said that they were not getting a full time director, it is a part time director. Dave McCorquodale said that this has turned into a strange thing. Mayor Jones said that they need to get this matter on the MEDC Agenda to discuss, and extended an invitation. Jon Bickford said that if they want to put money toward it this year, there is \$500,000 - \$600,000 in the MEDC budget.

Rebecca Huss said that they have talked about getting quarterly reports for things for over a year ago, such as park budgets for instance, so she was not sure about the implementation of such. Jon Bickford said that they need to make sure that gets done, because it is their job. Mayor Jones said that he can guarantee it, if you tell Ms. Reid that you want a report, you will get a report. Jon Bickford said that he thought that they should make that part of the approval. Mayor Jones asked if they wanted Ms. Reid to come every second Tuesday with the other department heads. Jon Bickford said that once a quarter would be good, with one time a month for the next three months, so they can get their idea of a game plan, and then once a quarter, which they can figure out the schedule or they can have staff promote a schedule.

The motion carried unanimously. (4-0)

Mayor Jones said that Dave McCorquodale was correct, and they should have that discussion at the MEDC Meeting. Dave McCorquodale said that he would propose that be at a Joint Session with MEDC and City Council.

7. Consideration and possible action to set by Order the 2017 Ad Valorem Tax Rate for Maintenance and Operations, \$0.2043/\$100.

Mr. Yates said that, as was discussed in the public hearings, City Council has decided to keep the same tax rate as they have had for the last 5-6 years, which is .2043 cents per \$100 valuation.

Jon Bickford moved to set the ad valorem tax rate for maintenance and operations at \$0.2043 per \$100 valuation. T.J. Wilkerson seconded the motion, the motion carried unanimously. (4-0)

8. Consideration and possible action to set by Order the 2017 Ad Valorem Tax Rate for Debt Service, \$0.2112/\$100.

Mr. Yates advised that City Council also wanted to keep the same ad valorem tax rate for debt service at a rate of \$.2112 per \$100 valuation.

Dave McCorquodale moved to approve the ad valorem tax rate for debt service at \$0.2112 per \$100 valuation. Rebecca Huss seconded the motion, the motion carried unanimously. (4-0)

9. Consideration and possible action to adopt the following Ordinance:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF MONTGOMERY, TEXAS, SETTING THE AD VALOREM TAX RATE OF THE CITY OF MONTGOMERY, FOR THE YEAR 2017 AT A RATE OF \$0.4155 PER ONE HUNDRED DOLLARS (\$100.00) VALUATION ON ALL TAXABLE PROPERTY WITHIN THE CORPORATE LIMITS OF THE CITY OF MONTGOMERY AS OF JANUARY 1, 2017 SPECIFYING SEPARATE COMPONENTS OF SUCH RATE FOR OPERATIONS AND MAINTENANCE AND FOR DEBT SERVICE; LEVYING AN AD VALOREM TAX FOR THE YEAR 2017 PROVIDING FOR DUE AND DELINQUENT DATES TOGETHER WITH PENALTIES AND INTEREST; PROVIDING FOR COLLECTION AND ORDAINING OTHER RELATED MATTERS.

Mr. Yates advised that this Ordinance is the final action regarding the tax rate for the 2017-2018 budget. Mr. Yates said that the Ordinance is prepared as directed by Tammy McRae, Montgomery County Tax Assessor-Collector.

Rebecca Huss moved that the property tax rate be increased by the adoption of a tax rate of \$.4155/per \$100, which is effectively a 13.52% percent increase in the tax rate and as detailed in the presented Ordinance. Dave McCorquodale seconded the motion.

Discussion: Mayor Jones asked everyone to note that this is the same tax rate that the City has adopted for the past 5-6 years, this is just the language that must be used legally to adopt the tax rate. Mayor Jones said that even though they state a tax rate, it really is not an increase in the tax rate, and asked the citizens not to panic.

The motion carried unanimously. (4-0)

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

A RESOLUTION BY THE CITY COUNCIL FOR THE CITY OF MONTGOMERY, TEXAS, SETTING A DATE, TIME, AND PLACE FOR TWO PUBLIC HEARINGS ON THE PROPOSED ANNEXATION BY THE CITY OF MONTGOMERY, TEXAS OF 10.15 ACRES OF LAND, MORE OR LESS, IN THE PUBLIC ROAD RIGHT-OF WAY OF STATE HIGHWAY 105 WEST WHICH RUNS ADJACENT AND PARALLEL TO THE BOUNDARIES OF THE CITY; AND AUTHORIZING AND DIRECTING THE CITY SECRETARY TO PUBLISH NOTICE OF SUCH PUBLIC HEARINGS.

Mr. Yates advised that this would start the process of annexing the west portion of SH 105. Mr. Yates said that this was from the Methodist Church to the apartments by the High School. Mr. Yates said that at the time of the annexation, the question came up regarding the effect of annexation upon the maintenance of the highway by TxDOT. Mr. Yates said that at that time the City Attorney said that he thought that TxDOT was considering an amendment to their maintenance agreement with cities, but since that time it has been determined that TxDOT is not going to be changing their maintenance agreement, which means that for any city with a population under 50,000, TxDOT will maintain the right of way. Mr. Yates said that he instructed the City Engineer to prepare the survey and legal description adequate enough for annexation.

Mr. Yates said that they now have the annexation description and Resolution for annexation, with the proposed two (2) public hearing dates of October 10 and 24, 2017.

Jon Bickford asked if the City had already annexed SH 105 in front of City Hall. Mr. Yates said that was correct, they were just including the portion between the Methodist Church and the apartments that had not been previously included.

Jon Bickford moved to adopt the Resolution for setting a time, date and place for two public hearings for the proposed annexation by the City to be held on October 10 and 24, 2017 at 6 p.m. T.J. Wilkerson seconded the motion.

Discussion: Dave McCorquodale said that the Chief of Police, last year, had said that this would just clarify some of the logistics that they dealt with when responding to an accident by the high school. Mayor Jones said that would also clarify if they write tickets in that area. Rebecca Huss said that she found it interesting that the proposed TxDOT pavers and landscaping on FM 149, the City would have been responsible for the maintenance had that plan gone through, so she thought that information should be part of the discussions from this point forward, the cost that the City would be assuming and should be made clear. Rebecca Huss said that she would not have guessed that the City would be picking up potentially thousands of dollars of water, flowers and bricks and mortar. Jon Bickford said that would only be the case if they put them in. Rebecca Huss said that was true.

The motion carried unanimously. (4-0)

11. Consideration and possible action regarding loan documents and solicitation of Interim Financing Loan for the Buffalo Springs Bridge Construction Project.

Mr. Yates advised that this topic has been discussed in the past by City Council. Mr. Yates said that he had provided example documents that were used by the City of Panorama Village for a recent project that they did. Mr. Yates said that this would be the City borrowing funds for an interim loan regarding the Buffalo Springs Bridge Repair Project. Mr. Yates said that they will be getting construction payment requests for up to \$600,000, and the City has the choice of either paying those funds within 30 days, which is the normal time that a contractor would expect to be paid, or if they wait for the State, that could be 30-60 days. Mr. Yates said that contractors will add to their bid price the cost of borrowing those funds.

Mr. Yates said that he is proposing that they go out for quotes to borrow funds on an interim basis. Mr. Yates said that the way that it works would be as follows:

- NOVEMBER 1 - Contractor pay request (\$400,000) approved for payment.

- NOVEMBER 2 - City requests payment from State.
- NOVEMBER 29 – City borrows funds (\$400,000) from bank
- NOVEMBER 30 – City pays Contractor
- JANUARY 15 – City receives State payment for pay request amount (\$400,000)
- JANUARY 16 – City pays bank back  
 (\$401,545.20= \$32.87/day interest x 47 days= \$1,545.20 using State payment and funds from General Fund – Contract Labor Streets line item.

Mr. Yates said that contractors will add 10% percent to their bid if they think that they will have to wait for payment 60-90 days. Mr. Yates said that the law allows the City to borrow these funds as long as everything is paid back within the fiscal year. Mr. Yates said that the City can borrow funds past the fiscal year, but there are quite a few requirements once you go past the fiscal year. Mr. Yates said that they are thinking that they could start the project with the first payment in December, and the payment and the project complete by March of 2018, which would be within the time requirements for the fiscal year. Mr. Yates said that what he is asking City Council for is permission to ask for the rates and terms from the banks, and so they would start and end the business all within the next fiscal year.

Jon Bickford asked what risk the City would have in getting the funds from the government to fulfill the \$400,000. Mr. Yates said that money would already be set aside for the City at the State. Mr. Yates said that the way it works is FEMA pays the State our 75% and the State is who we would receive the funds from. Mr. Yates said that as long as the City Engineer signs off, and they know that they have a good pay request they are good. Jon Bickford asked if there was any risk of the City getting the \$400,000 no later than January 15. Mr. Yates said that there was no risk. Jon Bickford asked to confirm that they would not get this loan until they know that they have the money allocated by the State for the City from FEMA. Mr. Yates said that the way that it would actually work is they would approve the payment request, so what they would have to know before they borrowed the \$400,000 is that they have a good pay request, which both he and the City Engineer would sign. Jon Bickford said that was what he was wanting to know. Mayor Jones asked if there was anyway to be assured that the contractor is giving the City the break, so to speak, for the payment. Mr. Roznovsky said that the question always comes up at the pre-bid meeting as far as the payment, and the contractors know when there are federally related grants that payment is usually delayed, just like the Pizza Shack and

Kroger projects where the payments took 6-8 weeks to get the payments from the State. Mr. Roznovsky said that they will advise them that the City will have financing in advance and be ready to make those payments within 30 days, not only verbally, but they will also have that information included in the bid documents. Mr. Roznovsky said that information will be made clear to the bidders.

Rebecca Huss said that the sample documents from Panorama Village had the origination fee at \$2,500, and asked if that was a flat fee or was it based on the amount outstanding. Mr. Yates said that would be up to the bank. Mr. Yates said that there was probably a \$2,500 origination fee to make the first borrowing, and then it would be up to the bank if there was a \$250 per draw after that, because there would probably be 3-5 borrowings. Mr. Yates said that he did not think that fee would be based on the entire amount. Mr. Yates said that they will ask about the interest rate and any fees, so they will know that answer before they get the loan. Mr. Yates said that he is suggesting, once he gets the proposals back, that whoever has the lower interest rate and fees, that he and the City Attorney start working with the bank on that information, and then they would bring that information back to City Council probably at the second meeting in October or the first meeting in November. Rebecca Huss said that she thought that it sounded significantly cheaper than any proposal that our financial advisor had given to us. Mr. Yates said that was partially because it is all paid back in the same fiscal year. Rebecca Huss said that she did not think that the financial advisor cared when they paid back the money because they are not loaning it to the City.

Mayor Jones asked if there would ever be a chance that there would be two payments overlapping. Mr. Yates said, yes, there is a chance of that happening. Mayor Jones asked if that caused any trouble for the City. Mr. Yates said that it did not. Rebecca Huss said that when they were looking at the money that they had in various funds to cover some of the payments, the problem was that they could not cover overlapping payments. Mr. Yates said the interest would be coming temporarily out of the City's reserves. Mr. Yates said that anything over \$600,000 the City would have to float the payment.

Jon Bickford moved to authorize the City Administrator to acquire the loan documents and solicitation for interim financing for the Buffalo Springs Bridge Repair as presented. Rebecca Huss seconded the motion, the motion carried unanimously. (4-0)

12. Report on the Buffalo Spring Bridge Project by the City Engineer.

Mr. Roznovsky advised that Mr. Yates had covered most of the information regarding the financing, which is where the project stands at this time. Mr. Roznovsky said that as of a few days ago, on the FEMA side of the funding, the grant was still in the Office of Legislative Affairs for review. Mr. Roznovsky said that they had a 10 day window, which has passed and we should have that back any day now. Mr. Roznovsky said that FEMA has been very busy these past few weeks.

Mr. Roznovsky said that the other side of the funding is the CDBG-DR Grant that Mr. Yates also mentioned that they have applied for and the application is in review, which they expect to get the final okay either this week or next week. Mr. Roznovsky said it will be a conditional okay upon receiving the final FEMA document, which is in their review to approve the funds, and the GLO Funds that are out there.

Mr. Roznovsky said that as far as the approval process, they are still working with the Corp. of Engineers on the Corp. Permit, which they expect to have that prior to this time frame, and also with the CDBG processing grant, once that is awarded, that goes into a 60-day environmental review period, and again that time frame for funding and bidding. Mr. Roznovsky said that during that 60-days they can bid the project and prepare the contracts, they just cannot enter into a construction contract until that period has passed. Mr. Roznovsky said that according to the time lines, assuming that approval is next week for the grant, it would put them into mid-November when they get the process started and have the bid. Mr. Roznovsky said that he expects to have the final plans on his desk this week, and then they will bid the project and expect to have them either the end of October or the first of November. Mr. Roznovsky said that they were shooting for the meeting in November to present the bids to City Council to get the contracts started while they wait for the environmental study. Mr. Yates said that once the contracts are signed he will also have the Notice to Proceed. Mr. Yates said that the contracts should be ready in early November, so as soon as they hit the 60-days they will have the Mayor sign the documents and get the Notice to Proceed the same day. Mr. Yates said that they should be on line to start actual construction the third week in November.

Mr. Roznovsky said that the bidding and contract letting is a 45-60 day process, which will be concurrent with the environmental review phase, so they are not sitting and waiting to start the process.

Rebecca Huss asked about the parameters of the environmental review. Mr. Roznovsky said that he would have to provide more specifics because it is handled through the grant administrator. Mr. Roznovsky advised that there is a Corp. permit that has an environmental component and they have a CDBG grant that also has an environmental component, and a FEMA environmental component, and they have asked if they can all share the same information.

Rebecca Huss asked if there is any feeling with Harvey and Irma that there is less attention being paid to things that have already gone through the system, and is there going to be the same team. Mr. Roznovsky said that as far as who their contacts are for this project, the State FEMA representative is still the same and he is still responding to them and giving updates on the process.

13. Consideration and possible action for the approval of the Certificate of Acceptance for Gardner Drive Public Road, Public Waterline, Public Sanitary Sewer, and Public Storm Sewer Project.

Mr. Roznovsky advised that this is the Kroger project, so this is the final acceptance of the public water and sewer. Mr. Roznovsky said that what they were waiting on was the contractor and subcontractors had filed liens on the general contractor, because he wasn't getting paid; it took a few weeks for the liens to get released once they received the last payment. Mr. Roznovsky said now that the liens are paid out, they can recommend acceptance.

Mayor Jones asked if they should consider, any time they are doing a grant project, using this interim funding. Rebecca Huss said that in this case the City is relying on itself, but otherwise they are relying on other people to perform. Mr. Roznovsky said it was something to consider going forward with grant projects, because there is a time delay with grant projects getting paid. Mayor Jones said that he hated people having to wait for their money and trying to keep working.



Jon Bickford moved to accept the street, water, sewer and public storm sewer improvements as presented. Dave McCorquodale seconded the motion, the motion carried unanimously. (4-0)

**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. (No items at this time)

**COUNCIL INQUIRY:**

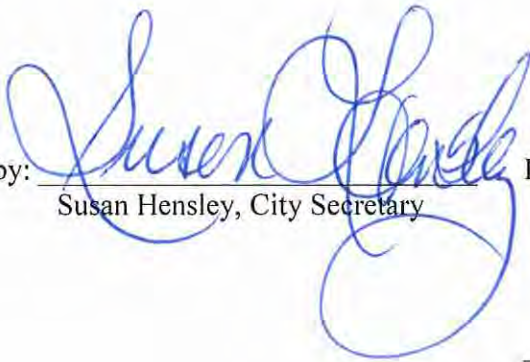
Pursuant to Texas Government Code Sect. 551.042 the Mayor and Council Members may inquire about a subject not specifically listed on this Agenda. Responses are limited to recitation of existing policy or a statement of specific factual information given in response to the inquiry. Any deliberation or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

Rebecca Huss said that given what has been going on with the amount of water flowing through the City and past our City, she would think it might be nice if the City Engineer has any data on other cities that have been doing more with retaining either household water and being more proactive with their commercial structures and buildings. Rebecca Huss said that Dave McCorquodale has been talking a lot about not wanting to hear that we don't need to do detention because it is not called for. Dave McCorquodale said that was what they had briefly touched on in the study that the City Engineers did about City detention. Jon Bickford said that he really wanted the rest of City Council present, but since they are not all here, the next time a developer comes up and says that they would like put twice as many homes in this section of property, as what the ordinance allows, before anybody makes a decision to say that is a good idea, he would like them to go to Houston and see what happens when you do that, because he spent Thursday down there and you do not want that here. Rebecca Huss said that there is a lot they can do for quality of life and water detention before the whole place is covered in concrete, and she felt that now is the time to do it. Rebecca Huss said that she like to see if the City Engineers know anything about what other communities are doing. Rebecca Huss said they need to figure out

the cost and maybe how they can pay for it, but other cities have to be doing this, and it is harder to go back after you have developed, so now is the cheapest time to be looking at it.

**ADJOURNMENT**

Jon Bickford moved to adjourn the meeting at 7:31 p.m. Dave McCorquodale seconded the motion, the motion carried unanimously. (4-0)

Submitted by:  Date Approved: \_\_\_\_\_  
Susan Hensley, City Secretary

\_\_\_\_\_  
Mayor Kirk Jones

Montgomery City Council  
**AGENDA REPORT**

<b>Meeting Date: September 26, 2017</b>	<b>Budgeted Amount:</b>
<b>Department:</b>	
	<b>Exhibits: Memo from City Engineer</b>
<b>Prepared By: Jack Yates City Administrator</b>	
<b>Date Prepared: September 21, 2017</b>	

**Subject**

This regards a Change Order on the Heritage Place Medical Center 12” water line, adding a hydrant gate valve as an addition of \$1,500

**Description**

The City Engineer’s Memo is attached that recommends approving the Change Order.  
This increase can come from the MEDC portion of the cost.

**Recommendation**

Motion to approve the Change Order #1 on the Heritage Place Medical Center 12” waterline project.

**Approved By**

City Administrator	Jack Yates	Date: September 21, 2017
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1575 Sawdust Road, Suite 400  
The Woodlands, Texas 77380-3795  
Tel: 281.363.4039  
Fax: 281.363.3459  
[www.jonescarter.com](http://www.jonescarter.com)

September 20, 2017

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

Re: Change Order No. 1  
Heritage Place Medical Center 12" Waterline

Dear Mayor and Council:

We received and recommend approval of Change Order No. 1 to the Heritage Place Medical Center 12" Waterline contract. During construction on the existing fire hydrant on Houston Street, it was discovered that the existing gate valve adjacent to the hydrant has failed and is in need of replacement. This change order will result in a \$1,500.00 addition to the contract amount, for a total contract amount of \$99,206.50. The change order will also add 7 days to the contract period of performance.

As always, should you have any questions or need any additional information, please do not hesitate to contact Chris Roznovsky or myself.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Ed Shackelford', written in a cursive style.

Ed Shackelford, PE  
Engineer for the City

EHS/cvr

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Enc: N/A

cc: Mr. Jack Yates – City of Montgomery, City Administrator  
Ms. Susan Hensley – City of Montgomery, City Secretary  
Mr. Larry Foerster – Darden, Fowler & Creighton, LLP, City Attorney



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**CHANGE ORDER NO. 001**  
**DATE:** September 20, 2017

<b>Project:</b> Construction of Heritage Place Medical Center 12" Waterline	<b>JC Job No.:</b> W5841-0027-00
<b>Owner:</b> City of Montgomery	<b>Contractor:</b> Statewide Services, Inc.

<p><b>Description of Changes:</b> Contractor shall supply and install a new 6" restrained gate valve for the existing fire hydrant on Houston Street.</p> <p><b>Reason for Changes:</b> The existing gate valve was found to be non operational and is in need of replacement.</p>
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<u>Change in Contract price and time summary:</u>	<u>COST</u>	<u>TIME</u>
Original Contract:	\$97,706.50	42 Calendar Days
Net previous change(s):	\$0.00	0 Calendar Days
Contract prior to this change order:	\$97,706.50	42 Calendar Days
Net Adjustment from this change order:	\$1,500.00	7 Calendar Days
Revised Contract Amount:	\$99,206.50	49 Calendar Days
Cumulative % Change in Contract:	1.54 %	16.67 %
Revised Project Completion Date:	September 9, 2017	

<p><b>APPROVED BY:</b> City of Montgomery</p> <p>_____</p> <p>Representative</p> <p>_____</p> <p style="text-align: right;">Date</p>	<p><b>RECOMMENDED BY:</b> Jones &amp; Carter, Inc.</p> <p style="text-align: center;"><i>Chris Roznovsky</i></p> <p>_____</p> <p>Chris Roznovsky, PE</p> <p style="text-align: right;">9/20/17</p> <p style="text-align: right;">Date</p> <p><b>ACCEPTED BY:</b> Statewide Services, Inc.</p> <p>_____</p> <p>Representative</p> <p>_____</p> <p style="text-align: right;">Date</p>
<p><b>Enclosures:</b> Attachment No. 001</p>	

K:\W5841\W5841-0027-00 Heritage Place Medical and Houston Street\3 Construction Phase\Contract Documents\Change Orders

Construction of Heritage Place Medical Center 12" Waterline

City of Montgomery

The Contractor is directed to furnish all materials, labor and equipment to install a new 6" restrained gate valve for the existing fire hydrant on Houston Street.

<u>Item No.</u>	<u>Description</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Current Quantity</u>	<u>Revised Quantity</u>	<u>Previous Amount</u>	<u>Revised Amount</u>	<u>Net Change</u>
19	Supply and install a 6" resilient wedge gate valve, complete in place.	LS	\$1,500.00	0	1	\$0.00	\$1,500.00	\$1,500.00
							NET INCREASE IN CONTRACT PRICE	<u>\$1,500.00</u>

Increase the Contract Period of Performance by 7 Calendar Days.

Montgomery City Council  
**AGENDA REPORT**

<b>Meeting Date: September 26, 2017</b>	<b>Budgeted Amount:</b>
<b>Department:</b>	
<b>Prepared By: Jack Yates City Administrator</b>	<b>Exhibits: Memo from City Engineer</b>
<b>Date Prepared: September 21, 2017</b>	

**Subject**

This regards accepting a Certificate of Completion signifying acceptance of an addition to the public sewer system of the City.

**Description**

The City Engineer's Memo is attached that recommends accepting the McCoy's section of sewer main placement.

**Recommendation**

Motion to accept the Certificate of Completion and Certificate of Acceptance as presented.

**Approved By**

City Administrator	Jack Yates	Date: September 21, 2017
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1575 Sawdust Road, Suite 400  
The Woodlands, Texas 77380  
Tel: 281.363.4039  
Fax: 281.363.3459  
[www.jonescarter.com](http://www.jonescarter.com)

September 21, 2017

The Honorable Mayor and City Council  
City of Montgomery  
101 Old Plantersville Rd.  
Montgomery, Texas 77356

Re: Acceptance of Public Infrastructure  
McCoy's Building Supply  
City of Montgomery

Dear Mayor and Council:

We have conducted a final inspection of the referenced development and find it to be substantially complete in accordance with the approved plans and specifications, with the exception of installation of the manhole lids, which are currently on backorder and will be installed upon receipt.

We recommend the City accept the infrastructure, subject to receipt of a maintenance financial guarantee, as set forth in the City of Montgomery Code of Ordinances, Chapter 78, Section 131.

If you have any questions or comments, please contact, Chris Roznovsky and or myself.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Ed Shackelford', with a long horizontal flourish extending to the right.

Ed Shackelford, P.E.  
Engineer for the City

EHS/cvr

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Enclosures: Certificate of Substantial Completion  
Certificate of Acceptance  
cc/enc: The Honorable Mayor and City Council, City of Montgomery  
Mr. Jack Yates – City of Montgomery, City Administrator  
Ms. Susan Hensley – City of Montgomery, City Secretary  
Mr. Larry Foerster – Darden, Fowler & Creighton, City Attorney



**CERTIFICATE OF SUBSTANTIAL COMPLETION FOR**  
**CONSTRUCTION OF EVA STREET (SH 105) 12" WASTEWATER EXTENSION AND**  
**CONSTRUCTION OF WATER AND SEWER TO SERVE MCCOY'S BUILDING SUPPLY**  
**CITY OF MONTGOMERY**

September 21, 2017

**OWNER:** McCoy's Corporation  
1350 IH 35 North  
San Marcos, TX 78666

**CONTRACTOR:** Randy Roan Construction, Inc.  
6052 N. F M1486  
Montgomery, Texas 77356

**CONTRACT:** Construction of Eva Street (SH 105) 12" Wastewater Extension and  
Construction of Public Water and Sewer for McCoy's Building Supply  
McCoy's Building Supply  
City of Montgomery

Gentlemen:

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

We recommend that the **CITY** issue the **CONTRACTOR** a Certificate of Acceptance of the work. We also recommend that the Contractor's guarantee period of 1 year begin July 31, 2017

Sincerely,

Chris Roznovsky, PE

CVR/jim:lr2

P:\PROJECTS\W5841 - City of Montgomery\W5841-1014-00 - McCoy's Building Supply

cc: Mr. Jack Yates – City of Montgomery, City Administrator  
Ms. Susan Hensley – City of Montgomery, City Secretary  
Mr. Larry Foerster – Darden, Fowler & Creighton, LLP, City Attorney  
Mr. Sam N. Walker, P.E. – Eckermann Engineering Firm Inc., Engineer  
Mr. Russel Roan – Randy Roan Construction, Inc., Contractor



1575 Sawdust Road, Suite 400, The Woodlands, Texas 77380  
TBPE Registration No. F-439

**CERTIFICATE OF ACCEPTANCE**

McCoy Corporation  
1350 IH 35 North  
San Marcos, TX 78666

Re: Construction of Eva Street (SH 105) 12" Wastewater Extension and  
Construction of Public Water and Sewer for McCoy's Building Supply  
McCoy's Building Supply  
Montgomery, Texas

Gentlemen:

This is to certify that **CITY OF MONTGOMERY** accepts the subject project on the basis of the Certificate of Substantial Completion issued by our engineers, Jones|Carter, and understands that a guarantee shall cover a period of one (1) year beginning July 31, 2017.

By: \_\_\_\_\_  
Mr. Jack Yates  
City Administrator, City of Montgomery

Approved by City Council on \_\_\_\_\_

P:\PROJECTS\W5841 - City of Montgomery\W5841-1014-00 - McCoy's Building Supply

cc: Ms. Susan Hensley – City of Montgomery, City Secretary  
Mr. Larry Foerster – Darden, Fowler and Creighton, LLP, City Attorney  
Mr. Ed Shackelford, PE – Jones|Carter  
Mr. Mike Muckleroy – City of Montgomery, Public Works Manager  
Mr. Sam N. Walker, PE – Eckermann Engineering, Inc., Engineer  
Mr. Randy Roan – Randy Roan Construction, Inc., Contractor











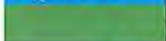
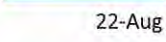





## CITY ADMINISTRATOR REPORT

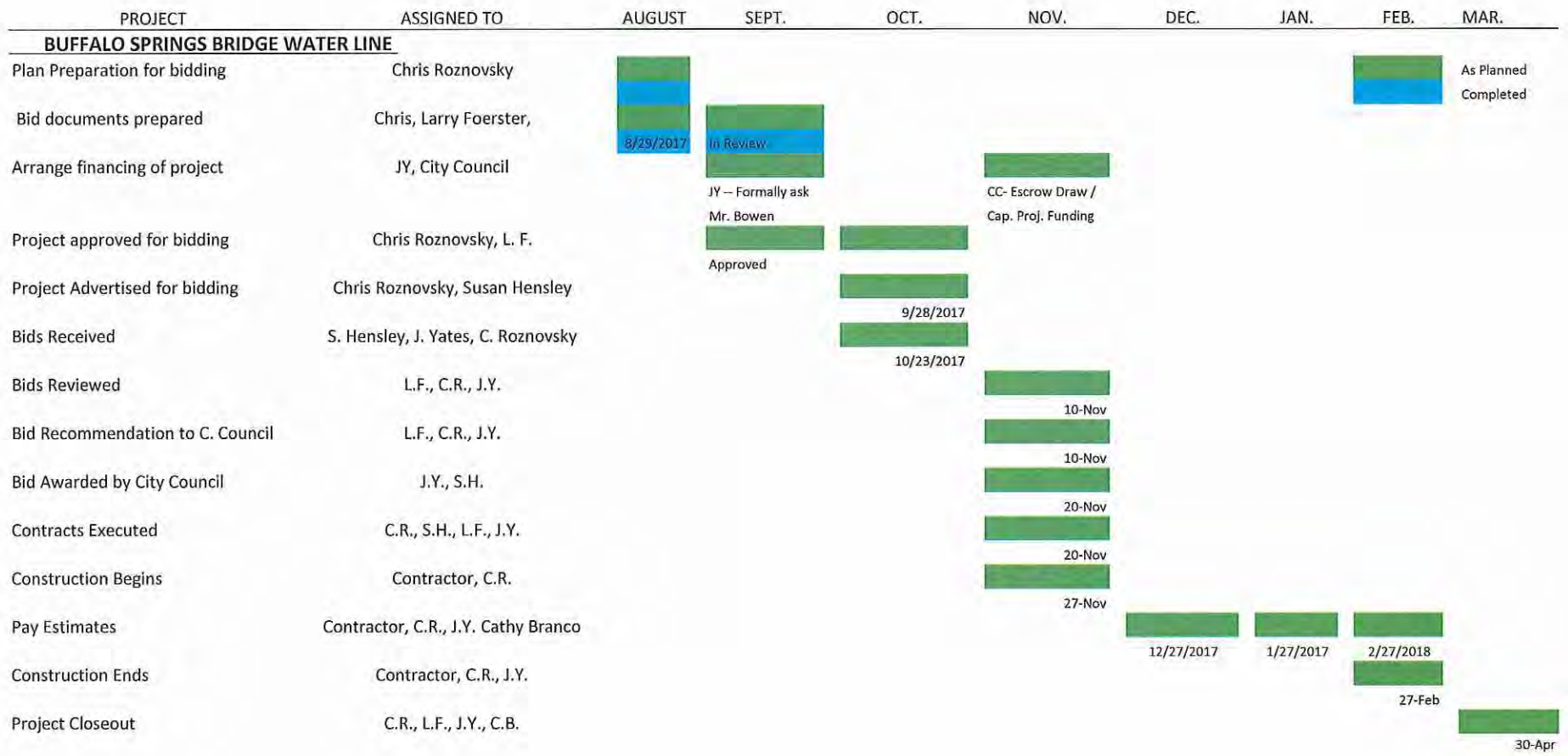
- Met with Planning Commission at one meeting.
- Met, took minutes, of one MEDC meeting.
- Attended Montgomery Area Chamber of Commerce Board of Director's meeting.
- Worked with Staff and City Council on 2017-18 Budget preparation.
- Attended two HMBA meetings
- Met with Auditor for pre-Audit discussions
- Met with city engineers, city attorney and Capital Improvement Committee several times regarding; plats, system management, upcoming projects, bridge improvements, developments throughout the city, TxDOT 149 planning, General Land Office grant possibility and billing for Escrow Accounts.
- Met with several developers during the month regarding; Heritage Plaza Medical Center, Villas of Mia Lago, Kenrock property west of Pizza Shack, Shoppes of Montgomery, and other development possibilities meetings. Including gaining right of entry agreements regarding Buffalo Springs Bridge. Including meeting with TxDOT regarding FM 149 construction.
- Made several decisions during month as Zoning Administrator, including signs, coordinating variance requests, code enforcement, land use plan, and working on zoning changes in cooperation with the Planning Commission
- Worked with City Council individually and City Staff on a variety of administrative, personnel and coordination efforts, including an all-staff development meeting and developing a Budget Calendar.

## PROJECT SCHEDULES

PROJECT	ASSIGNED TO	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL-May
<b>BUFFALO SPRINGS BRIDGE</b>										As Planned
Plan Preparation for bidding	Chris Roznovsky									Completed
FEMA Project Worksheet	Brian Slie									
FEMA Admin. Review	Brian Slie									
Congressional/OLA Review	Brian Slie, Todd Stephens									
CDBG-DR Grant	Martha Drake, J.Yates									
General Land Office - Grant	J.Yates, C.R., To be hired Adminis.									
Permits:										
Corps of Engineers	Chris Roznovsky, Todd Stephens									
TCEQ	Chris Roznovsky, Brian Slie									
Bid documents prepared	Chris, Larry Foerster, B. Slie									
Project approved for bidding	Chris Roznovsky, L. F., Brian Slie									
Project Advertised for bidding	Chris Roznovskt, Susan Hensley									
Bids Received	S. Hensley, J. Yates, C. Roznovsky									
Bids Reviewed	L.F., C.R., B.Slie, J.Y.									
Bid Recommendation to C. Council	L.F., C.R., J.Y.									
Bid Awarded by City Council	J.Y., S.H.									
Contracts Executed	C.R., S.H., L.F., J.Y.									
Construction Begins	Contractor, C.R.									
Interim Loan Set Up/taken/Pd. Back	J.Y.									
Pay Estimates	Contractor, C.R., J.Y. Cathy Branco									
Request for Expedited Funds	C.R., J.Y.									
Construction Ends	Contractor, C.R., J.Y.									
Project Closeout	C.R., L.F., J.Y., C.B., B. Slie									

## PROJECT SCHEDULES

PROJECT	ASSIGNED TO	JULY	AUGUST	SEPTEMBER	OCTOBER
<b>Flagship Boulevard Paving</b>					
Bid Awarded by City Council	Chris Roznovsky, J. Yates	  			
Contract Signed, Ins. Provided	C.R., Susan Hensley	 			
Pre-Construction Meeting	C.R., Mike Muckleroy		  		
Construction Begins	Contractor, C.R., M. M.		  		
Construction Oversight	C.R., M. M.		  		
Construction Ends - Final Inspection	C.R., M. M., J.Y.		 		
Project Closeout - All paid	C.R., M.M., J.Y., Cathy Branco, S. H.			 Before 9-30	





# Public Works

## August 2017 Monthly Report

- Re-graded ditches on Old Plantersville Rd.
- Attended crack sealing demonstration on Prairie St.
- Located and marked all manholes involved with televising and inspection project
- Converted PD holding room back to an office
- Cleaned all storm inlets
- Assisted Magnaflow with televising project
- Cut back fence line at Sewer Plant 2
- Replaced broken valve zone on City Hall irrigation system
- Repaired gate valve packing on return line at Water Plant 3
- Repaired pot holes on Plez Morgan
- Topped all generator fuel tanks for Hurricane Harvey
- Barricaded roads for high water closures during Harvey
- Harvey debris cleanup
- Continue to water trees on Flagship and Cedar Brake Park
- Monthly AED inspections
- Monthly well reads
- Monthly hydrant reads
- Monthly check of all lights and air filters
- Monthly weed killer list
- Monthly grease trap inspections
- Monthly safety meetings
- Weekly barricade delivery and pickup for farmer's market
- Weekly vehicle pre-trip inspections
- Weekly conference calls with engineer and utility operator
- Weekly leak notifications to customers from Beacon website
- Daily line locates as necessary
- 6 water leaks (5 private, 1 city)
- 1 sewer stop up



- 10 water taps
- 3 sewer taps

## **Parks and Recreation**

- Painted Homecoming restroom to cover graffiti
- Replaced broken hardware on Cedar Brake playground equipment
- Several repairs made at Fernland Park
- Security camera system installed at Fernland Park
- New aluminum gutters installed at Fernland Park
- Used herbicide to kill floating pond leaf at Memory Park
- Repaired granite sidewalks at Fernland and Memory Parks

The docents at Fernland reported a total of 316 visitors for the month and provided 19 tours.

Report prepared by:  
Mike Muckleroy  
Public Works Manager  
September



Cancel



Done

*Montgomery* Birthplace of the Texas Flag  
TEXAS

# CITY OF MONTGOMERY POLICE DEPARTMENT



101 OLD PLANTERSVILLE RD  
MONTGOMERY, TX 77316  
(O): (936) 597-6866

**CHIEF**

**JAMES F. NAPOLITANO**

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## POLICE DEPARTMENT REPORT

**AUGUST, 2017**

**CALLS FOR SERVICE PER COPSYNC; 154**

**Arrests / Charges Total Shifts A & B**

**Misdemeanor: 28**

**Felony: 9**

**Traffic Enforcement Total Shifts A, B & Chief**

**Citations: 165**

**Warnings: 253**

101 Old Plantersville Rd  
Montgomery, TX 77356  
Mailing Address:  
P.O. Box 708  
Montgomery, TX 77356

## CITY OF MONTGOMERY POLICE DEPARTMENT

City Hall: (936) 597-6434  
Police Dept: (936) 597-6866  
Fax: (936) 597-7893

AUGUST, 2017  
Shift A Stats  
Lt. Belmares

Warrant Arrest:

08/01 - Officer Hernandez - [21300 Eva St.](#)  
08/06 - Officer Thompson - [20700 Eva St.](#)  
08/30 - Officer Thompson - 900 MLK  
08/15 - Officer Thompson - Hwy 105/S. Pine Lake

Criminal Mischief:

08/01 - Officer Hernandez - 700 Community Dr.  
08/14 - Officer Hernandez - 14100 Liberty St.

Criminal Trespass:

08/01 - Officer Hernandez - [21000 Eva St.](#)

Public Intoxication:

08/02 - Officer Thompson - [21000 Eva St.](#)

Narcotics:

08/04 - Officer Thompson - [20800 Eva St.](#)  
08/06 - Officer Carswell - [21800 Eva St.](#)  
08/19 - Lt. Belmares - [14400 Liberty St.](#)  
08/21 - Officer Thompson - Hwy 105/Walden Rd.

Tampering w/Evidence:

08/04 - Officer Thompson - [20800 Eva St.](#)

Assault - FV:

08/05 - Officer Carswell - 1200 McGinnis

Driving While Intoxicated:

08/06 - Officer Carswell - [21800 Eva St.](#)  
08/19 - Officer Carswell/Aguirre - 15100 Liberty St.  
08/19 - Officer Thompson - 15800 Liberty St.  
08/29 - Officer Thompson - [22800 Hwy 105](#)

Motor Vehicle Accident:

08/23 - Lt. Belmares - [15100 Liberty St.](#)  
08/31 - Officer Hernandez/Aguirre - [20800 Eva St.](#)

No DL/Tow/No Insurance:

08/01 - Officer Thompson - Liberty St./FM 1097  
08/07 - Officer Thompson - [20100 Eva St.](#)  
08/10 - Officer Thompson - [20600 Eva St.](#)  
08/23 - Officer Hernandez - [21100 Eva St.](#)

101 Old Plantersville Rd  
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## CITY OF MONTGOMERY POLICE DEPARTMENT

City Hall: (936) 597-6434  
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### 23 Reports Generated

16 - Misdemeanor Arrest  
04 - Felony Arrest

90 - Citations  
60 - Warnings  
111 - Violations

### Training:

August 9 - 11 Lt. Belmares attended the Valor Training at the Houston DEA building. In 2010, the Bureau of Justice Assistance (BJA) VALOR Officer Safety Initiative was created in response to the startling increase in felonious assaults that have taken the lives of many law enforcement officers. VALOR provides all levels of law enforcement with tools to help prevent violence against law enforcement officers and to enhance officer safety, wellness, and resiliency.

August 11 - 14 Officer Carswell attended the 23rd IACP Training Conference on Drugs, Alcohol and Impaired Driving. The event was held in National Harbor Maryland. The annual training conference features a mix of plenary sessions and concurrent workshops that are designed to keep attendees up to date on the latest practice and science of drug recognition.

**AUGUST, 2017**

**Shift B**

**Lt. Rosario**

During the month of August, The Montgomery Police Department B Shift Patrol Officers (Lt. Rosario, Officer Bauer, Officer Bracht, and Officer Riley) generated 33 reports and responded to 98 calls for service. The reports are as follows:

**Narcotics -**

8/30 – Riley – 500 Simonton  
8/30- Bracht- 14500 Liberty  
8/30- Rosario- 22465 FM 1097  
8/22- Riley- 20500 Eva  
8/21- Bauer- 20300 Eva  
8/16- Riley- 20600 FM 1097  
8/13- Riley – 100 Buffalo Springs  
8/11- Riley- 15000 Liberty  
8/11-Riley- 22000 Eva  
8/03-Riley- 100 Buffalo Springs

**No DL / FMFR / Towed Vehicle**

8/31-Rosario-  
8/31-Rosario- 21400 Eva  
8/21-Riley-21400 Eva  
8/12-Riley- 21100 Eva  
8/12-Rosario- 5670 Nebraska st  
8/11-Rosario- 100 Buffalo Springs  
8/3-Riley-21900 FM 1097  
8/25-Bauer- 20300 Eva  
8/12-Riley- 21100 Eva

**Warrant Arrest-**

8/31-Rosario- 14700 Liberty  
8/31-Riley-22825 Eva  
8/21-Riley- 101 Old Plantersville

**MVA-**

8/27- Bracht- 15100 Liberty  
8/16-Bauer-21005 Eva  
8/2-Bauer-14460 Liberty (FSGI)

101 Old Plantersville Rd  
Montgomery, TX 77356  
Mailing Address:  
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Montgomery, TX 77356

**CITY OF  
MONTGOMERY  
DEPARTMENT**

City Hall: (936) 597-6434  
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**Theft / Forgery/Burglary –**

8/21-Bauer- 731 MLK (Fraud)  
8/17-Bauer- 22870 Eva (BMV)  
8/17-Bauer-22870 Eva (BMV)

**Supplement Report / Misc Call-**

8/21- Riley- 18700 Highway 105

**DWI-**

8/16- Riley- 21200 Eva  
8/11-Riley- 15300 Liberty

**Assault –**

8/13- Bracht- 22870 Highway 105

**Other-**

8/16-Bauer-22870 Highway 105 – Welfare Check  
8/11-Bracht- 101 Old Plantersville- Found Property

**Arrests / Charges:**

Misdemeanor Charges - 12  
Felony Charges - 5

**Traffic Enforcement**

Citations Issued- 75  
Warnings Issued- 193

Rosario – 14 Citations 27 Warnings  
Bauer – 19 Citations 63 Warnings  
Bracht – 15 Citations 27 Warnings  
Riley – 27 Citations 76 Warnings

*Montgomery* Birthplace of the Texas Flag  
TEXAS

# CITY OF MONTGOMERY POLICE DEPARTMENT



101 OLD PLANTERSVILLE RD  
MONTGOMERY, TX 77316  
(O): (936) 597-6866

## August 2017

During the Month of August 2017, The Montgomery Police Department C Shift ( Sgt. Becky Lehn-Kendall, Reserve Officers: J. Lawson, T. Lozano, D. Miller, M. Sigala, L. Evans) had the following activity:

### Evidence/Property Room:

39 items (evidence) checked into the property room by Sgt. Kendall  
8 Blood Kits taken to the DPS crime lab by Sgt. Kendall

### Warrants:

Warrants Collected - \$10,575.60

### Reserve Officer's Time:

08/04 – Officer Sigala (6 hours)  
08/24 – Officer Lozano – Day shift patrol (8 hours)

### Court Bailiff

08/17 – Officer Evans (4hrs)

### Council Security

08/08 & 08/22 – Sgt. Kendall



# Call Type Report

## MONTGOMERY POLICE DEPARTMENT

From: 08/01/2017

To: 08/31/2017

Call Type Description	Number of Calls
911 HANG-UP	2
ALARM	15
ALARM PANIC	3
ASSAULT PAST	1
ASSIST DPS	1
ASSIST MCSO	11
ASSIST OTHER AGENCY	3
ASSIST PERSON/AGENCY	2
ASSIST THE OFFICER	1
BE ON THE LOOKOUT	6
BUILDING CHECK	2
BURGLARY OF MOTOR VEHICLE	2
CRIMINAL MISCHIEF IN PROGRESS	1
CRIMINAL MISCHIEF PAST	1
DISTURBANCE IN PROGRESS	9
DISTURBANCE PAST	3
ESCORT	4
FAMILY VIOLENCE IN PROGRESS	1
FIRE CALL	3
FRAUD	1
INFORMATION CALL	15
MEDICAL CALL	5
MISCELLANEOUS CALL	5
MVA - INJURY	2
MVA - NO INJURY	11
OPEN DOOR	1
SHOTS FIRED IN AREA	1

# Call Type Report

## MONTGOMERY POLICE DEPARTMENT

From: 08/01/2017

To: 08/31/2017

Call Type Description	Number of Calls
SUSPICIOUS PERSON	5
SUSPICIOUS VEHICLE	8
THEFT PAST	3
THREAT	1
TRAFFIC CONTROL	3
TRAFFIC HAZARD	4
TRAFFIC STOP	1
TRESPASSER IN PROGRESS	1
WARRANT SERVICE	1
WELFARE CHECK	15

# Municipal Court-Monthly Report

August 2017

9/11/2017  
Becky Lehn-Kendall  
Court Administrator



# Montgomery Municipal Court Monthly Report

## August 2017

<b>REVENUE Category</b>	<b>CURRENT</b>	<b>YEAR TO DATE October 1, 2016</b>
<i>Total Cases Filed</i>	189	2912
Deposit – City	\$15,739.72	\$280,948.27
Deposit - State	\$12,252.47	\$186,567.09
Deposit - OMNI	\$156.00	\$2,519.60
Child Safety Fund	\$0.00	\$1,135.55
Judicial Efficiency	\$106.95	\$1,695.17
Court Tech Fund	\$626.09	\$9,246.31
Court Bldg. Security Fund	\$469.57	\$6,925.62
Collection Agency	\$2,189.97	\$32,934.93
<b><i>Total</i></b>	<b>\$31,540.77</b>	<b>\$521,972.54</b>

Created By: Becky Lehn-Kendall

Court Administrator

September 11, 2017



# Comparison Chart

## Citations/Warrants/Revenue January 2015 - Present

<b>Citations Filed</b>			
2015	2016	2017	
<i>Jan</i>	365	470	332
<i>Feb</i>	294	351	233
<i>Mar</i>	421	353	394
<i>April</i>	357	323	268
<i>May</i>	396	229	268
<i>June</i>	440	163	254
<i>July</i>	466	153	240
<i>Aug</i>	421	324	189
<i>Sept</i>	435	212	
<i>Oct</i>	319	313	
<i>Nov</i>	339	226	
<i>Dec</i>	331	195	

<b>Warrants Collected</b>		
2015	2016	2017
\$2,708.90	\$2,762.37	\$15,052.44
\$3,362.90	\$10,976.60	\$33,390.71
\$15,303.54	\$14,732.43	\$26,961.27
\$2,106.50	\$5,940.80	\$9,307.00
\$3,286.10	\$3,279.10	\$6,801.00
\$9,972.20	\$6,336.57	\$14,354.05
\$4,858.20	\$4,291.87	\$11,312.27
\$2,740.40	\$24,756.07	\$10,575.60
\$6,399.30	\$12,115.60	
\$7,550.70	\$13,892.60	
\$8,581.07	\$10,515.20	
\$8,675.20	\$12,163.00	

<b>Total Revenue Collected</b>		
2015	2016	2017
\$44,544.59	\$44,702.82	\$41,830.44
\$56,555.03	\$67,466.54	\$67,937.61
\$63,838.40	\$86,201.43	\$62,992.57
\$56,577.20	\$59,388.14	\$47,163.40
\$48,760.60	\$50,854.90	\$47,225.90
\$67,656.40	\$41,238.67	\$37,817.25
\$64,193.80	\$42,990.97	\$43,405.62
\$47,484.40	\$52,923.17	\$31,540.77
\$61,912.50	\$44,256.40	
\$63,688.50	\$44,138.80	
\$51,170.47	\$55,221.23	
\$53,315.66	\$42,698.95	

**Totals**      2164      2402      2178

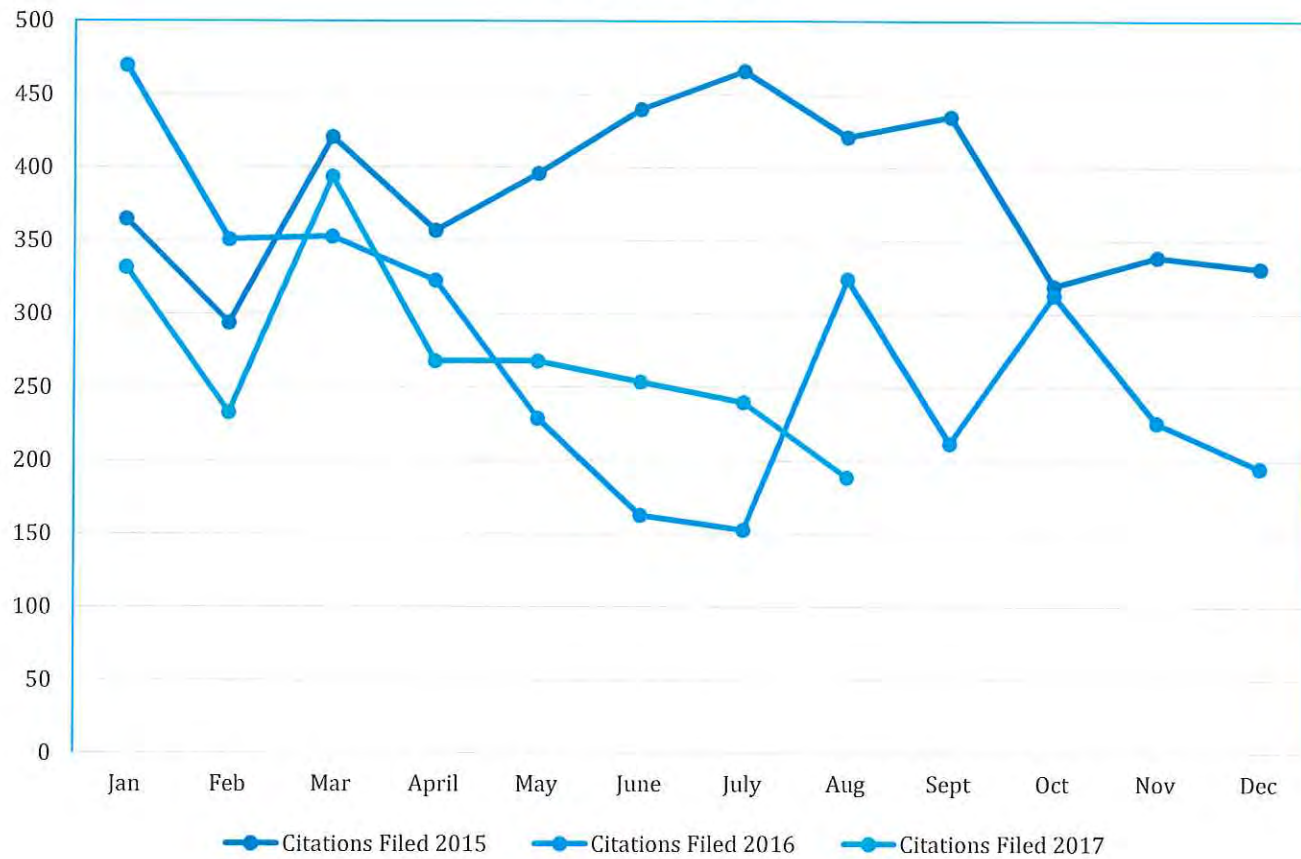
\$75,545.01    \$121,762.21    \$127,754.34

