



**City Council  
Regular Meeting Minutes  
May 12, 2026**

**OPENING AGENDA**

**1. Call Meeting to Order.**

The City Council Regular Meeting of the City of Montgomery was called to order by Mayor Sara Countryman at 6:00 p.m. on May 12, 2026, at City Hall 101 Old Plantersville Rd., Montgomery, TX and live video streaming. The Mayor noted that Council Member Carol Langley would arrive late and Council Member Olsen would be absent. With Council Members present a quorum was established.

Present: Mayor Sara Countryman  
Council Member Carol Langley Joined meeting at 6:38 p.m.  
Council Member Jeff Glaser  
Mayor Pro-Tem Cheryl Fox  
Council Member Stan Donaldson

Absent: Council Member Casey Olson

**2. Invocation.**

Judge Wayne L. Mack led the invocation. The prayer expressed gratitude for public service, asked for guidance for the Council, recognized National Police Week, and offered appreciation for the Montgomery Police Department and the community.

**3. Pledges of Allegiance.**

Mayor Sara Countryman led the pledges of allegiance.

**4. Citizen Comments.**

Lisa Kupferer, 402 Berkley Drive, addressed the Council regarding proposed parking near the museum area. She expressed concern that parking in that location would detract from the appearance of the white picket fence and museum building and could also create traffic backups on Liberty Street and Highway 149. She suggested eliminating the few proposed parking spaces to improve both aesthetics and traffic flow.

Tim Stone, 118 Longhorn Run Drive, addressed the Council regarding an election issue affecting residents of Montgomery Bend. He stated that he was initially told he lived outside the city limits and therefore did not receive a ballot containing city races, but after further review, election officials determined he was in fact within the city limits and allowed him to vote shortly before polls closed. He expressed concern that other residents in the neighborhood may have been similarly unable to vote in city races. Staff responded that the city had submitted the correct information to Election Central and that the matter had also been addressed with election officials.

**PRESENTATION**

**5. Proclamation recognizing National Police Week May 10-16, 2026.**

Mayor Sara Countryman presented a proclamation recognizing National Police Week, May 10-16, 2026, and honoring law enforcement officers for their service, sacrifice, and commitment to protecting the community.

**6. Proclamation recognizing the 66th Annual National Public Works Week May 17–23, 2026.**

Mayor Sara Countryman presented a proclamation designating May 17-23, 2026, as National Public Works Week and recognizing the contributions of public works professionals to the city's infrastructure, public health, safety, and quality of life.

**CONSENT AGENDA**

**7. Consideration and possible action on the City Council Meeting Minutes of April 28, 2026.**

**8. Consideration and possible action on the second and final reading of a Resolution of the City Council of the City of Montgomery, Texas, approving a project and expenditure of the Montgomery Economic Development Corporation for design and construction of improvements to the Downtown Improvements Project in Montgomery County, Texas.**

Proposed Resolution 2026-15

**9. Consideration and possible action on a Professional Engineering Services Agreement between the City of Montgomery and L Squared Engineering, LLC.**

**Motion:** Council Member Stan Donaldson made a motion to approve the Consent Agenda Items 7 through 9 cumulatively. Mayor Pro-Tem Cheryl Fox seconded the motion. Motion carried with all present voting in favor.

**ELECTION AGENDA**

**10. Consideration and possible action of an Ordinance of the City Council of the City of Montgomery, Texas, canvassing the returns and declaring the results of the City of Montgomery, Texas, General Election held on the 2nd day of May, 2026, for the purpose of electing a Mayor and two (2) City Council Members, Places 2 and 4 for regular terms.**

The Council considered Ordinance No. 2026-09 canvassing and declaring the results of the May 2, 2026 general election for mayor and City Council Places 2 and 4. The canvass reflected 477 total ballots cast, including 329 early votes, 27 absentee votes, and 121 election-day votes, with a voter turnout of 22.31 percent out of 2,138 registered voters. The results declared Sara Countryman elected mayor, Casey L. Olsen elected to Place 2, and Cheryl Fox elected to Place 4.