\$679,697.55    \$632,082.02    \$379,913.56

*Becky Lehn*  
*Court Administrator*  
*09/12/2017*

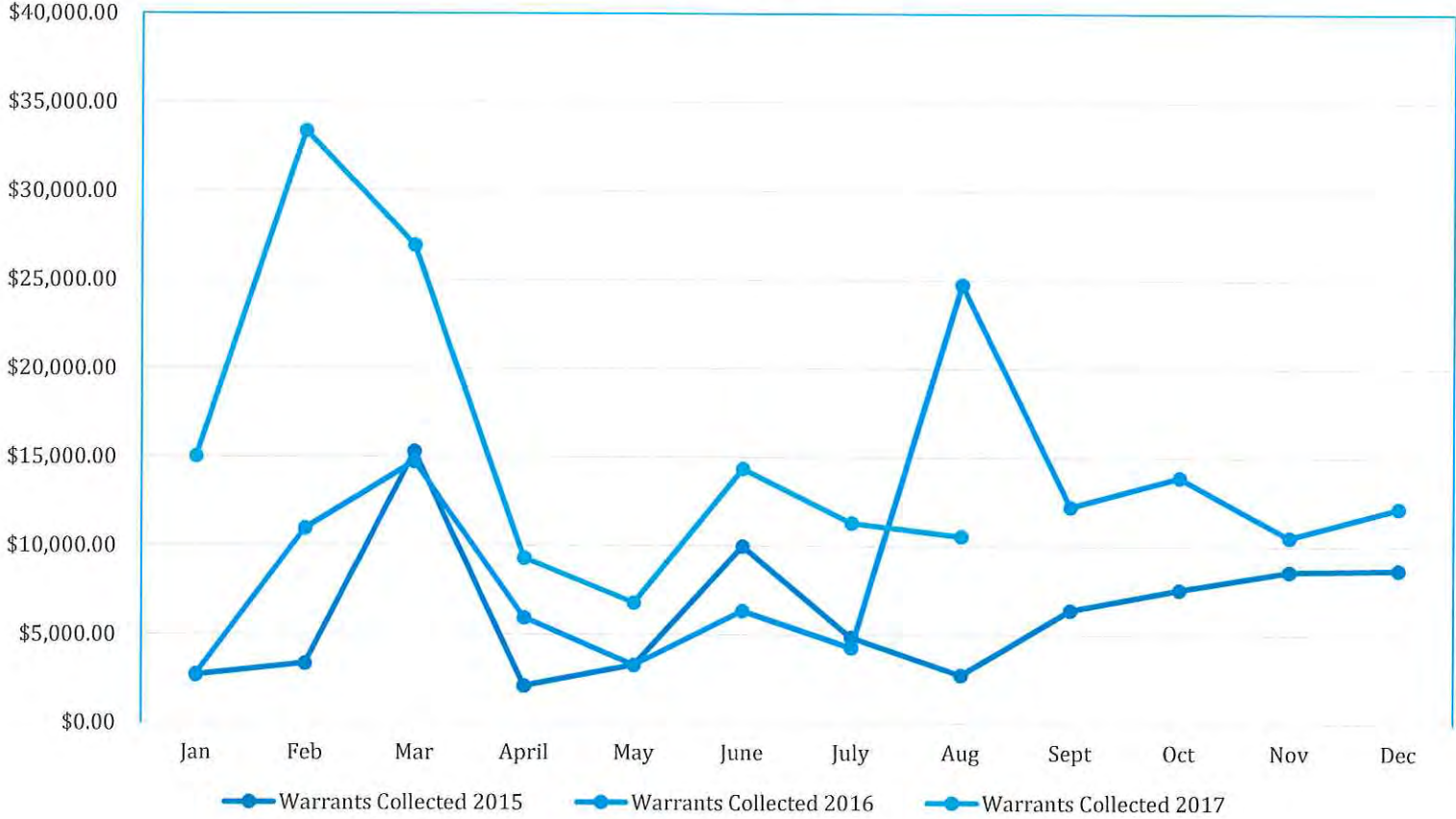
# Citations Filed Yearly Comparison

2015-2017



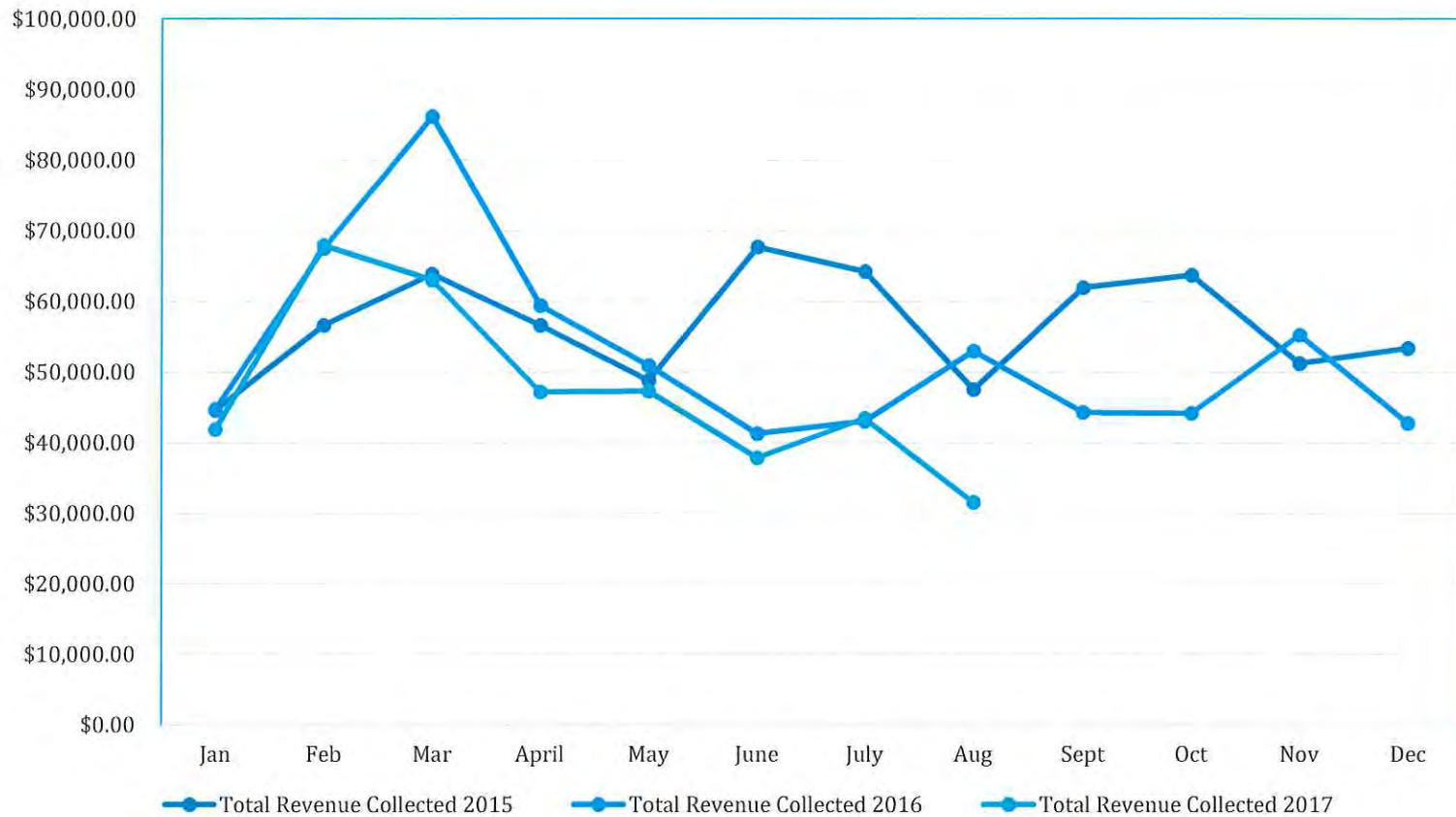
# Warrants Collected Yearly Comparison

2015-2017



# Total Revenue Collected Yearly Comparison

2015-2017





## UTILITY REPORTS – AUGUST 2017

### TOTAL REVENUE

Utilities	<i>\$ 131,619.70</i>
Permits	\$20,029.90
Community Building	\$730.00

### UTILITIES

New Water Accts.	26
Disconnected Water Accts.	10
Total Number of Active Accts.	699

### PERMITS

Type	Permit Total	Revenue
Building - Residential	8	\$7,711.50
Building - Commercial	7	\$9,414.00

Burn	1	\$25.00
Golf Cart	1	\$25.00
Irrigation	0	\$0
Electrical	2	\$296.00
Mechanical	6	\$662.00
Plumbing	9	\$1,646.40
Sign	5	\$250.00
<b>Total:</b>	<b>39</b>	<b>\$20,029.90</b>

**COMMUNITY BUILDING – JULY**

Type of Rental	Number of Bookings	Revenue
Profit	0	\$0
Non - Profit	0	\$0.00

## CITY ACCOUNT CONSUMPTION

	<b>June</b>	<b>July</b>	<b>August</b>
Community Building – Irrigation (01-8732-00)	15	18	20
Community Building (01-0130-00)	4	2	1
City Cemetary (01-1110-00)	0	0	0
City Welcome Sign Irrigation at HWY 105 & Prairie – Rose Garden (01-8733-00)	0	0	0
North Liberty Sewer Plant			
Cedar Brake Park Irrigation (01-8736-00)	6	8	6
Cedar Brake Park Restrooms (01-8735-00)	3	2	2
Fernland (01-8737-00)	6	5	6
Memory Park (01-5885-00)	126	202	224
Community Building Stage Irrigation – Rose Garden (01-6180-00)	0	0	0
City Hall & Irrigation (01-6190-00)	33	46	58
Homecoming Park Restrooms (01-8820-00)	1	2	1
Homecoming Park Drinking Ftn (01-8738-00)	0	0	0
Buffalo Springs Sewer Plant (01-8821-00)	2	1	1



**City of Montgomery**  
**Operations Report**  
**07/18/17-8/18/17**

**TAP**

**INTO**

**TECHNOLOGY**

**Dear City of Montgomery Council Members:**

We are pleased to provide you with the monthly operations report. This report summarizes the major events that occurred during the operating month. Our mission, as always, is to assist the district in providing safe and reliable water to the residents.

The water plants, wastewater plant and drinking water quality is checked on a daily basis. Wastewater collection system lift stations are checked three times a week. Alarms are monitored and our staff is on 24-hour call. Our construction crews are minutes away from the City.

Our operators collect and enter all facility data into Kardia. Our operators note any issues or problems that are observed during the day. Mission Control is instantly aware of the issue and immediately begins the resolution process. This approach benefits our clients because decisions can be made based on relevant data.

All of the district's data can be accessed on-line. The data is username and password protected. The data is integrated with Kardia and updated daily. District alerts that are generated by Kardia can be sent to board designated recipients. GUS appreciates the trust and confidence that the board has in our team. We work diligently to provide our clients with accurate and useful information.

Michael Williams  
Senior Area Manager  
Gulf Utility Service

## **SUMMARY OF OPERATIONS**

### **District Alerts**

#### **7/18/17 – A/D Call Out – WP3**

Well #4 failed to prime. Operator found multilins tripped from power imbalance. Operator reset multilins, control panel and auto dialer.

#### **7/19/17 – Water Plant Issue – WP3**

Well #4 failed to prime. Operator reset auto dialers and re-primed well, well four stayed primed.

#### **7/24-17 – A/D Call Out – WP3**

Well #4 failed to prime. Operator stated that well tripped due to unbalance. Operator reset multilins, control panel and auto dialer.

#### **7/28/17 – A/D Call Out - WP3**

Well #4 failed to prime. Operator reset multilins, control panel and auto dialer.

#### **8/7/17 – Lift Station Issue – LS8**

Lift pump 1 tripped at breaker. Operator reset vfd and breaker then monitored pumps cycle.

#### **8/7/17 – A/D Call Out – LS2**

VFD for lift pump 3 on lift station 2 tripped. Unable to reset and giving error code, pump was taken in for repairs and a rental was installed

#### **8/10/17 – A/D Call Out – LS1**

Call out for high level wet well. Operator found no flow coming into sewer plant. Pumps were pulled and found that lift pump 1 had come out of its volute and need to be taken in for repairs.

#### **8/11/17 – Lift Station Issue – LS2**

Lift pump 2 high temp alarm was on when operator arrived. Operator was unable to reset the alarm. Pump needed to be taken in for repairs, a rental was installed.

#### **8/11/17 – A/D Call out – WP3**

Well 4 failed to prime. Operator reset multilins, control panel and auto dialer.

#### **8/14/17 – A/D Call Out – WP3**

Well 4 failed to prime. Operator reset multilins, control panel and auto dialer.

#### **8/15/17 – A/D Call Out – WP3**

Well 4 failed to prime. Operator reset multilins, control panel and auto dialer.

#### **8/16/17 – Lift Station Issue – LS3**

Maintenance is pulling lift pump 2 to pm and found the pump non-operable due to the condition of the volute. The pump was taken in to diagnose and a rental was installed.

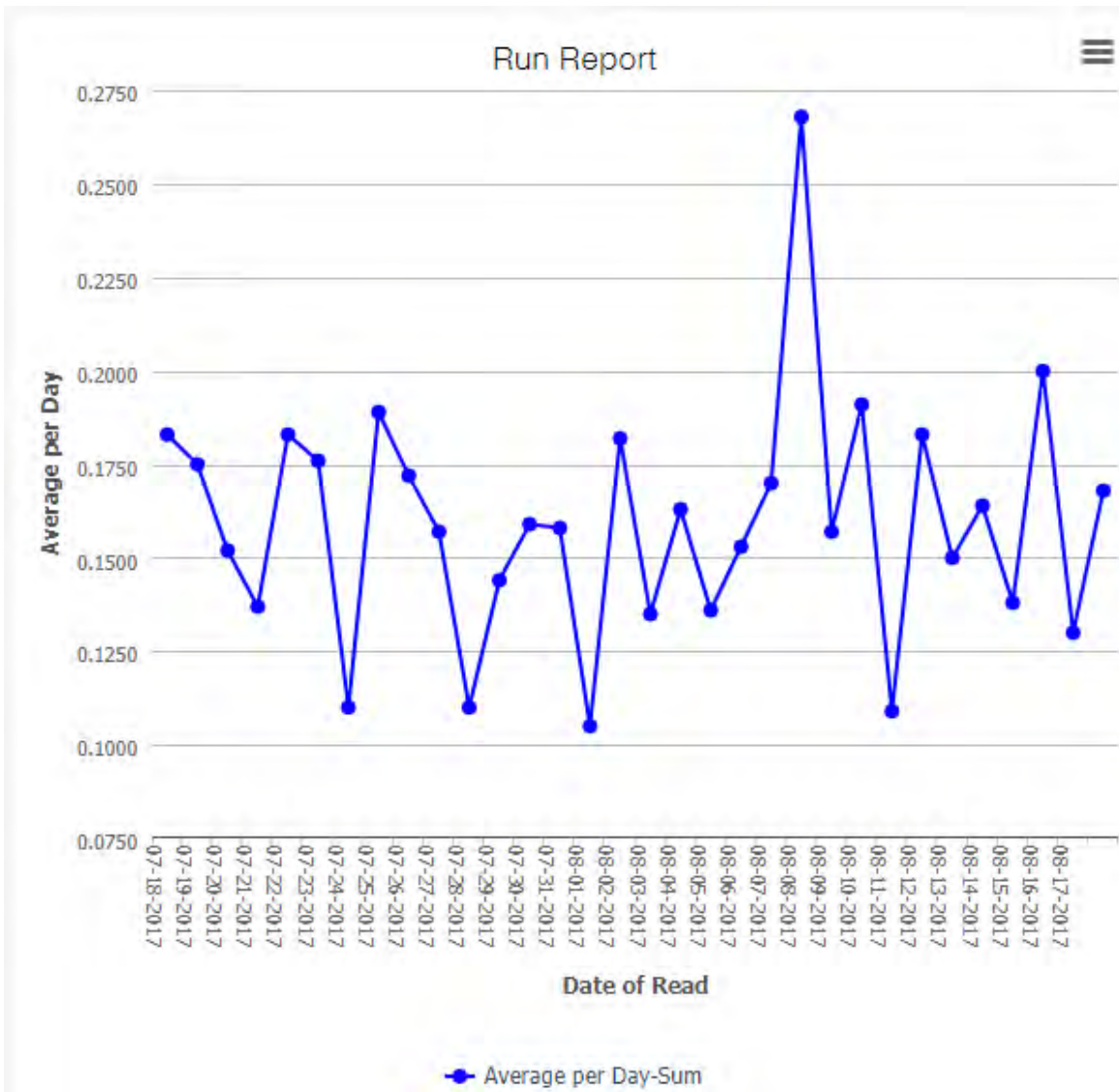
**8/17/17 – A/D Call Out – WP3**

Well 4 failed to prime. Contacted Mike with COM and he was on his way. Mike cleared the alarm.

**8/18/17 – A/D Call Out – LS13**

No power. Entergy is upgrading service to the business park. Lift station will be down for about 4 hours. Service was restored and lift station pumped down.

**OPERATIONS DETAIL**



- Flow for the month of August was 5,107,000 gallons
- Daily peak flow August 8, 2017 was 268,000 gallons
  - 67% of permitted value
- Average Daily Flow 159,000 gallons
  - 40% of permitted value

\*Average per day is a non-weighted average.

This data is available on our website. <http://www.gulfutility.net/commercial-accounts/>



The current permit expires 06/01/2022

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

*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	MGD	3.96	no
Average Monthly NH3	2	mg/l	.13	no
Minimal CL2 Residual	1	mg/l	1.04	no
Max CL2 Residual	4	mg/l	3.57	no
Rainfall for the Month	⚡		14.16	inches

**There were no excursions for the month of August**

Measured by netatmo.com

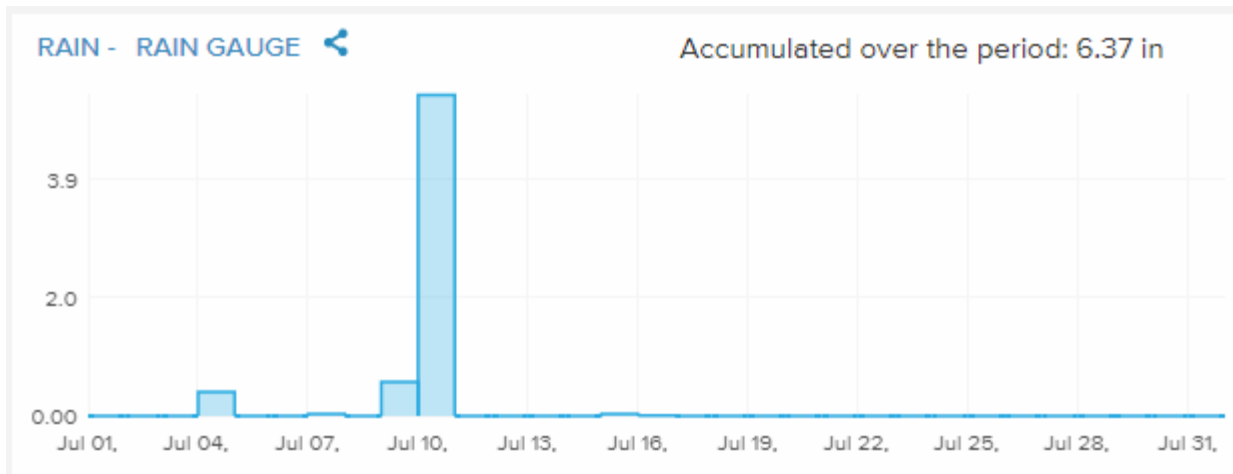
AUG 2017

RAIN - RAIN GAUGE

Accumulated over the period: 14.16 in



\*Rain Gauge was disabled from 8/25-8/27



### Water Report

07/18/2017-8/18/2017

Well Name	City Recorded	GULF Recorded	Percent of Total	Rating g/Day	Total Pumpage 2017	Percent of Total 2017	Permitted Value 2017	Permit Remaining 2017
Well 2	0.861	0.861	6.7%	0.864	14.485	22%	47.551	12.7%
Well 3	7.080	7.080	55.7%	0.864	27.03	41.1%	47.551	12.7%
Well 4	4.777	4.777	37.6%	2.160	24.255	36.9%	75.100	67.7%
<b>Total</b>	<b>12.718</b>	<b>12.718</b>	<b>100.00%</b>	<b>3.888</b>	<b>65.77</b>	<b>100%</b>	<b>122.651</b>	
Flushing	.203	.203						
Subtotal	12.515	12.515						
Sold	11.127	11.127						
Percentage Accounted	89%	89%						

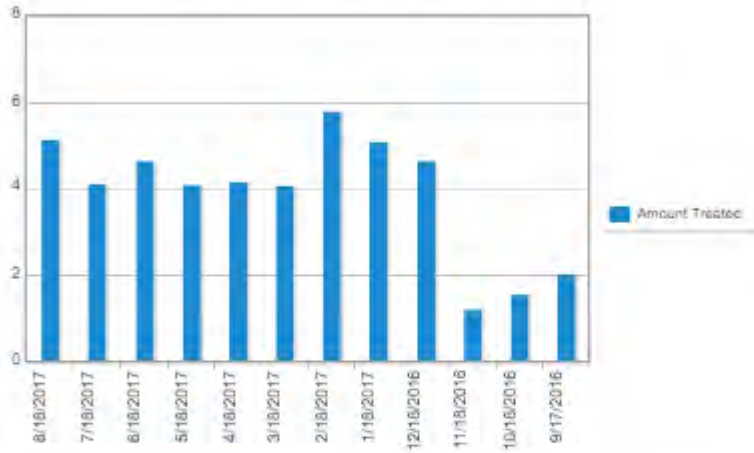
*Well Motor Run Times*

Well Name	Total Hrs	% Total	Peak Day
2	28.9	9.4%	8/8/2017
3	214.9	69.8%	7/31/2017
4	64.1	20.8%	8/18/2017
Total	307.9	100%	

**WATER PRODUCTION**

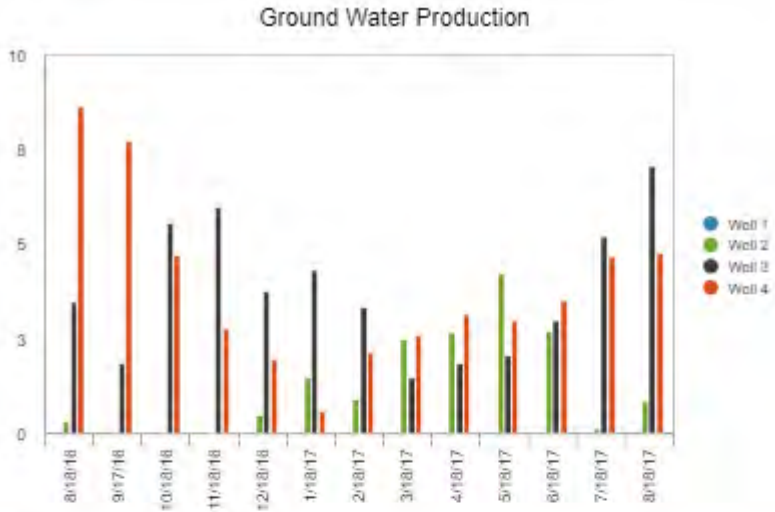
Connections	
School	12
Commercial Inside	130
Commercial Outside	1
Residential Inside	491
Residential Outside	27
Church	14
City	14
Hydrant	3
Irrigation	11
Total	703

WATER TREATED BY MONTH



MONTH ▼	FLOW	RAIN (INCHES)
8/18/17	5.107	14.160
7/18/17	4.092	6.370
6/18/17	4.591	2.990
5/18/17	4.058	6.240
4/18/17	4.115	4.780
3/18/17	4.022	1.420
2/18/17	6.738	3.900
1/18/17	6.040	4.540
12/18/16	4.801	5.800
11/18/16	1.164	5.390
10/18/16	1.515	0.580
9/17/16	1.988	6.430
8/18/16	2.980	5.180
AVERAGE		5.459
TOTAL		174.700

Gulf Utility Services Operations Report  
 September 26, 2017

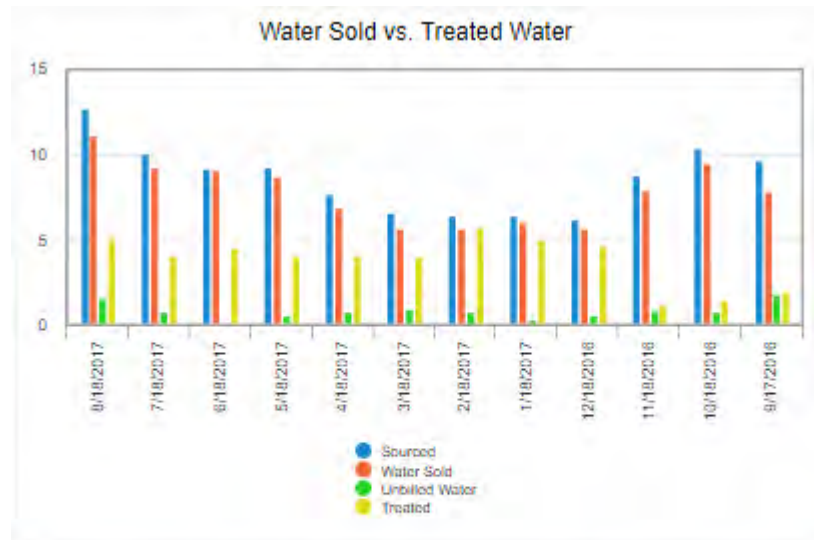


DATE	TOTAL	WELL 1	WELL 2	WELL 3	WELL 4
AVG	6.505	0.000	0.771	2.904	4.830
8/18/17	12.718	0.000	0.861	7.080	4.777
7/18/17	10.036	0.000	0.124	5.213	4.699
6/18/17	9.226	0.000	2.720	2.994	3.512
5/18/17	9.286	0.000	4.220	2.080	2.986
4/18/17	7.688	0.000	2.685	1.865	3.156
3/18/17	6.571	0.000	2.489	1.465	2.617
2/18/17	6.418	0.000	0.916	3.340	2.162
1/18/17	6.407	0.000	1.476	4.341	0.590
12/18/16	6.228	0.000	0.468	3.769	1.973
11/16/16	8.770	0.000	0.020	5.978	2.774
10/18/16	10.342	0.000	0.038	5.578	4.730
9/17/16	9.649	0.000	0.028	1.873	7.748
8/18/16	12.432	0.000	0.304	3.482	8.646
TOTAL	263.656	0.000	23.894	90.036	149.726

Gulf Utility Services Operations Report  
September 26, 2017



DATE	TOTAL SOURCED	WATER SOLD	UNBILLED WATER	FLUSHING/LEAKS	UNACCOUNTED	ACCTBLTY
8/18/17	12,718	11,127	1,591	0.203	1,368	89%
7/18/17	10,036	9,235	0,801	0.039	0,762	92%
6/18/17	9,228	9,105	0,121	0.203	0,082	101%
5/18/17	9,288	8,721	0,565	0.250	0,315	97%
4/18/17	7,688	6,910	0,776	0.467	0,309	96%
3/18/17	6,571	5,628	0,945	0.910	0,035	89%
2/18/17	6,418	5,628	0,792	0.421	0,371	94%
1/18/17	6,407	6,064	0,343	0.180	0,183	97%
12/18/16	6,228	5,653	0,575	0.433	0,142	98%
11/18/16	8,770	7,930	0,840	0.411	0,429	95%
10/18/16	10,342	9,541	0,801	0.295	0,506	95%
9/17/16	9,649	7,840	1,809	0.090	1,719	82%
8/18/16	12,432	11,315	1,117	0.468	0,651	95%



DATE	SOURCED	WATER SOLD	UNBILLED WATER	TREATED WATER	RETURN %	RAIN
8/16/17	12,718	11,127	1,591	5,107	46%	14,160
7/16/17	10,038	9,235	0,801	4,092	44%	6,370
6/16/17	9,226	9,105	0,121	4,591	50%	2,990
5/16/17	9,296	8,721	0,565	4,058	47%	6,240
4/16/17	7,866	6,910	0,778	4,116	60%	4,780
3/16/17	6,571	5,628	0,945	4,022	71%	1,420
2/16/17	6,418	5,628	0,792	5,736	102%	3,900
1/16/17	6,407	6,064	0,343	5,04	83%	4,540
12/18/16	6,228	5,653	0,575	4,601	81%	6,800
11/16/16	8,770	7,930	0,840	1,164	15%	6,390
10/18/16	10,342	9,541	0,801	1,515	16%	0,560
9/17/16	8,649	7,840	1,809	1,986	25%	6,430

This data is available on our website. <http://www.gulfutility.net/commercial-accounts/>

September 21, 2017

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

Re: Engineering Report  
Council Meeting: September 26, 2017  
City of Montgomery

Dear Mayor and Council:

The following information summarizes our activities on your behalf since the August 22, 2017 Council Meeting:

**Status of Previously Authorized Projects:**

**a) Joint Mobility Study**

We are continuing to coordinate with Montgomery County Precinct 2 to review and discuss their comments to the study. Upon receipt of all comments we will revise the study and provide a final report.

**b) TPDES Wastewater Treatment Plant Permit Renewals**

We have received the final permits for both Stewart Creek WWTP and Town Creek WWTP.

**c) Gardner Drive Public Road, Public Waterline, Public Sanitary Sewer, and Public Storm Sewer (Texas Capital Fund Grant)**

As a reminder, the infrastructure was accepted at the September 12<sup>th</sup> meeting of the City Council. We are working with the contractor and grant administrator to prepare final documents for payment.

**d) Flagship Boulevard Pavement Repair (FEMA)**

The repair of the pavement has been completed and a final inspection is scheduled for September 22<sup>nd</sup>. As a reminder, the bid item for pavement striping was removed from the contract in Change Order No. 1 and will be completed by Public Works at a later date.

**e) Heritage Place Medical Center 12" Waterline**

The contractor is substantially complete with construction, and we have scheduled a final inspection for September 26<sup>th</sup>. During relocation of the existing fire hydrant, the contractor found the gate valve adjacent to the hydrant to be non-operational and in need of replacement. We received and recommend approval of Change Order No. 1 in the amount of \$1,500 for the valve replacement.

**Agenda Item** - Consideration and possible action regarding Change Order No. 1 for the Heritage Place Medical Center 12" Waterline project.





**Status of Previously Authorized Projects (cont.):**

**f) Buffalo Springs Drive Bridge Repair (FEMA)**

The project is continuing through final FEMA review for approval. We are continuing to coordinate with the US Army Corps of Engineers (“USACE”) and Congressman Brady’s office to obtain the required USACE permit. The City has also applied for a CDBG grant and the application is in review. Upon approval of the grant, the project will undergo a 60-day environmental review through GrantWorks. During the environmental review the City can advertise and accept bids for the project, but cannot execute the construction contracts until environmental clearance is received. Upon receipt of environmental clearance, the selected contractor will be issued the Notice to Proceed, and we expect construction to begin in December 2017.

**g) Houston Street Widening and Rehabilitation**

We provided comments to the plans on September 21<sup>st</sup>. We have prepared the technical specifications and bid package and plan to present bids at the October 10<sup>th</sup> meeting of the City Council.

**h) Water Distribution System Analysis and Master Plan-CP No. 1, Water Plant No. 2 GST Backfill**

As a reminder, this project will be rebid with the Water Plant No. 3 Improvements project this winter.

**i) Water Distribution System Analysis and Master Plan - CP No. 2, 12-inch Waterline Across Town Creek Bridge**

As a reminder, this project will be included in the Buffalo Springs Drive Bridge Repair project.

**j) Water Distribution System Analysis and Master Plan – CP No. 3 – Downtown and SH-105 Waterline Replacement**

As a reminder, this project is included in the TWDB Drinking Water State Revolving Fund (“DWSRF”) loan. We expect to complete the design and receive plan approval in November 2017 and we expect construction to begin in February 2018.

**k) Water Distribution System Analysis and Master Plan – CP No. 9 - Water Plant No. 3 Improvements**

As a reminder, this project is included in the TWDB DWSRF loan. We expect to complete the design and receive plan approval in December 2017 and we expect construction to begin in February 2018.

**l) Sanitary Sewer System Analysis and Master Plan – CP No. 3b – Lift Station No. 1 Replacement**

As a reminder, this project is included in the TWDB Clean Water State Revolving Fund (“CWSRF”) loan. We plan to begin design of the project once an agreement is reached with the neighboring property owner regarding the relocation of the lift station, the construction of a gravity sanitary sewer line, and acquiring additional property for the City’s Stewart Creek Wastewater Treatment Plant. Upon reaching a decision it will take approximately 6 months to complete the design and receive approvals.

**Status of Previously Authorized Projects (cont.):****m) Sanitary Sewer System Analysis and Master Plan – CP No. 10 – Lift Station No. 3 Force Main Re-Route**

As a reminder, this project is included in TWDB CWSRF loan. We expect to complete the design and receive plan approval in October 2017 and we expect construction to begin in December 2017.

**n) FM 149 Sanitary Sewer Cleaning and Televising**

It is our understanding the contractor is continuing to clean and televise the sanitary sewer lines along FM 149 and complete all manhole inspections. Upon receipt and review of all videos and documentation we will provide a summary and cost estimate of the recommended repairs to City Council. It has come to our attention that damages occurred to Lift Station Nos. 2 and 3 earlier this month and may be due to the contractor's activities. We are working with City Staff, Gulf Utilities, and the contractor to determine how the damages occurred and who is responsible for the repair costs.

**Existing and Upcoming Developments:****a) Feasibility Studies**

- i. 80-Acre First Hartford (Mabry) Single Family Tract** – As a reminder, at the September 12<sup>th</sup> meeting of the City Council, we were authorized to proceed with a Utility and Economic Feasibility Study for the 80-acre First Hartford (Mabry) single family tract located on FM 1097 within the City ETJ and adjacent to the eastern City Limits. We expect to present our findings at the October 24<sup>th</sup> meeting of the City Council.
- ii. 5.7-Acre Peter Hill Commercial Tract** - As a reminder, at the August 22<sup>nd</sup> meeting of the City Council, we were authorized to proceed with preparation of a Utility and Economic Feasibility Study for a 5.7-acre commercial tract located partially within the City's ETJ and partially within the Conroe ETJ along SH-105. We expect to present our findings at the October 24<sup>th</sup> meeting of the City Council.
- iii. Westmont Square** – As a reminder, at the August 22<sup>nd</sup> meeting of the City Council, we were authorized to proceed with preparation of a Utility and Economic Feasibility Study for the Westmont Square property along FM 149. The developer has not deposited funds with the City to begin the study. This study will be completed within 45-60 days of receipt of funding.
- iv. Ark Machine** – As a reminder, at the August 22<sup>nd</sup> meeting of the City Council, we were authorized to proceed with preparation of a Utility and Economic Feasibility Study for the Ark Machine Shop located on Plez Morgan Drive. The developer has not deposited funds with the City to begin the study. This study will be completed within 45-60 days of receipt of funding.

**Existing and Upcoming Developments (cont.):****b) Plan Reviews**

- i. **Hills of Town Creek, Section 3** – We did not receive revised plans this month.
- ii. **Emma’s Way** – The construction plans for the Emma’s Way Extension were conditionally approved by the Planning & Zoning Commission on August 25<sup>th</sup>. We are prepared to return approved drawings upon receiving approval by the City Council and all comments being addressed.

**Agenda Item** – Consideration and possible action regarding approval of Emma’s Way Extension construction plans.

- iii. **Montgomery First (KenRoc)** – We are prepared to approve the construction plans once all final comments have been addressed.
- iv. **Living Savior Lutheran Church** – We did not receive revised plans this month.
- v. **Villas of Mia Lago, Section Two** – We have reached a resolution between the developer and Montgomery County for the construction of Lone Star Bend and Villas of Mia Lago, Section Two and approved minor revisions to the construction plans on September 18<sup>th</sup>.
- vi. **BlueWave Express Car Wash** – We received plans for review on September 15<sup>th</sup> and expect to return comments next week.

**c) Plat Reviews**

- i. **Villas of Mia Lago, Section Two** – We are prepared to approve the final plat once the 100% fiscal guarantee for the estimates cost of construction has been received.
- ii. **Estates of Lake Creek Village (Lake Creek Village, Section Three)** – We received a final plat submission earlier this month. We recommend the Planning & Zoning Commission and City Council conditionally approve the plat subject to submission and acceptance of a fiscal guarantee from the developer and final comments being addressed.

**Agenda Item** – Consideration and possible action regarding approval of Estates of Lake Creek Village Final Plat and acceptance of fiscal guarantee.

- iii. **The Shoppes at Montgomery** – We received a preliminary plat submission on September 15<sup>th</sup> and returned review comments on September 21<sup>st</sup>. The submission will be presented to Planning and Zoning Commission for acceptance on September 25<sup>th</sup>.

**d) Ongoing Construction**

- i. **West Side at the Park** – We provided comments to the as-built drawings and requested additional information on May 3<sup>rd</sup>. Once all comments and punch list items are addressed we will recommend the City accept the infrastructure.



- ii. **McCoy's Offsite Sanitary Sewer Extension** – The contractor has substantially addressed the punch list items identified at the final inspection held on July 17<sup>th</sup>, with the exception of manhole lids that are on backorder. We recommend the City accept the public water and sanitary sewer infrastructure subject to receipt of the fiscal guarantee.

**Agenda Item** – Consideration and possible action for the approval of the Certificate of Acceptance for McCoy's Public Water and Sewer Extensions.

- iii. **Buffalo Springs Phase II Public Water and Sanitary Sewer** – The contractor is working to address the punch list items identified at the final inspection held on August 23<sup>rd</sup>. Once all punch list items are addressed we will recommend the City accept the infrastructure.

#### Meetings and Ongoing Activities:

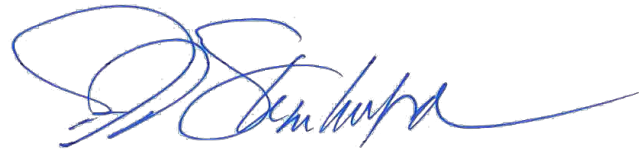
- a) **Lone Star Bend Extension and Bois D' Arc Bend Rehabilitation** – It is our understanding the contractor expects to complete Bois D' Arc Bend by mid-October. Construction of Lone Star Bend will begin upon recordation of the Villas of Mia Lago, Section II plat.
- b) **Lone Star Parkway (East) Improvements** – It is our understanding construction from SH-105 to the Kroger driveways is complete and construction from SH-105 to Buffalo Springs will be complete in mid-October. It is also our understanding construction from Buffalo Springs Drive to FM 149 will be complete in mid-December.
- c) **Plez Morgan Drive Repair and Resurfacing** – As a reminder, the project information has been submitted to FEMA for approval for funding.
- d) **TxDOT FM 149 Widening** – We attended the first of reoccurring monthly meetings with TxDOT, the City Administrator, and Mayor Jones to discuss concerns raised by property owners at the August 9<sup>th</sup> Town Hall meeting regarding the proposed parking changes along FM 149. We also attended a 90% Utility Meeting with TxDOT to discuss the locations of existing utilities and ways to incorporate the City's required utility relocation needs with TxDOT. It is our understanding TxDOT has placed the project on hold as per the letter to Representative Will Metcalf's office and plans to bid the project in September 2018.
- e) **Capital Improvements Advisory Committee** – The Capital Improvements Advisory Committee (CIAC) met on September 20<sup>th</sup> to discuss the semi-annual review of the current Capital Improvements Plan and Impact Fees, and to determine if any changes need to be made. The CIAC will present a report of their findings to City Council at the November meeting of the City Council.
- f) **Developer Escrow Accounts** – We have been meeting and working with the City Administrator and Finance Director to review current and establish new escrow accounts for all active and upcoming developments within the City.

**Meetings and Ongoing Activities (cont.):**

- g) **Terra Vista Canal** – As you are aware, on August 27<sup>th</sup>-29<sup>th</sup> the City received substantial amounts of rain due to Hurricane Harvey. As a result, the Atkins Creek located adjacent to the Terra Vista subdivision experienced severe erosion toward FM 1097, compounding the erosion experienced during previous rain events. Enclosed are photos of the damaged area. This severe erosion caused the waterline and sanitary sewer line serving Terra Vista to break off, which in turn caused the Ground Storage Tanks at Water Plant No. 3 to drain approximately 1.2 million gallons of water into the canal, as per the City’s contracted operator. The sanitary sewer line is not currently serving any customers and will not carry flow until Terra Vista is developed. We met with the home builder and engineer for Terra Vista on September 15<sup>th</sup> to discuss repair options for both the waterline and sanitary sewer line to allow development to move forward.
- h) **Weekly Operations Conference Call** – We continue hosting a weekly conference call with representatives from Gulf Utility Service, Inc. and City Staff. Items of note discussed during the previous month included warranty repair of Cooling Tower Fan Motor No. 1 at Water Plant No. 3, waterline and sanitary sewer line break in Terra Vista, failure of lift pumps at Lift Station Nos. 2 and 3, check valve failure at Lift Station No. 13, and incoming current imbalance affecting well operation at Water Plant Nos. 2 and 3.

Please contact Chris Roznovsky or myself if you have any questions.

Sincerely,



Ed Shackelford, PE  
Engineer for the City

EHS/cvr:kmf

Enclosures: Terra Vista Canal Damage Photos  
cc/enc.: The Planning and Zoning Commission – City of Montgomery  
Mr. Jack Yates – City of Montgomery, City Administrator  
Ms. Susan Hensley – City of Montgomery, City Secretary  
Mr. Larry Foerster – Darden, Fowler & Creighton, LLP, City Attorney

**Atkins Creek**  
Post Hurricane Harvey Photos



**Atkins Creek**  
Post Hurricane Harvey Photos



**CITY OF MONTGOMERY  
ACCOUNT BALANCES  
For Meeting of September 26, 2017**

	<u>CHECKING ACCT BALANCES</u>	<u>PRIOR MONTH END INVESTMENTS</u>	<u>TOTAL FUNDS AVAILABLE</u>
<b><u>GENERAL FUNDS</u></b>			
OPERATING FUND #1017375	\$ 541,242.06		\$ 541,242.06
TEMP GRANT FUNDS - Home Grant #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		\$ 300,000.00	\$ 300,000.00
TEXPOOL - GENERAL FUND # 00003		\$ 205,091.68	\$ 205,091.68
TEXPOOL - RESERVE FUND # 00005		\$ -	\$ -
<b>TOTAL GENERAL FUND</b>	<b>\$ 551,927.70</b>	<b>\$ 505,091.68</b>	<b>\$ 1,057,019.38</b>
<b><u>CONSTRUCTION FUND</u></b>			
BUILDING FUND #1058528	\$ -		\$ -
CONSTRUCTION ACCOUNT #1058544	\$ 53,116.94		\$ 53,116.94
TEXPOOL - CONST # 00009		\$ 572.71	\$ 572.71
INVESTMENTS - CONSTRUCTION		\$ -	\$ -
<b>TOTAL CONSTRUCTION FUND</b>	<b>\$ 53,116.94</b>	<b>\$ 572.71</b>	<b>\$ 53,689.65</b>
<b><u>DEBT SERVICE FUND</u></b>			
DEBT SERVICE FUND #7024730	\$ 106,467.96		\$ 106,467.96
TEXPOOL DEBT SERVICE # 00008	\$ -	\$ 24,397.03	\$ 24,397.03
<b>TOTAL DEBT SERVICE FUND</b>	<b>\$ 106,467.96</b>	<b>\$ 24,397.03</b>	<b>\$ 130,864.99</b>
<b><u>COURT SECURITY FUND</u></b> #1058361	<b>\$ 4,599.63</b>	<b>\$ -</b>	<b>\$ 4,599.63</b>
<b><u>COURT TECHNICAL FUND</u></b> #1058361	<b>\$ 24,799.67</b>	<b>\$ -</b>	<b>\$ 24,799.67</b>
<b><u>GRANT FUND</u></b>			
HOME GRANT ACCOUNT #1059104	\$ 48.13		\$ 48.13
GRANT ACCOUNT #1048479	\$ 5,074.81		\$ 5,074.81
<b>TOTAL GRANT FUND</b>	<b>\$ 5,122.94</b>	<b>\$ -</b>	<b>\$ 5,122.94</b>
<b><u>HOTEL OCCUPANCY TAX FUND</u></b> #1025253	<b>\$ 9,468.00</b>	<b>\$ -</b>	<b>\$ 9,468.00</b>
<b><u>MEDC</u></b>			
CHECKING ACCOUNT #1017938	\$ 219,001.04		\$ 219,001.04
TEXPOOL - MEDC # 00003		\$ 235,138.06	\$ 235,138.06
INVESTMENTS - MEDC		\$ 250,000.00	\$ 250,000.00
<b>TOTAL MEDC</b>	<b>\$ 219,001.04</b>	<b>\$ 485,138.06</b>	<b>\$ 704,139.10</b>
<b><u>POLICE ASSET FORFEITURES</u></b> #1047745	<b>\$ 4,272.25</b>		<b>\$ 4,272.25</b>
<b><u>UTILITY FUND</u></b>			
UTILITY FUND #1017383	\$ 441,040.14		\$ 441,040.14
CUSTOMER DEPOSITS FUND #1017417	\$ -		\$ -
WATER WORKS & SAN SEWER #7013840	\$ -		\$ -
TEXPOOL - UTILITY FUND # 00002		\$ 17,973.23	\$ 17,973.23
<b>TOTAL UTILITY FUND</b>	<b>\$ 441,040.14</b>	<b>\$ 17,973.23</b>	<b>\$ 459,013.37</b>
<b>TOTAL ALL FUNDS</b>	<b>\$ 1,419,816.27</b>	<b>\$ 1,033,172.71</b>	<b>\$ 2,452,988.98</b>
<b><u>INVESTMENTS</u></b>			
TEXPOOL - GENERAL FUND			\$ 205,091.68
INVESTMENTS - GENERAL FUND			\$ 300,000.00
TEXPOOL - CONST # 00009			\$ 572.71
TEXPOOL - DEBT SERVICE # 00008			\$ 24,397.03
TEXPOOL - MEDC			\$ 235,138.06
INVESTMENTS - MEDC			\$ 250,000.00
TEXPOOL - UTILITY			\$ 17,973.23
<b>TOTAL ALL INVESTMENTS</b>			<b>\$ 1,033,172.71</b>





MUNICIPAL ACCOUNTS  
& CONSULTING, L.P.

## **City of Montgomery**

### **Bookkeeper's Report**

September 26, 2017

City of Montgomery  
**Account Balances**

As of September 21, 2017

Financial Institution (Acct Number)	Issue Date	Maturity Date	Interest Rate	Account Balance	Notes
<b>Fund: Operating</b>					
<b>Certificates of Deposit</b>					
IBC BANK (XXXX2238)	07/11/2017	10/09/2017	0.75 %	100,000.00	
GREEN BANK (XXXX0365)	06/19/2017	12/18/2017	0.55 %	100,000.00	
ALLEGIANCE BANK (XXXX3545)	08/10/2017	02/06/2018	0.80 %	100,000.00	
<b>Money Market Funds</b>					
TEXPOOL (XXXX0003)	08/01/2005		0.99 %	205,091.68	
<b>Checking Account(s)</b>					
FIRST BANK N.A. (XXXX7375)			0.00 %	541,242.06	Checking Account
FIRST BANK N.A. (XXXX5675)			0.00 %	10,675.64	Police Drug & Misc Fund
FIRST BANK N.A. (XXXX5873)			0.00 %	0.00	Escrow
FIRST BANK N.A. (XXXX2895)			0.00 %	10.00	COPS Universal Award
FIRST BANK N.A. (XXXX4236)			0.00 %	0.00	Park
<b>Totals for Operating Fund:</b>				<b>\$1,057,019.38</b>	
<b>Fund: Capital Projects</b>					
<b>Money Market Funds</b>					
TEXPOOL (XXXX0009)	12/27/2012		0.99 %	572.71	
<b>Checking Account(s)</b>					
FIRST BANK N.A. (XXXX8528)			0.00 %	0.00	Building Fund
FIRST BANK N.A. (XXXX8544)			0.00 %	53,116.94	Const Ckg-W&S Proj 1058544
<b>Totals for Capital Projects Fund:</b>				<b>\$53,689.65</b>	
<b>Fund: Debt Service</b>					
<b>Money Market Funds</b>					
TEXPOOL (XXXX0008)	12/27/2012		0.99 %	24,397.03	
<b>Checking Account(s)</b>					
FIRST BANK N.A. (XXXX4730)			0.00 %	106,467.96	Checking Account
<b>Totals for Debt Service Fund:</b>				<b>\$130,864.99</b>	
<b>Fund: CT Security</b>					
<b>Checking Account(s)</b>					
FIRST BANK N.A. (XXXX0580)			0.00 %	4,599.63	Cash In Bank
<b>Totals for CT Security Fund:</b>				<b>\$4,599.63</b>	
<b>Fund: CT Tech</b>					
<b>Checking Account(s)</b>					
FIRST BANK N.A. (XXXX8361)			0.00 %	24,799.67	Cash In Bank
<b>Totals for CT Tech Fund:</b>				<b>\$24,799.67</b>	
<b>Fund: Grant</b>					
<b>Checking Account(s)</b>					
FIRST BANK N.A. (XXXX8479)			0.00 %	5,074.81	Grant Account
FIRST BANK N.A. (XXXX9104)			0.00 %	48.13	Checking Account
<b>Totals for Grant Fund:</b>				<b>\$5,122.94</b>	

City of Montgomery  
**Account Balances**

As of September 21, 2017

Financial Institution (Acct Number)	Issue Date	Maturity Date	Interest Rate	Account Balance	Notes
<b>Fund: Hotel Occupancy Tax</b>					
<b>Checking Account(s)</b>					
FIRST BANK N.A. (XXXX5253)			0.00 %	9,468.00	Cash In Bank
<b>Totals for Hotel Occupancy Tax Fund:</b>				<b>\$9,468.00</b>	
<b>Fund: MEDC</b>					
<b>Certificates of Deposit</b>					
ALLEGIANCE BANK (XXXX2047)	05/21/2017	12/17/2017	0.55 %	100,000.00	
ICON BANK (XXXX7731)	01/27/2017	01/27/2018	0.90 %	150,000.00	
<b>Money Market Funds</b>					
TEXPOOL (XXXX0006)	08/01/2005		0.99 %	235,138.06	
<b>Checking Account(s)</b>					
FIRST BANK N.A. (XXXX7938)			0.00 %	219,001.04	MEDC Checking
<b>Totals for MEDC Fund:</b>				<b>\$704,139.10</b>	
<b>Fund: Policy Asset Forfeiture</b>					
<b>Checking Account(s)</b>					
FIRST BANK N.A. (XXXX7745)			0.00 %	4,272.25	Cash In Bank
<b>Totals for Policy Asset Forfeiture Fund:</b>				<b>\$4,272.25</b>	
<b>Fund: Utility</b>					
<b>Money Market Funds</b>					
TEXPOOL (XXXX0002)	08/01/2005		0.99 %	17,973.23	
<b>Checking Account(s)</b>					
FIRST BANK N.A. (XXXX7383)			0.00 %	441,040.14	Water & Sewer Fund
FIRST BANK N.A. (XXXX7417)			0.00 %	0.00	Customer Deposit Acct
FIRST BANK N.A. (XXXX3840)			0.00 %	0.00	Water Works
<b>Totals for Utility Fund:</b>				<b>\$459,013.37</b>	
<b>Grand total for City of Montgomery:</b>				<b>\$2,452,988.98</b>	

**City of Montgomery - General**  
**Cash Flow Report - Checking Account**

As of September 21, 2017

Num	Name	Memo	Amount	Balance
<b>BALANCE AS OF 08/18/2017</b>				<b>\$587,582.74</b>
<b>Receipts</b>				
	Tax P&I 8/17		4,021.75	
	Tax Revenue CL 8/17		15,990.24	
	Tax Revenue OS 8/17		5,174.92	
	Miscellaneous Rev CL 8/17		86,491.07	
	Miscellaneous Revenues OS 8/17		20.00	
	Court Revenue - August		27,150.50	
	Interest		12.57	
	Due from MEDC - Transfer in		18,979.28	
	Reimbursement of exp for Kroger Project		20,350.00	
	Reimbursement of exp for Pizza Shack Project		15,057.01	
	Reimbursement of Exp thru 6/17		640.64	
	Reimbursement of expense thru 7/31/17		63,839.65	
	Sales Tax Rev 9/11/17		181,625.33	
<b>Total Receipts</b>				<b>439,352.96</b>
<b>Disbursements</b>				
27405	Office of the Attorney General	0012541428, 0012011313, 0013412154, 001180485	(2,202.51)	
27406	Caldwell Country Chevrolet	Inv HR263349 - 2017 Chevy Tahoe	(32,814.00)	
27407	Consolidated Communications	Telephone Service 8/17	(111.36)	
27408	Construction Code Consultants, LLC	MO17-08-11, 14	(425.00)	
27409	Entergy	Part Utilities per spreadsheet - 7/17	(1,106.85)	
27410	GTIN	Server Warranty - ProSupport Plus Next Business	(703.78)	
27411	Houston Chronicle	Advertising invoices 7/17	(922.24)	
27412	Jack Yates	Reimbursement - expense for Council Budget Mee	(112.07)	
27413	Municipal Accounts & Consulting, L.P.	Bookkeeping 7/17 Inv 47707	(9,228.36)	
27414	Northwest Pest Patrol	Mosquito fogging - 7/17	(580.00)	
27415	Office Depot Business Credit	Supplies Inv 940508928001, 940508971001	(103.25)	
27416	Perdue, Brandon, Fielder, Collins, & Mott	Collections-Fines and Fees - 7/1-7/31/17	(2,159.12)	
27417	Rick Hanna, CBO	Inv 17250, 51	(3,921.00)	
27418	Summit Universal	Refund due to void permit for 15349 Summit Park	(67.50)	
27419	The Mail Stop	Statement Period thru 7/24/17	(177.18)	
27420	Thomas Printing & Publishing	1,000 - Court Doc Jackets - Inv 8789	(316.07)	
27421	UBEO of East Texas, Inc.	Inv 55664760, 64693	(1,474.45)	
27422	Valero Marketing & Supply Company-2	Acct 7137-8863 - 1/2 Invoices for 7/17	(258.27)	
27423	Virginia Lee Adams	Annual Lease Payment 5/14/17-5/13/18	(1,000.00)	
27424	Card Service Center	First Financial Credit Card Account XXXX 0869 -	(2,700.78)	
27425	DOGGETT	Inv 527217	(47.93)	
27426	EZTask.com, Inc.	Recurring Annual Website Hosting, Support & Mai	(1,200.00)	
27427	Grace Graves	Community Building Deposit Refund	(150.00)	
27428	GTIN	Fee per service agreement for 9/17 - 6273	(3,145.00)	
27429	Larry Evans	Court Bailiff Fee 8/17/17	(75.00)	
27430	Low Voltage Security Solutions	Inv 1222 - Security System - Fernland Park	(2,934.00)	
27431	Michael Shirley	Prosecutor Fee 8/17/17	(450.00)	
27432	Outdoor Equipment Outlet	Inv 204049, 205284	(588.94)	
27433	Personalized Communications, Inc.	Answering Service - 18253-082317	(73.88)	
27434	Stowes' Wrecker & Collision	State Insp- Police Inv 1907	(25.50)	
27435	The Woodlands Area Chamber of Commerce	Membership 10/1/17-10/31/18 Inv 44802	(240.00)	
27436	Valero Marketing & Supply Company	Acct #62249487 - Fuel 7/16-8/15/17 (police)	(2,006.49)	
27437	Waste Management of Texas, Inc.	Acct ID - 18-68284-93007 - Inv 1414890-1792-3	(460.95)	
27438	City of Texas City	VOID: Training - CNX due to Hurricane Harvey	0.00	

**City of Montgomery - General**  
**Cash Flow Report - Checking Account**

As of September 21, 2017

Num	Name	Memo	Amount	Balance
<b>Disbursements</b>				
27439	Daspit, Laurence F	Payroll 9/1/17	(166.23)	
27440	Blue Tarp Financial, Inc.	Acct #99775 Northern Tool Inv 38478342	(39.99)	
27441	Construction Code Consultants, LLC	Commercial Building Code plan review service- #	(75.00)	
27442	Crown Paper and Chemical	Supplies #106541	(183.30)	
27443	JK Graphics, Inc.	PW Decals and install Inv 33488	(76.00)	
27444	Joseph Linton	Community Building Deposit Refund	(150.00)	
27445	Pathmark Traffic Products of Texas, Inc.	Inv 024116, 024321	(7,242.45)	
27446	Pecan Hill Florist & Gifts	Inv 5622 - Green Plant for Famon Laughter	(80.00)	
27447	Solomon Electric, Inc.	Inv 12236	(218.00)	
27448	Office of the Attorney General	0012541428, 0012011313, 0013412154, 001180485	(2,225.30)	
27449	Belt Harris Pechacek LLLP	Inv 3379 - Interim Audit Fee - 9/30/17 YE	(4,350.00)	
27450	Consolidated Communications	Telephone Service Per Spreadsheet 8/17	(920.90)	
27451	COPsync, Inc	Software license fees 10/7/17-10/6/18- Inv 10702	(5,691.96)	
27452	Davis Investigation Services	Inv 98127297 - Able Agurrie	(25.00)	
27453	DOGGETT	Inv 528393	(90.50)	
27454	Eagle United U.S.A., Inc	Inv 47823	(469.20)	
27455	Entergy	Part Utilities per spreadsheet - 8/17	(1,700.68)	
27456	Innovative Outdoors	Mowing Contract - 8/17	(6,666.67)	
27457	International Code Council	Membership dues Member #1127010 - Inv 317240	(135.00)	
27458	Jones & Carter, Inc	Inv 251393, 415, 381, 391, 389, 412, 404, 411, 2525	(24,713.46)	
27459	Kevin Thompson	Reimbursement of Telephone	(174.78)	
27460	Miller Uniforms & Emblems, Inc.	Uniforms Acct 299- inv 77768	(138.60)	
27461	Montgomery Central Appraisal District	Share Funding 4th Qtr Fees 2017	(1,377.97)	
27462	Outdoor Equipment Outlet	Tools - Inv 208014	(173.41)	
27463	Rick Hanna, CBO	Inv 17297, 96	(3,464.35)	
27464	Robert Rosenquist	Municipal Court Judge - 08/17	(1,500.00)	
27465	Sam's Club	Acct #040241083268-7 Inv 005271	(246.65)	
27466	The Conroe Courier	The Courier 1 year subscription - 9/12/17-9/12/18	(120.00)	
27467	Thomas Lundsten	Cedar Brake Park Garden Maintenance - 8/17	(123.00)	
27468	TML-IRP	Contract #6827 - Ins Premium 9/17	(3,728.23)	
27469	TML-Multistate Intergovernmental	Health, Life & AD&D Insurance August 2017 - 55	(9,754.17)	
27470	Tyler Technologies, Inc	Monthly fee - Web Site and On Line Billing Compo	(41.00)	
27471	Waste Management of Texas, Inc.	Acct ID - 7-23166-83000 - Inv 5470322-1792-9	(527.75)	
27472	Weisinger Materials, Inc	Wholesale Decomposed Granite #059309	(325.00)	
27473	WorkSpace Resource	Furniture Purchase Inv 7482	(2,527.00)	
27474	Postmaster	4 Rolls of stamps @ \$49 each	(196.00)	
27475	C. Denise Vincent	Community Bldg Deposit Refund	(150.00)	
27476	CHIEF	Police supplies Inv 733385	(476.95)	
27477	City of Montgomery - Utility Fund	Water Usage @ Parks, City Hall, Com Center - 7/1	(2,784.18)	
27478	COPsync, Inc	Courtsync, warrantsync, & Mobil Web app -Annual	(1,200.00)	
27479	Crown Paper and Chemical	Supplies #107080	(26.52)	
27480	Entergy	Part Utilities per spreadsheet - 8/17	(1,081.26)	
27481	Grainger	City Hall Supplies 9534015012	(549.60)	
27482	Iron Mountain	Document Shredding PEB5941	(208.90)	
27483	James F. Napolitano	Reimburse of expenses - Training Amunition #16	(1,050.00)	
27484	Jim's Hardware	Acct #102 - Invoices - 08/17	(1,080.96)	
27485	Jones & Carter, Inc	Inv 0252968,2953,2949,2950,2962	(17,439.00)	
27486	LDC	CM100017 - Gas Service 101 Plantersville 8/17	(22.89)	
27487	O'Reilly Auto Parts	Acct# 700907 Inv 1838345329, 53148, 56308	(106.03)	
27488	Pathmark Traffic Products of Texas, Inc.	Inv 024321A, 024416	(435.00)	
27489	Texas Top Cop Shop	Police Supplies Inv 15815	(134.85)	
27490	UBEO of East Texas, Inc.	Contract 8628-01 - Overage thru 8/31/17 Inv 531	(401.42)	

**City of Montgomery - General**  
**Cash Flow Report - Checking Account**  
As of September 21, 2017

Num	Name	Memo	Amount	Balance
<b>Disbursements</b>				
27491	Verizon Wireless	521590387-00001	(1,923.84)	
27492	VML Construction Services	Progress Pay Request #1 - Construction of Flagshi	(62,621.55)	
27493	Darden,Fowler & Creighton, L.L.P.	Legal Fees 8/17	(3,300.00)	
27494	G & K Services, Inc.	Uniforms - 1/2 Inv 6165124854,30856,36848,4282	(45.34)	
27495	Jones & Carter, Inc	Engineering - 2017 Maps-Proj W5841-0006-17 #02	(346.50)	
27496	Municipal Accounts & Consulting, L.P.	Bookkeeping 8/17 Inv 48102	(7,073.81)	
27497	Valero Marketing & Supply Company-2	Acct 7137-8863 - 1/2 Invoices for 8/17	(472.39)	
27498	Daspit, Laurence F	Payroll 9/15/17	(101.59)	
27499	James Riley	Travel and Training - for TTPOA Basic Sniper Sch	(855.41)	
27500	Office of the Attorney General	0012541428, 0012011313, 0013412154, 001180485	(2,307.83)	
27501	TMRS	0877, 00877	(10,660.09)	
DD	Bauer, Timothy M	Payroll 8/18/17	(1,258.21)	
DD	Belmares, Jose N.	Payroll 8/18/17	(1,920.92)	
DD	Bickford, Dana N	Payroll 8/18/17	(16.62)	
DD	Bracht, James C.	Payroll 8/18/17	(1,734.04)	
DD	Carswell, Christopher M	Payroll 8/18/17	(1,290.37)	
DD	Duckett, Kimberly T.	Payroll 8/18/17	(1,031.71)	
DD	Gonzalez, Krystal	Payroll 8/18/17	(1,092.43)	
DD	Hensley, Susan L	Payroll 8/18/17	(1,544.50)	
DD	Hernandez, George J.	Payroll 8/18/17	(1,026.27)	
DD	Kohl, Julie J	Payroll 8/18/17	(420.06)	
DD	Lehn, Rebecca L.	Payroll 8/18/17	(1,825.13)	
DD	Muckleroy, Micha D.	Payroll 8/18/17	(1,943.93)	
DD	Napolitano, James F	Payroll 8/18/17	(2,523.28)	
DD	Raica, Carol D	Payroll 8/18/17	(96.18)	
DD	Rather, Regina S.	Payroll 8/18/17	(431.17)	
DD	Redman, Leslie A.	Payroll 8/18/17	(1,212.81)	
DD	Riley, James A.	Payroll 8/18/17	(1,630.40)	
DD	Rosario III, Miguel A.	Payroll 8/18/17	(1,346.29)	
DD	Rosendo, Jose A	Payroll 8/18/17	(1,187.35)	
DD	Standifer, Eric L.	Payroll 8/18/17	(1,351.54)	
DD	Thomas, Ryan A	Payroll 8/18/17	(1,263.41)	
DD	Thompson, Kevin A.	Payroll 8/18/17	(741.22)	
DD	Yates, Jack R	Payroll 8/18/17	(3,250.79)	
DD	Kowarsch, Robert D	Payroll 8/18/17	(147.76)	
DD	Aguirre, Abel	Payroll 9/1/17	(1,382.76)	
DD	Bauer, Timothy M	Payroll 9/1/17	(1,258.22)	
DD	Belmares, Jose N.	Payroll 9/1/17	(1,920.91)	
DD	Bickford, Dana N	Payroll 9/1/17	(66.50)	
DD	Bracht, James C.	Payroll 9/1/17	(1,796.12)	
DD	Carswell, Christopher M	Payroll 9/1/17	(1,078.68)	
DD	Duckett, Kimberly T.	Payroll 9/1/17	(1,079.25)	
DD	Gonzalez, Krystal	Payroll 9/1/17	(1,140.03)	
DD	Hensley, Susan L	Payroll 9/1/17	(1,544.49)	
DD	Hernandez, George J.	Payroll 9/1/17	(1,079.09)	
DD	Kohl, Julie J	Payroll 9/1/17	(307.77)	
DD	Kowarsch, Robert D	Payroll 9/1/17	(106.20)	
DD	Lehn, Rebecca L.	Payroll 9/1/17	(1,825.12)	
DD	Muckleroy, Micha D.	Payroll 9/1/17	(2,171.74)	
DD	Napolitano, James F	Payroll 9/1/17	(2,523.35)	
DD	Raica, Carol D	Payroll 9/1/17	(143.04)	
DD	Rather, Regina S.	Payroll 9/1/17	(498.17)	

**City of Montgomery - General**  
**Cash Flow Report - Checking Account**

As of September 21, 2017

Num	Name	Memo	Amount	Balance
<b>Disbursements</b>				
DD	Redman, Leslie A.	Payroll 9/1/17	(1,256.83)	
DD	Riley, James A.	Payroll 9/1/17	(1,580.39)	
DD	Rosario III, Miguel A.	Payroll 9/1/17	(1,346.30)	
DD	Rosendo, Jose A	Payroll 9/1/17	(1,207.64)	
DD	Standifer, Eric L.	Payroll 9/1/17	(1,351.54)	
DD	Thomas, Ryan A	Payroll 9/1/17	(1,243.34)	
DD	Thompson, Kevin A.	Payroll 9/1/17	(764.00)	
DD	Yates, Jack R	Payroll 9/1/17	(3,250.79)	
DD	Aguirre, Abel		(1,497.40)	
DD	Bauer, Timothy M		(1,344.74)	
DD	Belmares, Jose N.		(1,920.93)	
DD	Bickford, Dana N		(339.55)	
DD	Bracht, James C.		(1,867.21)	
DD	Carswell, Christopher M		(1,057.07)	
DD	Duckett, Kimberly T.		(1,085.33)	
DD	Gonzalez, Krystal		(1,288.25)	
DD	Hensley, Susan L		(1,544.50)	
DD	Hernandez, George J.		(1,552.10)	
DD	Kohl, Julie J		(204.33)	
DD	Kowarsch, Robert D		(147.76)	
DD	Lehn, Rebecca L.		(1,825.14)	
DD	Muckleroy, Micha D.		(2,671.28)	
DD	Napolitano, James F		(2,523.36)	
DD	Raica, Carol D		(37.11)	
DD	Rather, Regina S.		(391.19)	
DD	Redman, Leslie A.		(1,177.78)	
DD	Riley, James A.		(1,611.79)	
DD	Rosario III, Miguel A.		(1,400.17)	
DD	Rosendo, Jose A		(1,504.12)	
DD	Standifer, Eric L.		(1,654.10)	
DD	Thomas, Ryan A		(1,679.50)	
DD	Thompson, Kevin A.		(810.24)	
DD	Yates, Jack R		(3,250.77)	
DM	ETS Corporation	Credit Card Fees 08/17	(458.30)	
POL	EFIPS	Payroll Liabilities 8/18/17	(11,112.00)	
POL	EFIPS	Payroll Liabilities 9/1/17	(11,713.94)	
POL	EFIPS	Payroll Liabilities 9/15/17	(12,902.84)	
Transfer	City of Montgomery - Debt Service	Tax Revenue transfer thru 7/31/17	(10,881.85)	
Transfer	City of Montgomery - MEDC	Sales Tax Transfer	(71,432.71)	
Transfer	City of Montgomery Court Technology Fund	Court Tech Fees Rev thru 7/31/17	(2,322.68)	
<b>Total Disbursements</b>			(485,693.64)	(485,693.64)
<b>BALANCE AS OF 09/21/2017</b>				<b>\$541,242.06</b>

City of Montgomery - General  
**Cash Flow Report - Police Drug & Misc Fund Account**

As of September 21, 2017

Num	Name	Memo	Amount	Balance
BALANCE AS OF 08/18/2017				\$10,675.64
<b>Receipts</b>				
	No Receipts Activity		0.00	
<b>Total Receipts</b>				0.00
<b>Disbursements</b>				
	No Disbursements Activity		0.00	
<b>Total Disbursements</b>				0.00
BALANCE AS OF 09/21/2017				\$10,675.64



City of Montgomery - General  
**Cash Flow Report - COPS Universal Award Account**  
 As of September 21, 2017

Num	Name	Memo	Amount	Balance
BALANCE AS OF 08/18/2017				\$10.00
<b>Receipts</b>				
	No Receipts Activity		0.00	
<b>Total Receipts</b>			<u>0.00</u>	0.00
<b>Disbursements</b>				
	No Disbursements Activity		0.00	
<b>Total Disbursements</b>			<u>0.00</u>	<u>0.00</u>
BALANCE AS OF 09/21/2017				<u><u>\$10.00</u></u>

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

Accrual Basis

August 2017

	Aug 17	Budget	\$ Over B...	Oct '16 - ...	YTD Bud...	\$ Over B...	Annual B...
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
14000.1 · Taxes & Franchise Fees							
14103 · Beverage Tax	0.00	0.00	0.00	8,171.97	3,000.00	5,171.97	4,000.00
14111 · Franchise Tax	64,145.20	5,833.34	58,311.86	80,890.67	64,166.66	16,724.01	70,000.00
14320 · Ad Valorem Taxes	10,406.84	0.00	10,406.84	333,444.61	339,912.00	-6,467.39	339,912.00
14330 · Penalties & Interest on Adv Tax	1,977.52	0.00	1,977.52	6,591.95	2,500.00	4,091.95	2,500.00
14331 · Rendition Penalties	0.00	16.67	-16.67	0.00	183.33	-183.33	200.00
14600 · Sales Tax	142,986.32	137,000.00	5,986.32	1,280,745.19	1,511,500.00	-230,754.81	1,650,000.00
<b>Total 14000.1 · Taxes &amp; Franchise Fees</b>	<b>219,515.88</b>	<b>142,850.01</b>	<b>76,665.87</b>	<b>1,709,844.39</b>	<b>1,921,261.99</b>	<b>-211,417.60</b>	<b>2,066,612.00</b>
14000.2 · Permits & Licenses							
14105 · Building Permits	17,951.40	10,833.34	7,118.06	186,279.41	119,166.66	67,112.75	130,000.00
14146 · Vendor Permits	0.00	8.34	-8.34	0.00	91.66	-91.66	100.00
14611 · Sign Fee	250.00	125.00	125.00	2,582.00	1,375.00	1,207.00	1,500.00
14612 · Misc Permit Fees(plats & Zoning	599.28	166.67	432.61	2,916.94	1,833.33	1,083.61	2,000.00
14000.2 · Permits & Licenses - Other	0.00			-288.00			
<b>Total 14000.2 · Permits &amp; Licenses</b>	<b>18,800.68</b>	<b>11,133.35</b>	<b>7,667.33</b>	<b>191,490.35</b>	<b>122,466.65</b>	<b>69,023.70</b>	<b>133,600.00</b>
14000.4 · Fees for Service							
14380 · Community Bldg Rental	730.00	483.34	246.66	4,955.00	5,316.66	-361.66	5,800.00
14381 · Kiosk Revenue	0.00	2.50	-2.50	0.00	27.50	-27.50	30.00
14385 · Right of Way Use Fees	1,232.18	229.17	1,003.01	3,033.51	2,520.83	512.68	2,750.00
<b>Total 14000.4 · Fees for Service</b>	<b>1,962.18</b>	<b>715.01</b>	<b>1,247.17</b>	<b>7,988.51</b>	<b>7,864.99</b>	<b>123.52</b>	<b>8,580.00</b>
14000.5 · Court Fines & Forfeitures							
14101 · Collection Fees	2,189.97	2,000.00	189.97	32,934.93	22,000.00	10,934.93	24,000.00
14102 · Asset Forfeitures	0.00	91.67	-91.67	0.00	1,008.33	-1,008.33	1,100.00
14104 · Bond Fees (Dedicated)	0.00	0.00	0.00	-7,544.60	-500.00	-7,044.60	-500.00
14106 · Child Belt/Safety (Dedicated)	0.00	166.67	-166.67	1,135.55	1,833.33	-697.78	2,000.00
14110 · Fines	23,601.92	41,666.67	-18,064.75	469,260.44	458,333.33	10,927.11	500,000.00
14118 · OMNI	156.00	166.67	-10.67	2,519.75	1,833.33	686.42	2,000.00
14120 · State - (Dedicated)	0.00	16,666.67	-16,666.67	0.00	183,333.33	-183,333.33	200,000.00
14125 · Warrant Fees	0.00	0.00	0.00	0.00	50.00	-50.00	50.00
14126 · Judicial Efficiency (Dedicated)	106.95	166.67	-59.72	1,694.43	1,833.33	-138.90	2,000.00
14130 · Accident Reports	0.00	16.67	-16.67	150.00	183.33	-33.33	200.00
<b>Total 14000.5 · Court Fines &amp; Forfeitures</b>	<b>26,054.84</b>	<b>60,941.69</b>	<b>-34,886.85</b>	<b>500,150.50</b>	<b>669,908.31</b>	<b>-169,757.81</b>	<b>730,850.00</b>
14000.6 · Other Revenues							
15380 · Unanticipated Income	25.00			10,463.33			
15391 · Interest Income	12.57	41.67	-29.10	421.65	458.33	-36.68	500.00
15392 · Interest on Investments	284.86	83.34	201.52	2,086.83	916.66	1,170.17	1,000.00
<b>Total 14000.6 · Other Revenues</b>	<b>322.43</b>	<b>125.01</b>	<b>197.42</b>	<b>12,971.81</b>	<b>1,374.99</b>	<b>11,596.82</b>	<b>1,500.00</b>
15350 · Proceeds from sales	0.00	0.00	0.00	0.00	10,000.00	-10,000.00	10,000.00
15352 · Proceeds from FEMA Dissaster Re	0.00			89,637.37			
15393 · Police Grant Revenue	0.00			2,301.88			
<b>Total Income</b>	<b>266,656.01</b>	<b>215,765.07</b>	<b>50,890.94</b>	<b>2,514,384.81</b>	<b>2,732,876.93</b>	<b>-218,492.12</b>	<b>2,951,142.00</b>
<b>Expense</b>							
16000 · Personnel							
16353.1 · Health Ins.	14,922.00	8,213.34	6,708.66	92,717.45	90,346.66	2,370.79	98,560.00
16353.4 · Unemployment Ins.	2.80	413.35	-410.55	83.66	4,546.65	-4,462.99	4,960.00
16353.5 · Workers Comp.	1,441.99	1,659.18	-217.19	18,146.27	18,250.82	-104.55	19,910.00
16353.6 · Dental & Vision Insurance	2,072.80	950.01	1,122.79	10,969.18	10,449.99	519.19	11,400.00
16353.7 · Life & AD&D Insurance	214.76	120.85	93.91	956.48	1,329.15	-372.67	1,450.00
16560 · Payroll Taxes	6,562.66	6,832.52	-269.86	78,077.39	75,157.48	2,919.91	81,990.00
16600 · Wages	84,771.52	86,713.34	-1,941.82	905,904.68	953,846.66	-47,941.98	1,040,560.00
16600.1 · Overtime	690.11	1,625.01	-934.90	23,005.87	17,874.99	5,130.88	19,500.00
16620 · Retirement Expense	4,871.08	3,543.35	1,327.73	49,319.23	38,976.65	10,342.58	42,520.00
16000 · Personnel - Other	0.00			55.28			
<b>Total 16000 · Personnel</b>	<b>115,549.72</b>	<b>110,070.95</b>	<b>5,478.77</b>	<b>1,179,235.49</b>	<b>1,210,779.05</b>	<b>-31,543.56</b>	<b>1,320,850.00</b>

City of Montgomery - General Fund  
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August 2017

	Aug 17	Budget	\$ Over B...	Oct '16 - ...	YTD Bud...	\$ Over B...	Annual B...
<b>16001 · Communications</b>							
16338 · Advertising/Promotion	0.00	583.34	-583.34	5,835.96	8,416.66	-2,580.70	9,000.00
<b>Total 16001 · Communications</b>	0.00	583.34	-583.34	5,835.96	8,416.66	-2,580.70	9,000.00
<b>16002 · Contract Services</b>							
16102 · General Consultant Fees	523.34	5,100.01	-4,576.67	9,459.81	56,099.99	-46,640.18	61,200.00
16220 · Omni Expense	0.00	291.67	-291.67	2,093.45	3,208.33	-1,114.88	3,500.00
16242 · Prosecutors Fees	450.00	958.34	-508.34	8,100.00	10,541.66	-2,441.66	11,500.00
16280 · Mowing	6,666.67	7,083.34	-416.67	71,615.03	77,916.66	-6,301.63	85,000.00
16299 · Inspections/Permits	8,135.35	4,583.34	3,552.01	78,654.84	50,416.66	28,238.18	55,000.00
16310 · Judge's Fee	1,500.00	1,500.00	0.00	16,500.00	16,500.00	0.00	18,000.00
16320 · Legal	2,440.00	3,166.67	-726.67	25,704.96	34,833.33	-9,128.37	38,000.00
16321 · Audit Fees	4,350.00	0.00	4,350.00	18,275.00	19,000.00	-725.00	19,000.00
16322 · Engineering	6,765.36	6,250.01	515.35	74,674.49	68,749.99	5,924.50	75,000.00
16326 · Collection Agency Fees	0.00	2,500.00	-2,500.00	33,880.86	27,500.00	6,380.86	30,000.00
16333 · Accounting Fees	7,073.81	6,583.34	490.47	86,013.76	72,416.66	13,597.10	79,000.00
16335 · Repairs & Maintenance							
16335.1 · Maintenance - Vehicles & Equip							
16334 · Gas/Oil	2,528.86	2,458.34	70.52	25,267.17	27,041.66	-1,774.49	29,500.00
16343 · Tractor & Mower	0.00	166.67	-166.67	30.11	1,833.33	-1,803.22	2,000.00
16357 · Auto Repairs	25.50	1,458.34	-1,432.84	19,344.14	16,041.66	3,302.48	17,500.00
16373 · Equipment repairs	79.91	541.67	-461.76	5,337.28	5,958.33	-621.05	6,500.00
16374 · Building Repairs-City Hall/Comm	716.36	1,541.67	-825.31	3,793.65	16,958.33	-13,164.68	18,500.00
16375 · Street Repairs - Minor							
16375.1 · Streets-Preventive Maintenance	0.00	1,500.00	-1,500.00	10,975.00	16,500.00	-5,525.00	18,000.00
16375 · Street Repairs - Minor - Other	0.00	1,250.00	-1,250.00	12,696.25	13,750.00	-1,053.75	15,000.00
<b>Total 16375 · Street Repairs - Minor</b>	0.00	2,750.00	-2,750.00	23,671.25	30,250.00	-6,578.75	33,000.00
16335.1 · Maintenance - Vehicles & Equip - O...	0.00			7.50			
<b>Total 16335.1 · Maintenance - Vehicles &amp; Equip</b>	3,350.63	8,916.69	-5,566.06	77,451.10	98,083.31	-20,632.21	107,000.00
16335 · Repairs & Maintenance - Other	0.00	1,775.00	-1,775.00	-12,648.59	19,525.00	-32,173.59	21,300.00
<b>Total 16335 · Repairs &amp; Maintenance</b>	3,350.63	10,691.69	-7,341.06	64,802.51	117,608.31	-52,805.80	128,300.00
16337 · Street Signs	0.00	541.67	-541.67	4,947.21	5,958.33	-1,011.12	6,500.00
16340 · Printing & Office supplies	316.07	666.68	-350.61	4,562.23	7,333.32	-2,771.09	8,000.00
16342 · Computers/Website	3,500.73	1,233.35	2,267.38	22,070.12	13,566.65	8,503.47	14,800.00
16350 · Postage/Delivery	0.00	441.68	-441.68	2,460.54	4,858.32	-2,397.78	5,300.00
16351 · Telephone	2,799.90	2,658.34	141.56	18,695.03	29,241.66	-10,546.63	31,900.00
16360 · Tax Assessor Fees	0.00	0.00	0.00	5,046.87	4,500.00	546.87	4,500.00
16370 · Election	0.00	0.00	0.00	0.00	16,000.00	-16,000.00	16,000.00
17030 · Mobil Data Terminal	1,445.09	666.67	778.42	14,806.64	7,333.33	7,473.31	8,000.00
17031 · Police Officer Scheduling Serv	0.00	0.00	0.00	376.29	2,000.00	-1,623.71	2,000.00
17040 · Computer/Technology	2,824.74	1,166.68	1,658.06	17,608.15	12,833.32	4,774.83	14,000.00
17510 · State Portion of Fines/Payouts	0.00	16,666.67	-16,666.67	148,425.39	183,333.33	-34,907.94	200,000.00
16002 · Contract Services - Other	703.78			1,162.70			
<b>Total 16002 · Contract Services</b>	52,845.47	72,750.15	-19,904.68	729,935.88	841,749.85	-111,813.97	914,500.00
<b>16003 · Supplies &amp; Equipment</b>							
16244 · Radio Fees	0.00	416.67	-416.67	420.00	4,583.33	-4,163.33	5,000.00
16328 · Uniforms & Protective Gear	175.22	1,333.34	-1,158.12	10,778.53	14,666.66	-3,888.13	16,000.00
16358 · Copier/Fax Machine Lease	1,474.45	1,633.35	-158.90	16,529.41	12,366.65	4,162.76	14,000.00
16460 · Operating Supplies (Office)							
16460.1 · Streets and Drainage	7,677.45	291.67	7,385.78	9,170.65	3,208.33	5,962.32	3,500.00
16460.2 · Cedar Brake Park	52.44	333.34	-280.90	2,265.16	3,666.66	-1,401.50	4,000.00
16460.3 · Homecoming Park	52.46	500.00	-447.54	665.60	5,500.00	-4,834.40	6,000.00
16460.4 · Fernland Park	187.13	250.00	-62.87	1,239.72	2,750.00	-1,510.28	3,000.00
16460.5 · Community Building	0.00	416.67	-416.67	2,148.41	4,583.33	-2,434.92	5,000.00
16460.6 · Tools, Etc	97.97	166.67	-68.70	1,710.24	1,833.33	-123.09	2,000.00
16460.7 · Memory Park	88.42	250.00	-161.58	1,978.25	2,750.00	-771.75	3,000.00
16460 · Operating Supplies (Office) - Other	2,822.07	1,900.01	922.06	17,126.60	23,699.99	-6,573.39	25,600.00

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

Accrual Basis

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	Aug 17	Budget	\$ Over B...	Oct '16 - ...	YTD Bud...	\$ Over B...	Annual B...
<b>Total 16460 · Operating Supplies (Office)</b>	10,977.94	4,108.36	6,869.58	36,304.63	47,991.64	-11,687.01	52,100.00
16503 · Code Enforcement Expenses	0.00	83.34	-83.34	0.00	916.66	-916.66	1,000.00
17010 · Emergency Equipment	134.85	250.00	-115.15	134.85	2,750.00	-2,615.15	3,000.00
17050 · Radios	0.00	1,966.67	-1,966.67	22,915.29	23,033.33	-118.04	25,000.00
17100 · Capital Purchase Furniture	2,527.00	0.00	2,527.00	9,106.43	23,200.00	-14,093.57	23,200.00
16003 · Supplies & Equipment - Other	69.63	583.34	-513.71	707.60	6,416.66	-5,709.06	7,000.00
<b>Total 16003 · Supplies &amp; Equipment</b>	15,359.09	10,375.07	4,984.02	96,896.74	135,924.93	-39,028.19	146,300.00
<b>16004 · Staff Development</b>							
16241 · Police Training/Education	0.00	583.34	-583.34	4,358.04	6,416.66	-2,058.62	7,000.00
16339 · Dues & Subscriptions	0.00	166.67	-166.67	2,732.16	3,833.33	-1,101.17	4,000.00
16341 · Community Relations (Education)	0.00	266.68	-266.68	714.14	2,933.32	-2,219.18	3,200.00
16354 · Travel & Training (Travel)	1,863.33	1,941.68	-78.35	26,070.84	18,558.32	7,512.52	20,500.00
16004 · Staff Development - Other	25.00			50.00			
<b>Total 16004 · Staff Development</b>	1,888.33	2,958.37	-1,070.04	33,925.18	31,741.63	2,183.55	34,700.00
<b>16005 · Maintenance</b>							
16228 · Park Maint-Memory Pk	157.99	708.34	-550.35	3,668.06	7,791.66	-4,123.60	8,500.00
16229 · Park Maint - Fernland	2,271.93	816.67	1,455.26	15,753.00	8,983.33	6,769.67	9,800.00
16230 · Park Maint-Cedar Brake Park	405.31	616.67	-211.36	6,274.43	5,383.33	891.10	6,000.00
16231 · Park Maint. - Homecoming Park	221.92	208.34	13.58	937.01	2,291.66	-1,354.65	2,500.00
<b>Total 16005 · Maintenance</b>	3,057.15	2,350.02	707.13	26,632.50	24,449.98	2,182.52	26,800.00
<b>16006 · Insurance</b>							
16353.2 · Liability Ins.	1,792.16	1,385.01	407.15	19,713.76	15,234.99	4,478.77	16,620.00
16353.3 · Property Ins.	446.63	383.35	63.28	4,912.95	4,216.65	696.30	4,600.00
<b>Total 16006 · Insurance</b>	2,238.79	1,768.36	470.43	24,626.71	19,451.64	5,175.07	21,220.00
<b>16007 · Utilities</b>							
16352.0 · Electronic Sign-City	66.04	41.67	24.37	483.25	458.33	24.92	500.00
16352.1 · Street Lights	1,115.34	1,083.34	32.00	14,285.31	11,916.66	2,368.65	13,000.00
16352.2 · Traffic Lights	16.29	100.00	-83.71	252.07	1,100.00	-847.93	1,200.00
16352.3 · Cedar Brake Park	229.83	266.67	-36.84	2,197.59	2,933.33	-735.74	3,200.00
16352.4 · Homecoming Park	101.30	100.00	1.30	1,113.25	1,100.00	13.25	1,200.00
16352.5 · Fernland Park	448.48	258.34	190.14	3,708.00	2,841.66	866.34	3,100.00
16352.6 · Utilities - City Hall	1,510.19	666.67	843.52	9,653.68	7,333.33	2,320.35	8,000.00
16352.7 · Utilities - Gas	22.89	100.00	-77.11	639.52	1,100.00	-460.48	1,200.00
16352.8 · Utilities - Comm Center Bldg	482.23	625.00	-142.77	4,355.81	6,875.00	-2,519.19	7,500.00
16352.9 · Utilities-Memory Pk	1,707.78	1,250.00	457.78	10,273.42	13,750.00	-3,476.58	15,000.00
16007 · Utilities - Other	0.00			73.42			
<b>Total 16007 · Utilities</b>	5,700.37	4,491.69	1,208.68	47,035.32	49,408.31	-2,372.99	53,900.00
<b>16008 · Capital Outlay</b>							
16233 · Cap Outlay- Com Building Proj	0.00	166.67	-166.67	374.84	1,833.33	-1,458.49	2,000.00
<b>17070 · Capital Outlay - Police Cars</b>							
17070.1 · Emergency Lights, Decals	0.00	2,083.34	-2,083.34	21,270.08	22,916.66	-1,646.58	25,000.00
17070.3 · Vid Tec - In Car	0.00	1,000.00	-1,000.00	0.00	11,000.00	-11,000.00	12,000.00
17070 · Capital Outlay - Police Cars - Other	32,814.00	0.00	32,814.00	82,218.35	63,000.00	19,218.35	63,000.00
<b>Total 17070 · Capital Outlay - Police Cars</b>	32,814.00	3,083.34	29,730.66	103,488.43	96,916.66	6,571.77	100,000.00
<b>17071 · Cap Purchase - Computers/Equip</b>							
17071.1 · Copsync	0.00	541.67	-541.67	5,483.88	5,958.33	-474.45	6,500.00
17071.2 · Radar	1,205.32	333.34	871.98	3,076.92	3,666.66	-589.74	4,000.00
17071.4 · Laser Fish (Software Equip)	0.00	0.00	0.00	3,489.20	1,000.00	2,489.20	1,000.00
17071.6 · Investigative and Testing Equip	0.00	0.00	0.00	0.00	3,000.00	-3,000.00	3,000.00
17071.7 · Ballistic Vests & Shields	0.00	0.00	0.00	1,242.89	5,000.00	-3,757.11	5,000.00
17071 · Cap Purchase - Computers/Equip - Other	41.00	1,250.00	-1,209.00	17,579.87	21,450.00	-3,870.13	22,700.00
<b>Total 17071 · Cap Purchase - Computers/Equip</b>	1,246.32	2,125.01	-878.69	30,872.76	40,074.99	-9,202.23	42,200.00
17071.5 · Patrol Weapons	0.00	333.34	-333.34	0.00	3,666.66	-3,666.66	4,000.00
17072 · Capital Outlay-PWorks Items	0.00	4,233.34	-4,233.34	56,168.84	52,166.66	4,002.18	56,400.00

City of Montgomery - General Fund  
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Accrual Basis

August 2017

	Aug 17	Budget	\$ Over B...	Oct '16 - ...	YTD Bud...	\$ Over B...	Annual B...
17080 · Capital Outlay-Improvements	0.00	833.34	-833.34	35,105.15	9,166.66	25,938.49	10,000.00
<b>Total 16008 · Capital Outlay</b>	<b>34,060.32</b>	<b>10,775.04</b>	<b>23,285.28</b>	<b>226,010.02</b>	<b>203,824.96</b>	<b>22,185.06</b>	<b>214,600.00</b>
16009 · Miscellaneous Expenses							
16590 · Misc. Expense	538.30	300.02	238.28	3,896.20	3,299.98	596.22	3,600.00
16009 · Miscellaneous Expenses - Other	0.00			280.00			
<b>Total 16009 · Miscellaneous Expenses</b>	<b>538.30</b>	<b>300.02</b>	<b>238.28</b>	<b>4,176.20</b>	<b>3,299.98</b>	<b>876.22</b>	<b>3,600.00</b>
16010 · Contingency	0.00	0.00	0.00	0.00	100.00	-100.00	100.00
16330 · Bank Charges	0.00			52.61			
16500 · Leases - Parks and Recreation							
16504 · Adams Park	1,000.00	0.00	1,000.00	4,364.70	3,800.00	564.70	3,800.00
<b>Total 16500 · Leases - Parks and Recreation</b>	<b>1,000.00</b>	<b>0.00</b>	<b>1,000.00</b>	<b>4,364.70</b>	<b>3,800.00</b>	<b>564.70</b>	<b>3,800.00</b>
17000 · Capital Purchase	0.00			24,054.00			
17500 · Sales Tax Rebatement	0.00	12,333.34	-12,333.34	0.00	135,666.66	-135,666.66	148,000.00
<b>Total Expense</b>	<b>232,237.54</b>	<b>228,756.35</b>	<b>3,481.19</b>	<b>2,402,781.31</b>	<b>2,668,613.65</b>	<b>-265,832.34</b>	<b>2,897,370.00</b>
<b>Net Ordinary Income</b>	<b>34,418.47</b>	<b>-12,991.28</b>	<b>47,409.75</b>	<b>111,603.50</b>	<b>64,263.28</b>	<b>47,340.22</b>	<b>53,772.00</b>
<b>Other Income/Expense</b>							
<b>Other Income</b>							
14000.3 · Transfers In							
14620.2 · Admin Transfer from MEDC	0.00	0.00	0.00	18,750.00	28,125.00	-9,375.00	37,500.00
14620.4 · Admin Trf from Court Security	0.00	0.00	0.00	1,700.00	2,550.00	-850.00	3,400.00
<b>Total 14000.3 · Transfers In</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>20,450.00</b>	<b>30,675.00</b>	<b>-10,225.00</b>	<b>40,900.00</b>
<b>Total Other Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>20,450.00</b>	<b>30,675.00</b>	<b>-10,225.00</b>	<b>40,900.00</b>
<b>Net Other Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>20,450.00</b>	<b>30,675.00</b>	<b>-10,225.00</b>	<b>40,900.00</b>
<b>Net Income</b>	<b>34,418.47</b>	<b>-12,991.28</b>	<b>47,409.75</b>	<b>132,053.50</b>	<b>94,938.28</b>	<b>37,115.22</b>	<b>94,672.00</b>

City of Montgomery - Capital Projects  
**Cash Flow Report - Const CkgW&S Proj 1058544 Account**

As of September 21, 2017

Num	Name	Memo	Amount	Balance
<b>BALANCE AS OF 08/18/2017</b>				<b>\$102,596.08</b>
<b>Receipts</b>				
	No Receipts Activity		0.00	
<b>Total Receipts</b>				0.00
<b>Disbursements</b>				
1215	Statewide Services	Pay Est #1 - Const of Heritage Place Medical Cente	(48,838.50)	
Transfer	City of Montgomery - General Fund	Reimbursement of Exp	(640.64)	
<b>Total Disbursements</b>				<b>(49,479.14)</b>
<b>BALANCE AS OF 09/21/2017</b>				<b>\$53,116.94</b>

City of Montgomery - Capital Projects Acct  
**Profit & Loss Budget Performance**  
 August 2017

Accrual Basis

	Aug 17	Budget	% of Bu...	Oct '16 - ...	YTD Bud...	% of Bu...	Annual B...
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
43901 · FY08 Capital Proj Funding Sourc							
43901.1 · Transfer from MEDC	0.00			69,987.50			
43947 · Transfer from Utility Fund	0.00			32,089.00			
<b>Total 43901 · FY08 Capital Proj Funding S...</b>	<b>0.00</b>			<b>102,076.50</b>			
43956 · Proceeds - TWDB 2017 A	0.00	0.00	0.0%	0.00	2,667,000.00	0.0%	2,667,000.00
45391 · Interest Earned	0.62	8.34	7.4%	4.02	91.66	4.4%	100.00
<b>Total Income</b>	<b>0.62</b>	<b>8.34</b>	<b>7.4%</b>	<b>102,080.52</b>	<b>2,667,091.66</b>	<b>3.8%</b>	<b>2,667,100.00</b>
<b>Expense</b>							
43890 · Engineering							
43890.1 · Eng-Catahoula Aquifer WW	0.00			0.00	0.00	0.0%	0.00
43890.2 · Eng-WP #3 Improvements	0.00	11,786.67	0.0%	0.00	94,293.33	0.0%	106,080.00
43890.4 · Eng - Waterline replacement	0.00	9,626.67	0.0%	0.00	77,013.33	0.0%	86,640.00
43890.5 · Eng-LS #3/Force Main Re-R...	0.00	14,133.34	0.0%	0.00	113,066.66	0.0%	127,200.00
43890 · Engineering - Other	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
<b>Total 43890 · Engineering</b>	<b>0.00</b>	<b>35,546.68</b>	<b>0.0%</b>	<b>0.00</b>	<b>284,373.32</b>	<b>0.0%</b>	<b>319,920.00</b>
43995 · Const Cost-Contingencies	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
44000 · Wastewater System							
44000.1 · Wastewater-Lift Station Repair	0.00			0.00	0.00	0.0%	0.00
44002 · Cap Outlay-SS Diversion/Permit	0.00			0.00	0.00	0.0%	0.00
44006 · LS #1-Replacement/Expansion	0.00	108,114.29	0.0%	0.00	648,685.71	0.0%	756,800.00
44007 · LS#3 Forcemain Reroute	0.00	25,142.86	0.0%	0.00	150,857.14	0.0%	176,000.00
<b>Total 44000 · Wastewater System</b>	<b>0.00</b>	<b>133,257.15</b>	<b>0.0%</b>	<b>0.00</b>	<b>799,542.85</b>	<b>0.0%</b>	<b>932,800.00</b>
45000 · Water System- Capital Proj							
43976.1 · Downtown/SH 105 Water Line...	0.00	90,765.72	0.0%	49,479.14	544,594.28	9.1%	635,360.00
43992.1 · Water Plant #3 - Improvements	0.00	111,131.43	0.0%	0.00	666,788.57	0.0%	777,920.00
46000.1 · Water - Meters	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
<b>Total 45000 · Water System- Capital Proj</b>	<b>0.00</b>	<b>201,897.15</b>	<b>0.0%</b>	<b>49,479.14</b>	<b>1,211,382.85</b>	<b>4.1%</b>	<b>1,413,280.00</b>
46000 · Roadway System Improvements	0.00			0.00	0.00	0.0%	0.00
47395 · Cost of Issuance Exp							
43795.2 · TWDB Origination Fees	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
47395.1 · Cost of Issuance Series 2017	0.00	0.00	0.0%	0.00	0.00	0.0%	0.00
<b>Total 47395 · Cost of Issuance Exp</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>	<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>	<b>0.00</b>
48000 · Cap Outlay-Fac, Equip, Etc							
48000.1 · Buffalo Sp Bridge Proj	0.00			0.00	0.00	0.0%	0.00
48000.2 · Kroger Project	0.00			0.00	0.00	0.0%	0.00
48000 · Cap Outlay-Fac, Equip, Etc - Ot...	0.00			0.00	0.00	0.0%	0.00
<b>Total 48000 · Cap Outlay-Fac, Equip, Etc</b>	<b>0.00</b>			<b>0.00</b>	<b>0.00</b>	<b>0.0%</b>	<b>0.00</b>
<b>Total Expense</b>	<b>0.00</b>	<b>370,700.98</b>	<b>0.0%</b>	<b>49,479.14</b>	<b>2,295,299.02</b>	<b>2.2%</b>	<b>2,666,000.00</b>
<b>Net Ordinary Income</b>	<b>0.62</b>	<b>-370,692.64</b>	<b>-0.0%</b>	<b>52,601.38</b>	<b>371,792.64</b>	<b>14.1%</b>	<b>1,100.00</b>
<b>Net Income</b>	<b>0.62</b>	<b>-370,692.64</b>	<b>-0.0%</b>	<b>52,601.38</b>	<b>371,792.64</b>	<b>14.1%</b>	<b>1,100.00</b>

City of Montgomery - Debt Service  
**Cash Flow Report - Checking Account**

As of September 21, 2017

Num	Name	Memo	Amount	Balance
<b>BALANCE AS OF 08/18/2017</b>				<b>\$81,571.63</b>
<b>Receipts</b>				
	Tax Revenue through 7/31/17		10,881.85	
	Admin Transfer 6/17		28,875.00	
	Admin Transfer 6/17 - OS		3,000.00	
	Admin Transfer thru 6/30/17		94,199.99	
	Interest		3.70	
<b>Total Receipts</b>			<u>136,960.54</u>	136,960.54
<b>Disbursements</b>				
1041	First National Bank of Huntsville	Paying Agent Fees - Series 2015R for the year 2017	(180.00)	
Wire	First National Bank of Huntsville	Refunding Bonds Series 2015- Payment due 9/1/17	(7,761.25)	
Wire	Zions First National Bank	Series 2012, and 2012R	(95,246.88)	
Wire	Wealth Management	Interest Payment for Series 2017A	(2,913.32)	
Wire	Wealth Management	Interest Payment for Series 2017B	(5,962.76)	
<b>Total Disbursements</b>			<u>(112,064.21)</u>	(112,064.21)
<b>BALANCE AS OF 09/21/2017</b>				<b><u><u>\$106,467.96</u></u></b>



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09/21/17

Accrual Basis

**City of Montgomery - Debt Service**  
**Profit & Loss Budget Performance**  
**August 2017**

	Aug 17	Budget	\$ Over Bu...	Oct '16 - A...	YTD Budget	\$ Over Bu...	Annual Bu...
<b>Income</b>							
34000 · Taxes & Franchise Fees							
34320 · Ad Valorem Taxes	0.00	2,190.05	-2,190.05	339,240.33	348,006.00	-8,765.67	348,091.00
34330 · Penalty & Interest	0.00	626.74	-626.74	3,380.40	3,192.40	188.00	3,300.00
<b>Total 34000 · Taxes &amp; Franchise Fees</b>	<b>0.00</b>	<b>2,816.79</b>	<b>-2,816.79</b>	<b>342,620.73</b>	<b>351,198.40</b>	<b>-8,577.67</b>	<b>351,391.00</b>
<b>34100 · Transfers</b>							
34301.4 · Transfers in-MEDC Fund	0.00	31,875.00	-31,875.00	95,625.00	127,500.00	-31,875.00	127,500.00
34301.5 · Transfers in - Utility Fund	0.00	31,400.00	-31,400.00	94,199.99	125,600.00	-31,400.01	125,600.00
<b>Total 34100 · Transfers</b>	<b>0.00</b>	<b>63,275.00</b>	<b>-63,275.00</b>	<b>189,824.99</b>	<b>253,100.00</b>	<b>-63,275.01</b>	<b>253,100.00</b>
34200 · Proceeds-Bond Series Refundings	0.00			0.00	0.00	0.00	0.00
<b>35000 · Other Revenues</b>							
35390 · Interest on Checking	0.00	4.67	-4.67	12.03	37.02	-24.99	40.00
35391 · Interest on Investments	24.36	122.00	-97.64	170.79	1,338.00	-1,167.21	1,460.00
<b>Total 35000 · Other Revenues</b>	<b>24.36</b>	<b>126.67</b>	<b>-102.31</b>	<b>182.82</b>	<b>1,375.02</b>	<b>-1,192.20</b>	<b>1,500.00</b>
<b>Total Income</b>	<b>24.36</b>	<b>66,218.46</b>	<b>-66,194.10</b>	<b>532,628.54</b>	<b>605,673.42</b>	<b>-73,044.88</b>	<b>605,991.00</b>
<b>Expense</b>							
<b>37000 · Debt Service</b>							
37360 · Interest Payments On Note	8,876.08	37,761.66	-28,885.58	17,137.33	46,022.91	-28,885.58	46,022.91
37363 · Paying Agent Fees	0.00	0.00	0.00	430.00	1,250.00	-820.00	2,500.00
37365 · Interest 2012 Series Premium	0.00	95,246.88	-95,246.88	98,096.88	193,343.76	-95,246.88	193,343.76
37395 · Principal Note Payments	0.00	0.00	0.00	305,000.00	305,000.00	0.00	305,000.00
<b>Total 37000 · Debt Service</b>	<b>8,876.08</b>	<b>133,008.54</b>	<b>-124,132.46</b>	<b>420,664.21</b>	<b>545,616.67</b>	<b>-124,952.46</b>	<b>546,866.67</b>
37370 · Expenses-Refunding Bond Act	0.00			0.00	0.00	0.00	0.00
37440 · Payment to Refunding Bond Agent	0.00			0.00	0.00	0.00	0.00
<b>Total Expense</b>	<b>8,876.08</b>	<b>133,008.54</b>	<b>-124,132.46</b>	<b>420,664.21</b>	<b>545,616.67</b>	<b>-124,952.46</b>	<b>546,866.67</b>
<b>Net Income</b>	<b>-8,851.72</b>	<b>-66,790.08</b>	<b>57,938.36</b>	<b>111,964.33</b>	<b>60,056.75</b>	<b>51,907.58</b>	<b>59,124.33</b>

City of Montgomery - Ct Security Fund  
**Cash Flow Report - Checking Account**

As of September 21, 2017

Num	Name	Memo	Amount	Balance
BALANCE AS OF 08/18/2017				\$4,599.63
<b>Receipts</b>				
	No Receipts Activity		0.00	
<b>Total Receipts</b>				0.00
<b>Disbursements</b>				
	No Disbursements Activity		0.00	
<b>Total Disbursements</b>				0.00
BALANCE AS OF 09/21/2017				\$4,599.63

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

Accrual Basis

August 2017

	<u>Aug 17</u>	<u>Budget</u>	<u>\$ Over ...</u>	<u>Oct '16 -...</u>	<u>YTD B...</u>	<u>\$ Over B...</u>	<u>Annual...</u>
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
<b>84110 · Court Fines &amp; Forfeitures</b>							
<b>84110.1 · Court Security Fees</b>	0.00	458.34	-458.34	5,254.69	5,041.66	213.03	5,500.00
<b>Total 84110 · Court Fines &amp; Forfeitures</b>	0.00	458.34	-458.34	5,254.69	5,041.66	213.03	5,500.00
<b>84120 · Other Revenues</b>							
<b>84120.1 · Interest Income</b>	0.00	0.42	-0.42	1.18	4.58	-3.40	5.00
<b>Total 84120 · Other Revenues</b>	0.00	0.42	-0.42	1.18	4.58	-3.40	5.00
<b>Total Income</b>	0.00	458.76	-458.76	5,255.87	5,046.24	209.63	5,505.00
<b>Expense</b>							
<b>86000 · Contracted Services</b>							
<b>86463 · Cap Outlay - Bldg Sec Equip</b>	0.00			16,770.00			
<b>Total 86000 · Contracted Services</b>	0.00			16,770.00			
<b>86005 · Miscellaneous Expenses</b>	0.00	100.00	-100.00	0.00	900.00	-900.00	1,000.00
<b>Total Expense</b>	0.00	100.00	-100.00	16,770.00	900.00	-15,870.00	1,000.00
<b>Net Ordinary Income</b>	0.00	358.76	-358.76	-11,514.13	4,146.24	-15,660.37	4,505.00
<b>Other Income/Expense</b>							
<b>Other Expense</b>							
<b>86560 · Interfund Tranfers</b>							
<b>86551 · Baliff Transfer to General Fund</b>	0.00	850.00	-850.00	1,700.00	3,400.00	-1,700.00	3,400.00
<b>Total 86560 · Interfund Tranfers</b>	0.00	850.00	-850.00	1,700.00	3,400.00	-1,700.00	3,400.00
<b>Total Other Expense</b>	0.00	850.00	-850.00	1,700.00	3,400.00	-1,700.00	3,400.00
<b>Net Other Income</b>	0.00	-850.00	850.00	-1,700.00	-3,400.00	1,700.00	-3,400.00
<b>Net Income</b>	<u>0.00</u>	<u>-491.24</u>	<u>491.24</u>	<u>-13,214.13</u>	<u>746.24</u>	<u>-13,960.37</u>	<u>1,105.00</u>

City of Montgomery - Ct Tech Fund  
**Cash Flow Report - Checking Account**

As of September 21, 2017

Num	Name	Memo	Amount	Balance
<b>BALANCE AS OF 08/18/2017</b>				<b>\$22,476.78</b>
<b>Receipts</b>				
	Interest		0.21	
	Court Revenue thru 7/17		2,322.68	
<b>Total Receipts</b>				<b>2,322.89</b>
<b>Disbursements</b>				
	No Disbursements Activity		0.00	
<b>Total Disbursements</b>				<b>0.00</b>
<b>BALANCE AS OF 09/21/2017</b>				<b>\$24,799.67</b>