**Motion:** Mayor Pro-Tem Cheryl Fox made a motion to approve Ordinance 2026-09, an Ordinance of the City Council of the City of Montgomery, Texas, canvassing the returns and declaring the results of the City of Montgomery, Texas, General Election held on the 2nd day of May, 2026, for the purpose of electing a Mayor and two (2) City Council Members, Places 2 and 4 for regular terms. Council Member Jeff Glaser seconded the motion. Motion carried with all present voting in favor.

**11. Presentation of Certificate of Election to newly-elected officials for Mayor and City Council Place 2 and Place 4.**

Certificates of election were presented to the newly elected officials for the offices of Mayor and City Council Places 2 and 4.

**12. Administration of Statement of Officer and Oath of Office to newly elected officials for Mayor and City Council Place 2 and Place 4.**

The statement of officer and oath of office were administered by Judge Wayne L. Mack to the newly elected officials, including Mayor Sara Countryman and Council Member Cheryl Fox. The newly elected officials were sworn in and assumed their respective offices.

**13. Consideration and possible action regarding the appointment of Mayor Pro-Tem.**

The Council considered the appointment of a Mayor Pro-Tem. Cheryl Fox was nominated for the appointment of Cheryl Fox as Mayor Pro-Tem.

**Motion:** Council Member Stan Donaldson made a motion to appoint Council Member Cheryl Fox as Mayor Pro-Tem. Council Member Jeff Glaser seconded the motion. Motion carried with all present voting in favor.

**PUBLIC HEARING**

**14. Convene into the Public Hearing on the final report for a rezoning request, submitted by L Squared Engineering, related to Corner John, TRACT 57-D (WARD INVESTMENTS 01, RES A FILE #2007006890), ACRES 3.252 that is currently zoned PD Planned Development to be rezoned I Institutional.**

Mayor Sara Countryman convened the City Council into a Public Hearing at 6:25 p.m.

Speaking For: None  
Speaking Against: None

Mayor Sara Countryman reconvened the City Council into a Regular Meeting at 6:25 p.m.

**REGULAR AGENDA**

**15. Consideration and possible action of an Ordinance by the City Council of the City of Montgomery, Texas, amending the zoning classifications as defined in the City Code of Ordinances Chapter 98, Zoning, for Corner John, TRACT 57-D (WARD INVESTMENTS 01, RES A FILE #2007006890), ACRES 3.252, Montgomery, Texas from "PD" Planned Development Zoning District, as found on the City's Official Zoning Map to "I" Institutional Zoning District Classification; and to amend the Official Zoning Map; providing a savings clause; providing a repealing clause; and providing an effective date upon passage and publication.**

The Council considered an Ordinance amending the zoning classification for approximately 3.252 acres identified as Cornerstone tract 57-D from Planned Development to Institutional in order to align the zoning with the proposed municipal complex use. Staff explained that the property is the location of the former Jim's Hardware Building and that the rezoning would match the intended use of the site.

**Motion:** Council Member Stan Donaldson made a motion to approve Ordinance 2026-10, an Ordinance by the City Council of the City of Montgomery, Texas, amending the zoning classifications as defined in the City Code of Ordinances Chapter 98, Zoning, for Corner John, TRACT 57-D (WARD INVESTMENTS 01, RES A FILE #2007006890), ACRES 3.252, Montgomery, Texas from "PD" Planned Development Zoning District, as found on the City's Official Zoning Map to "I" Institutional Zoning District Classification; and to amend the

Official Zoning Map; providing a savings clause; providing a repealing clause; and providing an effective date upon passage and publication. Mayor Pro-Tem Cheryl Fox seconded the motion. Motion carried with all present voting in favor.