**City of Montgomery - Ct Tech Fund**  
**Actual to Budget Performance**  
**August 2017**

Accrual Basis

	<u>Aug 17</u>	<u>Budget</u>	<u>\$ Over ...</u>	<u>Oct '16 ...</u>	<u>YTD Bu...</u>	<u>\$ Over ...</u>	<u>Annual ...</u>
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
<b>74100 · Court Fines and Forfeitures</b>							
<b>74110 · Court Technology Fees</b>	<u>0.00</u>	<u>500.00</u>	<u>-500.00</u>	<u>8,619.27</u>	<u>5,500.00</u>	<u>3,119.27</u>	<u>6,000.00</u>
<b>Total 74100 · Court Fines and Forfeitures</b>	<u>0.00</u>	<u>500.00</u>	<u>-500.00</u>	<u>8,619.27</u>	<u>5,500.00</u>	<u>3,119.27</u>	<u>6,000.00</u>
<b>74200 · Other Revenues</b>							
<b>74291 · Interest Income</b>	<u>0.21</u>	<u>0.17</u>	<u>0.04</u>	<u>2.71</u>	<u>1.83</u>	<u>0.88</u>	<u>2.00</u>
<b>Total 74200 · Other Revenues</b>	<u>0.21</u>	<u>0.17</u>	<u>0.04</u>	<u>2.71</u>	<u>1.83</u>	<u>0.88</u>	<u>2.00</u>
<b>Total Income</b>	<u>0.21</u>	<u>500.17</u>	<u>-499.96</u>	<u>8,621.98</u>	<u>5,501.83</u>	<u>3,120.15</u>	<u>6,002.00</u>
<b>Expense</b>							
<b>76200 · Contract Services</b>							
<b>76362 · Computer/Website Services</b>	<u>2,826.55</u>	<u>1,200.00</u>	<u>1,626.55</u>	<u>2,826.55</u>	<u>4,800.00</u>	<u>-1,973.45</u>	<u>4,800.00</u>
<b>Total 76200 · Contract Services</b>	<u>2,826.55</u>	<u>1,200.00</u>	<u>1,626.55</u>	<u>2,826.55</u>	<u>4,800.00</u>	<u>-1,973.45</u>	<u>4,800.00</u>
<b>Total Expense</b>	<u>2,826.55</u>	<u>1,200.00</u>	<u>1,626.55</u>	<u>2,826.55</u>	<u>4,800.00</u>	<u>-1,973.45</u>	<u>4,800.00</u>
<b>Net Ordinary Income</b>	<u>-2,826.34</u>	<u>-699.83</u>	<u>-2,126.51</u>	<u>5,795.43</u>	<u>701.83</u>	<u>5,093.60</u>	<u>1,202.00</u>
<b>Net Income</b>	<u><b>-2,826.34</b></u>	<u><b>-699.83</b></u>	<u><b>-2,126.51</b></u>	<u><b>5,795.43</b></u>	<u><b>701.83</b></u>	<u><b>5,093.60</b></u>	<u><b>1,202.00</b></u>

City of Montgomery - Grant  
**Cash Flow Report - Grant Account Account**  
As of September 21, 2017

Num	Name	Memo	Amount	Balance
<b>BALANCE AS OF 08/18/2017</b>				<b>\$48,125.50</b>
<b>Receipts</b>				
	Deposit for Pizza Shack Grant TXCDBG #7215112		162,223.25	
<b>Total Receipts</b>				162,223.25
<b>Disbursements</b>				
1025	Public Management	Contract # 7215112 - Pizza Shack Project - Inv TC	(10,125.00)	
1026	Jones & Carter, Inc.	Pizza Shack Project Inv 0250032, 0251394	(11,493.25)	
1027	Big State Excavation, Inc.	Pay Est #2 & Final - Pizza Shack Waterline Extent	(150,730.00)	
Transfer		To reimb for Eng Invs Paid in error 8/10/17	(17,868.68)	
Transfer	City of Montgomery - General Fund	reimbursement for engineering and advertising for	(15,057.01)	
<b>Total Disbursements</b>				<u>(205,273.94)</u>
<b>BALANCE AS OF 09/21/2017</b>				<u><u>\$5,074.81</u></u>

City of Montgomery - Grant  
**Cash Flow Report - Checking Account**

As of September 21, 2017

Num	Name	Memo	Amount	Balance
<b>BALANCE AS OF 08/18/2017</b>				<b>\$40,171.76</b>
<b>Receipts</b>				
	To reimb for Eng Invs Paid in error 8/10/17		17,868.68	
<b>Total Receipts</b>				17,868.68
<b>Disbursements</b>				
1031	Jones & Carter, Inc.	Inv 0244290, 245538 - #5841-1003-01 (Kroger Pro	(16,160.31)	
1032	Public Management	Contract # 7215102 - Kroger Project - Inv TCF72	(19,800.00)	
1033	Jones & Carter, Inc.	Engineering - Proj #W5841-1003-01 - Milestone	(1,682.00)	
Transfer	City of Montgomery - General Fund	To reimburse for Eng Fees Paid	(20,350.00)	
<b>Total Disbursements</b>				<b>(57,992.31)</b>
<b>BALANCE AS OF 09/21/2017</b>				<b>\$48.13</b>

City of Montgomery - Hotel Occupancy Tax Fund  
**Cash Flow Report - Checking Account**

As of September 21, 2017

Num	Name	Memo	Amount	Balance
BALANCE AS OF 08/18/2017				\$9,468.00
<b>Receipts</b>				
	No Receipts Activity		0.00	
<b>Total Receipts</b>				0.00
<b>Disbursements</b>				
	No Disbursements Activity		0.00	
<b>Total Disbursements</b>				0.00
BALANCE AS OF 09/21/2017				\$9,468.00



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

Accrual Basis

August 2017

	<u>Aug 17</u>	<u>Bud...</u>	<u>\$ Ov...</u>	<u>Oct '...</u>	<u>YTD...</u>	<u>\$ Ove...</u>	<u>Ann...</u>
<b>Income</b>							
<b>44300 · Taxes &amp; Franchise Fees</b>							
<b>44330 · Hotel Occupancy Taxes</b>	0.00	0.00	0.00	68.10	450.00	-381.90	600.00
<b>Total 44300 · Taxes &amp; Franchise Fees</b>	0.00	0.00	0.00	68.10	450.00	-381.90	600.00
<b>44400 · Other Revenues</b>							
<b>44360 · Interest Earned On Checking</b>	0.00	1.00	-1.00	0.00	10.00	-10.00	10.00
<b>Total 44400 · Other Revenues</b>	0.00	1.00	-1.00	0.00	10.00	-10.00	10.00
<b>Total Income</b>	0.00	1.00	-1.00	68.10	460.00	-391.90	610.00
<b>Expense</b>							
<b>46600 · Miscellaneous Expenses</b>	0.00	10.00	-10.00	0.00	90.00	-90.00	100.00
<b>Total Expense</b>	0.00	10.00	-10.00	0.00	90.00	-90.00	100.00
<b>Net Income</b>	<b>0.00</b>	<b>-9.00</b>	<b>9.00</b>	<b>68.10</b>	<b>370.00</b>	<b>-301.90</b>	<b>510.00</b>

City of Montgomery - MEDC  
**Cash Flow Report - MEDC Checking Account**  
As of September 21, 2017

Num	Name	Memo	Amount	Balance
<b>BALANCE AS OF 08/18/2017</b>				<b>\$216,269.73</b>
<b>Receipts</b>				
	Interest on Maturing CD - Allegiance Bank		109.76	
	Sales Tax Revenue thru 7/17		<u>71,432.71</u>	
<b>Total Receipts</b>				71,542.47
<b>Disbursements</b>				
	City of Montgomery - General Fund	Reimbursement for expenses Paid thru 7/31/17	(18,979.28)	
1822	Home Focus	Website Design Work & Consulting Inv 1731	(2,000.00)	
1823	Montgomery Area Chamber of Commerce	Wine Fest Sponsorship 2017	(9,500.00)	
1824	Jones & Carter, Inc.	Proj W5841-0027-00 - Heritage Place Medical & H	(1,982.25)	
1825	Rebecca Huss	Reimbursement of Expense - Amer. Flags Express	(4,474.63)	
Transfer	City of Montgomery Debt Srv Fund	Admin Transfer to Debt Service 3rd Qtr	(28,875.00)	
Transfer	City of Montgomery Debt Srv Fund	Admin Transfer to Debt Service 3rd Qtr - remainde	<u>(3,000.00)</u>	
<b>Total Disbursements</b>				<u>(68,811.16)</u>
<b>BALANCE AS OF 09/21/2017</b>				<b><u><u>\$219,001.04</u></u></b>

City of Montgomery - MEDC  
**Actual to Budget Performance**  
 August 2017

	Aug 17	Budget	\$ Over Bu...	Oct '16 - ...	YTD Bud...	\$ Over Bu...	Annual Bu...
<b>Income</b>							
55000 · Taxes & Franchise Fees							
55400 · Sales Tax	47,662.11	46,362.42	1,299.69	426,915.08	478,003.91	(51,088.83)	510,000.00
<b>Total 55000 · Taxes &amp; Franchise Fees</b>	<b>47,662.11</b>	<b>46,362.42</b>	<b>1,299.69</b>	<b>426,915.08</b>	<b>478,003.91</b>	<b>(51,088.83)</b>	<b>510,000.00</b>
55300 · Other Revenues							
55391 · Interest Income	309.07	41.67	267.40	1,709.92	458.33	1,251.59	500.00
<b>Total 55300 · Other Revenues</b>	<b>309.07</b>	<b>41.67</b>	<b>267.40</b>	<b>1,709.92</b>	<b>458.33</b>	<b>1,251.59</b>	<b>500.00</b>
<b>Total Income</b>	<b>47,971.18</b>	<b>46,404.09</b>	<b>1,567.09</b>	<b>428,625.00</b>	<b>478,462.24</b>	<b>(49,837.24)</b>	<b>510,500.00</b>
<b>Expense</b>							
56000 · Pub Infrastructure - Category I							
56000.6 · DowntownDev Improvments	0.00	11,666.67	(11,666.67)	40,820.67	85,000.00	(44,179.33)	85,000.00
56000.8 · Utility Extensions	0.00	49,166.67	(49,166.67)	159,987.50	280,833.33	(120,845.83)	330,000.00
56000.9 · Flagship Dev Improvements	0.00	833.34	(833.34)	9,800.00	9,166.66	633.34	10,000.00
56430 · Tsf to Debt Service	0.00	31,875.00	(31,875.00)	92,625.00	127,500.00	(34,875.00)	127,500.00
<b>Total 56000 · Pub Infrastructure - Category I</b>	<b>0.00</b>	<b>93,541.68</b>	<b>(93,541.68)</b>	<b>303,233.17</b>	<b>502,499.99</b>	<b>(199,266.82)</b>	<b>552,500.00</b>
56001 · Business Dev & Ret -Category II							
56423 · Economic Development Grant Prog	0.00	0.00	0.00	0.00	20,000.00	(20,000.00)	20,000.00
<b>Total 56001 · Business Dev &amp; Ret -Category II</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>20,000.00</b>	<b>(20,000.00)</b>	<b>20,000.00</b>
56002 · Quality of Life - Category III							
56404 · Seasonal Decorations	0.00	0.00	0.00	1,399.34	12,000.00	(10,600.66)	12,000.00
56420.2 · Christmas Lighting(Civic Assn)	0.00	0.00	0.00	2,543.42	1,600.00	943.42	1,600.00
56423.1 · Walking Tours	0.00	0.00	0.00	500.00	9,000.00	(8,500.00)	9,000.00
56424.1 · Heritage Village Det. Pond Imp	0.00	0.00	0.00	10,450.00	10,000.00	450.00	10,000.00
56429 · Removal of Blight	0.00	15,000.00	(15,000.00)	10,311.83	25,000.00	(14,688.17)	25,000.00
56433 · Downtown Signs	0.00	0.00	0.00	0.00	1,000.00	(1,000.00)	1,000.00
56435 · Fernland Improvements	0.00	0.00	0.00	0.00	5,000.00	(5,000.00)	5,000.00
56439 · Downtown Enhancement Projects	0.00	2,500.00	(2,500.00)	0.00	25,000.00	(25,000.00)	25,000.00
<b>Total 56002 · Quality of Life - Category III</b>	<b>0.00</b>	<b>17,500.00</b>	<b>(17,500.00)</b>	<b>25,204.59</b>	<b>88,600.00</b>	<b>(63,395.41)</b>	<b>88,600.00</b>
56003 · Marketing & Tourism-Category IV							
56408.1 · Promotional Video	0.00	500.00	(500.00)	1,900.00	1,000.00	900.00	1,000.00
56409 · Antique Show & Fest	0.00	0.00	0.00	10,000.00	10,000.00	0.00	10,000.00
56413 · Brochures/Printed Literature	0.00	0.00	0.00	5,496.65	13,000.00	(7,503.35)	13,000.00
56414 · Wine & Music Fest	9,500.00	0.00	9,500.00	9,500.00	0.00	9,500.00	10,000.00
56415 · Texian/Heritage Festival	0.00	0.00	0.00	16,000.00	0.00	16,000.00	8,000.00
56418 · Christmas in Montgomery	0.00	0.00	0.00	5,000.00	5,000.00	0.00	5,000.00
56419 · Website	2,000.00	0.00	2,000.00	5,500.00	7,500.00	(2,000.00)	7,500.00
<b>Total 56003 · Marketing &amp; Tourism-Category IV</b>	<b>11,500.00</b>	<b>500.00</b>	<b>11,000.00</b>	<b>53,396.65</b>	<b>36,500.00</b>	<b>16,896.65</b>	<b>54,500.00</b>
56004 · Administration - Category V							
56004.1 · Admin Transfers to Gen Fund	0.00	9,375.00	(9,375.00)	28,125.00	37,500.00	(9,375.00)	37,500.00
56004.2 · MACC Administration & Office	0.00	2,666.67	(2,666.67)	28,233.37	29,333.33	(1,099.96)	32,000.00
56004.3 · Miscellaneous Expenses	0.00	1,000.00	(1,000.00)	3,471.74	5,000.00	(1,528.26)	6,000.00
56004.5 · Internship Program	0.00	0.00	0.00	0.00	10,000.00	(10,000.00)	10,000.00
56327 · Consulting (Professional servi)	0.00	5,875.00	(5,875.00)	2,091.25	27,625.00	(25,533.75)	33,500.00
56354 · Travel & Training Expenses	0.00	437.50	(437.50)	3,174.04	3,500.00	(325.96)	3,500.00
<b>Total 56004 · Administration - Category V</b>	<b>0.00</b>	<b>19,354.17</b>	<b>(19,354.17)</b>	<b>65,095.40</b>	<b>112,958.33</b>	<b>(47,862.93)</b>	<b>122,500.00</b>
<b>Total Expense</b>	<b>11,500.00</b>	<b>130,895.85</b>	<b>(119,395.85)</b>	<b>446,929.81</b>	<b>760,558.32</b>	<b>(313,628.51)</b>	<b>838,100.00</b>
<b>Net Income</b>	<b>36,471.18</b>	<b>(84,491.76)</b>	<b>120,962.94</b>	<b>(18,304.81)</b>	<b>(282,096.08)</b>	<b>263,791.27</b>	<b>(327,600.00)</b>

City of Montgomery - Police Asset Forfeiture  
**Cash Flow Report - Checking Account**

As of September 21, 2017

Num	Name	Memo	Amount	Balance
BALANCE AS OF 08/18/2017				\$4,272.25
<b>Receipts</b>				
	No Receipts Activity		0.00	
<b>Total Receipts</b>			<u>0.00</u>	0.00
<b>Disbursements</b>				
	No Disbursements Activity		0.00	
<b>Total Disbursements</b>			<u>0.00</u>	<u>0.00</u>
BALANCE AS OF 09/21/2017				<u><u>\$4,272.25</u></u>

**City of Montgomery - Water & Sewer**  
**Cash Flow Report - Water & Sewer Fund Account**

As of September 21, 2017

Num	Name	Memo	Amount	Balance
<b>BALANCE AS OF 08/18/2017</b>				<b>\$573,153.71</b>
<b>Receipts</b>				
	W&S Revenue CL 8/17		156,010.08	
	W&S Revenue OS 8/17		2,255.09	
	CC Fees OS 8/17		12.50	
	Customer Meter Deposits 8/17		4,000.00	
	CC Fees CL 8/17		110.00	
	Interest		10.63	
<b>Total Receipts</b>				<b>162,398.30</b>
<b>Disbursements</b>				
13557	Accurate Utility Supply, LLC	Operating Supplies Inv 138483	(2,777.00)	
13558	Badger Meter	Orion Cellular Serv Unit Inv 80013565	(639.02)	
13559	DXI Industries Inc.	Chemicals - WP #3 -Inv. DE05006121-17	(100.00)	
13560	Municipal Accounts & Consulting, L.P.	Accounting Service Inv 47707	(400.00)	
13561	Neil Technical Services, Inc	Inv 73116-2, 75050, 75068, 75147	(3,562.00)	
13562	R & C Joy, Inc.	Testing Inv 6618	(661.00)	
13563	State Comptroller	TIN 1-74-2063592-6 sales tax - Fees - July 2017	(692.74)	
13564	Valero Marketing and Supply Company	1/2 Fuel exp- Public Works Dept - Acct 7137 886	(258.26)	
13565	Steve Denega	Deposit refund - 120 Waterstone	(143.00)	
13566	Accurate Utility Supply, LLC	#137888, 138629	(655.00)	
13567	DXI Industries Inc.	Chemicals - WP #3 -Inv. 055014411-17	(782.38)	
13568	Gulf Utility Service, Inc.	Operations - Inv 15601 - 7/17	(20,254.63)	
13569	Magna Flow Environmental, Inc	Sludge Hauling #47513	(3,572.07)	
13570	Neil Technical Services, Inc	Inv 73575, 75534, 75275	(1,101.10)	
13571	TEEX	Water Utilities Mgmt Class - Inv KB7235018	(300.00)	
13572	Accurate Utility Supply, LLC	Meter -Inv 138666	(352.00)	
13573	Thomas Printing & Publishing	Door Hangers - Inv 8820	(115.00)	
13574	Worldwide Power Products	Inv 025222, 024945 - To remove and repair radiato	(24,293.40)	
13575	Consolidated Communications	936-597-8846, 4826	(77.67)	
13576	Entergy	Utilities per spreadsheet 8/17	(9,889.69)	
13577	Jeanne Tillman	Deposit refund	(34.62)	
13578	Jones & Carter, Inc	0251403,388,390,392,395	(9,851.25)	
13579	LDC	Generator - 149 South #1 Gen & 105 West #2 Ge	(52.36)	
13580	Neil Technical Services, Inc	75535, 75637,75664,75735	(6,221.85)	
13581	TML - IRP	Insurance Premiums 9/17	(1,265.01)	
13582	Tyler Technologies	Insite Transaction Fees - Utility Billing #025-1999	(187.50)	
13583	Beverly Mercer/John Liles	Deposit refund	(75.00)	
13584	City of Montgomery - Utility Fund	Water Usage Buffalo Spring Sewer Plant - 8/17	(26.72)	
13585	Cooley Construction, LLC.	Deposit Refund - Emma's Way	(625.60)	
13586	Darden, Fowler & Creighton, L.L.P.	Legal Fees 8/17	(1,040.00)	
13587	DataProse, Inc.	DP1702615- 8/17	(662.19)	
13588	G&K Services, Inc.	1/2 invoices 6165124854,30856,36848,42826	(45.34)	
13589	Gulf Utility Service, Inc.	Operations - Inv 15681	(23,956.26)	
13590	Janet Magoon	Deposit refund	(67.06)	
13591	Jennifer Nickerson	Utility Deposit Refund	(176.72)	
13592	Jones & Carter, Inc	0252961,2952,2955,2948,2951	(10,893.25)	
13593	Motik Custom Homes	Deposit Refund 176 Racetrack & 19019 Miner La	(107.92)	
13594	Municipal Accounts & Consulting, L.P.	Accounting Service Inv 48102	(400.00)	
13595	State Comptroller	TIN 1-74-2063592-6 sales tax - Fees - 8/17	(707.84)	
13596	Stylecraft Builders	Deposit refund - 227 Racetrack Lane & 199 Brock	(528.93)	
13597	Texas Excavation Safety System, Inc.	Monthly Message Fees - 17-12294	(67.45)	

City of Montgomery - Water & Sewer  
**Cash Flow Report - Water & Sewer Fund Account**

As of September 21, 2017

Num	Name	Memo	Amount	Balance
<b>Disbursements</b>				
13598	Valero Marketing and Supply Company	1/2 Fuel exp- Public Works Dept - Acct 7137 886	(472.39)	
13599	Waste Management	Residential Garbage Collection billing 8/17	(7,822.70)	
DM	Return Deposit	Returned deposit items	(375.14)	
DM	ETS Corporation	To record ETS Fees 8/17	(183.17)	
Transfer	City of Montgomery-Debt Service	Admin Transfer (thru 6/17)	(94,199.99)	
Transfer	City of Montgomery General Fund	Reimbursement of Expenses thru 7/31/17	(63,839.65)	
<b>Total Disbursements</b>				<u>(294,511.87)</u>
<b>BALANCE AS OF 09/21/2017</b>				<u><u>\$441,040.14</u></u>

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

August 2017

	Aug 17	Budget	\$ Over B...	Oct '16 - A...	YTD Bud...	\$ Over Bu...	Annual Bu...
<b>Ordinary Income/Expense</b>							
<b>Income</b>							
<b>24000 · Charges for Service</b>							
<b>24100 · Water Revenue</b>	61,631.27	40,939.00	20,692.27	486,624.13	450,321.00	36,303.13	491,260.00
24118 · Surface Water Revenue	777.70	416.67	361.03	5,917.10	4,583.33	1,333.77	5,000.00
24119 · Application Fee	0.00	40.00	(40.00)	60.00	200.00	(140.00)	200.00
24120 · Disconnect Reconnect	675.00	266.67	408.33	4,154.64	2,933.33	1,221.31	3,200.00
24200 · Sewer Revenue	40,707.29	25,833.34	14,873.95	385,517.61	284,166.66	101,350.95	310,000.00
24310 · Tap Fees/Inspections	39,487.00	0.00	39,487.00	275,813.74	50,000.00	225,813.74	50,000.00
24319 · Grease Trap Inspections	900.00	833.34	66.66	9,500.00	9,166.66	333.34	10,000.00
24330 · Late Charges	2,889.46	865.84	2,023.62	14,086.14	9,524.16	4,561.98	10,390.00
24333 · Returned Ck Fee	25.00	0.00	25.00	255.00	0.00	255.00	0.00
25403 · Solid Waste Revenue	8,623.09	6,666.67	1,956.42	90,604.72	73,333.33	17,271.39	80,000.00
<b>Total 24000 · Charges for Service</b>	155,715.81	75,861.53	79,854.28	1,272,533.08	884,228.47	388,304.61	960,050.00
<b>24101 · Taxes and Franchise Fees</b>							
24110 · Sales Tax Rev for Solid Waste	702.76	466.67	236.09	7,346.98	5,133.33	2,213.65	5,600.00
<b>Total 24101 · Taxes and Franchise Fees</b>	702.76	466.67	236.09	7,346.98	5,133.33	2,213.65	5,600.00
<b>24121 · Groundwater Reduction Revenue</b>	18,300.15	10,441.67	7,858.48	139,416.75	114,858.33	24,558.42	125,300.00
<b>25000 · Other Revenues</b>							
25391 · Interest Income	10.63	8.34	2.29	103.39	91.66	11.73	100.00
25392 · Interest earned on Investments	15.20	12.50	2.70	109.11	137.50	(28.39)	150.00
25399 · Miscellaneous Revenue	122.50	30.00	92.50	789.60	330.00	459.60	360.00
25000 · Other Revenues - Other	0.00			105.00			
<b>Total 25000 · Other Revenues</b>	148.33	50.84	97.49	1,107.10	559.16	547.94	610.00
<b>Total Income</b>	174,867.05	86,820.71	88,046.34	1,420,403.91	1,004,779.29	415,624.62	1,091,560.00
<b>Expense</b>							
<b>26001 · Personnel</b>							
26353.1 · Health Ins.	0.00	1,005.25	(1,005.25)	9,908.96	11,057.75	(1,148.79)	12,063.00
26353.4 · Unemployment Ins	0.00	29.17	(29.17)	351.00	320.83	30.17	350.00
26353.5 · Workers Comp.	125.34	154.17	(28.83)	1,577.31	1,695.83	(118.52)	1,850.00
26353.6 · Dental Insurance	0.00	87.09	(87.09)	974.32	957.91	16.41	1,045.00
26353.7 · Life & AD&D Insurance	0.00	28.34	(28.34)	324.53	311.66	12.87	340.00
26501 · Retirement Expense	0.00	383.34	(383.34)	4,075.05	4,216.66	(141.61)	4,600.00
26560 · Payroll Taxes	0.00	625.00	(625.00)	5,772.27	6,875.00	(1,102.73)	7,500.00
26600 · Wages	0.00	8,104.17	(8,104.17)	75,454.07	89,147.83	(13,693.76)	97,252.00
<b>Total 26001 · Personnel</b>	125.34	10,416.53	(10,291.19)	98,437.51	114,583.47	(16,145.96)	125,000.00
<b>26200 · Contract Services</b>							
26102 · General Consultant Fees	0.00	0.00	0.00	878.42	0.00	878.42	0.00
26320 · Legal Fees	1,040.00	1,666.67	(626.67)	14,779.96	18,333.33	(3,553.37)	20,000.00
26322 · Engineering	346.50	2,908.34	(2,561.84)	128,370.18	31,991.66	96,378.52	34,900.00
26323 · Operator	3,300.00	3,333.34	(33.34)	35,900.00	36,666.66	(766.66)	40,000.00
26324 · Billing and Collections	849.69	541.67	308.02	13,879.71	5,958.33	7,921.38	6,500.00
26328 · Testing	65.00	666.67	(601.67)	9,587.09	7,333.33	2,253.76	8,000.00
26331 · Sales Tax for Solid Waste	707.84	0.00	707.84	7,406.76	5,250.00	2,156.76	7,000.00
26333 · Accounting Fees	400.00	400.00	0.00	5,400.00	4,400.00	1,000.00	4,800.00
26336 · Sludge Hauling	0.00	2,833.34	(2,833.34)	14,530.49	31,166.66	(16,636.17)	34,000.00
26340 · Printing	0.00			49.66	0.00	49.66	0.00
26350 · Postage	0.00	335.00	(335.00)	2,068.20	3,265.00	(1,196.80)	3,600.00
26351 · Telephone	77.67	183.34	(105.67)	2,011.13	2,016.66	(5.53)	2,200.00
26370 · Tap Fees & Inspections	8,193.00	0.00	8,193.00	29,201.59	0.00	29,201.59	0.00
26399 · Garbage Pickup	7,822.70	7,500.00	322.70	85,612.81	82,500.00	3,112.81	90,000.00
<b>Total 26200 · Contract Services</b>	22,802.40	20,368.37	2,434.03	349,676.00	228,881.63	120,794.37	251,000.00
<b>26300 · Communications</b>							
26338 · Advertising/Promotion	0.00	0.00	0.00	824.78	900.00	(75.22)	900.00
<b>Total 26300 · Communications</b>	0.00	0.00	0.00	824.78	900.00	(75.22)	900.00
<b>26326 · Permits &amp; Licenses</b>	0.00	0.00	0.00	13,030.53	13,400.00	(369.47)	23,000.00
<b>26371 · Dues &amp; Subscriptions</b>	0.00	0.00	0.00	545.00	2,000.00	(1,455.00)	2,000.00
<b>26400.1 · Supplies &amp; Equipment</b>							
26342 · Chemicals	2,650.79	1,333.34	1,317.45	19,728.90	14,666.66	5,062.24	16,000.00

	Aug 17	Budget	\$ Over B...	Oct '16 - A...	YTD Bud...	\$ Over Bu...	Annual Bu...
26358 · Copier/Fax Machine Lease	0.00	326.67	(326.67)	0.00	3,593.33	(3,593.33)	3,920.00
26460 · Operating Supplies	3,424.00	1,833.34	1,590.66	56,409.81	20,166.66	36,243.15	22,000.00
26485 · Uniforms	283.64	158.34	125.30	2,668.70	1,741.66	927.04	1,900.00
27040 · ComputerTechnology Equipment	0.00	33.34	(33.34)	4,359.43	1,866.66	2,492.77	1,900.00
26400.1 · Supplies & Equipment - Other	115.00	281.67	(166.67)	1,415.95	3,098.33	(1,682.38)	3,380.00
<b>Total 26400.1 · Supplies &amp; Equipment</b>	<b>6,473.43</b>	<b>3,966.70</b>	<b>2,506.73</b>	<b>84,582.79</b>	<b>45,133.30</b>	<b>39,449.49</b>	<b>49,100.00</b>
26401 · Groundwater Reduction Expenses	0.00	2,500.00	(2,500.00)	35,476.00	27,500.00	7,976.00	30,000.00
26500 · Staff Development							
26354 · Travel & Training (Travel)	0.00	556.67	(556.67)	2,452.63	4,443.33	(1,990.70)	5,000.00
26355 · Employee Relations (Education)	0.00	0.00	0.00	276.31	200.00	76.31	200.00
<b>Total 26500 · Staff Development</b>	<b>0.00</b>	<b>556.67</b>	<b>(556.67)</b>	<b>2,728.94</b>	<b>4,643.33</b>	<b>(1,914.39)</b>	<b>5,200.00</b>
26600.2 · Maintenance							
26335 · Repairs & Maintenance	14,478.02	10,500.00	3,978.02	174,664.97	136,500.00	38,164.97	147,000.00
26335.1 · Vehicle Rep. & Maint.	0.00	0.00	0.00	67.11	1,000.00	(932.89)	1,000.00
26349 · Gas & Oil	472.39	333.34	139.05	4,165.72	3,666.66	499.06	4,000.00
<b>Total 26600.2 · Maintenance</b>	<b>14,950.41</b>	<b>10,833.34</b>	<b>4,117.07</b>	<b>178,897.80</b>	<b>141,166.66</b>	<b>37,731.14</b>	<b>152,000.00</b>
26700 · Insurance Expense							
26353.2 · Liability Ins.	176.50	176.67	(0.17)	1,941.50	1,943.33	(1.83)	2,120.00
26353.3 · Property Ins.	915.70	740.00	175.70	10,072.73	8,140.00	1,932.73	8,880.00
<b>Total 26700 · Insurance Expense</b>	<b>1,092.20</b>	<b>916.67</b>	<b>175.53</b>	<b>12,014.23</b>	<b>10,083.33</b>	<b>1,930.90</b>	<b>11,000.00</b>
26800 · Utilities Expense							
26352.1 · Utilities - Gas for Generators	52.36	35.17	17.19	583.15	386.83	196.32	422.00
26352.2 · Utilities-Water Plants	6,465.06	5,000.00	1,465.06	55,644.73	55,000.00	644.73	60,000.00
26352.3 · Utilities-WW Treatment Plants	4,865.68	4,666.67	199.01	32,933.46	30,333.33	2,600.13	35,000.00
26352.4 · Utilities - Lift Stations	1,243.50	166.67	1,076.83	11,867.75	1,833.33	10,034.42	2,000.00
26352.5 · Utilities - Security Light	10.80	10.67	0.13	123.31	117.33	5.98	128.00
26800.1 · Buffalo Springs STP- Water Usag	26.72			7,643.00			
<b>Total 26800 · Utilities Expense</b>	<b>12,664.12</b>	<b>9,879.18</b>	<b>2,784.94</b>	<b>108,795.40</b>	<b>87,670.82</b>	<b>21,124.58</b>	<b>97,550.00</b>
26900 · Capital Outlay	0.00	12,133.00	(12,133.00)	1,571.83	113,167.00	(111,595.17)	125,300.00
26901 · Util Projects/Prev Maintenance	0.00	4,533.34	(4,533.34)	36,408.65	70,166.66	(33,758.01)	74,700.00
27000 · Miscellaneous Expenses							
26359 · Misc Expense	253.77	83.34	170.43	3,393.08	916.66	2,476.42	1,000.00
<b>Total 27000 · Miscellaneous Expenses</b>	<b>253.77</b>	<b>83.34</b>	<b>170.43</b>	<b>3,393.08</b>	<b>916.66</b>	<b>2,476.42</b>	<b>1,000.00</b>
<b>Total Expense</b>	<b>58,361.67</b>	<b>76,187.14</b>	<b>(17,825.47)</b>	<b>926,382.54</b>	<b>860,212.86</b>	<b>66,169.68</b>	<b>947,750.00</b>
<b>Net Ordinary Income</b>	<b>116,505.38</b>	<b>10,633.57</b>	<b>105,871.81</b>	<b>494,021.37</b>	<b>144,566.43</b>	<b>349,454.94</b>	<b>143,810.00</b>
<b>Other Income/Expense</b>							
<b>Other Expense</b>							
27001 · Other Expenses							
27001.2 · Transfer to Debt Service	0.00	0.00	0.00	94,199.99	94,199.99	0.00	125,600.00
27002 · Transfer to Construction Fund	0.00			32,089.00			
<b>Total 27001 · Other Expenses</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>126,288.99</b>	<b>94,199.99</b>	<b>32,089.00</b>	<b>125,600.00</b>
<b>Total Other Expense</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>126,288.99</b>	<b>94,199.99</b>	<b>32,089.00</b>	<b>125,600.00</b>
<b>Net Other Income</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>(126,288.99)</b>	<b>(94,199.99)</b>	<b>(32,089.00)</b>	<b>(125,600.00)</b>
<b>Net Income</b>	<b>116,505.38</b>	<b>10,633.57</b>	<b>105,871.81</b>	<b>367,732.38</b>	<b>50,366.44</b>	<b>317,365.94</b>	<b>18,210.00</b>



City of Montgomery  
**District Debt Service Payments**

09/01/2017 - 09/30/2018

Paying Agent	Series	Date Due	Date Paid	Principal	Interest	Total Due
<b>Debt Service Payment Due 09/01/2017</b>						
Amegy Bank of Texas	2012	09/01/2017	08/31/2017	0.00	57,087.50	57,087.50
Amegy Bank of Texas	2012R	09/01/2017	08/31/2017	0.00	38,159.38	38,159.38
First National Bank of Huntsville	2015R	09/01/2017	08/31/2017	0.00	7,761.25	7,761.25
Bank of Texas	2017A	09/01/2017	08/31/2017	0.00	2,913.32	2,913.32
Bank of Texas	2017B	09/01/2017	08/31/2017	0.00	5,962.76	5,962.76
<b>Total Due 09/01/2017</b>				<b>0.00</b>	<b>111,884.21</b>	<b>111,884.21</b>
<b>Debt Service Payment Due 03/01/2018</b>						
Amegy Bank of Texas	2012	03/01/2018		120,000.00	57,087.50	177,087.50
Amegy Bank of Texas	2012R	03/01/2018		105,000.00	38,159.68	143,159.68
First National Bank of Huntsville	2015R	03/01/2018		80,000.00	7,761.25	87,761.25
Bank of Texas	2017A	03/01/2018		50,000.00	4,767.25	54,767.25
Bank of Texas	2017B	03/01/2018		80,000.00	9,757.25	89,757.25
<b>Total Due 03/01/2018</b>				<b>435,000.00</b>	<b>117,532.93</b>	<b>552,532.93</b>
<b>Debt Service Payment Due 09/01/2018</b>						
Amegy Bank of Texas	2012	09/01/2018		0.00	55,287.50	55,287.50
Amegy Bank of Texas	2012R	09/01/2018		0.00	37,109.38	37,109.38
First National Bank of Huntsville	2015R	09/01/2018		0.00	7,141.25	7,141.25
Bank of Texas	2017A	09/01/2018		0.00	4,767.25	4,767.25
Bank of Texas	2017B	09/01/2018		0.00	9,757.25	9,757.25
<b>Total Due 09/01/2018</b>				<b>0.00</b>	<b>114,062.63</b>	<b>114,062.63</b>
<b>District Total</b>				<b>\$435,000.00</b>	<b>\$343,479.77</b>	<b>\$778,479.77</b>

**City of Montgomery**  
**Summary of Pledged Securities**

As of September 21, 2017

Financial Institution: ALLEGIANCE BANK		
Total CDs, MM:	\$200,000.00	Collateral Security Required: No
Less FDIC coverage:	\$250,000.00	Collateral Security Agreement On File: No
Total pledged securities:	\$0.00	Investment Policy Received: Yes
Ratio of pledged securities to investments:	N/A	
Financial Institution: FIRST BANK N.A. (Depository Bank)		
Total CDs, MM, and Checking Accounts:	\$1,419,816.27	Collateral Security Required: Yes
Less FDIC coverage:	\$250,000.00	Collateral Security Agreement On File: Yes
Total pledged securities:	\$0.00	Investment Policy Received: Yes
Ratio of pledged securities to investments:	0.00 %	
Financial Institution: GREEN BANK		
Total CDs, MM:	\$100,000.00	Collateral Security Required: No
Less FDIC coverage:	\$250,000.00	Collateral Security Agreement On File: No
Total pledged securities:	\$0.00	Investment Policy Received: Yes
Ratio of pledged securities to investments:	N/A	
Financial Institution: IBC BANK		
Total CDs, MM:	\$100,000.00	Collateral Security Required: No
Less FDIC coverage:	\$250,000.00	Collateral Security Agreement On File: No
Total pledged securities:	\$0.00	Investment Policy Received: Yes
Ratio of pledged securities to investments:	N/A	
Financial Institution: ICON BANK		
Total CDs, MM:	\$150,000.00	Collateral Security Required: No
Less FDIC coverage:	\$250,000.00	Collateral Security Agreement On File: No
Total pledged securities:	\$0.00	Investment Policy Received: Yes
Ratio of pledged securities to investments:	N/A	
Financial Institution: TEXPOOL		
Total CDs, MM:	\$483,172.71	Collateral Security Required: No
Less FDIC coverage:	\$0.00	Collateral Security Agreement On File: Yes
Total pledged securities:	\$0.00	Investment Policy Received: Yes
Ratio of pledged securities to investments:	N/A	

**CITY OF MONTGOMERY  
ACCOUNT BALANCES  
For Meeting of September 26, 2017**

	<u>CHECKING ACCT BALANCES</u>	<u>PRIOR MONTH END INVESTMENTS</u>	<u>TOTAL FUNDS AVAILABLE</u>
<b><u>GENERAL FUNDS</u></b>			
OPERATING FUND #1017375	\$ 541,242.06		\$ 541,242.06
TEMP GRANT FUNDS - Home Grant #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		\$ 300,000.00	\$ 300,000.00
TEXPOOL - GENERAL FUND # 00003		\$ 205,091.68	\$ 205,091.68
TEXPOOL - RESERVE FUND # 00005		\$ -	\$ -
<b>TOTAL GENERAL FUND</b>	<b>\$ 551,927.70</b>	<b>\$ 505,091.68</b>	<b>\$ 1,057,019.38</b>
<b><u>CONSTRUCTION FUND</u></b>			
BUILDING FUND #1058528	\$ -		\$ -
CONSTRUCTION ACCOUNT #1058544	\$ 53,116.94		\$ 53,116.94
TEXPOOL - CONST # 00009		\$ 572.71	\$ 572.71
INVESTMENTS - CONSTRUCTION		\$ -	\$ -
<b>TOTAL CONSTRUCTION FUND</b>	<b>\$ 53,116.94</b>	<b>\$ 572.71</b>	<b>\$ 53,689.65</b>
<b><u>DEBT SERVICE FUND</u></b>			
DEBT SERVICE FUND #7024730	\$ 106,467.96		\$ 106,467.96
TEXPOOL DEBT SERVICE # 00008	\$ -	\$ 24,397.03	\$ 24,397.03
<b>TOTAL DEBT SERVICE FUND</b>	<b>\$ 106,467.96</b>	<b>\$ 24,397.03</b>	<b>\$ 130,864.99</b>
<b><u>COURT SECURITY FUND</u></b> #1058361	<b>\$ 4,599.63</b>	<b>\$ -</b>	<b>\$ 4,599.63</b>
<b><u>COURT TECHNICAL FUND</u></b> #1058361	<b>\$ 24,799.67</b>	<b>\$ -</b>	<b>\$ 24,799.67</b>
<b><u>GRANT FUND</u></b>			
HOME GRANT ACCOUNT #1059104	\$ 48.13		\$ 48.13
GRANT ACCOUNT #1048479	\$ 5,074.81		\$ 5,074.81
<b>TOTAL GRANT FUND</b>	<b>\$ 5,122.94</b>	<b>\$ -</b>	<b>\$ 5,122.94</b>
<b><u>HOTEL OCCUPANCY TAX FUND</u></b> #1025253	<b>\$ 9,468.00</b>	<b>\$ -</b>	<b>\$ 9,468.00</b>
<b><u>MEDC</u></b>			
CHECKING ACCOUNT #1017938	\$ 219,001.04		\$ 219,001.04
TEXPOOL - MEDC # 00003		\$ 235,138.06	\$ 235,138.06
INVESTMENTS - MEDC		\$ 250,000.00	\$ 250,000.00
<b>TOTAL MEDC</b>	<b>\$ 219,001.04</b>	<b>\$ 485,138.06</b>	<b>\$ 704,139.10</b>
<b><u>POLICE ASSET FORFEITURES</u></b> #1047745	<b>\$ 4,272.25</b>		<b>\$ 4,272.25</b>
<b><u>UTILITY FUND</u></b>			
UTILITY FUND #1017383	\$ 441,040.14		\$ 441,040.14
CUSTOMER DEPOSITS FUND #1017417	\$ -		\$ -
WATER WORKS & SAN SEWER #7013840	\$ -		\$ -
TEXPOOL - UTILITY FUND # 00002		\$ 17,973.23	\$ 17,973.23
<b>TOTAL UTILITY FUND</b>	<b>\$ 441,040.14</b>	<b>\$ 17,973.23</b>	<b>\$ 459,013.37</b>
<b>TOTAL ALL FUNDS</b>	<b>\$ 1,419,816.27</b>	<b>\$ 1,033,172.71</b>	<b>\$ 2,452,988.98</b>
<b><u>INVESTMENTS</u></b>			
TEXPOOL - GENERAL FUND			\$ 205,091.68
INVESTMENTS - GENERAL FUND			\$ 300,000.00
TEXPOOL - CONST # 00009			\$ 572.71
TEXPOOL - DEBT SERVICE # 00008			\$ 24,397.03
TEXPOOL - MEDC			\$ 235,138.06
INVESTMENTS - MEDC			\$ 250,000.00
TEXPOOL - UTILITY			\$ 17,973.23
<b>TOTAL ALL INVESTMENTS</b>			<b>\$ 1,033,172.71</b>

Montgomery City Council  
**AGENDA REPORT**

<b>Meeting Date: September 26, 2017</b>	<b>Budgeted Amount:</b>
<b>Department:</b>	
<b>Prepared By: Jack Yates City Administrator</b>	<b>Exhibits: Memo from City Engineer</b>
<b>Date Prepared: September 21, 2017</b>	

**Subject**

This regards approval of Emma's Way construction extension plans.

**Description**

As described in the City Engineer's memo.

**Recommendation**

Motion to approve the construction plans as presented for Emma's Way Extension..

**Approved By**

City Administrator

Jack Yates

Date: September 21,  
2017



1575 Sawdust Road, Suite 400  
The Woodlands, Texas 77380-3795  
Tel: 281.363.4039  
Fax: 281.363.3459  
[www.jonescarter.com](http://www.jonescarter.com)

August 24, 2017

The Planning and Zoning Commission  
City of Montgomery  
101 Old Plantersville Road  
Montgomery, Texas 77316

Re: Submission of Construction Drawings  
Emma's Way Extension  
City of Montgomery

Commission Members:

We have reviewed the referenced construction drawings as prepared by Mr. E. Levi Love, PE. Most review comments have been addressed however there are still outstanding items to be addressed and easements to be conveyed. We offer the recommendation that should the Commission grant provisional approval of the referenced documents. We will continue to coordinate with Mr. Love to ensure all review comments are addressed and easements conveyed prior to formal approval of the construction drawings. A final plat will be recorded following completion of construction.

As always, should you have any questions or need any additional information, please do not hesitate to contact Chris Roznovsky and or myself.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Ed Shackelford', with a long horizontal flourish extending to the right.

Ed Shackelford, PE  
Engineer for the City

EHS/cvr:kmf

K:\W5841\W5841-1020-00 Emma's Way Extension\Project Management\Letters\Emma's Way Approval Letter - P&Z Opinion.doc

Enclosure: Emma's Way Extension Construction Plans

cc/enc: The Honorable Mayor and City Council, City of Montgomery  
Mr. Jack Yates – City of Montgomery, City Administrator  
Ms. Susan Hensley – City of Montgomery, City Secretary  
Mr. Larry Foerster – Darden, Fowler and Creighton, LLP, City Attorney  
Mr. E. Levi Love, PE – L Squared Engineering

# CITY OF MONTGOMERY, TEXAS

# EMMA'S WAY EXTENSION

## INDEX

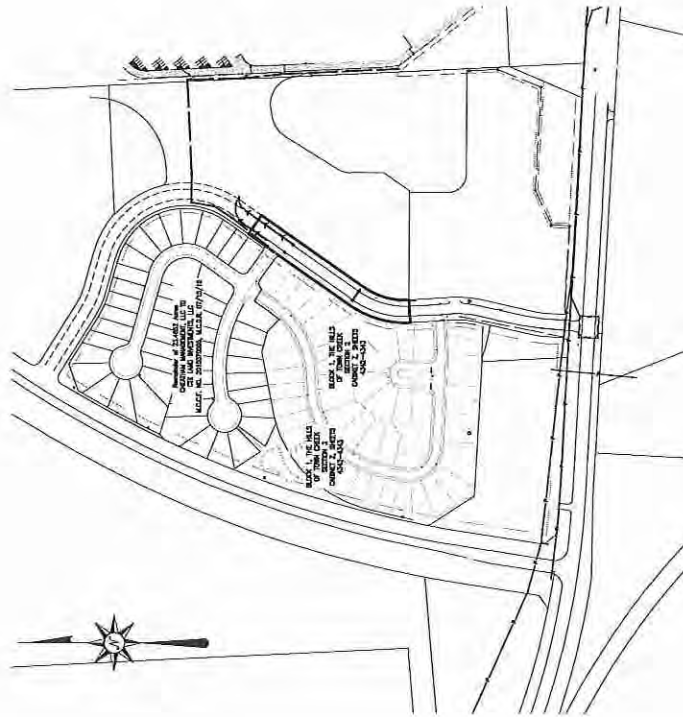
- DETAIL:**
- 1 COVER SHEET
  - 2 EXISTING CONDITIONS SURVEY
  - 3 OVERALL PROPOSED SITEPLAN
  - 4 DRAINAGE PLAN & CALCULATIONS
  - 5 EMMA'S WAY EXTENSION PLAN AND PROFILE
  - 6 SANITARY SEWER EXTENSION PLAN AND PROFILE
  - 7 SANITARY SEWER EXTENSION PLAN AND PROFILE STA 0+00 - 7+00
  - 8 SANITARY SEWER EXTENSION PLAN AND PROFILE STA 7+00 - 13+00
  - 9 GENERAL NOTES
  - 10 PAVING DETAILS
  - 11 UTILITY DETAILS
  - 12 FINAL PLAT - FOR REFERENCE ONLY

## PROJECT NOTES

1. THE CITY OF MONTGOMERY, TEXAS HAS REVIEWED THIS PROJECT AND HAS DETERMINED THAT THE PROJECT IS IN ACCORDANCE WITH THE CITY OF MONTGOMERY, TEXAS ORDINANCES AND THE CITY OF MONTGOMERY, TEXAS SUBDIVISION ACT. THE CITY OF MONTGOMERY, TEXAS HAS REVIEWED THE PROJECT AND HAS DETERMINED THAT THE PROJECT IS IN ACCORDANCE WITH THE CITY OF MONTGOMERY, TEXAS ORDINANCES AND THE CITY OF MONTGOMERY, TEXAS SUBDIVISION ACT. THE CITY OF MONTGOMERY, TEXAS HAS REVIEWED THE PROJECT AND HAS DETERMINED THAT THE PROJECT IS IN ACCORDANCE WITH THE CITY OF MONTGOMERY, TEXAS ORDINANCES AND THE CITY OF MONTGOMERY, TEXAS SUBDIVISION ACT.

2. THE CITY OF MONTGOMERY, TEXAS HAS REVIEWED THIS PROJECT AND HAS DETERMINED THAT THE PROJECT IS IN ACCORDANCE WITH THE CITY OF MONTGOMERY, TEXAS ORDINANCES AND THE CITY OF MONTGOMERY, TEXAS SUBDIVISION ACT. THE CITY OF MONTGOMERY, TEXAS HAS REVIEWED THE PROJECT AND HAS DETERMINED THAT THE PROJECT IS IN ACCORDANCE WITH THE CITY OF MONTGOMERY, TEXAS ORDINANCES AND THE CITY OF MONTGOMERY, TEXAS SUBDIVISION ACT. THE CITY OF MONTGOMERY, TEXAS HAS REVIEWED THE PROJECT AND HAS DETERMINED THAT THE PROJECT IS IN ACCORDANCE WITH THE CITY OF MONTGOMERY, TEXAS ORDINANCES AND THE CITY OF MONTGOMERY, TEXAS SUBDIVISION ACT.

**ONE-CALL NOTIFICATION SYSTEM  
CALL BEFORE YOU DIG!!**  
(713) 223-4567 (in Houston)  
(New Statewide Number Outside Houston)  
1-800-545-8005



PROJECT LOCATION  
SCALE: N.T.S.

DATE: 08/10/17



**L SQUARED ENGINEERING**  
CIVIL, MECHANICAL, ELECTRICAL  
11000 WESTHEIMER ROAD, SUITE 100  
HOUSTON, TEXAS 77042  
WWW.LSQUAREDENGINEERING.COM  
PH: 281-415-1100  
FAX: 281-415-1101

**CLIENT INFORMATION:**  
CITY OF MONTGOMERY  
11000 WESTHEIMER ROAD, SUITE 100  
HOUSTON, TEXAS 77042  
PH: 281-415-1100  
FAX: 281-415-1101

## EMMA'S WAY EXTENSION

## COVER SHEET

NO.	DATE	BY	REVISION
1	08/10/17	LL	ISSUED FOR PERMIT

SERVICES INFORMATION	
PROJECT	EMMA'S WAY
OWNER	CITY OF MONTGOMERY
DATE	11-2007 (14+00)
SCALE	1" = 400' (14+17)
SHEET	1



08/10/17



- LEGEND**
- EXISTING MAJOR CONTROL LINE
  - PROPOSED MAJOR CONTROL LINE
  - PROPERTY LINE
  - EXISTING SANITARY SINKER
  - EXISTING WATERLINE
  - EXISTING STORM SINKER
  - EXISTING SEWER
  - EXISTING BULKHEAD LINE
  - EXISTING STORM SINKER
  - EXISTING HIGH BANK
  - EXISTING FENCE
  - PROPOSED STORM SINKER
  - PROPOSED SANITARY SINKER
  - PROPOSED WATERLINE
  - PROPOSED HIGH BANK
  - PROPOSED LOCATION OF CONC PAVEMENT 7' 5" 5' CONC
  - PROPOSED 2400 SF 4" CONC DRIVEWAY

**NOTES:**

1. THIS PLAN IS A PART OF THE PROJECT'S DESIGN AND SHALL BE USED IN CONJUNCTION WITH THE OTHER PLANS AND SPECIFICATIONS.
2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE APPROPRIATE AGENCIES.
3. THE CONTRACTOR SHALL MAINTAIN ACCESS TO ALL ADJACENT PROPERTIES AT ALL TIMES.
4. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING ALL EXISTING UTILITIES AND STRUCTURES.
5. THE CONTRACTOR SHALL MAINTAIN THE EXISTING ELEVATIONS AND GRADATIONS UNLESS OTHERWISE NOTED.
6. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND RESTORATION OF ALL EXISTING TREES AND LANDSCAPE.
7. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND RESTORATION OF ALL EXISTING EROSION CONTROL MEASURES.
8. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND RESTORATION OF ALL EXISTING WATERWAYS AND DRAINAGE SYSTEMS.
9. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND RESTORATION OF ALL EXISTING HISTORIC AND CULTURAL RESOURCES.
10. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND RESTORATION OF ALL EXISTING ARCHAEOLOGICAL REMAINS.
11. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND RESTORATION OF ALL EXISTING ANTHROPOLOGICAL REMAINS.
12. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND RESTORATION OF ALL EXISTING PALEONTOLOGICAL REMAINS.
13. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND RESTORATION OF ALL EXISTING PLANT AND ANIMAL LIFE.
14. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND RESTORATION OF ALL EXISTING SOILS AND ROCKS.
15. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND RESTORATION OF ALL EXISTING GEOLOGICAL FORMATIONS.
16. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND RESTORATION OF ALL EXISTING CLIMATE AND WEATHER PATTERNS.
17. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND RESTORATION OF ALL EXISTING AIR QUALITY AND NOISE LEVELS.
18. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND RESTORATION OF ALL EXISTING SOCIAL AND ECONOMIC CONDITIONS.
19. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND RESTORATION OF ALL EXISTING CULTURAL AND COMMUNITY VALUES.
20. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION AND RESTORATION OF ALL EXISTING HISTORIC AND CULTURAL RESOURCES.

CITY OF WASHINGTON, DISTRICT OF COLUMBIA  
 ENGINEER'S SEAL AND SIGNATURE



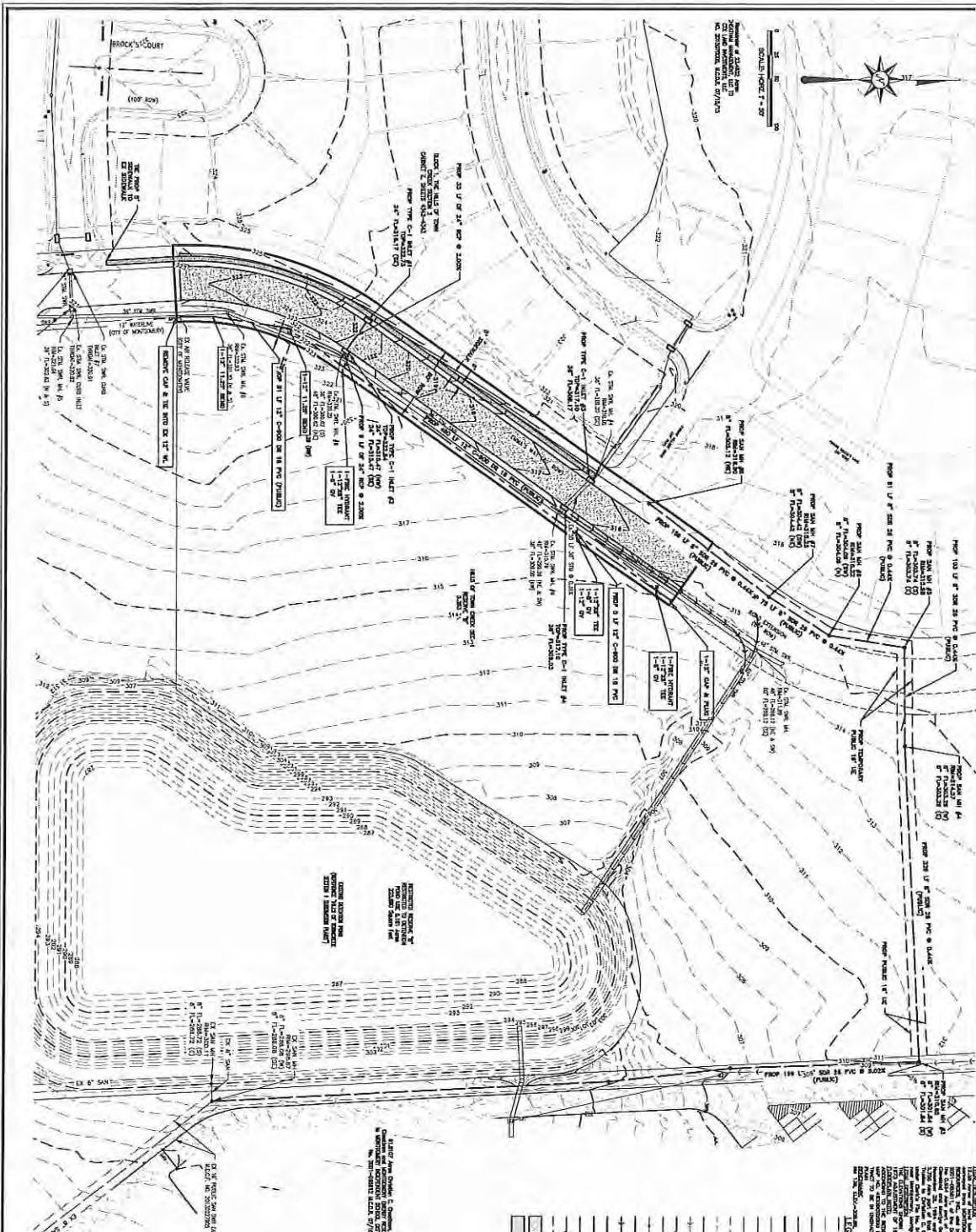
NO.	DATE	BY	REVISION
1	11/11/2017	MM	ISSUED FOR PERMIT
2	11/11/2017	MM	ISSUED FOR PERMIT

# EMMA'S WAY EXTENSION

## EXISTING CONDITIONS SURVEY

**L SQUARED ENGINEERING**  
 1200 15th St NW, Suite 1000  
 Washington, DC 20005  
 (202) 462-1200  
 www.lquaredengineering.com

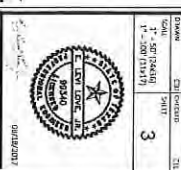
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 (202) 462-1200  
 www.lquaredengineering.com



THIS PLAN AND SPECIFICATIONS were prepared by the undersigned as a result of a contract with the City of San Diego, California, for the purpose of providing engineering services for the design and construction of the proposed Emma's Way Extension. The undersigned hereby certifies that the design and construction of the proposed Emma's Way Extension is in accordance with the applicable laws, rules, regulations, and standards of the State of California, and that the undersigned is duly licensed as a Professional Engineer in the State of California, License No. 44567. The undersigned further certifies that the design and construction of the proposed Emma's Way Extension is in accordance with the applicable laws, rules, regulations, and standards of the City of San Diego, California, and that the undersigned is duly licensed as a Professional Engineer in the State of California, License No. 44567. The undersigned further certifies that the design and construction of the proposed Emma's Way Extension is in accordance with the applicable laws, rules, regulations, and standards of the State of California, and that the undersigned is duly licensed as a Professional Engineer in the State of California, License No. 44567.

- LEGEND**
- EXISTING MAJOR CONTOUR LINE
  - EXISTING MINOR CONTOUR LINE
  - PROPOSED MAJOR CONTOUR LINE
  - PROPOSED MINOR CONTOUR LINE
  - PROPERTY LINE
  - EXISTING SANITARY SEWER
  - EXISTING WATERLINE
  - EXISTING STORM SEWER
  - EXISTING GASLINE
  - EXISTING BALANCE LINE
  - EXISTING POWERLINE
  - EXISTING DITCH
  - EXISTING HIGH BANK
  - EXISTING TIE OF BANK
  - EXISTING FENCE
  - PROPOSED STORM SEWER
  - PROPOSED SANITARY SEWER
  - PROPOSED WATERLINE
  - PROPOSED HIGH BANK
  - PROPOSED EXCAVATION
  - PROPOSED 22.37' x 22.37' CONC. PAVEMENT CONC. DRIVEWAY
  - PROPOSED 24.00' x 4' CONC. SIDEWALK

DATE: \_\_\_\_\_  
 CITY OF SAN DIEGO, CALIFORNIA  
 ENGINEER: \_\_\_\_\_  
 PROJECT: \_\_\_\_\_  
 SHEET: \_\_\_\_\_

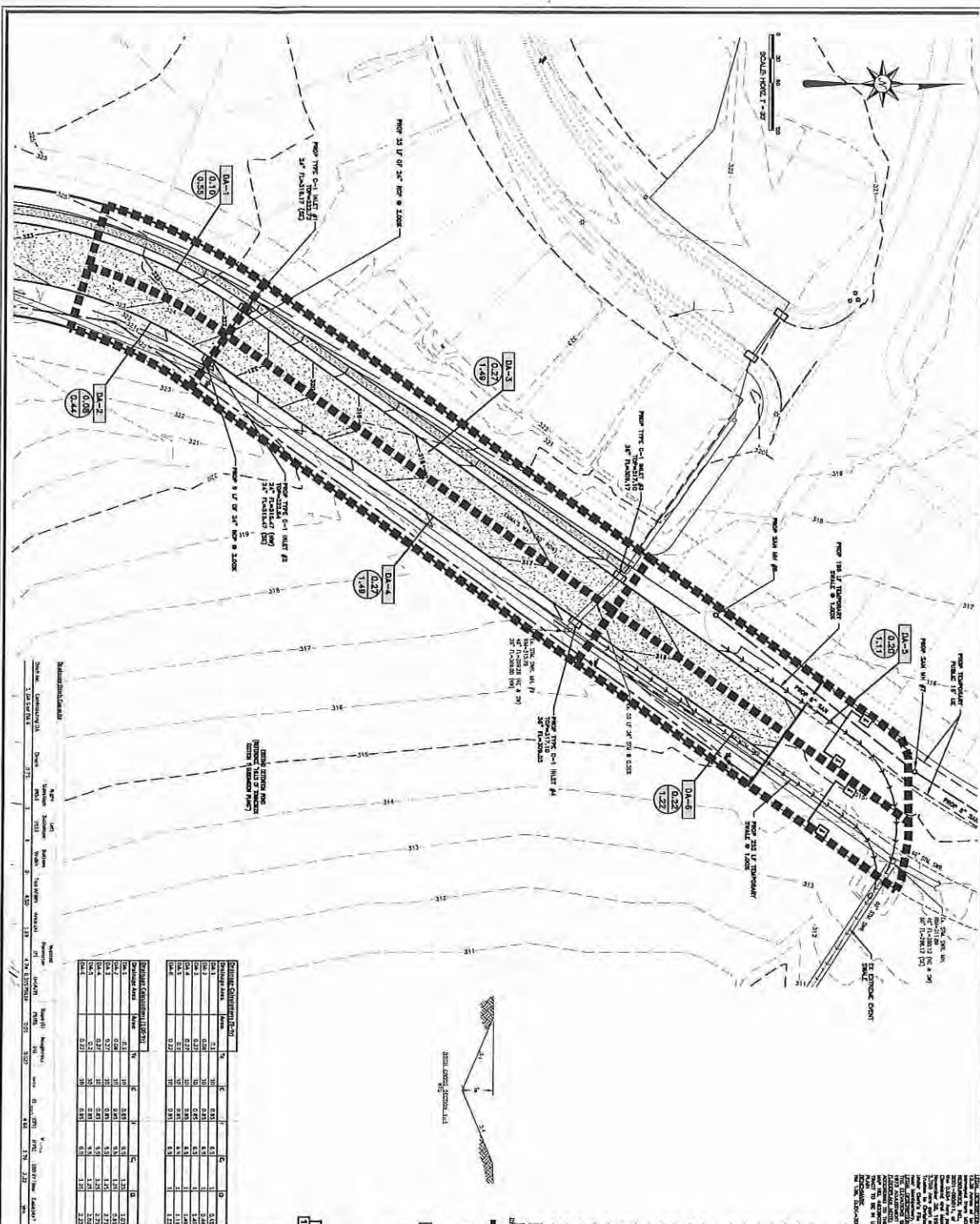


# EMMA'S WAY EXTENSION

## OVERALL PROPOSED SITEPLAN

**SQUARED ENGINEERING**  
 1000 LA JOLLA VILLAGE DRIVE, SUITE 100  
 SAN DIEGO, CALIFORNIA 92161  
 (619) 594-1111  
 WWW.SQUAREDENGINEERING.COM





**MANHOLE DATA**

Manhole	Flow	Flow	Flow	Flow	Flow	Flow
MA-1	0.21	0.21	0.21	0.21	0.21	0.21
MA-2	0.21	0.21	0.21	0.21	0.21	0.21
MA-3	0.21	0.21	0.21	0.21	0.21	0.21
MA-4	0.21	0.21	0.21	0.21	0.21	0.21
MA-5	0.21	0.21	0.21	0.21	0.21	0.21
MA-6	0.21	0.21	0.21	0.21	0.21	0.21
MA-7	0.21	0.21	0.21	0.21	0.21	0.21
MA-8	0.21	0.21	0.21	0.21	0.21	0.21
MA-9	0.21	0.21	0.21	0.21	0.21	0.21
MA-10	0.21	0.21	0.21	0.21	0.21	0.21
MA-11	0.21	0.21	0.21	0.21	0.21	0.21
MA-12	0.21	0.21	0.21	0.21	0.21	0.21
MA-13	0.21	0.21	0.21	0.21	0.21	0.21
MA-14	0.21	0.21	0.21	0.21	0.21	0.21
MA-15	0.21	0.21	0.21	0.21	0.21	0.21
MA-16	0.21	0.21	0.21	0.21	0.21	0.21
MA-17	0.21	0.21	0.21	0.21	0.21	0.21
MA-18	0.21	0.21	0.21	0.21	0.21	0.21
MA-19	0.21	0.21	0.21	0.21	0.21	0.21
MA-20	0.21	0.21	0.21	0.21	0.21	0.21
MA-21	0.21	0.21	0.21	0.21	0.21	0.21
MA-22	0.21	0.21	0.21	0.21	0.21	0.21
MA-23	0.21	0.21	0.21	0.21	0.21	0.21
MA-24	0.21	0.21	0.21	0.21	0.21	0.21
MA-25	0.21	0.21	0.21	0.21	0.21	0.21
MA-26	0.21	0.21	0.21	0.21	0.21	0.21
MA-27	0.21	0.21	0.21	0.21	0.21	0.21
MA-28	0.21	0.21	0.21	0.21	0.21	0.21
MA-29	0.21	0.21	0.21	0.21	0.21	0.21
MA-30	0.21	0.21	0.21	0.21	0.21	0.21
MA-31	0.21	0.21	0.21	0.21	0.21	0.21
MA-32	0.21	0.21	0.21	0.21	0.21	0.21
MA-33	0.21	0.21	0.21	0.21	0.21	0.21
MA-34	0.21	0.21	0.21	0.21	0.21	0.21
MA-35	0.21	0.21	0.21	0.21	0.21	0.21
MA-36	0.21	0.21	0.21	0.21	0.21	0.21
MA-37	0.21	0.21	0.21	0.21	0.21	0.21
MA-38	0.21	0.21	0.21	0.21	0.21	0.21
MA-39	0.21	0.21	0.21	0.21	0.21	0.21
MA-40	0.21	0.21	0.21	0.21	0.21	0.21
MA-41	0.21	0.21	0.21	0.21	0.21	0.21
MA-42	0.21	0.21	0.21	0.21	0.21	0.21
MA-43	0.21	0.21	0.21	0.21	0.21	0.21
MA-44	0.21	0.21	0.21	0.21	0.21	0.21
MA-45	0.21	0.21	0.21	0.21	0.21	0.21
MA-46	0.21	0.21	0.21	0.21	0.21	0.21
MA-47	0.21	0.21	0.21	0.21	0.21	0.21
MA-48	0.21	0.21	0.21	0.21	0.21	0.21
MA-49	0.21	0.21	0.21	0.21	0.21	0.21
MA-50	0.21	0.21	0.21	0.21	0.21	0.21

**EMMA'S WAY EXTENSION**

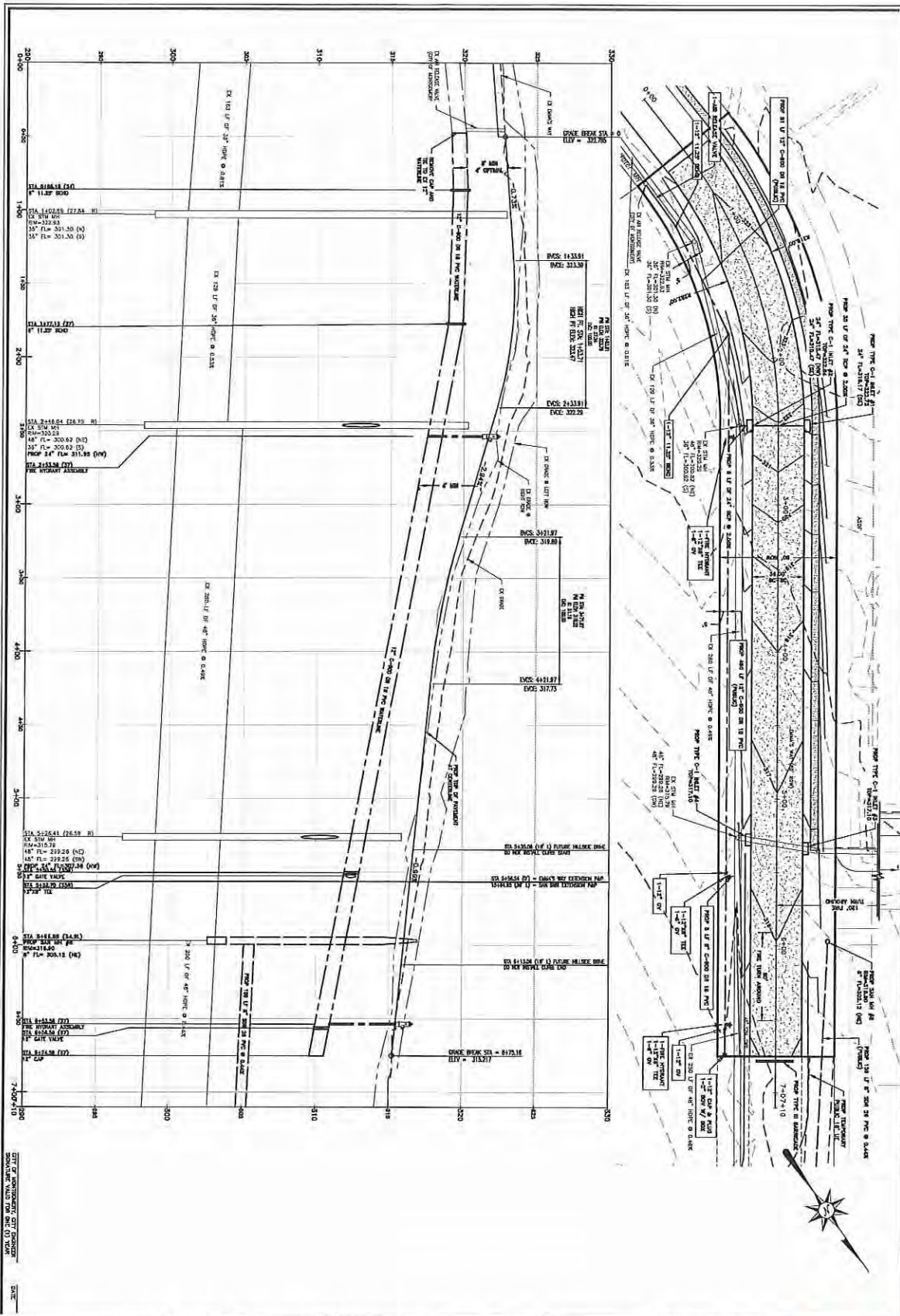
**DRAINAGE PLAN & CALCULATIONS**


**L2 SQUARED ENGINEERING**

10000 W. 10th Avenue, Suite 100  
 Denver, CO 80202  
 Phone: (303) 751-1111  
 Fax: (303) 751-1112  
 Email: info@l2squared.com  
 Website: www.l2squared.com

**CITY OF DENVER**

1500 Broadway, Suite 1500  
 Denver, CO 80202  
 Phone: (303) 733-3000  
 Fax: (303) 733-3001  
 Email: info@denvergov.org  
 Website: www.denvergov.org



	
PROJECT	EMMA'S WAY EXTENSION
DATE	03/15/2023
SCALE	1" = 40'
DATE	03/15/2023
NO.	5

# EMMA'S WAY EXTENSION

## EMMAS WAY EXTENSION PLAN AND PROFILE

**CONTRACT INFORMATION**

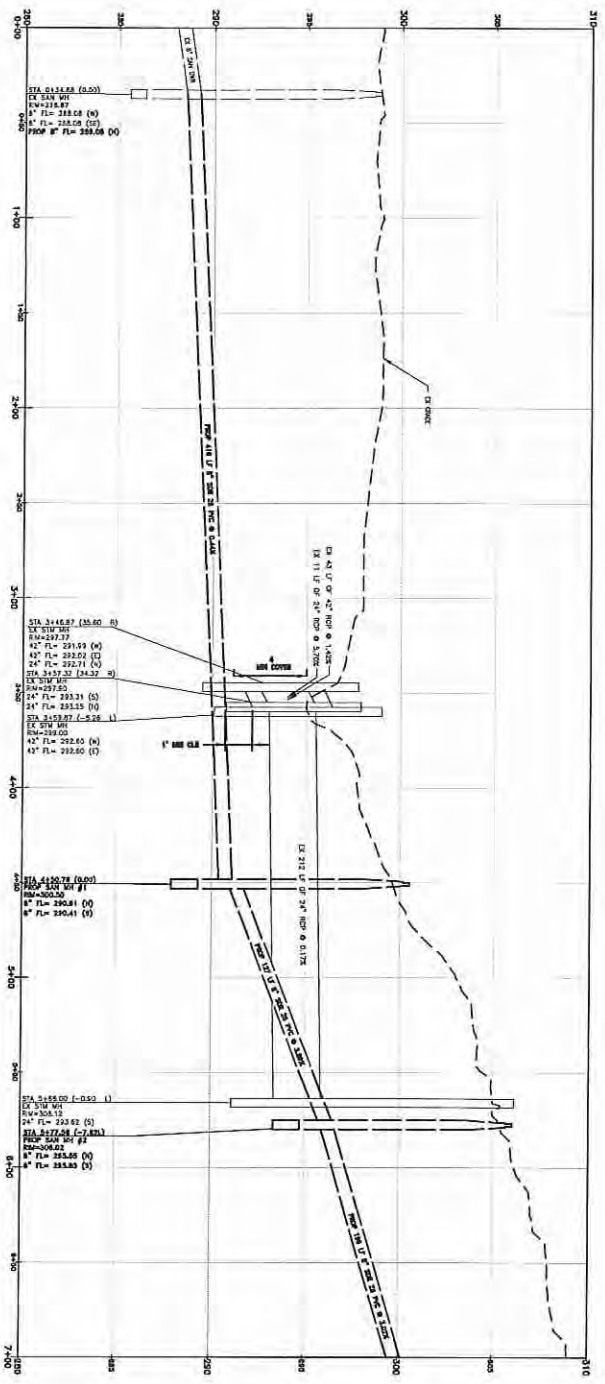
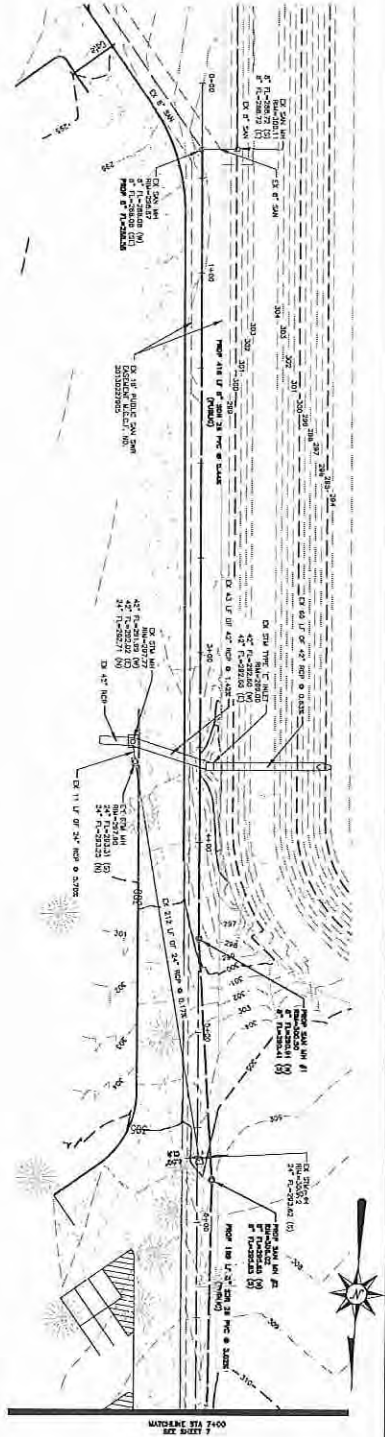
PROJECT NO. 2023-001  
 LOCATION: EMMA'S WAY EXTENSION  
 COUNTY: MONTGOMERY  
 CITY: MONTGOMERY

**DESIGNED BY**

DATE: 03/15/2023

SCALE: 1" = 40'

NO. 5



CITY OF FORT WORTH  
 SANITARY WATER DIVISION  
 DATE: 04/20/07



NO.	DATE	BY	DESCRIPTION
1	04/20/07	JL	ISSUED FOR PERMIT
2	04/20/07	JL	ISSUED FOR PERMIT
3	04/20/07	JL	ISSUED FOR PERMIT
4	04/20/07	JL	ISSUED FOR PERMIT
5	04/20/07	JL	ISSUED FOR PERMIT
6	04/20/07	JL	ISSUED FOR PERMIT

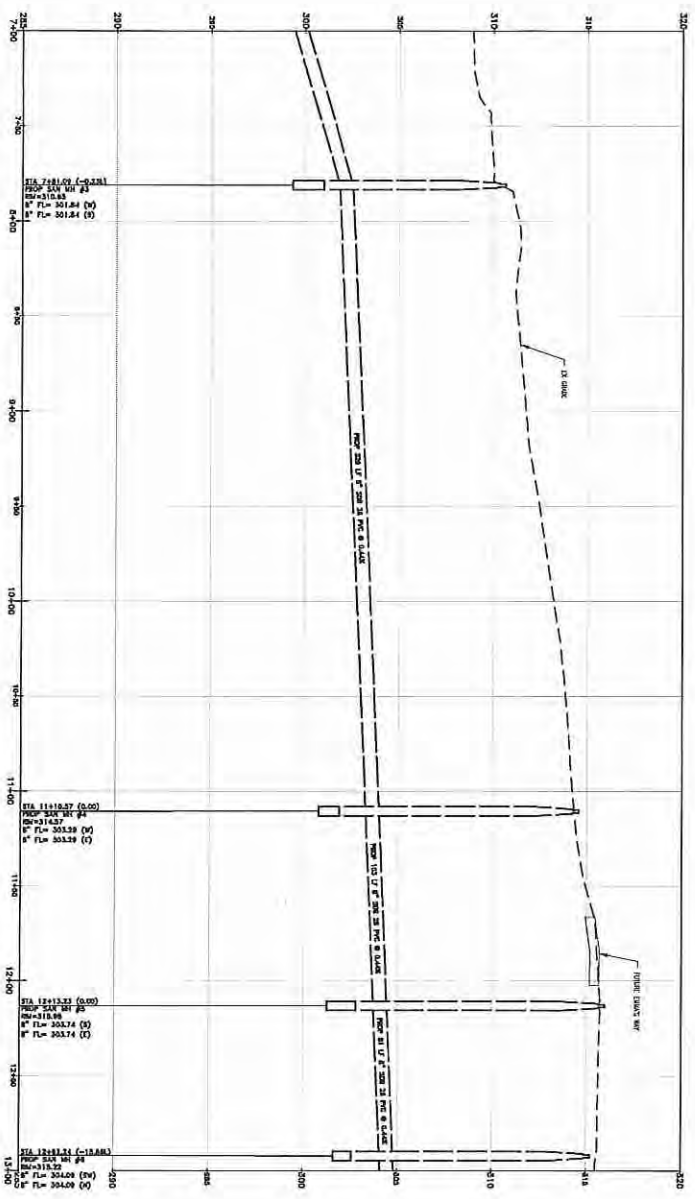
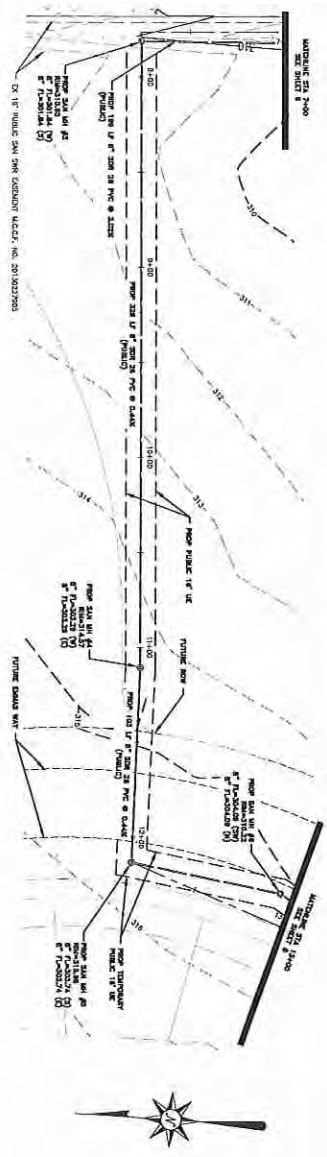
# EMMA'S WAY EXTENSION

## SANITARY SEWER EXTENSION PLAN AND PROFILE

STA 0+00 - 7+00

**L SQUARED ENGINEERING**  
 1000 WEST 10TH STREET, SUITE 200  
 FORT WORTH, TEXAS 76102  
 (817) 335-1111  
 WWW.LSQUAREDENGINEERING.COM





CITY OF ANTONIO CITY ENGINEER  
 SOUTHWEST VALLEY DIVISION

3/20/2017



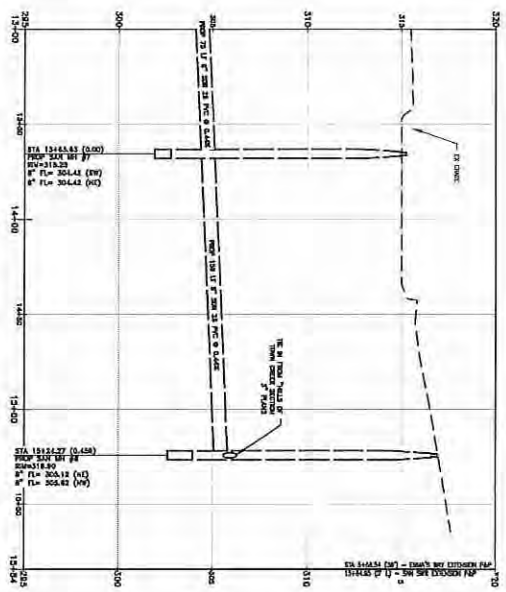
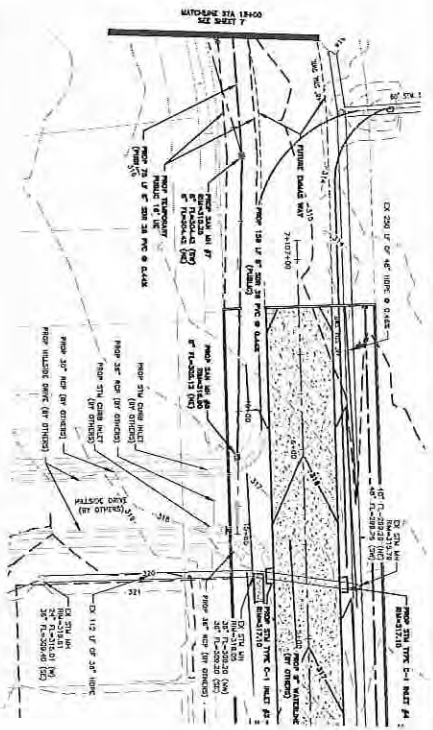
PROJECT	EMMA WAY
OWNER	CITY OF ANTONIO
SCALE	AS SHOWN
DATE	3/20/2017
SHEET	7

# EMMA'S WAY EXTENSION

## SANITARY SEWER EXTENSION PLAN AND PROFILE STA 7+00 - 13+00

CLIENT INFORMATION  
 CITY OF ANTONIO  
 OFFICE: 500 W. MARKET ST.  
 SAN ANTONIO, TX 78202

**L SQUARED ENGINEERING**  
 12000 W. STATE HIGHWAY 161, SUITE 100  
 SAN ANTONIO, TEXAS 78258  
 WWW.LSQUAREDENGINEERING.COM  
 TEL: 210-485-1100  
 FAX: 210-485-1101



DATE: 11/15/2017

SCALE: AS SHOWN



NO.	DATE	BY	REVISION
1	11/15/2017	LS	ISSUED FOR PERMITS
2	11/15/2017	LS	ISSUED FOR PERMITS
3	11/15/2017	LS	ISSUED FOR PERMITS
4	11/15/2017	LS	ISSUED FOR PERMITS
5	11/15/2017	LS	ISSUED FOR PERMITS
6	11/15/2017	LS	ISSUED FOR PERMITS
7	11/15/2017	LS	ISSUED FOR PERMITS
8	11/15/2017	LS	ISSUED FOR PERMITS

# EMMA'S WAY EXTENSION

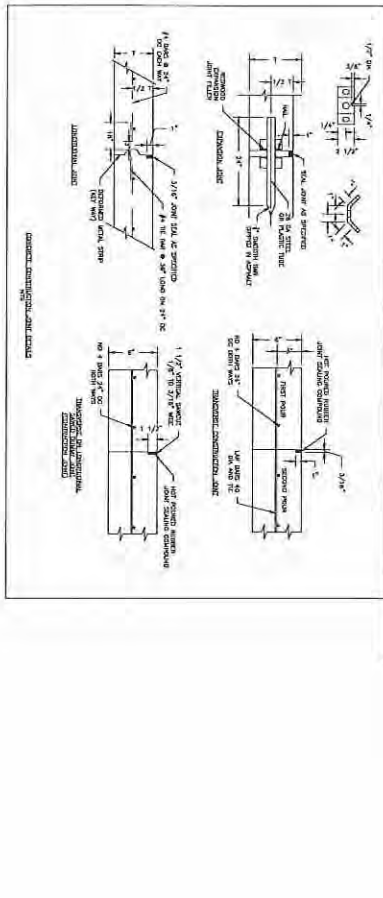
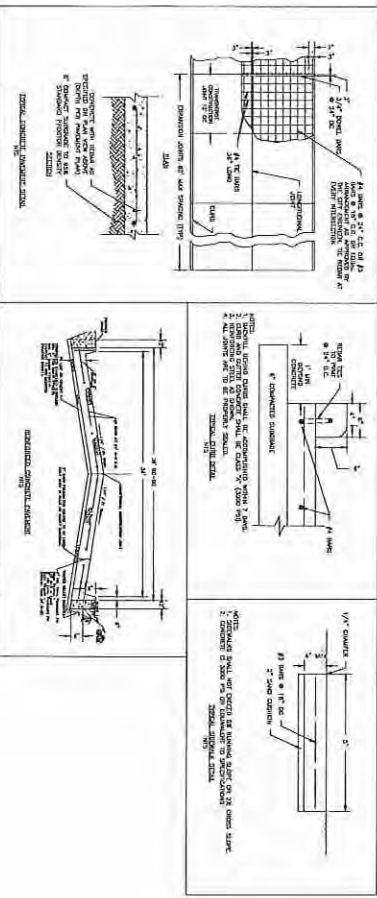
## SANITARY SEWER EXTENSION PLAN AND PROFILE

### STA 13+00 - END

**LS SQUARED ENGINEERING**  
 11111 W. LOOP WEST, SUITE 100  
 HOUSTON, TEXAS 77042  
 TEL: 281.488.8888  
 WWW.LS-SQUARED.COM







**L SQUARED ENGINEERING**  
 CONSULTING ENGINEERS  
 10000 W. 10th Ave. Suite 100  
 Denver, CO 80202  
 WWW.LSQUAREDENGINEERING.COM  
 PHONE: 303.755.1111  
 FAX: 303.755.1112

**SCALE**  
 AS SHOWN  
 DATE: 10/10/17  
 DRAWN BY: [Name]  
 CHECKED BY: [Name]  
 APPROVED BY: [Name]

# EMMA'S WAY EXTENSION

## PAVING DETAILS

NO.	DATE	BY	REVISION
1	10/10/17	[Name]	ISSUED FOR PERMIT
2	10/10/17	[Name]	ISSUED FOR PERMIT
3	10/10/17	[Name]	ISSUED FOR PERMIT

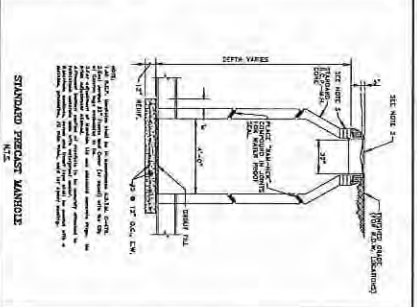
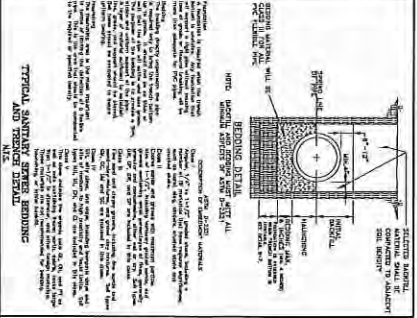
  

NO.	DATE	BY	REVISION
1	10/10/17	[Name]	ISSUED FOR PERMIT
2	10/10/17	[Name]	ISSUED FOR PERMIT
3	10/10/17	[Name]	ISSUED FOR PERMIT

DATE: 10/10/17  
 DRAWN BY: [Name]  
 CHECKED BY: [Name]  
 APPROVED BY: [Name]



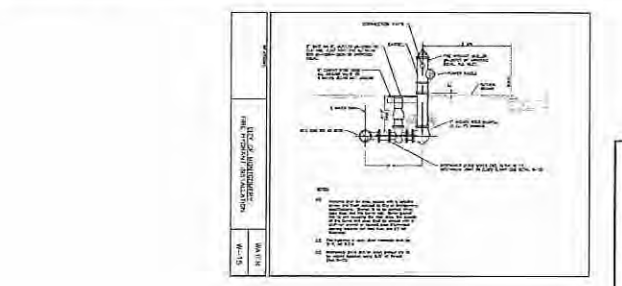
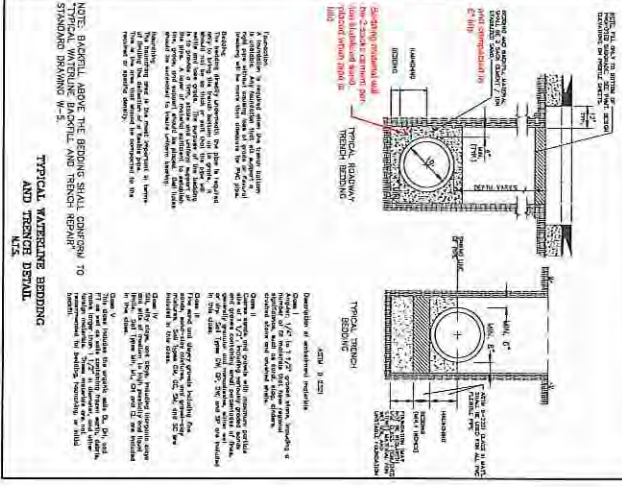
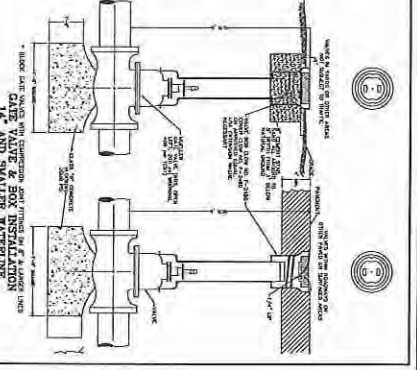
10/10/17



**HORIZONTAL BLOCKING FOR WATERLINE**  
N.T.S.

Table with 10 columns (1-10) and 10 rows (1-10) showing dimensions for horizontal blocking for waterline. The table is a grid of numbers representing dimensions in feet and inches.

1	2	3	4	5	6	7	8	9	10
1	2	3	4	5	6	7	8	9	10
11	12	13	14	15	16	17	18	19	20
21	22	23	24	25	26	27	28	29	30
31	32	33	34	35	36	37	38	39	40
41	42	43	44	45	46	47	48	49	50
51	52	53	54	55	56	57	58	59	60
61	62	63	64	65	66	67	68	69	70
71	72	73	74	75	76	77	78	79	80
81	82	83	84	85	86	87	88	89	90
91	92	93	94	95	96	97	98	99	100



**HORIZONTAL BLOCKING FOR WATERLINE**  
N.T.S.

Table with 10 columns (1-10) and 10 rows (1-10) showing dimensions for horizontal blocking for waterline. The table is a grid of numbers representing dimensions in feet and inches.

1	2	3	4	5	6	7	8	9	10
1	2	3	4	5	6	7	8	9	10
11	12	13	14	15	16	17	18	19	20
21	22	23	24	25	26	27	28	29	30
31	32	33	34	35	36	37	38	39	40
41	42	43	44	45	46	47	48	49	50
51	52	53	54	55	56	57	58	59	60
61	62	63	64	65	66	67	68	69	70
71	72	73	74	75	76	77	78	79	80
81	82	83	84	85	86	87	88	89	90
91	92	93	94	95	96	97	98	99	100



NOTE: BARRIEL ABOVE THE BEDDING SHALL BE DESIGN TO TYPICAL WATERLINE BACKUP (AND SENSING) NEWARK STANDARD DRAWING W-5.

**TYPICAL WATERLINE BEDDING AND TRENCH DETAIL**  
N.T.S.

NOTE: BARRIEL ABOVE THE BEDDING SHALL BE DESIGN TO TYPICAL WATERLINE BACKUP (AND SENSING) NEWARK STANDARD DRAWING W-5.

**TYPICAL WATERLINE BEDDING AND TRENCH DETAIL**  
N.T.S.

NOTE: BARRIEL ABOVE THE BEDDING SHALL BE DESIGN TO TYPICAL WATERLINE BACKUP (AND SENSING) NEWARK STANDARD DRAWING W-5.

**TYPICAL WATERLINE BEDDING AND TRENCH DETAIL**  
N.T.S.

EMMA'S WAY EXTENSION  
UTILITY DETAILS

11

EMMA'S WAY EXTENSION  
UTILITY DETAILS

11

**L SQUARED ENGINEERING**  
ARCHITECTURAL ENGINEERING  
10000 WILSON AVENUE  
SUITE 100  
DALLAS, TEXAS 75243  
WWW.LSQUAREDENGINEERING.COM  
PH: 214.343.8888  
FAX: 214.343.8889

**EMMA'S WAY EXTENSION**  
UTILITY DETAILS  
11



Montgomery City Council  
**AGENDA REPORT**

<b>Meeting Date: September 26, 2017</b>	<b>Budgeted Amount:</b>
<b>Department:</b>	
<b>Prepared By: Jack Yates City Administrator</b>	<b>Exhibits: Memo from City Engineer</b>
<b>Date Prepared: September 21, 2017</b>	

**Subject**

This regards approval of Lake Creek Village Section III.

**Description**

The City Engineer's memo is attached. The memo describes the process of completing as much of the public improvements as desired by Mr. LeFevre with the remaining improvements having a financial surety provided by Mr. LeFevre.

**Recommendation**

Motion to approve the Final Plat of Lake Creek Village Section III as presented and acceptance of the fiscal guarantee.

**Approved By**

City Administrator	Jack Yates	Date: September 21, 2017
--------------------	------------	-----------------------------



1575 Sawdust Road, Suite 400  
The Woodlands, Texas 77380  
Tel: 281.363.4039  
Fax: 281.363.3459  
[www.jonescarter.com](http://www.jonescarter.com)

September 21, 2017

The Planning and Zoning Commission  
City of Montgomery  
101 Old Plantersville Rd.  
Montgomery, Texas 77356

Re: Submission of Final Plat  
Estates at Lake Creek Village (Lake Creek Village, Section Three)  
City of Montgomery

Commission Members

We reviewed the Final Plat submission for the referenced development on behalf of the City of Montgomery. Our review was based on The City of Montgomery's 2004 Code of Ordinances, Chapter 78, Section 62 and any other applicable chapters. While most review comments have been addressed, there are still minor outstanding items to be addressed. Enclosed is a copy of our review letter and redlined plat. We offer the recommendation that should the Commission grant provisional approval of the referenced plat, we will continue to coordinate with the developer to ensure all review comments are addressed prior to formal approval of the final plat.

If you have any questions or comments, please contact, Chris Roznovsky and or myself.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Ed Shackelford', written in a cursive style.

Ed Shackelford, P.E.  
Engineer for the City

EHS/cvr

K:\W5841\W5841-0900-00 General Consultation\Correspondence\Letters\2017\MEMO to PZ RE Lake Creek Village Section 3 Plat Approval.doc

Enclosures: Estates of Lake Creek Village – Final Plat (redlined)  
Estates of Lake Creek Village Final Plat Review Letter  
cc/enc: The Honorable Mayor and City Council, City of Montgomery  
Mr. Jack Yates – City of Montgomery, City Administrator  
Ms. Susan Hensley– City of Montgomery, City Secretary  
Mr. Larry Foerster – Darden, Fowler & Creighton, City Attorney



1575 Sawdust Road, Suite 400  
The Woodlands, Texas 77380  
Tel: 281.363.4039  
Fax: 281.363.3459  
[www.jonescarter.com](http://www.jonescarter.com)

September 21, 2017

Mr. Michael Glezman, R.P.L.S  
Glezman Surveying, Inc.  
P.O. Box 708  
Montgomery, Texas 77356

Re: Plat Review (Final)  
Estates of Lake Creek Village (Formerly Lake Creek Village, Section Three per Construction Plans  
and Preliminary Plat)  
City of Montgomery

Mr. Glezman

We reviewed the referenced final plat submission on behalf of the City of Montgomery (the "City"). Our review was based on The City's 2004 Code of Ordinances, Chapter 78, Section 62 and any other applicable chapters. The results of our review are summarized in the attached document.

Please revise the final plat as required on the attached document and resubmit a revised final plat for approval and recordation.

Additionally, prior to recordation of the plat you must submit a fiscal guarantee for 100% of the construction cost of the outstanding items. You must accompany with the guarantee with a cost estimate prepared by your engineer for backup to the outstanding items. Please submit the cost estimate for review and approval prior to supplying the guarantee.

If you have any questions or comments, please contact, Chris Roznovsky and or myself.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Ed Shackelford', with a long horizontal flourish extending to the right.

Ed Shackelford, P.E.  
Engineer for the City

EHS/cvr: Ir2

K:\W5841\W5841-1016-00 Lake Creek Villiage Section Three\Project Management\Letters\FINAL PLAT Estates of Lake Creek Village.doc

Enclosures cc: The Honorable Mayor and Council – City of Montgomery  
Mr. Jack Yates – City of Montgomery, City Administrator  
Ms. Susan Hensley – City of Montgomery, City Secretary  
Mr. Larry Foerster – Darden, Fowler & Creighton, LLP, City Attorney



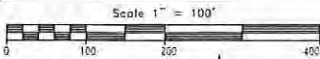
**Estates of Lake Creek Village  
(Formerly Lake Creek Village, Section Three)  
The City of Montgomery**

Reviewed by Chris Roznovsky and Ed Shackelford of Jones & Carter Inc. on 9/21/2017.

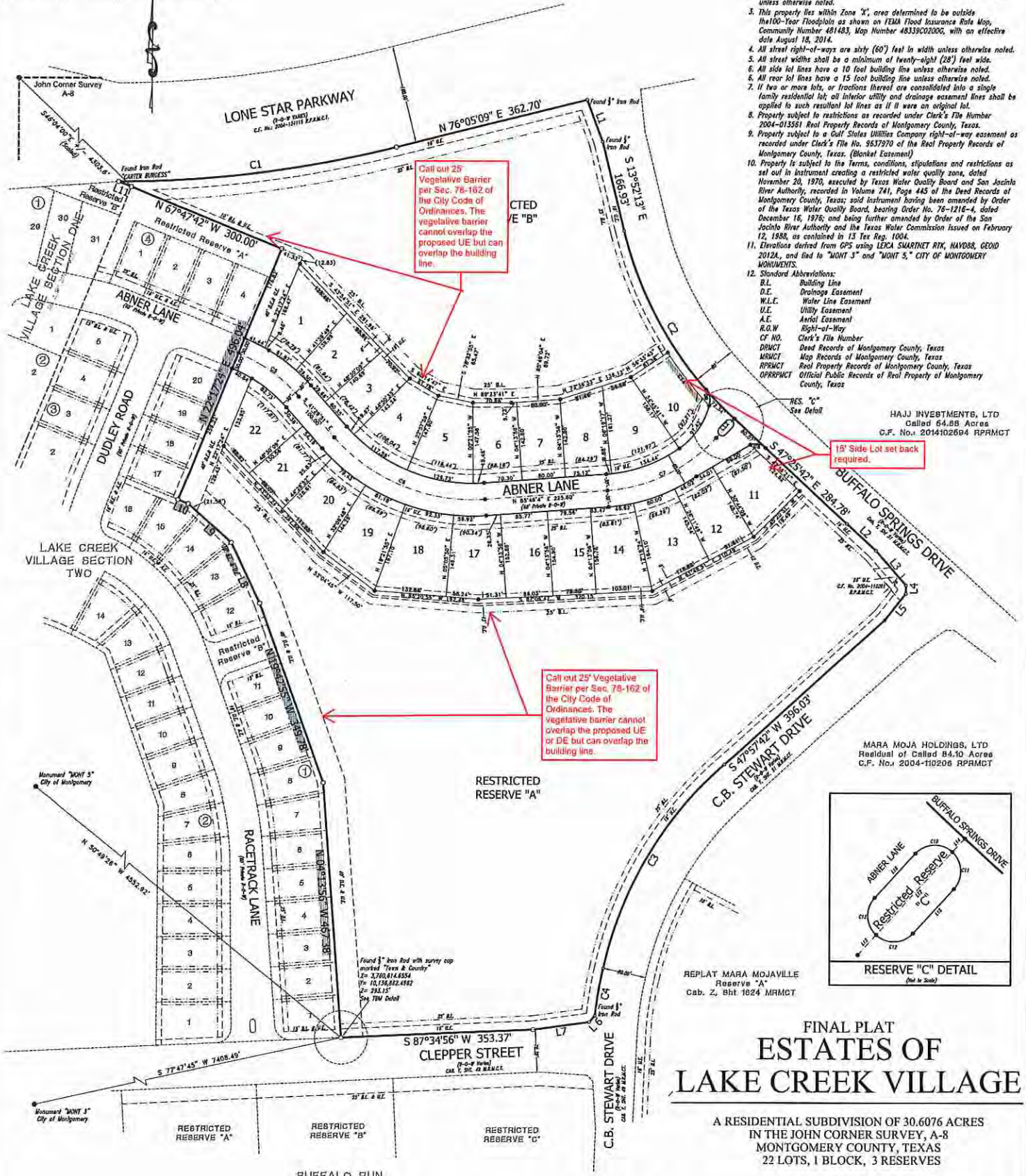
**Sheet 1 of 2**

1. Per Sec. 78-162, Reserves "A" and "B" are restricted to commercial use. As such setback which abut existing residential in Section Two and proposed residential in Estates of Lake Creek Village must have a 25-foot wide vegetative barrier. The barrier cannot overlap any utility or drainage easements.
2. Per Sec. 78-94, the building line of the street side of corner lots shall not be less than 15-feet from the side street property line. This must be corrected on lots 11 and 12.





- NOTES:**
- Scale: 1"=100'
  - All corners are set 3/4" iron rods with survey cap marked "Glazman 4627" unless otherwise noted.
  - This property lies within Zone "X", area determined to be outside the 100-Year Floodplain as shown on FEMA Flood Insurance Rate Map, Community Number 481483, Map Number 48339C0200G, with an effective date August 18, 2014.
  - All street right-of-ways are sixty (60') feet in width unless otherwise noted.
  - All street widths shall be a minimum of twenty-eight (28') feet wide.
  - All side lot lines have a 10 foot building line unless otherwise noted.
  - All rear lot lines have a 15 foot building line unless otherwise noted.
  - If two or more lots, or fractions thereof are consolidated into a single family residential lot, all interior utility and drainage easement lines shall be applied to such resultant lot lines as if it were an original lot.
  - Property subject to restrictions as recorded under Clerk's File Number 2004-013561 Real Property Records of Montgomery County, Texas.
  - Property subject to a Gulf States Utilities Company right-of-way easement as recorded under Clerk's File No. 3637970 of the Real Property Records of Montgomery County, Texas. (Blanket Easement)
  - Property is subject to the terms, conditions, stipulations and restrictions as set out in instrument creating a restricted water quality zone, dated November 20, 1976, executed by Texas Water Quality Board and San Jacinto River Authority, recorded in Volume 741, Page 445 of the Deed Records of Montgomery County, Texas; said instrument having been amended by Order of the Texas Water Quality Board, bearing Order No. 76-1216-4, dated December 16, 1976; and being further amended by Order of the San Jacinto River Authority and the Texas Water Commission issued on February 12, 1988, as contained in 13 Tex Reg. 1004.
  - Elevations derived from GPS using LEICA SMARTNET RTK, NAVD83, GEOID 2012A, and tied to "MONT 3" and "MONT 5," CITY OF MONTGOMERY MONUMENTS.
  - Standard Abbreviations:
    - BL Building Line
    - D.E. Drainage Easement
    - W.L.E. Water Line Easement
    - U.E. Utility Easement
    - A.E. Aerial Easement
    - R.O.W. Right-of-Way
    - CF NO. Clerk's File Number
    - DMRCT Deed Records of Montgomery County, Texas
    - MRMCT Map Records of Montgomery County, Texas
    - RPRMCT Real Property Records of Montgomery County, Texas
    - OPRRMCT Official Public Records of Real Property of Montgomery County, Texas



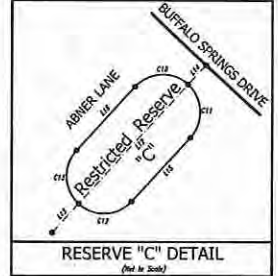
Call out 25' Vegetative Barrier per Sec. 78-162 of the City Code of Ordinances. The vegetative barrier cannot overlap the proposed UE but can overlap the building line.

15' Side Lot set back required.

Call out 25' Vegetative Barrier per Sec. 78-162 of the City Code of Ordinances. The vegetative barrier cannot overlap the proposed UE or DE but can overlap the building line.

HAIJ INVESTMENTS, LTD  
Called 64.88 Acres  
C.F. No. 2014102604 RPRMCT

MARA MOJA HOLDINGS, LTD  
Residual of Called 84.10 Acres  
C.F. No. 2004-110206 RPRMCT



# FINAL PLAT ESTATES OF LAKE CREEK VILLAGE

A RESIDENTIAL SUBDIVISION OF 30.6076 ACRES  
IN THE JOHN CORNER SURVEY, A-8  
MONTGOMERY COUNTY, TEXAS  
22 LOTS, 1 BLOCK, 3 RESERVES

SEPTEMBER 2017 SHEET 1 OF 2

**ENGINEER:**  
GOODWIN-LASITER-STRONG  
4077 CROSS PARK, SUITE 100  
BRYAN, TEXAS 77802

**OWNER/DEVELOPER:**  
LEFCO INVESTMENTS, INC.  
780 CLEPPER STREET, SUITE 100  
MONTGOMERY, TEXAS 77356



Montgomery City Council  
**AGENDA REPORT**

<b>Meeting Date: September 26, 2017</b>	<b>Budgeted Amount:</b>
<b>Department:</b>	
	<b>Exhibits:</b> Conner Jones Presentation, J. Yates drawing of ADA Accessible sandbox, Mike Muckleroy's opinion
<b>Prepared By: Jack Yates City Administrator</b>	
<b>Date Prepared: September 21, 2017</b>	

**Subject**

This regards the placement of a sandbox in Cedar Brake Park as an Eagle Scout project.

**Description**

The Eagle Scout, Conner Jones, will be present. He is proposing to place a 12' x 16' sandbox adjacent to the kiddy play area at Cedar Brake Park. The location is north of an existing east-west sidewalk that is the north border of a large open area that exists at the park (mentioned only because it has been said that it is important to keep the large open area – large and open with no improvements that hinder this large, open area.

A major element of Cedar Brake Park is that it is an all-ADA ( Americans with Disabilities Act) built park. The addition I suggest to Mr. Jones' plan is to add an ADA sandbox adjacent to his proposed ground level sandbox. I am familiar with such an addition and I have added my attempt to provide a drawing that Mr. Jones or Public Works Crew, could easily ( probably for less than \$150 in materials construct at the entrance to the proposed sandbox area. I telephoned Mr. Jones and he said he is willing to add this to his project. If not the project could be easily added by the Public Works Crew.

Montgomery City Council  
**AGENDA REPORT**

I spoke with the friends of Cedar Brake Park, via Sonia Clover, who said they were agreeable with the is this addition to the Park.

(I also spoke with Mrs. Clover about a financial report regarding Park proceeds that she has been receiving for renting of the pavilion and that report is to be coming at your October 10 meeting)

**Recommendation**

Motion to approve the project as submitted by Mr. Jones with the addition of the ADA sandbox either by Mr. Jones or by the City crew.

**Approved By**

City Administrator

Jack Yates

Date: September 21,  
2017



September 14, 2017

City Council of Montgomery Texas  
PO Box 708  
Montgomery TX. 77356

Dear Members,

Thank you for considering my Eagle project for Cedar Brake Park. I met with Mr. Mike Muckleroy and discussed ideas on my design for a sandbox. I have attached my Eagle Scout service project workbook and proposal that gives details of my plan to build a sandbox in the park. I would like to request to be added to the agenda for the September 26, 2017 meeting in order to seek approval for my project.. If you have any questions, please contact me at 936-777-5699.

Best regards,



Conner W. Jones

September 14, 2017

City Council of Montgomery Texas  
PO Box 708  
Montgomery TX. 77356

Dear Members,

Thank you for considering my Eagle project for Cedar Brake Park. I have attached my Eagle Scout service project workbook and proposal that gives details of my plan to build a sandbox in the park. I would like to request to be added to the agenda for the September 26, 2017 meeting in order to seek approval for my project. If you have any questions, please contact me at 936-777-5699.

Best regards,

Conner W. Jones



# Eagle Scout Service Project Workbook



BOY SCOUTS OF AMERICA®

Eagle Scout candidate's full legal name Conner William Jones

Please give a name to your project Montgomery Cedar Brake Park Sand Box

## Message From the Chief Scout Executive

Greetings Eagle Scout Candidate!

Congratulations on earning the rank of Life Scout. You are among approximately 57,000 young men who year after year, achieve that important milestone. As you ponder the meaning behind the Life patch, I encourage you to think about the symbol of the heart. Historically in Scouting, it was a fitting symbol of health and fitness, but it also represents the spirit of caring and giving that's behind the Eagle Scout service project.

Service to other people is what Scouting is all about. In many ways, your service project is a reflection of who you are as a youth leader. Your result should be of significant impact in your community to be special, and should represent your very best effort.

Your proposal, the logical first step, should emphasize your intention to give leadership to others through proper planning and development. Communicate with the beneficiary often to ensure the project meets the organization's needs once it's completed.

I encourage you to seek guidance from your unit leader and project coach as you need help. Your *Eagle Scout Service Project Workbook*, much like a compass, will help navigate your way to a life of service as a proud Eagle Scout.

Wishing you all the best in your journey on the Trail to Eagle!



Michael B. Surbaugh  
Chief Scout Executive



### Scouts and Parents or Guardians

Please read "Message to Scouts and Parents or Guardians" on pages 5 and 6. This includes excerpts and summaries from the *Guide to Advancement* that may help ensure requirements are properly administered according to national BSA policies and procedures. Please note, also, that when a Scout submits his project proposal he will promise he has read this entire workbook. Doing so will be important to his success.

### Only the Official Workbook May Be Used

Eagle Scout candidates must use the official *Eagle Scout Service Project Workbook*, No. 512-927, as produced by the BSA and found at [www.scouting.org/advancement](http://www.scouting.org/advancement). Although it is acceptable to copy and distribute the workbook, no council, district, unit, or individual has the authority to produce or require additional forms, or to add or change requirements, or to make any additions, deletions or changes in the text, outlines, links, graphics, or any other elements of the workbook.

### Attention: Unit, District, and Council Reviewers

Eagle Scout projects must be evaluated primarily on impact—the extent of benefit to the religious institution, school, or community, and on the leadership provided by the candidate. There must also be evidence of planning and development. This is not only part of the requirement but relates to practicing the Scout motto, Be Prepared. *However*, in determining if a project meets Eagle Scout requirement 5, reviewers must not require more planning and development than necessary to execute the project. These elements must not overshadow the project itself, as long as the effort was well led and resulted in otherwise worthy results acceptable to the beneficiary.

# Eagle Scout Service Project Workbook

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## How to Use This Workbook

This workbook includes valuable information that can help ensure your success. It includes four project forms: a proposal, a plan, a fundraising application, and a report. Following the project report you will find “Navigating the Eagle Scout Service Project,” an information sheet that you should provide to the project beneficiary before the beneficiary approves your proposal. You will find it helpful to take the entire workbook—even the parts that have not yet been prepared—with you to all meetings and discussions concerning your project.

Before preparing any of the four forms, read with your parent or guardian, the “Message to Scouts and Parents or Guardians” found on pages 5 and 6. If your project is worthy and meets Eagle Scout requirement 5 as written, the message will help you successfully present your proposal through the approval process.

### Preparing the Project Proposal

[Go to Project Proposal](#)

Your proposal must be completed first. It is an overview, but also the beginnings of planning. Be sure to read “Instructions for Preparing Your Proposal” which appears right after the proposal cover page in this workbook.

### The Project Plan

[Go to Project Plan](#)

Prepare your project plan after your proposal has been approved, but before you begin work on your project. The Project Plan form is a tool for your use. No one approves it, although your project beneficiary has the authority to review it and require changes in it. Your project plan can also be important in showing your Eagle Scout board of review that you have planned and developed your project as required. And you are **strongly encouraged** to share your project plan with an Eagle Scout service project coach. Doing so can help you avoid many problems associated with service projects. Be sure to check with the council or district person who approved your proposal to learn how project coaches are designated in your community.

### The Fundraising Application

[Go to Fundraising Application](#)

If your fundraising effort involves contributions **only** from the beneficiary, or you, your parents or relatives, your unit or its chartered organization, or parents or members in your unit, then you do not need a fundraising application. If you will be obtaining money, materials, supplies, or donations from other sources, you may need to submit an application. See “Procedures and Limitations on Eagle Scout Service Project Fundraising,” which appears on page B of the fundraising application.

### The Project Report

[Go to Project Report](#)

Prepare the project report after the project has been executed. You must sign it to confirm you led and executed the project. Note also, the signature lines for the beneficiary's and your unit leader's approval that your project fulfilled Eagle Scout requirement 5.

# Meeting Eagle Scout Requirement 5

## Eagle Scout Requirement 5

*While a Life Scout, plan, develop, and give leadership to others in a service project helpful to any religious institution, any school, or your community. (The project must benefit an organization other than Boy Scouting.) A project proposal must be approved by the organization benefiting from the effort, your unit leader and unit committee, and the council or district before you start. You must use the Eagle Scout Service Project Workbook, No. 512-927, in meeting this requirement.*

### Project Purpose

In addition to providing service and fulfilling the part of the Scout Oath, "To help other people at all times," one of the primary purposes of the Eagle Scout service project is to learn leadership skills, or to improve or demonstrate leadership skills you already have. Related to this are important lessons in project management and taking responsibility for a significant accomplishment.

### Choosing a Project

Your project must be for any religious institution, any school, or your community. It is important to note, however, that the BSA has defined "your community" to include the "community of the world." Normally, "your community" would not refer to individuals, although a council or district advancement committee may consider scenarios in which an individual in need can affect a community. It is then a matter of identifying a source representing the "community" who will provide approvals. For more information, see the *Guide to Advancement*, No. 33088, topic 9.0.2.S.

Your project must present an opportunity for planning, development, and leadership. For example, if a blood drive is chosen and the blood bank provides a set of "canned" instructions to be implemented with no further planning, the planning effort would not meet the test. You may need to meet with blood bank officials and work out an approach that requires planning, development, and leadership. This might involve developing and carrying out a marketing and logistics plan, reaching a challenging collection goal, or coordinating multiple blood collection events.

An Internet search can reveal hundreds of service project ideas. Your project does not have to be original, but it could be. It might be a construction, conservation, or remodeling project, or it could be the presentation of an event with a worthwhile purpose. Conversations with your unit leader, teachers, your religious leader, or the leaders of various community organizations can also uncover ideas. In any case, be sure the project presents a challenge that requires leadership, but also something that you can do with unskilled helpers, and within a reasonable period of time.

### Restrictions and Other Considerations

- There are no required minimum hours for a project. No one may tell you how many hours must be spent on it.
- Routine labor is not normally appropriate for a project. This might be defined as a job or service you may provide as part of your daily life, or a routine maintenance job normally done by the beneficiary (for example, pulling weeds on the football field at your school).
- While projects may not be of a commercial nature or for a business, this is not meant to disallow work for community institutions, such as museums and service agencies (like homes for the elderly, for example), that would otherwise be acceptable. Some aspect of a business operation provided as a community service may also be considered; for example, a park open to the public that happens to be owned by a business, but primarily benefits the community.
- A project may not be a fundraiser. In other words, it may not be an effort that primarily collects money, even for a worthy charity. Fundraising is permitted only for securing materials and facilitating a project, and it may need to be approved by your council. See "Eagle Scout Service Project Fundraising Application" later in this workbook.
- No more than one Eagle Scout candidate may receive credit for working on the same Eagle Scout service project.
- Projects must not be performed for the Boy Scouts of America, or its councils, districts, units, or properties.

### Collecting Service Project Data

The BSA collects information on hours worked on Eagle Scout projects because it points to achievement of our citizenship aim. Please assist with data collection by keeping a list of people who help and the number of hours they work. When you prepare your project report you will need to include this data on page B of the report. Providing accurate information will also help your unit leadership enter your project into the BSA's Journey to Excellence tracking system.

## Message to Scouts and Parents or Guardians

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The Eagle Scout service project requirement has been widely interpreted—both properly and improperly. This message is designed to share with the Eagle Scout candidate and his parents or guardians the same information BSA provides to council and district volunteers responsible for project proposal approvals throughout the Boy Scouts of America.

In addition to reading this entire workbook, the candidate and his parent or guardian should consult the *Guide to Advancement*, No. 33088, beginning with topic 9.0.2.0, "The Eagle Scout Service Project." The *Guide* may be accessed at [www.scouting.org/advancement](http://www.scouting.org/advancement).

The *Guide to Advancement*, along with the *Boy Scout Requirements* book, No. 33216, and this workbook, are the primary official sources on policies and procedures for Eagle Scout service projects. The *Guide to Advancement* and *Boy Scout Requirements* book are available in Scout shops or on [www.scoutstuff.org](http://www.scoutstuff.org). Your local council and district are important resources for information and guidance and can tell you where to submit service project proposals.

The council and district may also establish limited local procedures as necessary. However, all of this must be done in harmony with the official sources mentioned above. Councils, districts, units, and individuals must not add requirements or ask you to do anything that runs contrary to, or that exceeds, the policies, procedures, or requirements of the Boy Scouts of America.

Available from your Scout Shop or on [www.scouting.org](http://www.scouting.org) is a yard sign to place at your work site during the project (<http://www.scoutstuff.org/sign-es-another-grt-project.html#.VRPzfQMo670>). Also available is an Eagle Project plaque to place at your project location at the completion of the project (<http://www.scoutstuff.org/eagle-scout-service-project-marker.html#.VRP1ZqMo670>).

### What an Eagle Scout Candidate Should Expect

The Eagle Scout service project belongs to the Eagle Scout candidate. His parents and others may help, but the Scout must be the leader. Nonetheless, while working toward completion of the project, especially during the proposal approval process, a candidate has the right to expect the following, as reprinted from the *Guide to Advancement*, topic 9.0.2.1.

1. Questioning and probing for his understanding of the project, the proposal, and what must be done, shall be conducted in a helpful, friendly, courteous, and kindhearted manner. We will respect the Scout's dignity. He will be allowed, if he chooses, to have a parent, unit leader, or other adult present as an observer at any time he is discussing his proposal or project with someone who is reviewing it.
2. Project expectations will match Eagle Scout requirement 5, and we will not require proposals to include more than described in the *Eagle Scout Service Project Workbook*.
3. If requested by the Scout or his parent or guardian, an explanation of a proposal rejection will be provided in writing, with a copy sent to the council advancement chair and staff advisor. It will indicate reasons for rejection and suggestions concerning what can be done to achieve approval.
4. Guidance that maximizes the opportunity for completion of a worthwhile project will be readily available and strongly recommended. Ultimately, however, the responsibility for success belongs to the Scout, and final evaluation is left to the board of review.
5. If the candidate believes he has been mistreated or his proposal wrongfully rejected, he will be provided a method of redress. This will include the opportunity for a second opinion and approval, either through another volunteer or professional advancement administrator\*, or the Scout executive, as determined by the council advancement committee or executive board.

\*An "advancement administrator" is a member or chair of a council or district advancement committee, or a volunteer or professional designated according to local practices, to assist in advancement administration.

## Excerpts and Summaries From the *Guide to Advancement*

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### **Eagle Scout Service Project Coaches (See the *Guide to Advancement*, topic 9.0.2.9)**

Many units, districts, and councils use Eagle Scout service project “coaches,” because the advice they provide after approval of a proposal can be invaluable as a candidate develops his project plan. A coach can help Scouts see that if a plan is not sufficiently developed then projects can fail. Assistance can come through evaluating a plan and discussing its strengths, weaknesses, and risks, but coaches do not have the authority to dictate changes, or take any other such directive action. Instead, coaches must use the BSA method of positive adult association, logic, and common sense to help the candidate make wise decisions.

It is up to the council to determine who may serve as project coaches and how they might be assigned or otherwise provided to candidates. Coaches must be registered with the BSA (in any adult position) and be current in BSA Youth Protection training, and may come from the unit, district, or council level. For examples of how a service project coach can assist, please see the *Guide to Advancement*, topic 9.0.2.9. Note that there should be only one coach that is *designated* for you by your council or district; but your unit may also provide people to coach you.

### **What Is Meant by “Give Leadership to Others ...?” (See the *Guide to Advancement*, topic 9.0.2.4)**

“Others” means at least two people besides the Scout. Helpers may be involved in Scouting or not, and of any age appropriate for the work. Councils, districts, and units shall not establish requirements for the number of people led, or their make-up, or for time worked on a project.

### **Evaluating the Project After Completion (See the *Guide to Advancement*, topic 9.0.2.13)**

Eagle Scout projects must be evaluated primarily on impact—the extent of benefit to the religious institution, school, or community, and on the leadership provided by the candidate. There must also be evidence of planning and development. This is not only part of the requirement, but relates to our motto to, “Be Prepared.” However, in determining if a project meets requirement 5, reviewers must not require more planning and development than necessary to execute the project. These elements must not overshadow the project itself, as long as the effort was well led, and resulted in an otherwise worthy outcome acceptable to the beneficiary.

There may be instances where, upon its completion, the unit leader or project beneficiary chooses not to approve a project. One or the other may determine, for example, that modifications were so significant that the extent of the service or impact of the project was insufficient to warrant approval. The candidate may be requested to do more work or even start over with another project. He may choose to meet these requests, or he may decide—if he believes his completed project worthy and in compliance—to complete his Eagle Scout Rank Application and submit his project workbook without final approval. He must be granted a board of review should he request it. If it is thought a unit board may not provide a fair hearing, a board of review under disputed circumstances may be initiated according to the *Guide to Advancement*, topic 8.0.3.2.

### **Risk Management and Eagle Scout Service Projects (See the *Guide to Advancement*, topic 9.0.2.14)**

All Eagle Scout service projects constitute official Scouting activity and thus are subject to Boy Scouts of America policies and procedures. Projects are considered part of a unit’s program and are treated as such with regard to policies, procedures, and requirements regarding Youth Protection, two-deep leadership, etc. The health and safety of those working on Eagle projects must be integrated into project execution. Since an Eagle Scout service project is a unit activity, unit leadership has the same responsibility to assure safety in conducting a project as with any other unit activity. The unit leader or unit committee should reject proposals for inherently unsafe projects. The candidate should plan for safe execution, but it must be understood that minors cannot and must not be held *responsible* for safety concerns. As with any Scouting activity, the *Guide to Safe Scouting* applies. The “Sweet 16 of BSA Safety” must also be consulted as a planning tool. It can be found at: [www.scouting.org/scoutsourc/sweet16.aspx](http://www.scouting.org/scoutsourc/sweet16.aspx). The *Guide to Safe Scouting* may be accessed at [www.scouting.org/scoutsourc/HealthandSafety/GSS/toc.aspx](http://www.scouting.org/scoutsourc/HealthandSafety/GSS/toc.aspx).

### **Insurance and Eagle Scout Projects (See the *Guide to Advancement*, topic 9.0.2.15)**

The Boy Scouts of America General Liability Policy provides general liability insurance coverage for official Scouting activities. Registered adult leaders are provided primary coverage. Unregistered adults participating in a Scouting activity are provided coverage in excess of their personal insurance. Every council has the opportunity to participate in the BSA Accident and Sickness insurance program. It provides some insurance for medical and dental bills arising from Scouting activities. If councils do not purchase this, then units may contract for it. In some cases, chartered organizations might provide insurance, but this must not be assumed. Most of these programs provide only secondary coverage, and are limited to registered youth and adults and those interested in becoming members.





# Eagle Scout Service Project Proposal



**Eagle Scout candidate's full legal name** Conner William Jones

**Eagle Scout Service Project Name** Montgomery Cedar Brake Park Sand Box

## Eagle Scout Requirement 5

While a Life Scout, plan, develop, and give leadership to others in a service project helpful to any religious institution, any school, or your community. (The project must benefit an organization other than Boy Scouting.) The project proposal must be approved by the organization benefiting from the effort, your unit leader and unit committee, and the council or district before you start. You must use the *Eagle Scout Service Project Workbook*, No. 512-927, in meeting this requirement.

# Instructions for Preparing Your Proposal

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## Meeting the Five Tests of an Acceptable Eagle Scout Service Project

Your proposal must be prepared first. It is an overview, but also the beginnings of planning. It must show your unit leader, unit committee, and council or district that your project can meet the following tests.

1. ***It provides sufficient opportunity to meet the Eagle Scout service project requirement.*** You must show that planning, development, and leadership will take place; and how the three factors will benefit a religious institution, a school, or your community.
2. ***It appears to be feasible.*** You must show the project is realistic for you to carry out.
3. ***Safety issues will be addressed.*** You must show you have an understanding of what must be done to guard against injury, and what will be done if someone gets hurt.
4. ***Action steps for further detailed planning are included.*** You must make a list of the key steps you will take to make sure your plan will have enough details so it can be carried out successfully.
5. ***You are on the right track with a reasonable chance for a positive experience.***

When completing your proposal you only need enough detail to show a reviewer that you can meet the tests above. If showing that you meet the tests requires a lengthy and complicated proposal, your project might be more complex than necessary. Remember, the proposal is only the *beginnings* of planning. Most of your planning will come with the next step, preparation of your project plan.

If your project does not require materials or supplies, etc., simply mark those spaces "not applicable." As a reminder, do not begin any work, or raise any money, or obtain any materials, until your project proposal has been approved.

**Consider also, that if you submit your proposal too close to your 18<sup>th</sup> birthday, it may not be approved in time to finish planning and executing the project.**

## Working with Your Project Beneficiary

On the last two pages of this workbook there is an information sheet called, "Navigating the Eagle Scout Service Project." This is for you to print and give to the religious institution, school, or community that will benefit from your efforts. You should do this as part of your first meeting with your beneficiary and use the sheet to help explain how the Eagle Scout service project works. Be sure to read it carefully so you can explain what it says.

"Navigating the Eagle Scout Service Project" will help you communicate a number of things to your beneficiary. For example, it provides thanks and congratulations for accepting the project; and it gives some background, discusses the requirements, and points out the responsibilities connected with approving your project proposal. It also explains that the beneficiary has the right to review, and also to require changes in your project plan.

Again, be sure to read carefully "Navigating the Eagle Scout Service Project" so you will have a full understanding of the role of your beneficiary.

## Next Step: Your Project Plan

Once your proposal is approved, you are ***strongly encouraged*** to prepare your project plan using the form in this workbook. Doing so increases the likelihood your project will be approved at your Eagle Scout board of review. As you begin preparing it, you should meet with a project coach. Check with the person who handled the approval of your project proposal to learn how coaches are designated in your community.

Your designated coach can help you avoid the common pitfalls associated with Eagle Scout service projects and be a big part of your success. You may also want to talk to your unit leader. There may be adults in your troop who are experts in conducting the kind of project you are planning. It's ok for you to work with them as well. The more coaching you get, the better your results will be.

## Beginning Work on Your Project

Once your proposal has been fully approved and you have finished your project planning, only then, may you begin work on your project.

## Contact Information

*Eagle Scout candidates should know who is involved, but contact information may be more important to unit leaders and others in case they want to talk to one another. While it is recognized that not all the information will be needed for every project, Scouts are expected to provide as much as reasonably possible. Approval representatives must understand, however, that doing so is not part of the service project requirement.*

### Eagle Scout Candidate

Name: Conner William Jones		Birth date: 12-21-1999	
Email address: connerwjones@yahoo.com		BSA PID number*:	
Address: PO Box 1211	City: Montgomery	State: TX	Zip: 77356
Preferred telephone(s): 936-777-5699	Life board of review date: 4-20-2016		

\* BSA PID No., found on the BSA membership card

### Current Unit Information

Check one: <input checked="" type="checkbox"/> Troop <input type="checkbox"/> Team <input type="checkbox"/> Crew <input type="checkbox"/> Ship	Unit Number: 1042
Name of District: George Strake	Name of Council: SHAC

**Unit Leader** Check one:  Scoutmaster  Varsity Coach  Crew Advisor  Skipper

Name: Stephen Jones	Preferred telephone(s): 281-808-1400
Address: PO Box 1211	City: Montgomery State: TX Zip: 77356
Email address: steve@ravenmechanical.com	

### Unit Committee Chair

Name: Duane Henderson	Preferred telephone(s): 281-961-6521
Address: 3227 Canterbury Lane	City: Montgomery State: TX Zip: 77356
Email address: duaneandjana@hotmail.com	

### Unit Advancement Coordinator *(If your unit has one)*

Name: Jana Henderson	Preferred telephone(s): 281-961-6521
Address: 3227 Canterbury Lane	City: Montgomery State: TX Zip: 77356
Email address: duaneandjana@hotmail.com	

### Project Beneficiary *(Name of religious institution, school, or community)*

Name: City of Montgomery	Preferred telephone(s): 936-597-6434
Address: PO Box 708	City: Montgomery State: TX Zip: 77356
Email address: mmuckleroy@ci.montgomery.tx.us	

### Project Beneficiary Representative *(Name of contact person for the project beneficiary)*

Name: City of Montgomery - Mike Muckleroy, CWP	Preferred telephone(s): 936-597-6434
Address: PO Box 708	City: Montgomery State: TX Zip: 77356
Email address: mmuckleroy@ci.montgomery.tx.us	

### Your Council Service Center

Contact name:	Preferred telephone(s):
Address:	City: State: Zip:

### Council or District Project Approval Representative

*(Your unit leader, unit advancement coordinator, or council or district advancement chair may help you learn who this will be.)*

Name:	Preferred telephone(s):
Address:	City: State: Zip:
Email address:	

### Project Coach *(Your council or district project approval representative may help you learn who this will be.)*

Name:	Preferred telephone(s):
Address:	City: State: Zip:
Email address:	

## Project Description and Benefit

Briefly describe your project.

Install concrete sidewalk (approx 12 linear feet) and sand box for City of Montgomery Cedar Brake Public Park

Attach sketches or "before" photographs if these will help others visualize the project.

Please click below to add images (JPEG, JPG, BMP, GIF, TIF, PNG, etc.)

Please see the attached sketch	Empty

Tell how your project will be helpful to the beneficiary. Why is it needed?

Currently the park does not include a sand box for the benefit of small children.

When do you plan to begin carrying out your project? October 2017

When do you think your project will be completed? October 2017

## Giving Leadership

Approximately how many people will be needed to help on your project? 12

Where will you recruit them (unit members, friends, neighbors, family, others)? Explain:

Unit members as well as church volunteers

What do you think will be most difficult about leading them?

Coordination of all the required materials and skills: concrete forms, re-bar, concrete placement, sand box construction, sand placement.

## Materials

*Materials are things that become part of the finished project, such as lumber, nails, and paint.*

What types of materials, if any, will you need? You do not need a detailed list or exact quantities, but you must show you have a reasonable idea of what is required. For example, for lumber, include basic dimensions such as 2 x 4 or 4 x 4.

concrete forms, re-bar, concrete, plastic box borders (to match existing park), geotex fabric box liner, play sand

## Supplies

*Supplies are things you use up, such as food and refreshments, gasoline, masking tape, tarps, safety supplies, and garbage bags.*

What kinds of supplies, if any, will you need? You do not need a detailed list or exact quantities, but you must show you have a reasonable idea of what is required.

snacks and refreshments for workers

## Tools

*Include tools, and also equipment, that will be borrowed, rented, or purchased.*

What tools or equipment, if any, will you need? You do not need a detailed list, but you must show you have a reasonable idea of what is required.

shovels, wheelbarrows, re-bar cutter, rake, knife, saw, hammer

## Other Needs

*Items that don't fit the above categories; for example, parking or postage, or services such as printing or pouring concrete, etc.*

What other needs do you think you might encounter?

## Permits and Permissions

*Note that property owners should obtain and pay for permits.*

Will permissions or permits (such as building permits) be required for your project? Who will obtain them? How long will it take?

Project requires City Council approval

## Preliminary Cost Estimate

*You do not need exact costs yet. Reviewers will just want to see if you can reasonably expect to raise enough money to cover an initial estimate of expenses. Include the value of donated material, supplies, tools, and other items. It is not necessary to include the value of tools or other items that will be loaned at no cost. Note that if your project requires a fundraising application, you do not need to submit it with your proposal.*

Enter estimated expenses below: <i>(Include sales tax if applicable)</i>		<b>Fundraising:</b> Explain how you will raise the money to pay for the total costs. If you intend to seek donations of actual materials, supplies, etc., then explain how you plan to do that, too.
Materials:	\$1,400.00	
Supplies:	\$100.00	
Tools:	\$100.00	
Other:		
<b>Total costs:</b>	\$1,600.00	

## Project Phases

Think of your project in terms of phases, and list what they might be. The first may be to prepare your project plan. Other phases might include fundraising, preparation, execution, and reporting. You may have as many phases as you want, but it is not necessary to become overly complicated; brief, one line descriptions are sufficient.

1.	Receive City Council Approval
2.	Recieve District Approval
3.	Procure donations: Concrete, Forms, Sand Box Forms, Sand, Geotex Fabric
4.	Schedule installation date with City of Montgomery
5.	Coordinate Workers and Materials
6.	Coordinate Sand Delivery
7.	Coordinate Concrete Delivery
8.	

**Logistics**

Check with your council service center to determine if a Tour and Activity Plan is required.

How will you handle transportation of materials, supplies, tools, and helpers? Will you need a Tour and Activity Plan?

Tools and small materials will be transported by me and other volunteers  
Concrete and sand will be delivered by suppliers truck directly to site

**Safety Issues**

The Guide to Safe Scouting is an important resource in considering safety issues.

Describe the hazards and safety concerns you and your helpers should be aware of.

Since the park is active, it will be necessary to keep children away during construction

**Project Planning**

You do not have to list every step, but it must be enough to show you have a reasonable idea of how to prepare your plan.

List some action steps you will take to prepare your project plan. For example "Complete a more detailed set of drawings."

Drawings will be used to calculate actual material needs prior to seeking donations.

**Candidate's Promise\***

Sign below before you seek the other approvals for your proposal.

On my honor as a Scout, I have read this entire workbook, including the "Message to Scouts and Parents or Guardians" on page 5. I promise to be the leader of this project, and to do my best to carry it out for the maximum benefit to the religious institution, school, or community I have chosen as beneficiary.

Signed Conner Jones Date 9-14-17 9-14-2017

\* Remember: Do not begin any work on your project, or raise any money, or obtain any materials, until your project proposal has been approved.

**Unit Leader Approval\***

I have reviewed this proposal and discussed it with the candidate. I believe it provides impact worthy of an Eagle Scout service project, and will involve planning, development, and leadership. I am comfortable the Scout understands what to do, and how to lead the effort. I will see that the project is monitored, and that adults or others present will not overshadow him.

Signed [Signature] Date 9/14/2017  
Name (Printed) STEPHEN JONES

**Unit Committee Approval\***

This Eagle Scout candidate is a Life Scout, and registered in our unit. I have reviewed this proposal, I am comfortable the project is feasible, and I will do everything I can to see that our unit measures up to the level of support we have agreed to provide (if any). I certify that I have been authorized by our unit committee to provide its approval for this proposal.

Signed \_\_\_\_\_ Date \_\_\_\_\_  
Name (Printed) \_\_\_\_\_

**Beneficiary Approval\***

This service project will provide significant benefit, and we will do all we can to see it through. We realize funding on our part is not required, but we have informed the Scout of the financial support (if any) that we have agreed to. We understand any fund raising he conducts will be in our name and that funds left over will come to us if we are allowed to accept them. We will provide receipts to donors as required.

**Our Eagle candidate has provided us a copy of "Navigating the Eagle Scout Service Project, Information for Project Beneficiaries."**

Yes  No

Signed \_\_\_\_\_ Date \_\_\_\_\_  
Name (Printed) \_\_\_\_\_

**Council or District Approval**

I have read topics 9.0.2.0 through 9.0.2.15, regarding the Eagle Scout service project, in the *Guide to Advancement*, No. 33088. I agree on my honor to apply the procedures as written, and in compliance with the policy on "Unauthorized Changes to Advancement." Accordingly, I approve this proposal. I will encourage the candidate to prepare a project plan and further encourage him to share it with a project coach who has been designated for him.

Signed \_\_\_\_\_ Date \_\_\_\_\_  
Name (Printed) \_\_\_\_\_

\*While it makes sense to obtain approvals in the order they appear, there shall be no required sequence for the order of obtaining those approvals marked with an asterisk (\*). Council or district approval, however, must come after the others.



# Navigating the Eagle Scout Service Project

Information for Project Beneficiaries

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## Thank You and Congratulations

Congratulations on your selection as an Eagle Scout service project beneficiary, and thank you for the opportunity you are making available to an Eagle Scout candidate. Support from community organizations is important to Scouting—just as important as Scouting's contributions are to the community. Scouts provide important services, and benefiting organizations such as yours provides a vehicle for personal growth.

## The Eagle Scout Rank and the Service Project

Service to others is an important part of the Scout Oath: "... to help other people at all times." Each year tens of thousands of young men strive to achieve the coveted Eagle Scout rank by applying character, citizenship, and Scouting values in their daily lives. One of the rank requirements is to *plan, develop, and give leadership to others in a service project helpful to any religious institution, school, or community*. Through this requirement, Scouts practice what they have learned and gain valuable project management and leadership experience.

## Typical Projects

There are thousands of possible Eagle Scout projects. Some involve building things, and others do not. There have been all kinds: making birdhouses for an arboretum, conducting bicycle safety rodeos, constructing park picnic tables or benches, upgrading hiking trails, planting trees, conducting well-planned blood drives, and on and on. Other than the general limitations noted below, there are no specific requirements for project scope or for how many hours are worked, and there is no requirement that a project have lasting value. What is most important is the *impact or benefit* the project will provide to your organization. In choosing a project, remember it must be something a group with perhaps limited skills can accomplish under the leadership of your Eagle Scout candidate. If your Scout is to fulfill the requirement, *he* must be the one to lead the project. It is important you work with him and not with his parents or leaders.

## Project Restrictions and Limitations

- Fundraising is permitted only for facilitating a project. Efforts that primarily collect money, even for worthy charities, are not permitted.
- Routine labor, like a service a Scout may provide as part of his daily life such as mowing or weeding a church lawn, is not normally appropriate. However, if project scale and impact are sufficient to require planning and leadership, then it may be considered.
- Projects are not to be of a commercial nature or for a business, though some aspects of a business operation provided as a service, such as a community park, may qualify.
- The Scout is not responsible for any maintenance of a project once it is completed.

## Approving the Project Proposal and Project Scheduling

Once a potential project is identified, you must approve your Scout's proposal. Regular communications can make this quick and easy, but be sure you have discussed and considered all aspects of the project with him and that he has a clear understanding of your expectations and limitations. Keep in mind his proposal is merely an overview—not a comprehensive project plan.

Some projects may take only a few weeks or months to plan and carry out, while others may take longer. Scouts working toward the Eagle rank are typically busy, so scheduling flexibility may be important. The proposal must also have several approvals, besides yours, before project planning occurs and work begins. Therefore, if a proposed project must be completed by a certain rapidly approaching date, it may be a good idea to consider something different. Remember, too, that all work must be completed before the Scout's 18<sup>th</sup> birthday.

### **Approving Project Plans**

After his proposal is approved by the BSA local council, your Scout must develop a plan for implementing the project. Before work begins, you should ask to see the plan. It may come in any format you desire or are willing to accept. It could even be a detailed verbal description. That said, the BSA includes a "Project Plan" form in your Scout's *Eagle Scout Service Project Workbook*, and we recommend that you ask your Scout to use it. If in your plan review you have any concerns the project may run into trouble or not produce the results you want, do not hesitate to require improvements *before* work begins.

### **Permits, Permissions, and Authorizations**

- If the project requires building permits, etc., your Scout needs to know about them for his planning. However, your organization must be responsible for all permitting. This is not a duty for the Scout.
- Your organization must sign any contracts.
- If digging is involved, it is your responsibility to locate, mark, and protect underground utilities as necessary.
- If you need approval from a committee, your organization's management, or a parent organization, etc., be sure to allow additional time and let the Scout know if he is to assist with this.

### **Funding the Project**

Eagle service projects often require fundraising. Donations of any money, materials, or services must be preapproved by the BSA unless provided by your organization; by the Scout, his parents, or relatives; or by his troop or its chartered organization. The Scout must make it clear to donors or fundraising event participants that the money is being raised on the project beneficiary's behalf, and that the beneficiary will retain any leftover funds. If receipts are needed, your organization must provide them. If your organization is not allowed to retain leftover funds, you should designate a charity to receive them or turn them over to your Scout's unit.

### **Supervision**

To meet the requirement to "give leadership to others," your Scout must be given every opportunity to succeed independently without direct supervision. The Scout's troop must provide adults to assist or keep an eye on things, and your organization should also have someone available. The Scout, however, *must* provide the leadership necessary for project completion without adult interference.

### **Safety**

Through the proposal and planning process, the Scout will identify potential hazards and risks and outline strategies to prevent and handle injuries or emergencies. Scouts as minors, however, *cannot be held responsible for safety*. Adults must accept this responsibility. Property owners, for example, are responsible for issues and hazards related to their property or employees and any other individuals or circumstances they would normally be responsible for controlling. If during project execution you have any concerns about health and safety, please share them with the Scout and his leaders so action may be taken. If necessary, you may stop work on the project until concerns are resolved.

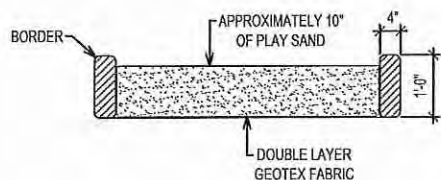
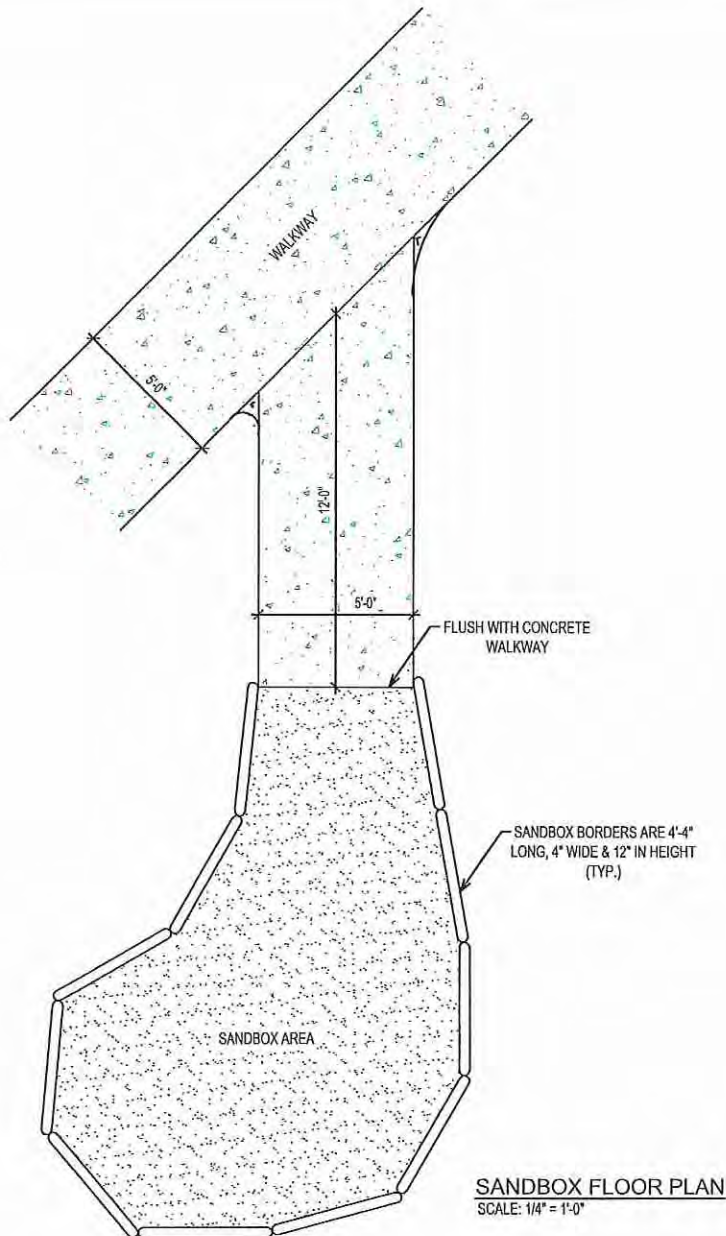
### **Project Execution and Approval**

After the project has been carried out, your Scout will ask for your approval on his project report. The report will be used in the final review of his qualifications for the Eagle Scout rank. If the Scout has met your reasonable expectations, you should approve the project; if he has not, you should ask for corrections. This is not the time, however, to request changes or additions beyond what was originally agreed.

The Eagle Scout service project is an accomplishment a Scout will always remember. Your reward will be a helpful project and, more important, the knowledge you have contributed to a young man's growth.

*Navigating the Eagle Scout Service Project is also available for download at: <http://www.scouting.org/advancement>.*

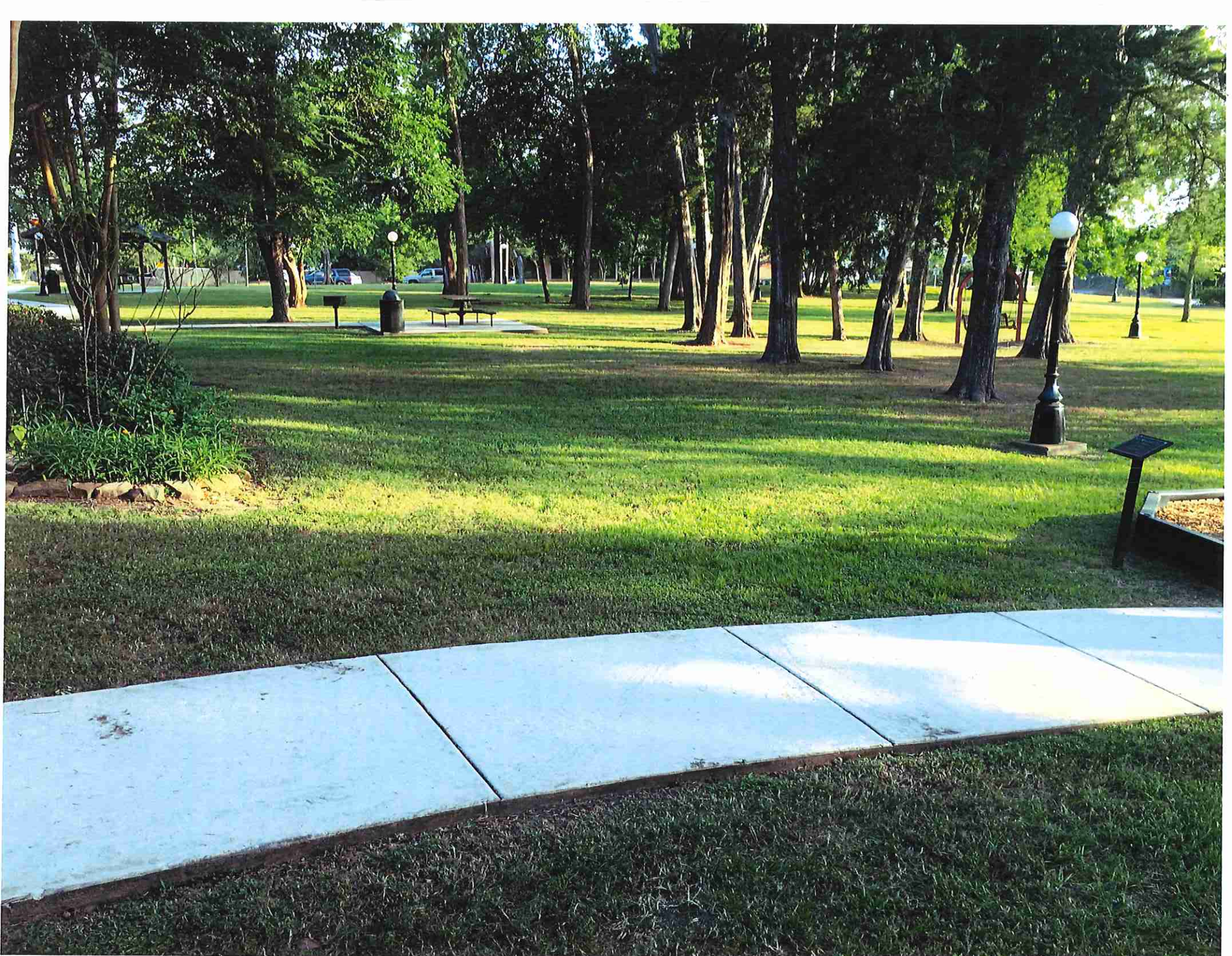




**SANDBOX SECTION**  
SCALE: 1/2" = 1'-0"

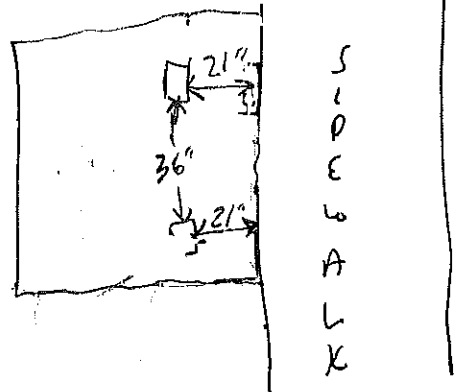




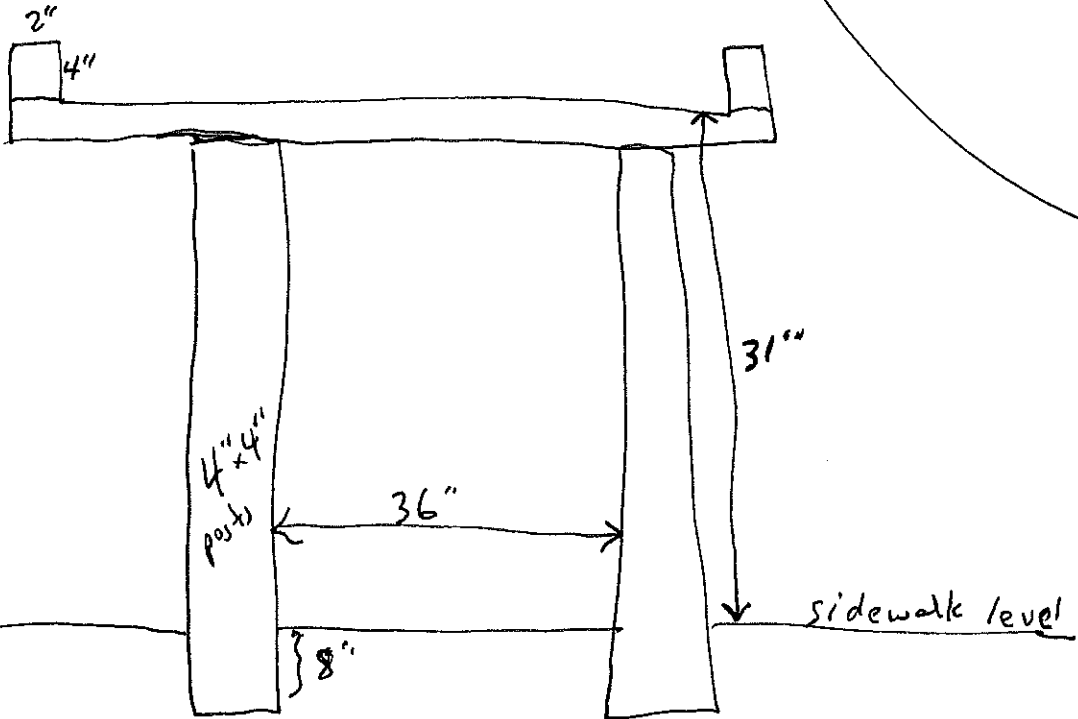


Overhead view

SANDBOX



S  
I  
D  
E  
W  
A  
L  
K



side view

ADA Sandbox

(1) Water Closets. Water closets in accessible stalls shall comply with [4.16.7](#).

(2) Size and Arrangement. The size and arrangement of the standard toilet stall shall comply with [4.17.3](#) and Fig. 30(a), Standard Stall, except that the centerline of water closets shall be 12 in minimum to 18 in maximum (305 mm to 455 mm) from the side wall or partition and the minimum depth for stalls with wall-mounted water closets shall be 59 in (1500 mm). Alternate stalls complying with Fig. 30(b) may be provided where permitted by [4.17.3](#) except that the stall shall have a minimum depth of 69 in (1745 mm) where wall-mounted water closets are provided.

(3) Toe Clearances. In standard stalls, the front partition and at least one side partition shall provide a toe clearance of at least 12 in (305 mm) above the finish floor.

(4) Doors. Toilet stall doors shall comply with [4.17.5](#).

(5) Grab Bars. Grab bars shall comply with [4.17.6](#) and the length and positioning shown in Fig. 30(a), (b), (c), and (d) except that grab bars shall be mounted 18 in minimum to 27 in maximum (455 mm to 685 mm) above the finish floor measured to the grab bar centerline.

EXCEPTION: If administrative authorities require flush controls for flush valves to be located in a position that conflicts with the location of the rear grab bar, then that grab bar may be split or, at water closets with a centerline placement below 15 in (380 mm), a rear grab bar 24 in (610 mm) minimum on the open side of the toilet area shall be permitted.

#### 4.18 Urinals.

**4.18.1 General.** Accessible urinals shall comply with 4.18.

**4.18.2 Height.** Urinals shall be stall-type or wall-hung with an elongated rim at a maximum of 17 in (430 mm) above the finish floor.

**4.18.3 Clear Floor Space.** A clear floor space 30 in by 48 in (760 mm by 1220 mm) shall be provided in front of urinals to allow forward approach. This clear space shall adjoin or overlap an accessible route and shall comply with [4.2.4](#). Urinal shields that do not extend beyond the front edge of the urinal rim may be provided with 29 in (735 mm) clearance between them.

**4.18.4 Flush Controls.** Flush controls shall be hand operated or automatic, and shall comply with [4.27.4](#), and shall be mounted no more than 44 in (1120 mm) above the finish floor.

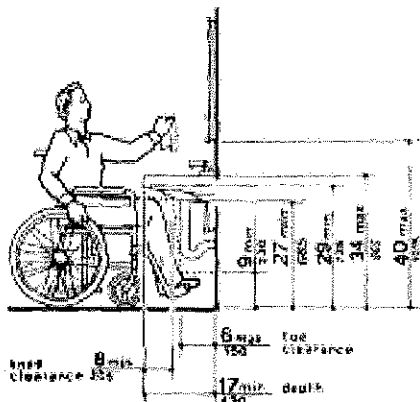
#### 4.19 Lavatories and Mirrors.

**4.19.1 General.** The requirements of 4.19 shall apply to lavatory fixtures, vanities, and built-in lavatories.

**4.19.2 Height and Clearances.** Lavatories shall be mounted with the rim or counter surface no higher than 34 in (865 mm) above the finish floor. Provide a clearance of at least 29 in (735 mm) above the finish floor to the bottom of the apron. Knee and toe clearance shall comply with [Fig. 31](#).

EXCEPTION 1: Lavatories used primarily by children ages 6 through 12 shall be permitted to have an apron clearance and a knee clearance 24 in (610 mm) high minimum provided that the rim or counter surface is no higher than 31 in (760 mm).

EXCEPTION 2: Lavatories used primarily by children ages 5 and younger shall not be required to meet these clearances if clear floor space for a parallel approach complying with [4.2.4](#) is provided.



**Figure 31**  
**Lavatory Clearances**



While a spiral slide (right) provides a slightly different experience from a straight slide (left), the primary experience - a sense of rapid descent or sliding - is common to both activities. Therefore, a spiral slide and a straight slide are considered one "type" of play experience.

### Elevated Play Components

An elevated play component is a play component that is approached above or below grade and is part of a composite play structure. Play components that are attached to a composite play structure and that can be approached from a platform or deck area are considered elevated play components.

This climber is considered an elevated component since it can be approached or exited from the ground level or above grade from a platform or deck on a composite play structure.



### Ground-Level Play Components

Ground-level play components are items that can be approached and exited at ground level. For example, a child approaches a spring rider at ground level via the accessible route. The child may ride then exit directly back onto the accessible route. The activity is considered ground level because the child approaches and exits it from the ground-level route.

"Ground-level components" are approached and exited at ground level. Ground-level play components may include items such as swings, spring riders, and panels. Freestanding slides are considered ground-level components for the purpose of these guidelines. An accessible route must connect to the ladder or steps, and to the exit of the slide. While this solution does not provide access for all children, it gives many individuals the opportunity to access play components.

Example



Ground-level play components may be part of a composite structure (left) or may also be free-standing in a play area (right).



Yates, Jack &lt;jyates@ci.montgomery.tx.us&gt;

---

**Eagle Scout sandbox project**

1 message

**Muckleroy, Mike** <mmuckleroy@ci.montgomery.tx.us>

Wed, Sep 20, 2017 at 3:03 PM

To: "Yates, Jack (jyates@ci.montgomery.tx.us)" &lt;jyates@ci.montgomery.tx.us&gt;

Jack,

After meeting with Mr. Jones onsite about a potential Eagle Scout project for Cedar Brake Park, I would like to make the recommendation that we allow this project to move forward. The project is a sandbox that would be placed near the toddler playground equipment area. The current volleyball court that we have does not get used for volleyball but does get used by toddlers as a makeshift sandbox. This would allow the little kids to have an area to play in the sand closer to the equipment area. It is an area that has a lot of shade throughout the day. The Public Works department can easily maintain the sand to keep it clean and free of leaves and such. The only thing I asked them to change was to add a small section of sidewalk so that it is not constructed next to an existing one. This will keep any sand that filters out from covering the sidewalk to the playground equipment. I endorse this concept and hope that we are able to add an improvement to this wonderful park.

**Mike Muckleroy, CWP**

City of Montgomery

Public Works Manager

Main: [936-597-6434](tel:936-597-6434)Cell: [936-521-5294](tel:936-521-5294)Fax: [936-597-6437](tel:936-597-6437)[mmuckleroy@ci.montgomery.tx.us](mailto:mmuckleroy@ci.montgomery.tx.us)

Montgomery City Council  
**AGENDA REPORT**

<b>Meeting Date: September 26, 2017</b>	<b>Budgeted Amount:</b>
<b>Department:</b>	
	<b>Exhibits:</b> City Engineer's memo, Encroachment Agreement
<b>Prepared By: Jack Yates City Administrator</b>	
<b>Date Prepared: September 21, 2017</b>	

**Subject**

This regards the encroachment of a CVS sign onto the Utility Easement of the City. Yes

**Description**

The City Engineer's Memo is attached.

**Recommendation**

Motion to approve the Encroachment Agreement as presented.

**Approved By**

City Administrator

Jack Yates

Date: September 21,  
2017





1575 Sawdust Road, Suite 400  
The Woodlands, Texas 773880  
Tel: 281.363.4039  
Fax: 281.363.3459  
[www.jonescarter.com](http://www.jonescarter.com)

September 21, 2017

The Planning and Zoning Commission  
City of Montgomery  
101 Old Plantersville Road  
Montgomery, Texas 77316

Re: Sign Encroachment Agreement  
CVS Pharmacy  
City of Montgomery

Commission Members:

The City has received a request from the developer of the proposed CVS Pharmacy located at the southwest corner of FM 2854 and SH 105 for an encroachment agreement to construct a sign within the City's existing utility easement. As a reminder, the City has not reviewed or approved the construction plans for the development.

We have reviewed the enclosed encroachment agreement and plans for the sign encroachment. We offer no objection to the sign encroachment as proposed. It is important to note the effective sign area exceeds the maximum effective area allowed (100 square feet) per Chapter 66, Section 53 of the City's Code or Ordinances by approximately 10 square feet.

As always, should you have any questions or need any additional information, please do not hesitate to contact Chris Roznovsky and or myself.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Ed Shackelford', with a long horizontal flourish extending to the right.

Ed Shackelford, PE  
Engineer for the City

EHS/cvr

P:\PROJECTS\W5841 - City of Montgomery\W5841-0900-00 General Consultation\2017\P&Z Reports\CVS Sign Encroachment P&Z Opinion.doc

Enclosure: Draft Encroach Agreement and Exhibit

cc/enc: The Honorable Mayor and City Council, City of Montgomery  
Mr. Jack Yates – City of Montgomery, City Administrator  
Ms. Susan Hensley – City of Montgomery, City Secretary  
Mr. Larry Foerster – Darden, Fowler and Creighton, LLP, City Attorney



# FIRST HARTFORD REALTY CORPORATION

September 11, 2017

VIA EMAIL

City of Montgomery  
Attn: Jack Yates  
101 Old Plantersville Road  
Montgomery, TX 77316  
jyates@ci.montgomery.tx.us

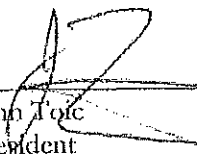
RE: 2.0795 Tract – Southwest Corner of Lone Star Parkway & State Highway 105 – Agent Authorization

Dear Mr. Yates,

For the proposed 2.0795 tract, out of the overall 26.43-acre tract located at the southwest corner of Lone Star Parkway and State Highway 105, Montgomery, Texas, First Hartford Realty Corporation designates and appoints Foresite Group Inc. as my/our Agent for all documents pertaining to the Variance and Sign Encroachment applications for the subject property. Please don't hesitate to contact us with any questions.

Thank you for your time and consideration.

Sincerely,

  
\_\_\_\_\_  
John Toic  
President



1999 Bryan Street, Suite 890

Dallas, Texas 75201

o | 214.939.7123

f | 808.765.8135

w | www.fg-inc.net

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September 11, 2017

**VIA EMAIL**

City of Montgomery

Attn: Jack Yates

101 Old Plantersville Rd.

Montgomery, TX 77316

[iyates@ci.montgomery.tx.us](mailto:iyates@ci.montgomery.tx.us)

RE: 2.0795 Acre Tract – Southwest Corner of Lone Star Parkway & State Highway 105 – Monument Sign Consent to Encroachment Agreement

Dear Mr. Yates:

Please consider this letter a formal request for consideration of a Consent to Encroachment Agreement for the proposed development's monument sign to be constructed within the 26' Utility Easement along the property frontage near State Highway 105. Please find the following attachments for review in regards to this request:

- Consent to Encroachment Agreement
  - o Survey (Exhibit A)
  - o Sign Encroachment Exhibit (Exhibit B)
  - o Monument Sign Exhibit (Exhibit B-2)

Please let us know if you have any questions. Thank you for your time and consideration.

Sincerely,  
**FORESITE GROUP, INC.**

Brian F. Morris, P.E.  
Senior Project Manager

Enclosure: Consent to Encroachment Agreement, Survey, Sign Encroachment Exhibit, Monument Sign Exhibit

cc: First Hartford Realty Corporation

CONSENT TO ENCROACHMENT

**NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM ANY INSTRUMENT THAT TRANSFERS AN INTEREST IN REAL PROPERTY BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.**

THE STATE OF TEXAS           §  
  §  
COUNTY OF MONTGOMERY

§

**THIS CONSENT TO ENCROACHMENT AGREEMENT** (this "Agreement") is made and entered into as of the \_\_\_\_\_ day of September, 2017, by and between First Hartford Realty Corporation, (the "Owner"), and **THE CITY OF MONTGOMERY**, a **political subdivision of the State of Texas** (the "City"). The Owner and the City are individually referred to herein as "Party" and collectively referred to herein as, the "Parties."

RECITALS

**WHEREAS**, the Owner is the owner of that certain 2.0795 acre tract of land situated in the John Corner Survey, Abstract Number 8, Montgomery County, Texas, being out of and a portion of that certain tract of land conveyed to First Hartford Realty Corporation, as recorded under Clerk's File No. 8864005 in the Real Property Records of Montgomery County, Texas, said 2.0795 acre tract being more particularly described on Exhibit "A" attached hereto and made a part of this Agreement for all purposes (the "**Property**");

**WHEREAS**, the Property is subject to an existing twenty-six foot (26.0') wide utility easement recorded under Clerk's File No. 2007-021554 O.P.R. M.C.T. in the Real Property Records of Montgomery County, Texas in favor of the City (the "**Utility Easement**");

**ten inch (10")**

**WHEREAS**, the City maintains a ~~fifteen inch (15")~~ sanitary sewer line within the Utility Easement (this line together with any future utility lines that may be installed in the Easement are collectively called the "**Lines**");

**WHEREAS**, the City has the right to utilize the Utility Easement to gain access and to make repairs, modifications, or improvements to, or replace, the **Lines**;

**WHEREAS**, a monument sign ("**Encroachment**") has been and/or will be constructed on the Property and encroaches or will encroach into the Utility Easement to the extent of approximately six feet long and twelve feet wide in base from ground level to two feet below ground level, approximately eleven feet and four inches in length from ground level to ten feet above ground level, and approximately two feet and nine inches in width from ground level to ten feet above ground level; all as shown on the drawings prepared by Foresite Group, Inc. dated September 8, 2017, and by Chandler Signs

dated April 7, 2017 (collectively, the "Sign Encroachment Exhibit") and attached hereto and made a part hereof for all purposes as Exhibit "B"; and Exhibit "B2"

WHEREAS, the Owner has requested that the City give its consent to the Encroachment.

**AGREEMENT**

In consideration of this Agreement, the City hereby consents to the location of the Encroachment within the Utility Easement as shown on the Site Plan upon the following terms and conditions:

1. Except for the right to encroachment set forth herein, the City shall retain its full rights to utilize the Utility Easement.

2. The consent herein granted shall be limited to the construction, maintenance, and use of the Encroachment within the Utility Easement and shall not apply to any other structures or improvements.

3. IN CONSIDERATION OF THE CONSENT HEREIN GRANTED BY THE CITY TO THE OWNER AND IN CONSIDERATION OF THE USE OF UTILITY EASEMENT AREA BY THE OWNER AS GRANTED HEREIN, THE OWNER HEREBY AGREES FOR ITSELF, ITS SUCCESSORS, ASSIGNS, AND GRANTEEES TO INDEMNIFY, RELEASE AND HOLD THE CITY, ITS SUCCESSORS AND ASSIGNS, HARMLESS FROM ALL LIABILITY FOR ANY DAMAGES OF ANY KIND OR NATURE TO THE ENCROACHMENT, SPECIFICALLY INCLUDING LIABILITY ARISING FROM THE FAULT, NEGLIGENCE, GROSS NEGLIGENCE, ACT OR OMISSION OF THE CITY, ARISING OUT OF, RESULTING FROM, OR IN ANY WAY CONNECTED WITH THE LOCATION OF THE ENCROACHMENT WITHIN THE UTILITY EASEMENT AREA OR THE LOCATION OF, SETTLING OR ANY REPAIRS, MODIFICATIONS OR ADDITIONS TO, OR THE MALFUNCTIONING OF, THE CITY'S FACILITIES WITHIN THE UTILITY EASEMENT.

4. In the event that repairs, replacements, modifications, or alterations of the City's facilities cause damage to the Encroachment, the Owner agrees for itself, its successors, assigns, and grantees to pay the cost of repairing or replacing the Encroachment. The City agrees to use its best efforts to notify the Owner, its successors, assigns, and grantees prior to any work that would damage the Encroachment so that the Owner, its successors, assigns, and grantees could protect the Encroachment from damage or remove Encroachment, if possible. The City shall be under no obligation to modify or alter the City's facilities to accommodate the Encroachment.

5. THE OWNER HEREBY BINDS ITSELF, ITS SUCCESSORS, ASSIGNS, AND

CONSENT TO ENCROACHMENT AGREEMENT  
BETWEEN THE CITY OF MONTGOMERY AND FIRST  
HARTFORD REALTY CORPORATION

GRANTEES, TO INDEMNIFY AND HOLD THE CITY, ITS SUCCESSORS AND ASSIGNS,  
HARMLESS FROM ALL COSTS, LOSSES, LIABILITIES, EXPENSES (INCLUDING  
REASONABLE AND NECESSARY ATTORNEYS' FEES) AND/OR JUDGMENTS

INCURRED IN CONNECTION WITH CLAIMS FOR INJURY TO OR DEATH OF ANY PERSON OR FOR DAMAGE TO PROPERTY, SPECIFICALLY INCLUDING CLAIMS ARISING OR ALLEGED TO ARISE FROM THE FAULT, NEGLIGENCE, GROSS NEGLIGENCE, ACT OR OMISSION OF THE CITY, ARISING OUT OF OR IN ANY WAY CONNECTED WITH THE CONSTRUCTION, MAINTENANCE, AND USE OF THE ENCROACHMENT WITHIN OR WITHOUT THE EASEMENT, OR CLAIMS WHICH RESULT FROM STRICT LIABILITY IMPOSED UPON THE CITY BY THE LAW OR CLAIMS ARISING FROM INJURIES, DEATH, OR DAMAGES WHICH WOULD NOT HAVE OCCURRED BUT FOR THE PRESENCE OF THE ENCROACHMENT.

6. In the event that installation, repair, replacement, modification or alteration of the Encroachment causes damage to the Lines, the Owner will pay all costs incurred by the City for repairing the Lines or performing any remedial work to the surrounding area due to drainage or pollution resulting from such damage to the Lines.

7. Should the location of the Encroachment within the Utility Easement prevent or hinder the City from operating the City's facilities in accordance with applicable statutes, laws, rules, and/or regulations, then the Owner, its successors, assigns, and grantees shall be obligated to remove the Encroachment from the Easements upon written notice from the City, at no cost to the City.

8. It is further expressly understood and agreed that the City's consent to the location of the Encroachment within the Utility Easement shall remain in force and effect only so long as the Encroachment shall remain standing, and upon the removal or destruction thereof, all rights hereunder shall cease and terminate.

9. No currently existing lienholder as to the Property (including, without limitation, any holder of a vendor's lien or right of prior title) shall be a beneficiary of this Agreement unless and until such lienholder delivers a document in recordable form reasonably acceptable to the City wherein such lienholder agrees to be bound by all of the terms and conditions of this Agreement.

10. This Agreement shall not inure to the benefit of any person other than the above named parties and their respective successors, assigns, and grantees, except as stated in paragraph 9 above, or any property other than the above described property.

**[SIGNATURE PAGE FOLLOWS]**

CONSENT TO ENCROACHMENT AGREEMENT  
BETWEEN THE CITY OF MONTGOMERY FIRST HARTFORD  
REALTY CORPORATION

EXECUTED this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

**THE CITY OF MONTGOMERY,  
a political subdivision of the State of Texas**

[CITY SEAL]

By: \_\_\_\_\_  
Kirk Jones  
Mayor, City of Montgomery

THE STATE OF TEXAS           §  
  §  
COUNTY OF MONTGOMERY   §

This instrument was acknowledged before me on the \_\_\_\_\_ day of \_\_\_\_\_, 2017, by Kirk Jones, as Mayor of the **CITY OF MONTGOMERY** political subdivision of the **State of Texas**, on behalf of said political subdivision.

\_\_\_\_\_  
Notary Public, State of Texas

After recording return to:  
The City of Montgomery  
P.O. Box 708  
Montgomery, Texas 77316  
Attention: Susan Hensley  
936-597-6434



**AGREED TO AND ACCEPTED** by the Owner on behalf of itself, its successors, assigns, and grantees, which acceptance shall constitute affirmative acceptance of all rights, privileges, liabilities, and indemnifications contained herein, this \_\_\_\_\_ day of September, 2017.

FIRST HARTFORD REALTY  
CORPORATION

By: \_\_\_\_\_  
Name: Jonathan Bellock

Title:

THE STATE OF TEXAS       §  
  §  
COUNTY OF HARRIS       §

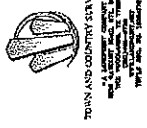
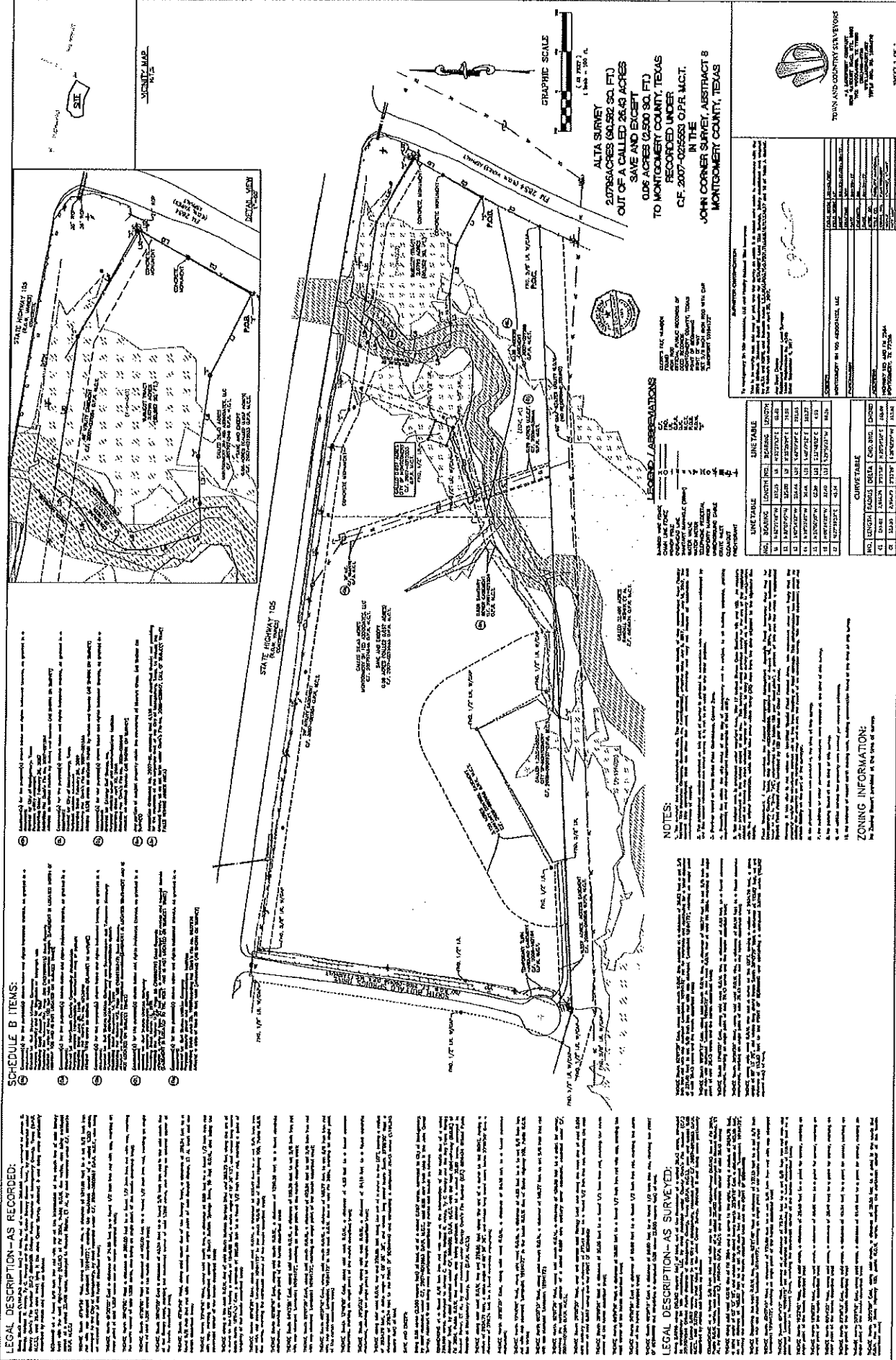
Before me on this day, personally appeared \_\_\_\_\_, proved to me to be the person and the \_\_\_\_\_ whose name is subscribed to the foregoing instrument and acknowledged to me that the instrument was the act of **First Hartford Realty Corporation** and that he executed the instrument as the act of said corporation for the purposes and consideration expressed therein, by proper authority, and in the capacity stated in the instrument.

Given under my hand and seal of office this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

\_\_\_\_\_  
Notary Public in and for the State of Texas

After recording return to:  
First Hartford Realty  
Corporation  
140 Colonial Road  
P.O. Box 1270  
Manchester, CT 06045  
Attention: Jonathan Bellock  
(860) 646-6555

CONSENT TO ENCROACHMENT AGREEMENT  
BETWEEN THE CITY OF MONTGOMERY AND FIRST  
HARTFORD REALTY CORPORATION





Order # 0394610A-1  
 Sheet 3 of 12  
 Pharmacy # C1106345  
 Account: W/F  
 Rep: BR  
 Designer: 4-7-17  
 Date:

21. 889-1124 (Liquor License)  
 21. 889-1124 (Liquor License)  
 21. 889-1124 (Liquor License)

**Chandler Signs**  
 2301 Krome Way, Dallas, TX 75224  
 214-962-3000 Fax 214-962-3064  
 2319 San Pedro Avenue, Suite 200, Dallas, TX 75201  
 214-343-3804 Fax 214-343-8774  
 1226 Park Center Drive, Suite C, Dallas, TX 75201  
 760-827-2001 Fax 760-827-2023  
 2504 East Hill Point Circle, Dallas, TX 75228  
 817-251-1200 Fax 817-251-1200  
 27 Waterfront Park, Dallas, TX 75226  
 214-962-3000 Fax 214-962-3064  
 800-888-1234 Fax 800-888-1234  
 10000 Preston Road, Suite 100, Dallas, TX 75249  
 214-962-3000 Fax 214-962-3064

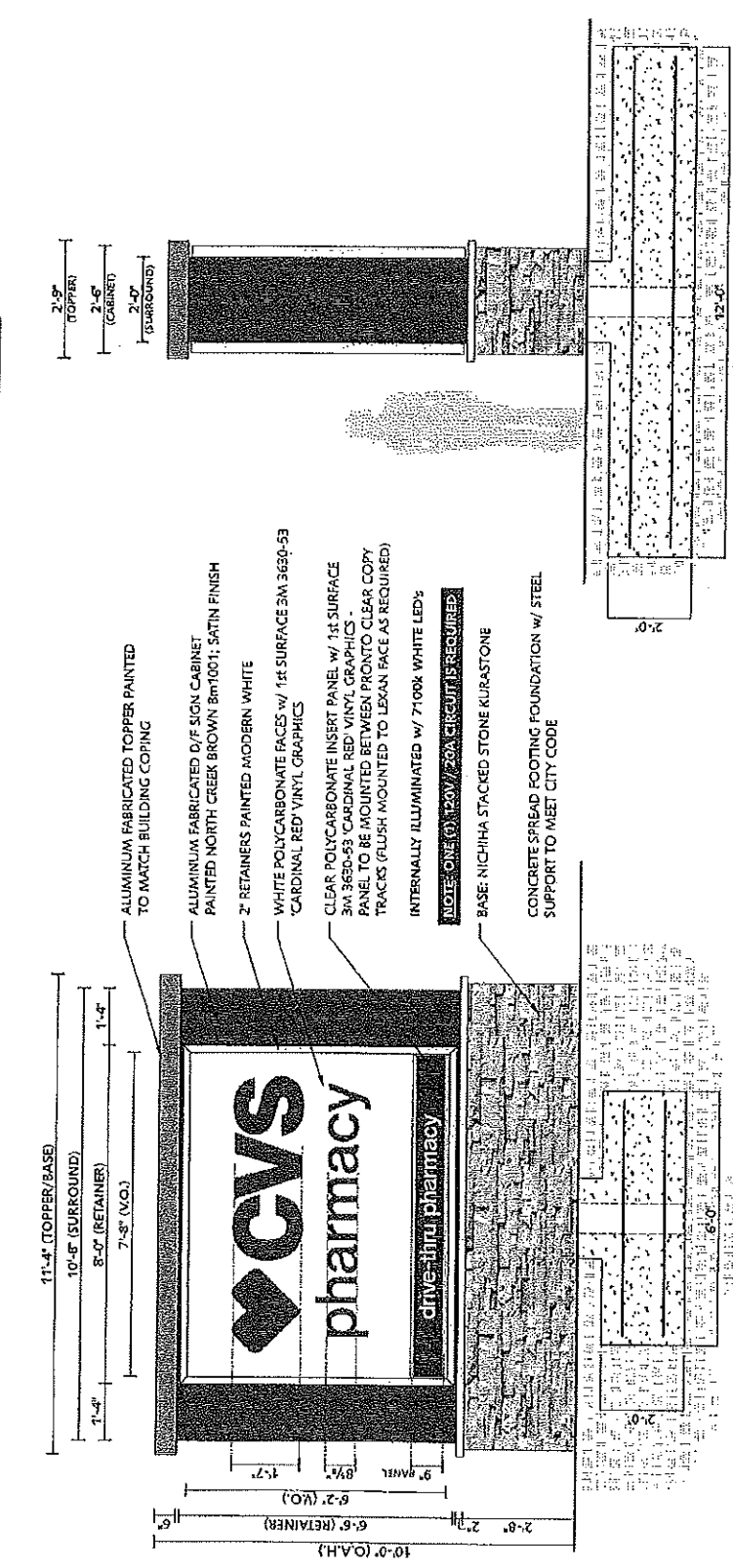
FINAL ELECTRICAL CONNECTION BY CUSTOMER

**D/F ILLUMINATED MONUMENT**

**Colors & Materials**

Paint:  North Creek Brown EV11001; Satin Finish  
 Modern White SW5166; Satin Finish  
 Vinyl:  TBD Based on Graphics  
 Faux Stone  
 Nichiha Stacked Stone Kurastone

Colors: CVS tenant vinyl  
 Vinyl:  Cardinal Red; 3M 3690-53



\*Site specific engineering required\*

MONUMENT SIGN EXHIBIT  
EXHIBIT B-2



Montgomery City Council  
**AGENDA REPORT**

Meeting Date: September 26, 2017	Budgeted Amount:
Department: Administrative	
Prepared By: Susan Hensley, City Secretary	
Date Prepared: September 21, 2017	

**Subject**

Appointment of the Board of Adjustment.

**Recommendation**

This Board serves to hear appeals and zoning variance requests for the City.

**Discussion**

City of Montgomery Code of Ordinances, Sec. 98-29. - *Board of adjustment; appeals and variances.*

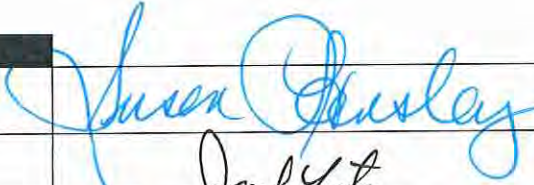
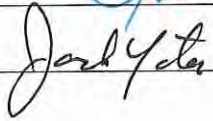
- (a) *Board of adjustment established.* A board of adjustment is hereby established in accordance with the provisions of V.T.C.A., Local Government Code § 211.008, regarding the zoning of cities, and having the powers and duties as provided in such statutes.
  
- (b) *Membership of board of adjustment; term of office; chairperson.* The board of adjustment shall consist of five citizens of the city, each to be appointed or re-appointed by the mayor and confirmed by the city council, for staggered terms of two years, respectively. **At least one member of the board of adjustment shall be a member of the planning and zoning commission, and his term shall expire at the same time as his term on such commission.** Each member of the board of adjustment shall be removable for just cause by the city council upon written charges and after public hearings. Vacancies shall be filled by appointment by the mayor and confirmation by the city council for the unexpired term of any member whose term becomes vacant. **The board of adjustment shall elect its own chairperson, who shall be a voting member and who shall serve for a period of one year, or until a successor is elected.**
  
- (4) The board of adjustment shall have the power to authorize upon appeal in specific cases such variance from the terms of this chapter as will not be contrary to the public interest, where, owing to special conditions, a literal enforcement of the provisions of this chapter will result in unnecessary hardship, and so that the spirit of this chapter shall be observed, and substantial justice done, including the following:
  - a. Permit a variance in the yard requirements of any district where there are unusual and practical difficulties or unnecessary hardships in the carrying out of these provisions due to an irregular shape of the lot, or topographical or other conditions, provided such variance will not seriously affect any adjoining property or the general welfare.
  - b. Authorize, upon appeal, wherever a property owner can show that a strict application of the terms of this chapter relating to the use, construction or alteration of buildings or structures or the use of land will impose upon him unusual and practical difficulties or particular hardship, such variances from the strict application of the terms of this chapter as are in harmony with its general purpose and intent, but only when the board of adjustment is satisfied that a granting of such variance will not merely serve as a convenience to the applicant, but will alleviate some demonstrable and unusual hardship or difficulty so great as to warrant a variance from the comprehensive plan as established by this chapter, and at the same time the surrounding property will be properly protected.

Montgomery City Council  
**AGENDA REPORT**

The current Board of Adjustment members that are listed are:

Ann Young            Term: October 1, 2015 – 2017  
Carol Raica           Term: October 1, 2016 – 2018  
Jennifer Stewart    Term: October 1, 2016 – 2018  
Rebecca Huss        Term: October 1, 2015 – 2017  
Nelson Cox            Term: October 1, 2016 – 2018 (Planning and Zoning Commission)

Staff will be confirming that these people are still interested in serving on the Board of Adjustment.

Approved By		
City Secretary		Date: September 21, 2017
City Administrator		Date: 9-22-17

Montgomery City Council  
**AGENDA REPORT**

<b>Meeting Date: September 26, 2017</b>	<b>Budgeted Amount:</b>
<b>Department:</b>	
	<b>Exhibits:</b> Spreadsheet showing totals for Option One and Option Two, and breakout out each billing class
<b>Prepared By: Jack Yates City Administrator</b>	
<b>Date Prepared: September 21, 2017</b>	

**Subject**

This regards the possibility of increasing water and sewer rates.

**Description**

The Option 1 or 2 is shown on the first page of the attachment. Option One is the Proposed Year Two of all rate classes as proposed last year. Option Two is: an increase in **residential** sewer charges of .50 cents/1,000 gallons up to 20,000 gallons per month from \$4.75 to \$5.25 in-city and for an average bill of 7,000 consumption would increase the water \$0 and the sewer, \$1.20--- and from \$5.00 to \$5.50 for out-of- city.---

**Commercial in-city** is an increase in sewer .50 cents /1,000 gallons and increases over 20,000 gallons from \$6.50 to \$9.35, and for commercial out-of-city sewer .50 cents /1,000 gallons and increases over 20,000 gallons from \$6.75 to \$9.50 and for a Commercial in-city average bill of 50 ,000 consumption would increase the water \$17.50 and the sewer, \$95.50 -----

**Institutional in-city** is an increase in the base sewer rate from current \$150 to \$300 and for an average bill of 118,000 consumption would increase the water \$38.25 and the sewer, \$658.75 ---

**Multi-family** is an increase in the base sewer rate from current \$150 to \$300 and for an average bill consumption of 157,800 gallons would increase water \$48.75 and the sewer \$623.75 ---

Montgomery City Council  
**AGENDA REPORT**

**Small Irrigation** is an increase of .50 cents/1,000 gallons and for an average bill of 8,000 consumption would increase the water \$3.00. ---

**Large Irrigation** is an increase of .50cents/1,000 gallons and for an average bill of 34,500 gallons is an increase of \$12.63

**The cumulative total for Option One is \$89,898.64 and Option Two cumulative total is \$69,177.28**

**Recommendation**

Motion to tentatively select Option Two and to hold public meeting to discuss the rates by the City Administrator and to place the item on the October 10<sup>th</sup> agenda.

**Approved By**

City Administrator

Jack Yates

Date: September 21,  
2017



**PROJECT 2016/17 CITY OF MONTGOMERY WATER/SEWER REVENUES**  
(WITH OPTIONS FOR 2017/18 YEAR)

CLASSES	WATER USERS (#)	WATER USAGE (avg)	2016/17 Water \$'S	SEWER USERS (#)	SEWER USAGE (avg)	2016/17 Sewer \$'S	2017/18 Increase ALL CLASSES (Water & Sewer) <b>Option #1</b>	2017/18 Increase Comm Out, Inst, Mult, Irrigation (Water & Sewer), Resid In/Out & Comm In only sewer <b>Option #2</b>	c r e a s e
Resid In	444	7	\$155,844.00	435	6.8	\$131,022.00	\$24,610.80	\$12,528.00	Sew
Resid Out	23	4.4	\$7,231.20	16	4.4	\$4,262.40	\$542.00	\$230.40	Sew
Comm In	103	12.2	\$71,626.25	102	12.2	\$82,620.00	\$15,789.36	\$7,466.40	Sew
Comm Out	6	11.17	\$4,320.00	1	8.7	\$666.00	\$454.30	\$454.30	Sew Wtr
Institution	7	157	\$87,124.80	7	157	\$93,172.80	* \$10,390.18 *	\$10,390.18	Sew Wtr
Multi-Family	4	157.8	\$55,399.20	4	157.8	\$56,416.80	\$32,280.00	\$32,280.00	Sew Wtr
Small Irrig	69	8	\$24,840.00				\$2,484.00	\$2,480.00	Wtr
Large Irrig	31	34.5	\$69,006.00				\$3,348.00	\$3,348.00	Wtr
<b>TOTALS</b>	<b>687</b>		<b>\$475,391.45</b>	<b>565</b>		<b>\$368,160.00</b>	<b>\$89,898.64</b>	<b>\$69,177.28</b>	

**PROJECTED TOTAL WATER AND SEWER FOR 2016/17 (USING SPREADSHEET TOOL with Budget YTD usage/users) \$843,551.45**

**OPTION #1 Increase Revenue      OPTION #2 Increase Revenue**

**CITY PROJECTED REVENUE- WATER \$463,753.00      PROJECTED SEWER \$391,524.00**  
**2016/2017 (Jack's numbers)      TOTAL WATER/SEWER \$855,277.00**

**\* = Reduced Sch avg usage to 118 for Options 1 and 2 because of Elem and MLK (2) schools closing (zero usage/basic chg only)**

PROJECTED 2016/17 CITY OF MONTGOMERY WATER/SEWER REVENUES  
(using monthly reports data)

Months	MONTHLY WATER CONSUMPTION TOTAL	MONTHLY NET WATER \$'s	MONTHLY SEWER CONSUMPTION TOTAL	MONTHLY NET SEWER \$'s
Oct-16	9102	\$50,568.47	6673	\$40,323.05
Nov-16	7897	\$44,512.20	6175	\$37,378.95
Dec-16	5650	\$34,267.45	4672	\$29,136.70
Jan-17	6041	\$35,576.66	5218	\$31,333.85
Feb-17	5612	\$34,328.85	4997	\$31,783.10
Mar-17	5457	\$33,704.90	4502	\$27,741.15
Apr-17	6902	\$40,134.75	5464	\$33,252.25
May-17	8721	\$48,623.90	6528	\$38,916.90
Jun-17 (revised data)	9105	\$51,202.50	6431	\$37,673.50
Jul-17	9311	\$52,105.50	6546	\$36,854.25
Aug-17	11222	\$62,236.25	7308	\$41,338.00
<b>TOTAL (YTD)</b>		<b>\$487,261.43</b>		<b>\$385,731.70</b>

MONTHLY AVG (YTD)	7729	\$44,296.49	5865	\$35,066.52
REMAINING MONTHS \$'s - 1	<i>Used avg usage above for remaining 1 months</i>	\$44,296.49	<i>Used avg usage above for remaining 1 months</i>	\$35,066.52
2016/17 PROJECTED \$'s		<b>\$531,557.92</b>		<b>\$420,798.22</b>

**TOTAL PROJECTED WATER/SEWER 2016/17 DOLLARS** **\$952,356.14**

**NOTE: Updated chart info to include Jul & Aug data. If Sep usage is between Jul and Aug numbers, we'll probably come in about \$12,000 higher on the total dollars (~\$964,000 for the year)!**

**Current Rates**

Residential In (1 meter) Usage Below		
Water used with 1 meter in 1k gallons	7	Res. In
Up to First 2K-\$16.00	2	\$16.00
Next 2K-\$2.25	2	\$4.50
Next 2K-\$2.75	2	\$5.50
Next 2K-\$3.25	1	\$3.25
Next 2K-\$3.75	0	\$0.00
Next 5K-\$4.25	0	\$0.00
Next 5K-\$4.75	0	\$0.00
Over 20K-\$5.50	0	\$0.00
<b>Total rates for water used</b>	<b>7</b>	<b>\$29.25</b>
Sewer rates used with 1 meter	7	Res. In
Up to First 2K-\$12.50	2	\$12.50
Next 2K-\$2.25	2	\$4.50
Next 2K-\$2.75	2	\$5.50
Next 2K-\$3.25	1	\$3.25
Next 2K-\$3.75	0	\$0.00
Next 5K-\$4.25	0	\$0.00
Next 5K-\$4.75	0	\$0.00
Over 20K-\$5.50	0	\$0.00
<b>Total sewer rates</b>	<b>5.49</b>	<b>\$25.75</b>
<b>Total water/sewer rate for 1 meter</b>		<b>\$55.00</b>
<b>BILL=</b>		<b>\$86.82</b>

Detail Bill Info for one meter	
House Meter	\$29.25
Sewer	\$25.75
Lone Star Grd(\$.07)	\$0.49
Garbage	\$19.78
GRP(\$1.65)	\$11.55
<b>BILL TOTAL</b>	<b>\$86.82</b>

	Water	Sewer	
2015 User's	348	334	<b>Avg Water Usage Month</b>
YTD Avg Usage	7	6.8	2878
	<b>User's</b>	<b>User's</b>	
	444	435	
RESID IN	WATER	SEWER	Total
Current	\$155,844.00	\$131,022.00	\$286,866.00
Option 1	\$169,164.00	\$143,550.00	\$312,714.00
Option 2	\$155,844.00	\$143,550.00	\$299,394.00

**RESID IN GAINS \$**  
 (100)  
**\$25,848.00** Increases avg usage bill \$5.00  
**\$0.00**

ENTER USAGE  
**7**

Option 1 increases all water/sewer tiers by 50 cents up to 20K  
 Option 2 increases only sewer tiers by 50 cents up to 20K

**2017/18 Option 1**

Residential In (1 meter) Usage Below		
Water used with 1 meter in 1k gallons	7	Res. In
Up to First 2K-\$16.00	2	\$16.00
Next 2K-\$2.75	2	\$5.50
Next 2K-\$3.25	2	\$6.50
Next 2K-\$3.75	1	\$3.75
Next 2K-\$4.25	0	\$0.00
Next 5K-\$4.75	0	\$0.00
Next 5K-\$5.25	0	\$0.00
Over 20K-\$5.50	0	\$0.00
<b>Total rates for water used</b>	<b>7</b>	<b>\$31.75</b>
Sewer rates used with 1 meter	7	Res. In
Up to First 2K-\$12.50	2	\$12.50
Next 2K-\$2.75	2	\$5.50
Next 2K-\$3.25	2	\$6.50
Next 2K-\$3.75	1	\$3.75
Next 2K-\$4.25	0	\$0.00
Next 5K-\$4.75	0	\$0.00
Next 5K-\$5.25	0	\$0.00
Over 20K-\$5.50	0	\$0.00
<b>Total sewer rates</b>	<b>7</b>	<b>\$28.25</b>
<b>Total water/sewer rate for 1 meter</b>		<b>\$60.00</b>
<b>BILL=</b>		<b>\$91.82</b>

WATER DIFFERENCE	
	<b>\$2.50</b>
SEWER DIFFERENCE	
	<b>\$2.50</b>
BILL DIFFERENCE	
	<b>\$5.00</b>
Detail Bill Info for one meter	
House Meter	\$31.75
Sewer	\$28.25
Lone Star Grd(\$.07)	\$0.49
Garbage	\$19.78
GRP(\$1.65)	\$11.55
<b>BILL TOTAL</b>	<b>\$91.82</b>

**2017/18 Option 2 \*\*\*\*\*VOID - LEAVE RATES AS THEY ARE TODAY\*\*\*\*\***

Residential In (1 meter) Usage Below		
Water used with 1 meter in 1k gallons	7	Res. In
Up to First 2K-\$16.00	2	\$16.00
Next 2K-\$2.25	2	\$4.50
Next 2K-\$2.75	2	\$5.50
Next 2K-\$3.25	1	\$3.25
Next 2K-\$3.75	0	\$0.00
Next 5K-\$4.25	0	\$0.00
Next 5K-\$4.75	0	\$0.00
Over 20K-\$5.50	0	\$0.00
<b>Total rates for water used</b>	<b>7</b>	<b>\$29.25</b>
Sewer rates used with 1 meter	7	Res. In
Up to First 2K-\$12.50	2	\$12.50
Next 2K-\$2.75	2	\$5.50
Next 2K-\$3.25	2	\$6.50
Next 2K-\$3.75	1	\$3.75
Next 2K-\$4.25	0	\$0.00
Next 5K-\$4.75	0	\$0.00
Next 5K-\$5.25	0	\$0.00
Over 20K-\$5.50	0	\$0.00
<b>Total sewer rates</b>	<b>7</b>	<b>\$28.25</b>
<b>Total water/sewer rate for 1 meter</b>		<b>\$57.50</b>
<b>BILL=</b>		<b>\$89.32</b>

WATER DIFFERENCE	
	<b>\$0.00</b>
SEWER DIFFERENCE	
	<b>\$2.50</b>
BILL DIFFERENCE	
	<b>\$2.50</b>
Detail Bill Info for one meter	
House Meter	\$29.25
Sewer	\$28.25
Lone Star Grd(\$.07)	\$0.49
Garbage	\$19.78
GRP(\$1.65)	\$11.55
<b>BILL TOTAL</b>	<b>\$89.32</b>

**Current Rates**

Residential Out (1 meter)		
Usage Below	4.4	Res. Out
Water used with 1 meter in 1k gallons	4.4	
Up to First 2K-\$20.00	2	\$20.00
Next 2K-\$2.50	2	\$5.00
Next 2K-\$3.00	0.4	\$1.20
Next 2K-\$3.50	0	\$0.00
Next 2K-\$4.00	0	\$0.00
Next 5K-\$4.50	0	\$0.00
Next 5K-\$5.00	0	\$0.00
Over 20K-\$5.75	0	\$0.00
<b>Total rates for water used</b>	<b>4.4</b>	<b>\$26.20</b>
Sewer rates used with 1 meter	4.4	Res. Out
Up to First 2K-\$16.00	2	\$16.00
Next 2K-\$2.50	2	\$5.00
Next 2K-\$3.00	0.4	\$1.20
Next 2K-\$3.50	0	\$0.00
Next 2K-\$4.00	0	\$0.00
Next 5K-\$4.50	0	\$0.00
Next 5K-\$5.00	0	\$0.00
Over 20K-\$5.75	0	\$0.00
<b>Total sewer rates</b>	<b>4.4</b>	<b>\$22.20</b>
<b>Total water/sewer rate for 1 meter</b>		<b>\$48.40</b>
BILL=		<b>\$75.75</b>

Detail Bill Info for one meter	
House Meter	\$26.20
Sewer	\$22.20
Lone Star Grd(\$1.07)	\$0.31
Garbage	\$19.78
GRP(\$1.65)	\$7.26
<b>BILL TOTAL</b>	<b>\$75.75</b>

2015 User's  
YTD Avg Usage

Water 22  
4.4  
Sewer 16.58  
4.4

Avg Water Usage Month  
101.2

RESID OUT	Water	Sewer	Total
Current	\$7,231.20	\$4,262.40	\$11,493.60
Option 1	\$7,562.40	\$4,492.80	\$12,055.20
Option 2	\$7,231.20	\$4,492.80	\$11,724.00

RESID OUT GAINS \$  
(110)  
\$561.60  
\$0.00

Increases avg usage bill \$2.40

ENTER USAGE  
**4.4**

Option 1 increases all water/sewer tiers by 50 cents up to 20K  
Option 2 increases only sewer tiers by 50 cents up to 20K

**2017/18 Option 1**

Residential Out (1 meter)		
Usage Below	4.4	Res. Out
Water used with 1 meter in 1k gallons	4.4	
Up to First 2K-\$20.00	2	\$20.00
Next 2K-\$2.50	2	\$5.00
Next 2K-\$3.00	0.4	\$1.40
Next 2K-\$3.50	0	\$0.00
Next 2K-\$4.00	0	\$0.00
Next 2K-\$4.50	0	\$0.00
Next 5K-\$5.00	0	\$0.00
Next 5K-\$5.50	0	\$0.00
Over 20K-\$5.75	0	\$0.00
<b>Total rates for water used</b>	<b>4.4</b>	<b>\$27.40</b>
Sewer rates used with 1 meter	4.4	Res. Out
Up to First 2K-\$16.00	2	\$16.00
Next 2K-\$2.50	2	\$5.00
Next 2K-\$3.00	0.4	\$1.40
Next 2K-\$3.50	0	\$0.00
Next 2K-\$4.00	0	\$0.00
Next 2K-\$4.50	0	\$0.00
Next 5K-\$5.00	0	\$0.00
Next 5K-\$5.50	0	\$0.00
Over 20K-\$5.75	0	\$0.00
<b>Total sewer rates</b>	<b>4.4</b>	<b>\$23.40</b>
<b>Total water/sewer rate for 1 meter</b>		<b>\$50.80</b>
BILL=		<b>\$78.15</b>

Detail Bill Info for one meter	
House Meter	\$27.40
Sewer	\$23.40
Lone Star Grd(\$1.07)	\$0.31
Garbage	\$19.78
GRP(\$1.65)	\$7.26
<b>BILL TOTAL</b>	<b>\$78.15</b>

**2017/18 Option 2 \*\*\*\*\*VOID - LEAVE RATES AS THEY ARE TODAY\*\*\*\*\***

Residential Out (1 meter)		
Usage Below	4.4	Res. Out
Water used with 1 meter in 1k gallons	4.4	
Up to First 2K-\$20.00	2	\$20.00
Next 2K-\$2.50	2	\$5.00
Next 2K-\$3.00	0.4	\$1.20
Next 2K-\$3.50	0	\$0.00
Next 2K-\$4.00	0	\$0.00
Next 5K-\$4.50	0	\$0.00
Next 5K-\$5.00	0	\$0.00
Over 20K-\$5.75	0	\$0.00
<b>Total rates for water used</b>	<b>4.4</b>	<b>\$26.20</b>
Sewer rates used with 1 meter	4.4	Res. Out
Up to First 2K-\$16.00	2	\$16.00
Next 2K-\$2.50	2	\$5.00
Next 2K-\$3.00	0.4	\$1.40
Next 2K-\$3.50	0	\$0.00
Next 2K-\$4.00	0	\$0.00
Next 2K-\$4.50	0	\$0.00
Next 5K-\$5.00	0	\$0.00
Next 5K-\$5.50	0	\$0.00
Over 20K-\$5.75	0	\$0.00
<b>Total sewer rates</b>	<b>4.4</b>	<b>\$23.40</b>
<b>Total water/sewer rate for 1 meter</b>		<b>\$49.60</b>
BILL=		<b>\$76.95</b>

Detail Bill Info for one meter	
House Meter	\$26.20
Sewer	\$23.40
Lone Star Grd(\$1.07)	\$0.31
Garbage	\$19.78
GRP(\$1.65)	\$7.26
<b>BILL TOTAL</b>	<b>\$76.95</b>

WATER DIFFERENCE  
**\$1.20**

SEWER DIFFERENCE  
**\$1.20**

BILL DIFFERENCE  
**\$2.40**

WATER DIFFERENCE  
**\$0.00**

SEWER DIFFERENCE  
**\$1.20**

BILL DIFFERENCE  
**\$1.20**

**Current Rates**

Commercial In (1 meter)		Usage Below	Comm. In
Water used with 1 meter in 1k gallons	50		Comm In
Up to First 2K-\$19.5	2		\$19.50
Next 2K-\$2.75	2		\$5.50
Next 2K-\$3.25	2		\$6.50
Next 2K-\$3.75	2		\$7.50
Next 2K-\$4.25	2		\$8.50
Next 5K-\$4.75	5		\$23.75
Next 5K-\$5.25	5		\$26.25
Over 20K-\$5.75	30		\$172.50
<b>Total rates for water used</b>	<b>50</b>		<b>\$270.00</b>

Sewer rates used with 1 meter		Usage Below	Comm. In
Up to First 2K-\$21.50	2		\$21.50
Next 2K-\$4.00	2		\$8.00
Next 2K-\$4.25	2		\$8.50
Next 2K-\$4.50	2		\$9.00
Next 2K-\$4.75	2		\$9.50
Next 5K-\$5.00	5		\$25.00
Next 5K-\$5.25	5		\$26.25
Over 20K-\$6.50	30		\$195.00
<b>Total sewer rates</b>	<b>50</b>		<b>\$302.75</b>
<b>Total water/sewer rate for 1 meter</b>			<b>\$572.75</b>

BILL=

**\$680.13**

Detail Bill Info for one meter	
Comm Meter	\$270.00
Sewer	\$302.75
Lone Star Grd(\$ .07)	\$3.50
Garbage	\$21.38
GRP(\$1.65)	\$82.50
<b>BILL TOTAL</b>	<b>\$680.13</b>

2015 User's  
YTD Avg Usage

Water  
93.67  
12.2

Sewer  
95.6  
12.2

Avg Water Usage Month  
1271

	User's 103	User's 102	
Comm IN			
WATER	\$71,626.20	\$82,620.00	Total
SEWER	\$79,165.80	\$90,086.40	
Total	\$150,792.00	\$172,706.40	
Option 1	\$71,626.20	\$90,086.40	
Option 2	\$71,626.20	\$90,086.40	

COMM IN GAINS \$

(120)

\$15,006.00

Increases avg usage bill \$12.20

\$7,466.40

Increases avg usage bill \$6.10

ENTER USAGE  
**50**

Option 1 increases Basic rate for water and sewer by \$1.00  
Also increases all water/sewer tiers by 50 cents except over 20K (water to \$6 and sewer to \$9.85)  
Option 2 increases only sewer tiers as per option 1 above.

**2017/18 Option 1**

Comm In (1 meter)		Usage Below	Comm. In
Water used with 1 meter in 1k gallons	50		Comm. In
Up to First 2K-\$20.5	2		\$20.50
Next 2K-\$3.25	2		\$6.50
Next 2K-\$3.75	2		\$7.50
Next 2K-\$4.25	2		\$8.50
Next 2K-\$4.75	2		\$9.50
Next 5K-\$5.25	5		\$26.25
Next 5K-\$5.75	5		\$28.75
Over 20K-\$9.35	30		\$180.00
<b>Total rates for water used</b>	<b>80</b>		<b>\$287.50</b>
Sewer rates used with 1 meter	50		Comm. In
Up to First 2K-\$22.50	2		\$22.50
Next 2K-\$4.50	2		\$9.00
Next 2K-\$4.75	2		\$9.50
Next 2K-\$5.00	2		\$10.00
Next 2K-\$5.25	2		\$10.50
Next 5K-\$5.50	5		\$27.50
Next 5K-\$5.75	5		\$28.75
Over 20K-\$9.35	30		\$280.50
<b>Total sewer rates</b>	<b>50</b>		<b>\$398.25</b>
<b>Total water/sewer rate for 1 meter</b>			<b>\$685.75</b>

BILL=

**\$793.13**

Detail Bill Info for one meter	
Comm Meter	\$287.50
Sewer	\$398.25
Lone Star Grd(\$ .07)	\$3.50
Garbage	\$21.38
GRP(\$1.65)	\$82.50
<b>BILL TOTAL</b>	<b>\$793.13</b>

**2017/18 Option 2**

Comm In (1 meter)		Usage Below	Comm. In
Water used with 1 meter in 1k gallons	50		Comm. In
Up to First 2K-\$19.50	2		\$19.50
Next 2K-\$2.75	2		\$5.50
Next 2K-\$3.25	2		\$6.50
Next 2K-\$3.75	2		\$7.50
Next 2K-\$4.25	2		\$8.50
Next 5K-\$4.75	5		\$23.75
Next 5K-\$5.25	5		\$26.25
Over 20K-\$5.75	30		\$172.50
<b>Total rates for water used</b>	<b>50</b>		<b>\$270.00</b>
Sewer rates used with 1 meter	50		Comm. In
Up to First 2K-\$22.50	2		\$22.50
Next 2K-\$4.50	2		\$9.00
Next 2K-\$4.75	2		\$9.50
Next 2K-\$5.00	2		\$10.00
Next 2K-\$5.25	2		\$10.50
Next 5K-\$5.50	5		\$27.50
Next 5K-\$5.75	5		\$28.75
Over 20K-\$9.35	30		\$280.50
<b>Total sewer rates</b>	<b>50</b>		<b>\$398.25</b>
<b>Total water/sewer rate for 1 meter</b>			<b>\$668.25</b>

BILL=

**\$775.63**

Detail Bill Info for one meter	
Comm Meter	\$270.00
Sewer	\$398.25
Lone Star Grd(\$ .07)	\$3.50
Garbage	\$21.38
GRP(\$1.65)	\$82.50
<b>BILL TOTAL</b>	<b>\$775.63</b>

WATER DIFFERENCE  
**\$17.50**

SEWER DIFFERENCE  
**\$95.50**

BILL DIFFERENCE  
**\$113.00**

WATER DIFFERENCE  
**\$0.00**

SEWER DIFFERENCE  
**\$95.50**

BILL DIFFERENCE  
**\$95.50**

**Current Rates**

Commercial Out (1 meter)		Usage Below	Comm Out
Water used with 1 meter in 1k gallons			
Up to First 2K-\$24.50	2		\$24.50
Next 2K-\$9.00	2		\$6.00
Next 2K-\$9.50	2		\$7.00
Next 2K-\$4.00	2		\$8.00
Next 2K-\$4.50	0		\$0.00
Next 5K-\$5.00	0		\$0.00
<b>Total rates for water used</b>	<b>8</b>		<b>\$45.50</b>
Sewer rates used with 1 meter			
Up to First 2K-\$25.00	2		\$25.00
Next 2K-\$4.25	2		\$8.50
Next 2K-\$4.50	2		\$9.00
Next 2K-\$4.75	2		\$9.50
Next 2K-\$5.00	0		\$0.00
Next 5K-\$5.25	0		\$0.00
Next 5K-\$5.50	0		\$0.00
Over 20K-\$6.75	0		\$0.00
<b>Total sewer rates</b>	<b>8</b>		<b>\$52.00</b>
<b>Total water/sewer rate for 1 meter</b>			<b>\$97.50</b>
<b>BILL=</b>			<b>\$132.64</b>

Detail Bill Info for one meter	
Comm Meter	\$45.50
Sewer	\$52.00
Lone Star Grd(\$ .07)	\$0.56
Garbage	\$21.38
GRP(\$1.65)	\$13.20
<b>BILL TOTAL</b>	<b>\$132.64</b>

2015 User's  
YTD Avg Usage

Water  
1  
11.17

Sewer  
1  
8.7

Avg Water Usage Month  
129

Comm Out	WATER	SEWER	Total
Current	\$4,345.20	\$666.00	\$5,011.20
Option 1	\$4,747.32	\$718.20	\$5,465.52
Option 2	\$4,747.32	\$718.20	\$5,465.52

**COMM OUT GAINS \$**  
(130)  
**\$454.32**

Increases avg usage bill \$8.70  
Increases avg usage bill \$8.70

ENTER USAGE  
**8**

Option 1/2 increases Basic rate for water and sewer by \$1.00  
Also increases all water/sewer tiers by 50 cents except over 20K (water to \$6.25 and sewer to \$9.50)

Note: This water rate is used for the HYD meters for contractors

**2017/18 Option 1/2**

Comm Out (1 meter)		Usage Below	Comm. Out	WATER DIFFERENCE
Water used with 1 meter in 1k gallons				
Up to First 2K-\$25.50	2		\$25.50	<b>\$4.00</b>
Next 2K-\$3.50	2		\$7.00	
Next 2K-\$4.00	2		\$8.00	
Next 2K-\$4.50	2		\$9.00	
Next 2K-\$5.00	0		\$0.00	
Next 5K-\$5.50	0		\$0.00	<b>\$4.00</b>
Next 5K-\$6.00	0		\$0.00	
Over 20K-\$6.25	0		\$0.00	
<b>Total rates for water used</b>	<b>8</b>		<b>\$49.50</b>	<b>BILL DIFFERENCE</b>
Sewer rates used with 1 meter				
Up to First 2K-\$26.00	2		\$26.00	<b>\$8.00</b>
Next 2K-\$4.75	2		\$9.50	
Next 2K-\$5.00	2		\$10.00	
Next 2K-\$5.25	2		\$10.50	
Next 2K-\$5.50	0		\$0.00	
Next 5K-\$5.75	0		\$0.00	<b>\$56.00</b>
Next 5K-\$6.00	0		\$0.00	
Over 20K-\$9.50	0		\$0.00	
<b>Total sewer rates</b>	<b>8</b>		<b>\$56.00</b>	
<b>Total water/sewer rate for 1 meter</b>			<b>\$105.50</b>	
<b>BILL=</b>			<b>\$140.64</b>	<b>BILL TOTAL \$140.64</b>

**Current Rates**

Institutional In (1 meter)		Usage Below	Sch. In
Water used with 1 meter in 1k gallons	118		
Up to First 30K-\$396	30		\$396.00
Next 10K-\$4.25	10		\$42.50
Next 10K-\$4.50	10		\$45.00
Next 5K-\$4.75	5		\$23.75
Next 45K-\$5.00	45		\$225.00
Over 100K-\$5.35	18		\$96.30
<b>Total rates for water used</b>	<b>118</b>		<b>\$828.55</b>
Sewer rates used with 1 meter	118		
Flat rate - \$150	0		\$150.00
Up to First 30K-\$3.00	30		\$90.00
Next 10K-\$4.25	10		\$42.50
Next 10K-\$4.50	10		\$45.00
Next 5K-\$4.75	5		\$23.75
Next 45K-\$5.00	45		\$225.00
Over 100K-\$9.35	18		\$168.30
<b>Total sewer rates</b>	<b>118</b>		<b>\$744.55</b>
<b>Total water/sewer rate for 1 meter</b>			<b>\$1,573.10</b>
BILL=			<b>\$1,776.06</b>

Detail Bill Info for one meter	
Main Meter	\$828.55
Sewer	\$744.55
Lone Star Grd(\$ .07)	\$8.26
Garbage	
GRP(\$1.65)	\$194.70
<b>BILL TOTAL</b>	<b>\$1,776.06</b>

2015 User's YTD Avg Usage	Water	Sewer	Avg Water Usage Month
	9.4	9.5	1099
	157	157	
	User's 7	User's 7	

INSTIT	WATER	SEWER	Total	INSTIT GAINS \$
Current	\$87,124.80	\$93,172.80	\$180,297.60	(140)
Option 1	\$72,811.20	\$117,877.20	\$190,688.40	\$10,390.80
Option 2	\$72,811.20	\$117,877.20	\$190,688.40	\$10,390.80

Increases avg usage bill \$697  
(decreased projected usage to 118 for school closures)

ENTER USAGE

118

**2017/18 Option 1/2**

Institutional In (1 meter)		Usage Below	Sch. In
Water used with 1 meter in 1k gallons	118		
Up to First 30K-\$396	30		\$396.00
Over 30K-\$5.35	88		\$470.80
<b>Total rates for water used</b>	<b>118</b>		<b>\$866.80</b>
Sewer rates used with 1 meter	118		
Flat rate - \$300	0		\$300.00
All usage times K-\$9.35	118		\$1,103.30
<b>Total sewer rates</b>	<b>118</b>		<b>\$1,403.30</b>
<b>Total water/sewer rate for 1 meter</b>			<b>\$2,270.10</b>
BILL=			<b>\$2,473.06</b>

WATER DIFFERENCE
\$38.25
SEWER DIFFERENCE
\$658.75
BILL DIFFERENCE
\$697.00

Detail Bill Info for one meter	
Main Meter	\$866.80
Sewer	\$1,403.30
Lone Star Grd(\$ .07)	\$8.26
Garbage	
GRP(\$1.65)	\$194.70
<b>BILL TOTAL</b>	<b>\$2,473.06</b>

Increase in base sewer rate from current \$150 to \$300  
Only 1 water and sewer teir rate

**Current Rates**

Multi-Family In (1 meter)		Usage Below	
Water used with 1 meter in 1k gallons	157.8	Multi-Fam	
Up to First 30K-\$500	30		\$500.00
Next 10K-\$4.25	10		\$42.50
Next 10K-\$4.50	10		\$45.00
Next 5K-\$4.75	5		\$23.75
Next 45K-\$5.00	45		\$225.00
Over 100K-\$5.50	57.8		\$317.90
<b>Total rates for water used</b>	<b>157.8</b>		<b>\$1,194.14</b>
Sewer rates used with 1 meter	157.8	Multi-Fam	
Flat rate - \$200	0		\$200.00
Up to First 30K-\$3.00	30		\$90.00
Next 10K-\$4.25	10		\$42.50
Next 10K-\$4.50	10		\$45.00
Next 5K-\$4.75	5		\$23.75
Next 45K-\$5.00	45		\$225.00
Over 100K-\$9.50	57.8		\$549.10
<b>Total sewer rates</b>	<b>157.8</b>		<b>\$1,175.35</b>
<b>Total water/sewer rate for 1 meter</b>			<b>\$2,329.50</b>
<b>BILL=</b>			<b>\$2,600.92</b>

Detail Bill Info for one meter

Main Meter	\$1,154.15
Sewer	\$1,175.35
Lone Star Grd(\$ .07)	\$11.05
Garbage	
GRP(\$1.65)	\$260.37
<b>BILL TOTAL</b>	<b>\$2,600.92</b>

2015 User's  
YTD Avg Usage

Water	3.1	Sewer	3.1
	157.8		157.8

Avg Water Usage Month  
631.2

User's  
4

Multi-Family	WATER	SEWER	Total
Current	\$55,399.20	\$56,416.80	\$111,816.00
Option 1	\$57,739.20	\$86,356.80	\$144,096.00
Option 2	\$57,739.20	\$86,356.80	\$144,096.00

**MULT-FAM GAINS \$**  
**(102)**  
**\$32,280.00**  
**\$32,280.00**

Increases avg usage bill \$672.50

ENTER USAGE  
**157.8**

**2017/18 Option 1/2**

Multi-Family (1 meter)		Usage Below	
Water used with 1 meter in 1k gallons	157.8	Multi-Fam	
Up to First 30K-\$500	30		\$500.00
Over 30K-\$9.50	127.8		\$702.90
<b>Total rates for water used</b>	<b>157.8</b>		<b>\$1,202.90</b>
Sewer rates used with 1 meter	157.8	Multi-Fam	
Flat rate - \$300	0		\$300.00
All usage times K-\$9.50	157.8		\$1,499.10
<b>Total sewer rates</b>	<b>157.8</b>		<b>\$1,799.10</b>
<b>Total water/sewer rate for 1 meter</b>			<b>\$3,002.00</b>
<b>BILL=</b>			<b>\$8,273.42</b>

WATER DIFFERENCE
<b>\$48.75</b>
SEWER DIFFERENCE
<b>\$623.75</b>
BILL DIFFERENCE
<b>\$672.50</b>

Detail Bill Info for one meter

Main Meter	\$1,202.90
Sewer	\$1,799.10
Lone Star Grd(\$ .07)	\$11.05
Garbage	
GRP(\$1.65)	\$260.37
<b>BILL TOTAL</b>	<b>\$3,273.42</b>

Increase in base sewer rate from current \$200 to \$300  
Only 1 water and sewer rate



**Current Rates**

Irrigation Meter		
Irrigation meter in 1k gallons	Usage Below	Irrigation
Up to First 2K-\$12.00	2	\$12.00
Next 2K-\$2.50	2	\$5.00
Next 2K-\$3.00	2	\$6.00
Next 2K-\$3.50	2	\$7.00
Next 2K-\$4.00	0	\$0.00
Next 5K-\$4.50	0	\$0.00
Next 5K-\$5.00	0	\$0.00
Over 20K-\$5.75	0	\$0.00
<b>Total rates for water used</b>	<b>8</b>	<b>\$30.00</b>
BILL=		<b>\$43.76</b>

Detail Bill Info for Irrigation Meter	
Irrigation Meter	\$30.00
Lone Star Grd(\$ .07)	\$0.56
GRP(\$1.65)	\$13.20
<b>BILL TOTAL</b>	<b>\$43.76</b>

2015 User's Water 65.58  
 YTD Avg Usage 8  
 Avg Water Usage Month 543

User's 69		
IRRIGATION	WATER	Total
Current	\$24,840.00	\$24,840.00
Option 1	\$27,324.00	\$27,324.00
Option 2	\$27,324.00	\$27,324.00

**\$-IRRIG GAINS \$ (105)**  
**\$2,484.00**  
**\$2,484.00**  
 Increases avg usage bill \$3.00

ENTER USAGE
8

Increased rate 50 cents per tier except over 20K (increased to \$6)

**2017/18 Option 1/2**

Irrigation meter		
Irrigation meter in 1k gallons	Usage Below	Irrigation
Up to First 2K-\$12.00	2	\$12.00
Next 2K-\$3.00	2	\$6.00
Next 2K-\$3.50	2	\$7.00
Next 2K-\$4.00	2	\$8.00
Next 2K-\$4.50	0	\$0.00
Next 5K-\$5.00	0	\$0.00
Next 5K-\$5.50	0	\$0.00
Over 20K-\$6.00	0	\$0.00
<b>Total rates for water used</b>	<b>8</b>	<b>\$33.00</b>
BILL=		<b>\$46.76</b>

BILL DIFFERENCE	
\$3.00	
Detail Bill Info for one meter	
Irrigation Meter	\$33.00
Lone Star Grd(\$ .07)	\$0.56
GRP(\$1.65)	\$13.20
<b>BILL TOTAL</b>	<b>\$46.76</b>

**Current**

Irrigation-L Meter		Usage Below
Irrigation meter in 1k gallons	34.5	Irrigation
Up to First 2K-\$25.00	2	\$25.00
Next 2K-\$2.50	2	\$5.00
Next 2K-\$3.00	2	\$6.00
Next 2K-\$3.50	2	\$7.00
Next 2K-\$4.00	2	\$8.00
Next 5K-\$4.50	5	\$22.50
Next 5K-\$5.00	5	\$25.00
Over 20K-\$6.00	14.5	\$87.00
<b>Total rates for water used</b>	<b>34.5</b>	<b>\$185.50</b>
<b>BILL=</b>		<b>\$244.84</b>

**Detail Bill Info for Irrigation Meter**

Irrigation Meter	\$185.50
Lone Star Grd(\$\$.07)	\$2.42
GRP(\$1.65)	\$56.93
<b>BILL TOTAL</b>	<b>\$244.84</b>

2015 User's  
YTD Avg Usage

Water  
65.58  
34.5

Avg Water Usage Month  
1103

User's

31

IRRIGATION	WATER	Total
Current	\$69,006.00	\$69,006.00
Option 1	\$73,702.50	\$73,702.50
Option 2	\$73,702.50	\$73,702.50

L-IRRIG GAINS \$

(106)

\$4,696.50

\$4,696.50

Increases avg usage bill \$12.63

ENTER USAGE
34.5

Increased rate 50 cents per tier except over 20K (increased to \$6.25)

**2017/18 Option 1/2**

Irrigation L meter		Usage Below	Res. in	BILL DIFFERENCE
Irrigation meter in 1k gallons	34.5			
Up to First 2K-\$25.00	2		\$25.00	\$12.63
Next 2K-\$3.00	2		\$6.00	
Next 2K-\$3.50	2		\$7.00	
Next 2K-\$4.00	2		\$8.00	
Next 2K-\$4.50	2		\$9.00	
Next 5K-\$5.00	5		\$25.00	
Next 5K-\$5.50	5		\$27.50	
Over 20K-\$6.25	14.5		\$90.63	
<b>Total rates for water used</b>	<b>34.5</b>		<b>\$198.13</b>	
<b>BILL=</b>			<b>\$257.47</b>	

**Detail Bill Info for one meter**

Irrigation Meter	\$198.13
Lone Star Grd(\$\$.07)	\$2.42
GRP(\$1.65)	\$56.93
<b>BILL TOTAL</b>	<b>\$257.47</b>

2017/18 Option 1/2

Montgomery City Council  
**AGENDA REPORT**

<b>Meeting Date: September 26, 2017</b>	<b>Budgeted Amount:</b>
<b>Department:</b>	
	<b>Exhibits:</b> Project GANT chart for Bridge and Bridge Water Line
<b>Prepared By: Jack Yates City Administrator</b>	
<b>Date Prepared: September 22, 2017</b>	

**Subject**

Report regarding bridge on Buffalo Springs Road.

**Description**

The city engineer will present this report.  
In brief, the status is FEMA has completed their review but has not issued the Project Worksheet. The CDBG-DR grant is in state review now with an expectation of hearing an approval before the end of September. The last week of September are the first week of October.

**Recommendation**

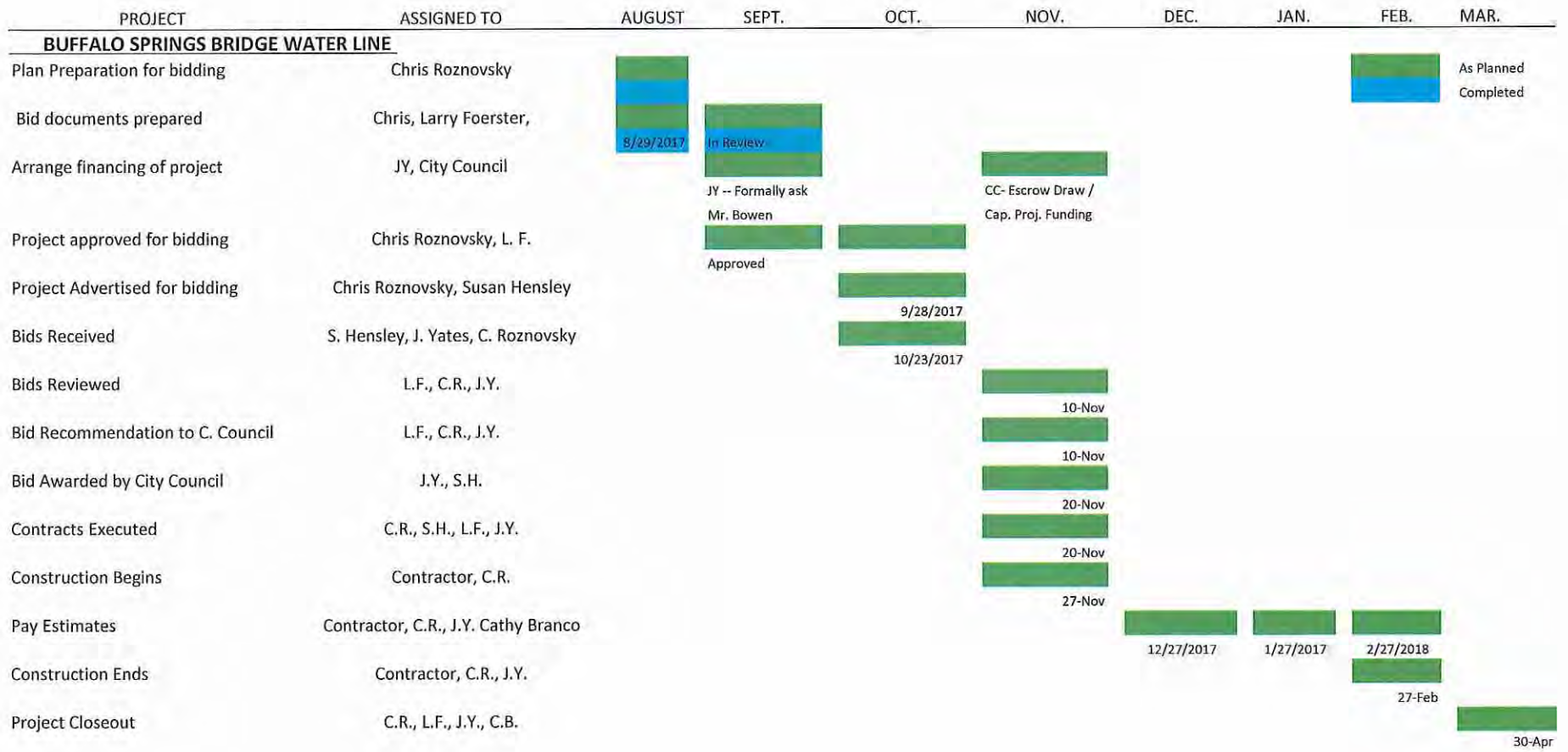
Consider the report, comment as desired

**Approved By**

City Administrator	Jack Yates	Date: September 22, 2017
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### PROJECT SCHEDULES

PROJECT	ASSIGNED TO	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL -May
<b>BUFFALO SPRINGS BRIDGE</b>										As Planned
Plan Preparation for bidding	Chris Roznovsky									Completed
FEMA Project Worksheet	Brian Slie		9/6/2017							
FEMA Admin. Review	Brian Slie	8/25/2017								
Congressional/OLA Review	Brian Slie, Todd Stephens		9/26/2017							
CDBG-DR Grant	Martha Drake, J.Yates	8/31/2017	9/11/2017	Awarded	Contracted	Administered	Administered	Administered	Administered	Close out
General Land Office - Grant	J.Yates, C.R., To be hired Adminis.	8/23/2017		Application	Awarded	Contracted	Administered	Administered	Administered	Close out
Permits:										
Corps of Engineers	Chris Roznovsky, Todd Stephens		9/15/2017							
TCEQ	Chris Roznovsky, Brian Slie		9/29/2017							
Bid documents prepared	Chris, Larry Foerster, B. Slie	8/30/2017	in Review							
Project approved for bidding	Chris Roznovsky, L. F., Brian Slie		9/28/2017							
Project Advertised for bidding	Chris Roznovskt, Susan Hensley			9/28/2017						
Bids Received	S. Hensley, J. Yates, C. Roznovsky									
Bids Reviewed	L.F., C.R., B.Slie, J.Y.				10/23/2017					
Bid Recommendation to C. Council	L.F., C.R., J.Y.					11/10/2017				
Bid Awarded by City Council	J.Y., S.H.					11/10/2017				
Contracts Executed	C.R., S.H., L.F., J.Y.					11/10/2017				
Construction Begins	Contractor, C.R.					11/20/2017				
Interim Loan Set Up/taken/Pd. Back	J.Y.	9/12/2017	Loan Doc. Prep.	Council Approves	Loan Ready					
Pay Estimates	Contractor, C.R., J.Y. Cathy Branco									
Request for Expedited Funds	C.R., J.Y.						12/27/2017	1/27/2018	2/27/2018	
Construction Ends	Contractor, C.R., J.Y.						12/28/2017	1/28/2018	2/28/2018	
Project Closeout	C.R., L.F., J.Y., C.B., B. Slie								3/30/2018	



Montgomery City Council  
**AGENDA REPORT**

<b>Meeting Date: September 26, 2017</b>	<b>Budgeted Amount:</b>
<b>Department:</b>	
	<b>Exhibits:</b> MEDC Missions and Goals Statement, Job Description of Economic Development Director, Shannan Reid history of MEDC
<b>Prepared By: Jack Yates City Administrator</b>	
<b>Date Prepared: September 22, 2017</b>	

**Subject**

This item, requested by a Council member, is to discuss the basic goals/functions/purposes of the MEDC.

**Description**

The purpose of this item, as explained to me, is to discuss the primary purpose(s) of the MEDC.

The MEDC had a similar worded item on its September 18<sup>th</sup> agenda and the minutes of that discussion are:

*Consideration of amending the corporation's mission, goals, and objectives statement -- Randy Moravec proposed amending section 2 of the Mission and Goals Statement of the MEDC by adding. Item 2D to read as follows:  
" to quantify the progress of economic development efforts, the MEDC will report to the Montgomery City Council, no less frequently than once per calendar quarter, economic development activities and the estimated number and types of jobs brought into or retained by those activities."*

Montgomery City Council  
AGENDA REPORT

*Mr. Moravec said that he was proposing this partially based upon the City Council discussion at its September 12 meeting regarding effectiveness of MEDC activities regarding economic development.*

*The discussion then evolved into the issue of "primary jobs" and its relevance to marketing to retail businesses. Jack said he saw economic development of the city as a global effort, involving practically all city funds, with no single person being responsible and that the possibility of a quarterly report of jobs created would be worthwhile.*

*Mr. Moravec said to the report is the responsibility of the Board to perform and present the report to the City Council, the Board agreed.*

*Motion by Moravec, seconded by Fox to add Section 2D, as presented, to the MEDC Mission and Goals Statement. All in favor.*

**Recommendation**

Have a good discussion and act accordingly.

**Approved By**

City Administrator

Jack Yates

Date: September 22,  
2017

# Montgomery Economic Development Corporation

## *Mission and Goals*

*est. 2012*

*rev. April 2016*

*rev. September 2017*

**MISSION STATEMENT:** The mission of MEDC is to (a) preserve and promote the quality of life in the Montgomery Area and (b) plan for a sustainable and vibrant local economy.

**GOAL 1**      **Preserve the small-town atmosphere and quality of life while promoting Montgomery as a convenient location for businesses serving the Houston Metropolitan Area.**

Objective 1A: Maintain and improve aesthetic quality of city by supporting city and business efforts to create high standards of development and projects supporting the hometown lifestyle of Montgomery.

Objective 1B: Support projects that would remove or repair blighted buildings, enhance the Historic District area, and preserve historic buildings.

**GOAL 2**      **Use incentives to encourage investments that create wealth in the Montgomery area while preserving and promoting its quality of life.**

Objective 2A: Develop specific criteria for recruiting and incentivizing businesses to expand or relocate to Montgomery.

Objective 2B: Develop Existing Business Program to receive input and provide support to existing Montgomery businesses.

Objective 2C: Encourage and promote special events that attract visitors to become aware of the benefits of the Montgomery community and businesses.

Objective 2D: To quantify the progress of economic development efforts, the MEDC will report to the Montgomery City Council, no less frequently than once per calendar quarter, economic development activities and the estimated number and types of jobs brought into or retained by those activities.



**GOAL 3**

**Continue to encourage the maintenance and enhancement of Montgomery area infrastructure, particularly infrastructure associated with business investment.**

- Objective 3A: Continue support of existing financial obligations and new projects related to the expansion of the water and sewer system to serve commercial areas in the city.
- Objective 3B: Prepare effective outreach program to communicate with prospective businesses about the water, sewer, streets, and drainage infrastructure that is available in Montgomery.
- Objective 3C: Coordinate maintenance and expansion of streets and highways with Montgomery County and the Texas Department of Transportation to facilitate the optimal movement of vehicular and pedestrian traffic.
- Objective 3D: Coordinate the maintenance and expansion of the electrical transmission and distribution system with Entergy to ensure reliable electric power and encourage the undergrounding of electric utilities.

**GOAL 4**

**Engage in a strategic and long-term marketing campaign for the Montgomery area. The marketing campaign shall include local community involvement and input, accentuate positive aspects of the Montgomery area and be disseminated to target audiences outside the Montgomery area.**

- Objective 4A: Prepare and maintain high quality platforms such as website, social media and brochures to communicate the business and development community about the rich cultural, lifestyle, and business amenities in Montgomery.
- Objective 4B: Conduct market and demographic studies to provide information to existing and prospective businesses or residents regarding labor force, customer base, and retail needs of the area.
- Objective 4C: Utilize relationship with Historic Montgomery Business Association, Montgomery Independent School District, and other local organizations to develop and implement tourism, business recruiting, and marketing plan.
- Objective 4D: Utilize existing community events and functions to showcase Montgomery lifestyle and business opportunity.

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**Job Title:** Montgomery Economic Development Director

**Job Summary:**

The Economic Development Director reports directly to the Montgomery City Administrator. The purpose of this position is to enhance and expand the economic activity of Montgomery. The Director serves as point of contact for current businesses in the community and will work with the City Administrator with prospective businesses for the purpose of relocation and/or expansion. The ED Director will provide leadership for the MEDC by working with ED allies, including local property owners, local civic organizations, and local, state and federal government agencies. The Director will serve as a conduit for information on economic issues to the City Administrator and MEDC Board of Directors. The Director will represent MEDC at seminars, tradeshow, meetings and events. The Director is expected to be a leader in promoting the community as a quality location to live, work and play.

**Skill and Ability Requirements:**

- Minimum of a Bachelor's Degree in a field related to business development, public administration or marketing
- Experience in economic development, marketing and or communications
- Excellent verbal and written communications skills
- Strong computer skills including desktop publication, website management and general business software(s)
- Self-motivated
- High level of interpersonal relationship skills

***Jack Yates***

**Montgomery City Administrator**  
PO Box 708  
Montgomery, TX 77356  
(936) 597-6434  
jyates@ci.montgomery.tx.us  
MontgomeryTexas.gov





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### Essential Job Functions:

- Plans, organizes and implements ED activities to expand the property and sales tax base and encourage creation of jobs.
  - Lake Conroe Summit – March 31, 2017 featuring Montgomery
- Develops plans to enhance the Montgomery business atmosphere to retain existing business base and market Montgomery to the community.
  - Video and Marketing materials for “selling Montgomery” to developers and business owners
- Works in conjunction with the City Administrator and the MEDC Board of Directors to prepare, negotiate and present ED incentives, grants and agreements to attract and retain business.
  - Develop and execute Grant Application
  - Provide and execute Impact Data Analysis for large projects to determine ROI
  - Bring potential projects for review to MEDC. Work to provide all necessary details.
  - Longview Greens Miniature Golfing
  - Cozy Grape Parking Lot
  - TxDOT Project FM 149
- Establish, develop and maintain contacts and nurture working relationships with other ED organizations.
  - Texas Downtown Association
  - Texas Economic Development Council
  - Central East Texas Alliance
  - Entergy – Economic Development offices
  - Magnolia, Willis, Navasota, Conroe, The Woodlands, Oak Ridge, Tomball EDC’s
- Work with consultants and contractors as applicable on retail and business recruitment strategies.
  - International Council Shopping Centers
  - The Nelson Company
  - JBeard The Real Estate Company
  - The Retail Coach
- Assist business prospects in their effort to relocate to Montgomery.
  - McCoy’s Lumber
  - Longview Greens
- Develop and implement a business retention and expansion program for existing Montgomery businesses.
- Establish and maintain relationships with Montgomery business owners. Become a resource for business owners with a general knowledge of city zoning and policies, state and federal programs (i.e. Small Business Development Center), and local business networking opportunities.
  - In progress of developing locally based programs provided by Montgomery Area Chamber of Commerce to benefit all businesses as a resource of best practices. (In lieu of SBDC)

## ***Jack Yates***

**Montgomery City Administrator**

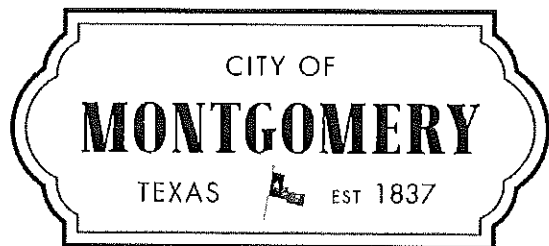
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[MontgomeryTexas.gov](http://MontgomeryTexas.gov)



BIRTHPLACE OF THE TEXAS FLAG

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- Maintain a database of available commercial properties in Montgomery. Develop relationships with property owners and managers. Remain knowledgeable as a resource to the City Administrator on property values and market trends.
    - Ongoing project to assist City Administrator in understanding available properties and their intended use by owner for purposes of land use planning
  - Participates with the City Administrator and other applicable staff and boards to plan for redevelopment of existing property and possible city expansion into unincorporated areas.
    - As instructed by City Administrator
  - Attend professional development classes that enhance professional skills utilized in this position and that bring value to the organization.
    - CETA workshops, CDI Institute Year 1 and Year 2, Texas EDC training, Sales Tax Training, online Webinar workshops
  - Collect and analyze data to evaluate the demographic and psychographic position of the community in relation to other communities.
    - The Retail Coach Study Demographics
    - Community Development Strategies Regional Forecast Study – Lake Conroe Summit
  - Participates with the City Administrator and the EDC Board of Directors in the preparation of the annual budget for MEDC.
    - Insight and contributions made for development of the budget in the summer, as well as documentation and regular reporting on budget items pertaining to assignments
  - Interface with the Montgomery City Council and other boards, commissions and committees to work toward the common goal of promoting the quality development of Montgomery.
    - Fulfilling the list of Job functions as detailed in this document
    - Report to City Administrator on a weekly/regular basis
    - Report to MEDC on a monthly basis
  - Assist the City Administrator in strategic planning projects often functioning as the liaison between the city and consultants. As strategic planning impacts the economic forecast for the city, the ED Director is expected to take an active role in planning activities.
    - Presentations made throughout the region to various groups and organizations regarding the development of Montgomery – 4 speaking engagements since March 2017
  - Assist the City Administrator with special projects as needed. As a department head, the ED Director is expected to take initiative in presenting potential projects to the City Administrator and completing projects independently and in a timely manner.
    - “QR Code” History Project – now the Beacon Scripts for the Mobile App. Coming online this fall
  - Provide professional and administrative support for the City Administrator as needed.
    - Checking at weekly meetings to learn of new opportunities

## ***Jack Yates***

**Montgomery City Administrator**

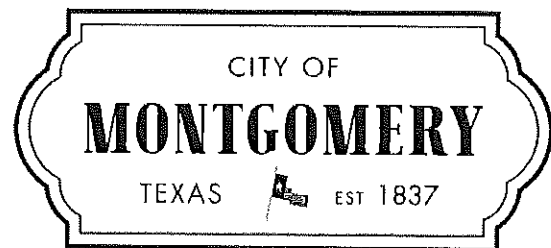
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## 2012

Shannan Reid began working with MEDC in **October of 2012**. Initial stages in those few months remaining of 2012 included learning from other communities about the role of Economic Development, Community Development, and quickly assessing the steps of action available to catapult MEDC on the journey of Economic Development. At this time, Bill Kotlan was City Administrator and Carol Langley was City Secretary. There were no other city staff to aid in the work for Economic Development, but as Bill Kotlan was working to position the City of Montgomery for the future, he could see a need for someone to assist in this area. We did not have a clear job description at that time, but we all agreed and understood that we were on a fast learning curve and that we would grow into the correct roles eventually. Partnering with HMBA for Shannan at that time was strategic because her position with them was part time and EDC really didn't seem to be worth more than part time in the early stages. If we were all pointing in the same direction, then shared time and vision could be beneficial to both entities.

At the close of 2012, MEDC had participated in a series of SWOT analysis discussions and determined the 4 goals with objectives for the organization which provided a general framework for Shannan to begin defining the scope of work to come before the Board for consideration.

## 2013

**JANUARY** - Immediately in this learning process, Shannan discovered that Montgomery lacked a clear set of demographics to be able to adequately tell the Montgomery story and projected growth, so she brought The Retail Coach to MEDC to make a presentation. The Retail Coach was contracted to complete a license plate scan and establish our Retail Trade Area surrounding Montgomery. This imaginary geographical boundary is significant in establishing the target markets for all future businesses interested in Montgomery. In addition to the demographic data provided, The Retail Coach took it a step further to submit our numbers within the retail trade area to establish a Gap Analysis and a Psychographic Analysis of our community. Of the scores of retail sectors for spending discretionary funds on an annual basis, we were able to understand how much sales tax is really leaving the community and being spent along I-45 or beyond, both inside the city limits and also inside the primary retail trade area.

**APRIL** - It was during this same time that Shannan learned of the Discover Houston Fair that was to be held in April in Fairfax Virginia. Lake Conroe Chamber had received the call to participate, and was fully intending to represent Conroe, Montgomery, and Willis, but had neglected to invite Montgomery and Willis to contribute or participate. Shannan pursued this opportunity on behalf of Montgomery and was able to secure a seat on the delegation to attend the event. Shannan compiled community interviews, coupled with our newly presented demographics and published a top-notch contribution to the relocation guide compiled by Lake Conroe Chamber. During the weekend trip, it was the slides provided by Shannan that guided most of the discussion from the delegation. The event was a huge success and our take away was that Montgomery should expect upper level empty nesters to the community which

will provide necessary property tax increases without huge strains on school population. Within 2 years of that time, word had spread of the excellence of Montgomery schools and the Woodforest Development made it possible for school-aged families to migrate to MISD as well.

**OCTOBER** – Because of the demographic study conducted by the Retail Coach, MEDC elected to buy in to Phase 2 of the plan to utilize their resources to launch our connections and represent Montgomery to all the retailers and restaurants on the move to add new site locations. Based on the understanding we had of the guidelines of State Law, MEDC had (and still has) the ability to attract retail to build up amenities to improve the quality of life for the community so that we may attract primary jobs. The very first element a business looks for when determining a relocation is quality of life for their employees. (What are the schools like, housing costs, things to do, etc.) We weren't necessarily planning to spend money on them, but we needed to at least let them know we existed.

Bill Kotlan and Shannan Reid made plans with The Retail Coach to attend the ICSC Conference (International Council of Shopping Centers) in Dallas and work the showroom to meet and promote Montgomery to retail owners and site selectors. At the time, Montgomery had no available retail space on the market. We assumed that if they were coming, they would build their own place. We were approximately 30% developed and the remaining 70% was still green and we had not provided utilities to all the green space yet.

At the ICSC Conference, Bill and Shannan learned several key things that we didn't know before.

1. The City of Montgomery was not high enough on the radar with The Retail Coach for us to receive any kind of Cadillac service and we were dropped off in the deep end of the pool on our own for the most part.
2. The profile of our retail trade area, while fresh and new and incredibly impressive to us, was insignificant to the businesses we thought we deserved and could attract. We would need to work all the angles of "selling" Montgomery. Many site selectors commented that when they would drive through Montgomery, they had no idea of the numbers we were able to show them. They never made the connection of the thousands who live along the lake and in other new developments.
3. The actual businesses are the very smallest piece to the puzzle, and they don't build their own buildings. In fact, when we entered the showroom, it was the developers who constructed small "cities" in the center of the exhibit hall and where running the show. These developers have built relationships with retailers that go with them to every development they establish. Bill and Shannan regrouped and refocused immediately and spent the entire conference meeting with and interviewing these developers. We established a dream list of developers who could come visit Montgomery for a windshield tour and consider site selection and meeting with commercial real estate brokers representing large tracts of land. All of those visits resulted in windshield tours provided by Shannan with further meetings to discuss the demographic data we acquired. Shannan is still in touch with those key developers who expressed early interest in Montgomery and she connects with them annually, but they continue to be on hold for coming to Montgomery.

**All of 2013** – The Sales Tax increases for the FY 2013 grew like gangbusters. While Montgomery cannot control where people spend their money, we can at least market ourselves to be a part of the retail

options and position ourselves as a destination for our target audience of the greater Montgomery County and Houston areas. With discretionary spending in the oil and gas sectors at a high, businesses were reporting growth hand over fist and our sales tax reports showed increases of 25-30% over that same month the year before. No one knew how long this growth pattern would last, but we all understood that this trajectory was not sustainable. It lasted for approximately 18 months until the oil price plummeted and the discretionary spending for this industry (and the Gulf Coast region) depleted significantly. MEDC was a benefactor of the increase in sales tax to the community during the 18 months of growth, but it was the work of Shannan's role with HMBA at the time to establish advertising campaigns that would get Montgomery found in the retail world as well as promoting Montgomery as a destination. MEDC did not contribute to those campaigns. All those pieces of regular marketing are still in place today. One of the regular ad campaigns to promote the Historic District was passed over to MEDC promotional budget in 2016, because complaints had risen that HMBA then (and now the Chamber) was a member based organization and this type of promotion should benefit any business in the Historic District regardless of any membership.

## 2014

After managing a huge learning curve through 2013, enough information was gathered to begin outlining a clear path forward to address all the needs of the future of The City of Montgomery. Shannan drafted an outline to express all the hats and all the low hanging fruit that had been taken on due to limited staff and so much work to be accomplished. 3 significant roles needed to be addressed by the city/and community to accommodate the growth coming to Montgomery.

1. **Full Time Economic Development Director** – Although we were still in the fledgling stages, it was evident that there was so much that could and should be done to continue with the growth and development of Montgomery. The key problem facing recruitment and growth was the lack of consensus within the community and its leaders about how many people is enough, how much business and development was good. There was a strong sentiment at that time within the community that the new development was all bad and we should continue to resist. Shannan requested the City consider a Comprehensive Plan approach inviting all the stake holders to the table so that a consensus could be reached to answer those tough questions and provide guidance to the task ahead. The request was denied and the City chose to stick with the present arrangement of a shared person because the growth wasn't there yet.
2. **Full Time CVB / Promotional Director / Visitor's Bureau / Marketing Specialist** – (There are many titles used for the same goals.) The growth and success of the first year of real targeted strategic focus was incredible, but in the world of marketing, the target is ever changing. The online versions of marketing versus traditional print marketing were ever-shifting, and they still are today. While our efforts were good in 2013, it would take a dedicated person to keep up with the task of keeping Montgomery in the forefront of everyone's mind, amid the tidal wave of marketing that consumers face daily. We had tackled low-hanging fruit as long as we could keep it manageable, but it was evident that a path forward needed to be considered or spinning plates would begin to fall. The response to this request was also denied at the city level. The understanding was that this should and could be on the shoulders of the businesses and entities

serving the community rather than the city, whose limited focus should be on infrastructure, water/sewer, and security. Other cities collect significant amounts of Hotel Occupancy Taxes where funds are required by law to go back into marketing. It was suggested that Montgomery would/could circle back to this concept once we had significant HOT funds to work with.

3. **Chamber of Commerce President** – HMBA had significantly grown in membership in the past 2 years, but the bulk of those members came from outside the Historic Business District. These businesses required ROI for their investment and were searching for an organization within the Montgomery community with which to connect. As an organization supporting businesses, they were functioning entirely like a Chamber of Commerce, but getting overlooked by peer organizations and other businesses within the community mistaking them for the Historical Society. The Board spent the year of 2014 researching the migration to officially becoming a Chamber of Commerce so that they would tap into the resources needed to provide support to the small business community as Montgomery continues to grow. Using the identified Retail Trade Area map, the group defined a target audience in efforts to carve out a greater boundary and buffer to the sprawl of Conroe's reach. The support the Chamber would provide to businesses would partner with the roles of MEDC as they sought to bring new businesses to the community. The Board of Directors established a strategic plan during the calendar year of 2014 and accomplished this piece, but stayed connected to MEDC so as not to leave them high and dry as the City waited for addition growth to allow them to achieve their goals.

The presentation of these 3 separate full time people to support the needs of the development of the City of Montgomery have been presented and explained every year since the start of 2014 and except for the transition of the Chamber, these fully developed positions have yet to be realized.

Moving forward with 2014, we needed to get connected with the right state level and regional partners to expose us to the right answers for the appropriate development of Montgomery. Shannan attended the Texas Economic Development Council state conference in June, the Planning.org conference in October, and the Texas Downtown Association Conference in November. Of all the benefits and focuses in each conference, it was determined that the TDA was a wise membership to invest in and the listserv of common questions and solutions shared among like-sized communities facing similar challenges was immediately beneficial. Daily, small towns across Texas pose challenges in their downtowns via this email, and suggestions are provided for best practices and creative solutions. We are also able to share vendors and other recommendations for businesses to contract for specific jobs. As a result of the TDA membership we were introduced to the Houston-Galveston Area Council which serves many small communities surrounding the Houston area. This organization has been a dynamic asset to resources and understanding the processes of community development as well as a source to find some grant funding.

The following year we added on a membership to TEDC so that we could receive all the up to date information coming from the state channels. It was from the TEDC conference that we connected with our Drone Videographer. The final product was top quality and he has since gone on to be a top name in the business. We overlaid our demographics with our video to produce a quality economic marketing tool for Montgomery. Over the following years, we were able to swap out the demographics for updated numbers until finally all the projects were constructed and our video is in need of a complete redo. We knew this would happen and that we would invest in a larger upgrade when the time was right.



The next phase of spreading the word about the growth and development was to prepare some presentation materials and engage in public speaking opportunities to showcase the excitement for our area. We accomplished several key pieces. We got a separate page on the MontgomeryTexas.gov website to host all our demographics, psychographics, gap analysis, and eventually our Drone Video of Montgomery. Shannan also compiled a slide show presentation and speech to travel the region talking about the numbers and projections in Montgomery. She was the keynote presenter for 5 regional events that calendar year and in the spring on 2014, MEDC hosted a mini Economic Development update luncheon what was attended by 80 people including all the relationships made with Houston active developers over the past year. The interest continued to climb as we honed our presentation and materials to showcase Montgomery.

MEDC and HMBA went halves on a centerfold spread of The Woodlands Chamber Relocation Guide. We still use this piece today, highlighting our demographics as well as the quality of life for relocating to Montgomery. As the Woodlands spends dollars abroad to attract businesses and people to the region, we can piggy back off their work by attracting businesses who might be a better fit or have an extension in Montgomery. We have since turned that centerfold into a one-sheeter to use at all presentation opportunities or to send to potential business prospects and developers.

Several projects came through the doors of MEDC for grant assistance during 2014. They were already interested in the potential of being in Montgomery and the demographics aided in their decision to make Montgomery their final site selection. But MEDC wanted to focus dollars spent with an objective analysis of ROI for the contribution. Shannan researched and presented a case by case opportunity to contract with Impact Data Analysis where we submit a spreadsheet of projections provided by the developer and we are then given a sliding scale of ROI to use in determining investment levels and projects to partner with.

Shannan researched a hotel feasibility study that MEDC could acquire to establish a mid-sized hotel which would also provide the HOT taxes necessary to fund more marketing for the city moving forward. While MEDC agreed that this would be a necessary step at some point, they agreed that the timing was a few years premature of getting the strong results needed to land the types of hotels we desired. In addition, hotel feasibility studies are very costly and only reflect the exact numbers for a specified address, and at the time, MEDC was not confident the numbers would translate to a different address the same way, proving it to be a waste of investment. The project was tabled indefinitely.

TxDOT reached out to the City of Montgomery in 2014 to inform us that the widening of FM 149 now had an official project number and was being called to the front of the line in the coming years for completion. Bill Kotlan hosted an informal breakfast meeting that year to explain the anticipated results of the widening project. Inside the TxDOT right of way, there were to be 3 full lanes with a dedicated turn, and 2 5-foot sidewalks on either side. The project would stretch from Hwy 105 all the way to FM 1097 East. We also learned at this time that all curbside parking would be lost.

It was partially in consideration to this news, that Liberty Bell launched their building renovations and made access to their shop from the rear, partnering with the construction of the new West Mont building. A grant request was made and awarded by MEDC to help them with façade improvements during this project.

Mike, Michael, and Kris Ogorchock reached out to Shannan Reid, MEDC, and the City of Montgomery to learn about the potential for building a top of the line business park within the city. Shannan provided them the acquired demographics and connections to the Greater Houston partnership, to aid in further promoting their potential development. They were able to secure an adjacent tract of land and annex into the city of Montgomery during 2014, and acquire MEDC participation in some infrastructure and grants enabling them to attract top quality tenants to the park. Rarely does a community have such an opportunity for a private developer to create a community asset like a business park. MEDC and the City made it clear that we would partner with them as we began to see a rise in requests for information from the Governor's Office of Economic Development in 2015.

During 2014, Shannan connected with the County and State Historical Commissions and began a project to showcase the rich history of Montgomery. A task force of various community leaders interested in the project was launched and significant headway was made in establishing a QR Code Walking Tour around Montgomery. The project made significant progress until the time to trim down the stories. Every story from our community history should be handled with care and presented to the best of our ability. This needed more time and thought for the right people to come along and contribute to the final product. Although it took a rest for a while after the initial launch, the technology to provide an App for the City has given us a better platform to host the stories, and our task force reunited to complete phase I to be launched in fall of 2017.

Kevin Barnes, the owner of the downtown lot across from the Old Ice House Pavilion Stage showed interest in getting approval to build his building. Having been rejected once before by Planning and Zoning, Shannan worked with Kevin and P&Z Chairwoman, Sonya Clover to make appropriate modifications to accommodate the requests of P&Z and fulfill requirements for being inside the historic district. Ultimately his project was approved and his construction was scheduled to be complete in Q3 of 2015.

Kroger negotiations were conducted during the mid-late 2014 calendar year. Early on in the process, Shannan met with the delegation from Montgomery and the executives from Cincinnati, but once the demographics had been provided, the conversation went behind closed doors and a 380 agreement was drafted with limited participants in that discussion. Shannan was no longer privy to the conversations going forward. MEDC had agreed to rebate 100% of their sales tax income from the development as a part of the deal.

## 2015

RFP's (requests for proposals) were coming into Shannan's office on a consistent basis throughout 2015. We responded to all the requests that fit our profile and requirements. This was a strong season of state level recruitment with Gov Rick Perry leading the charge and traveling the globe to sell Texas as a business-friendly state. Shannan research other proposal submissions to understand what could make our site selection stand out among the rest. We have added our one-sheeter marketing with demographics as a bonus to this regular submission.

TxDOT invited small communities in the Gulf Coast region to consider their newest Call for Projects on the TAP Grant. Transportation Alternatives Program was federally funded with an 80%-20% split. This was a great opportunity for the City of Montgomery to get some help in providing sidewalks from park-to-park via the Historic District, connecting Buffalo Springs and the Elementary School as well. Five potential projects were identified during this process that could benefit the walkability and access of the Historic District while giving us the opportunity to enhance the beautification of downtown. Several public meetings were held to discuss ideas regarding the ease of access for the downtown area. In the end, the projects were disqualified from participation for federal funding, even though Shannan had met extensively with the TxDOT leaders to ensure that we were doing everything possible to follow the guidelines. City Council had unanimously approved the presentation that went in the project submission at that time. The FM 149 widening was already an existing project on the books, so our grant request was to cover costs of upgrading the basic concrete to include brick pavers and improving lighting along the corridor.

A shift of business ownership was taking place around town as various businesses closed their doors and new tenants opened. The downturn of discretionary spending became significant over the course of 2015. For the first time in many years, we were seeing available lease space. The struggles were particularly evident in the Montgomery Trace Center along Hwy 105 due to the property owner investment group not located in the state and the mismanagement of the companies hired to oversee the complex. Shannan made connections each year with each new management team including the current company JBeard to ensure that adequate attention be made to the upkeep and maintenance for the structures on behalf of the tenants. Currently, the property owners have placed the entire center up for sale, starting at \$12 million and reducing it to the current listed price of \$10 million+. Shannan has presented this property to the list of developers she has built relationships with to date. The concern by all is the years of neglect in maintenance making the project in need of a complete overhaul but too expensive at \$10 million to tear down and start over.

2 significant factors that influence economic development at the core recruiting level include:

1. Current business expansion or connecting with those current owners to understand their chain of product needs in hopes to use the feedback to establish which industries to target.
2. Look at what is organically happening and learn of gaps in the network of providers for that industry which has already found your community.

On several occasions, Shannan has reached out to connect with the wedding venue industry that has organically found their way to the outlying areas of our part of the county. The businesses that provide services to these industries are not currently based inside the city limits. Upon further interviews and investigation, the primary concern for filling gaps in this industry include entertainment, casual dining other than Mexican food, and hotel accommodations. Even with all the venues in a mile radius, there is not enough business for some of these providers to leave the Houston market and base out of Montgomery. The consensus is that those particular wedding features will continue to come from larger markets, but we can address things to do for our weekend guests. Another need coupled with the large wedding venues is a smaller venue space for the rehearsals, showers, and bridal or groom gatherings.

# 2016-2017

One of the key components to 2016 was circling back with new MEDC Board members and reviewing and understanding the goals and objectives of MEDC as well as the role of the Director. There was a growing concern among downtown businesses that the role and best use of the money spent by MEDC would be to aid in downtown events festivals and promotions. As a result of several meetings, and an ad hoc committee of representatives for determining the best steps going forward, MEDC has allocated funds to contract for marketing assistance for the city as a whole. The steps taken since include a contract with Home Focus Publications, and revamp of the Experience Montgomery website to attract and promote business, history, tourism, and special events.

Shannan has continued to attend Texas EDC and Texas Downtown Association conference each year, and during 2016, she learned of a new technology and third-party app which could greatly benefit the promotion of Montgomery in both tourism and history. Home Focus has moved forward on the implementation of this app and Shannan has reassembled her team to complete the historic walking tour (without the need for the QR codes)

In late 2016, Shannan connected with Jason Long who was looking to build a miniature Golf Course in the area. Shannan provided Jason the demographic information along with the psychographic analysis to understand that a project like this could be incredibly successful, not only within the immediate area, but also regionally, as we have nothing similar in the entire county or region. The collaboration and initial grant award to Jason aided Longview Greens to secure the necessary funding from the bankers to complete his project and open doors to the public in early May 2017. As a bonus, Shannan mobilized the Chamber to host the first Mini Golf Scramble to kick off his welcome to the community.

Back in 2014, Shannan reached out to Conroe and Willis leaders to consider a regional economic summit to highlight the Lake Conroe Area as well as the individual communities. At the time, several projects had not yet launched, so it was agreed that the project be tabled until the right timing on the development stage for all 3 communities. In the fall of 2016, Shannan brought the Summit idea back to life and invited Conroe and Willis once again to participate. They declined the invitations, but the event went forward as planned and the Lake Conroe Summit held its first conference in March 2017. The results of this summit are ongoing, but the fact that Montgomery was at the forefront of a high caliber event like this summit attended by 150 of the areas leaders in development, business, investments, etc. including property owners was significant. And independent study was commissioned to highlight the 3 community plus the Lake Conroe Area as a whole, and the Community Impact newspaper continues to reference this study's results in their articles and reports. The impact of this event cannot be adequately contained in this short paragraph summary.

In March of 2016, Shannan attended Year 1 of Community Development Institute at Lone Star College in The Woodlands. This 3-year program reviews extensively the laws of the State of Texas, best practices for economic development, and at its completion provides a certification for PCED (Professional Community and Economic Developer.) This program also connected students in the same situations as Shannan in Montgomery to create a network and support system for trouble shooting and potential solutions. In 2017, due to calendar conflicts, Shannan attended year 2 in Boise, ID. Year 3 will be back at Lone Star in March.

Conversations from TxDOT continued to pop up during early 2016, and per Jack's approval Shannan reached out to learn of the project's scope as time drew closer, so that we might get a better understanding of the timeline and extent of the impact on the community. During this time, it was brought to our attention that TxDOT had not communicated with utilities, city engineers or any other service providers impacted by the construction. Shannan coordinated a meeting of all the players to cannon off all the discussions and timelines required for the project to be ready for public hearings. Several walk abouts were conducted with various entities to learn of the complexities of the project. When considering the improvements to FM 149, the idea was brought to MEDC that we could perhaps create a grant award checklist of improvements to the other non-TxDOT downtown streets to provide the necessary sidewalks and mobility to complete the finished improvements to the Historic District. The project list was not completed at the time our city engineer Glenn Flemming left and was replaced by Chris Rosnovsky with Jones and Carter. Since then, our focus has shifted and the other street improvements have not been pursued. At the December 2016 meeting, it was requested that we see TxDOT host open public meetings for the project so that we could gain public input for the final plans. We projected that to happen by February of 2017. When that time came and passed, we continued to contact TxDOT to understand the status. In May, we met with TxDOT for a utilities meeting which was only attended by Jones and Carter, so water/sewer lines were addressed. Beyond that they did not provide us with any other information significant to report to public. It wasn't until August that a short turn around meeting was scheduled and the project was presented as complete. As a result of that meeting, the project has been postponed until May to allow for additional public engagement on the part of TxDOT.

In 2016 and 2017, RFP's continued to come through Shannan's office, but not at the significant pace they had in 2015. This was across the board, as we all receive the same requests and bid on the same projects together, small towns and big cities alike. That being said, Montgomery Summit Business Park was considered a finalist on four different proposals submitted through the Greater Houston Partnership or the Office of the Governor in Austin. We have continued to improve our ability to showcase the benefits of being in Montgomery for primary job relocation, despite what some may see in our city profile as a setback. When we showcase it as a quality of life benefit, we can turn the conversation around.

The Kroger Shopping Center opened in August of 2017 and McCoys is scheduled to open in October. Pizza Shack is making great progress to be open in late October as well. MEDC participated in projects to aid all of these businesses through the development stages. These projects have provided a significant increase in property tax values and will be the catalyst needed to see the next phase of development begin to appear.

During 2016 and 2017, Shannan has fielded an increase number of calls from commercial brokers and representatives inquiring are various projects, contact information for available space, and possible annexation into the city limits. Some calls have been from property owners living outside of the state.