**16. Consideration and possible action on a request for sign variances of the on-premises, ground signs (freestanding) proposed at each major entrance for the HEB Development.**

The Council considered a request for sign variances for four freestanding on-premises ground signs at the H-E-B development. Staff explained that the request involved variances for height, effective area, and placement in relation to side-yard restrictions near residential property, and noted that the signs were set back from the roadway and intended to improve visibility for the site entrances, fuel area, curbside area, and pharmacy drive.

**Motion:** Mayor Pro-Tem Cheryl Fox made a motion to approve a sign variances of the on-premises, ground signs (freestanding) proposed at each major entrance for the HEB Development. Council Member Jeff Glaser seconded the motion. Motion carried with all present voting in favor.

**17. Consideration and possible action on a variance request regarding the tree assessment outlined in Section 78-167 of the City's Code of Ordinance for the Briarley development (Dev. No. 2006).**

The Council considered a variance request regarding the tree assessment requirement in Section 78-167 of the city code for the Briarley Development. Staff explained that the developer requested relief from submitting a tree assessment for the remaining sections of the development, citing financial burden while still proposing substantial landscaping, retention of portions of the existing canopy, and compliance with the requirement to plant two trees per single-family lot. Planning and Zoning had conditionally approved the related preliminary plats subject to Council action on the variance.

Council Member Carol Langley joined the meeting at 6:38 p.m.

**Motion:** Council Member Jeff Glaser made a motion to approve a variance request regarding the tree assessment outlined in Section 78-167 of the City's Code of Ordinance for the Briarley Development (Dev. No. 2006). Mayor Pro-Tem Cheryl Fox seconded the motion. Motion carried with all present voting in favor.

**19. Consideration and possible action by the City Council to amend and execute the Superior Properties Development Agreement (Dev No. 2215)**

The Council took up Item 19 before Item 18 because the matters were related and action on the development agreement was required first. The Council considered an amendment to the Superior Properties development agreement to delay payment of impact fees from final platting to the time of connection for each reserve tract. During discussion, the Council clarified that the fees would be assessed and paid at the current rate in effect at the time of connection rather than being locked in at current rates.

**Motion:** Council Member Jeff Glaser made a motion to approve amending the Superior Properties Development Agreement (Dev No. 2215) to delay payment of impact fees from final platting to time of connection for each reserve tract with the addendum that the impact fees would be assessed and paid at the current rate in effect at the time of connection. Council Member Carol Langley seconded the motion. Motion carried 4:1 with 1 nay by Council Member Stan Donaldson.

**18. Consideration and possible action by the City Council on the Final Plat for Superior Properties (Dev. No. 2215).**

Following approval of Item 19 for an amended development agreement, the Council considered the final plat for Superior Properties Development No. 2215. Staff noted that the required bonds and supporting documents for the proposed infrastructure improvements, including sanitary sewer improvements along Lone Star Parkway, had been provided.

**Motion:** Council Member Carol Langley made a motion to approve the Final Plat for Superior Properties (Dev. No. 2215). Council Member Jeff Glaser seconded the motion. Motion carried with all present voting in favor.

**20. Consideration and possible action authorizing the Mayor to sign the Escrow Agreement by and between the City of Montgomery and Take 5 Oil Change (Dev No. 2604).**

The Council considered an escrow agreement between the City of Montgomery and Take 5 Oil Change Development No. 2604. Staff explained that the agreement would allow the city to bill and coordinate plan review and development activity through a separate escrow account for the Take 5 pad site within the broader BCS Capital Development rather than through the parent development account.

**Motion:** Council Member Stan Donaldson made a motion to approve authorizing the Mayor to sign the Escrow Agreement by and between the City of Montgomery and Take 5 Oil Change (Dev No. 2604). Mayor Pro-Tem Cheryl Fox seconded the motion. Motion carried with all present voting in favor.

**21. Consideration and possible action to authorize the Mayor to sign the Escrow Agreement between the City of Montgomery and HMF Americana, LLC (Dev No. 2605), and to authorize the City Engineer to begin the feasibility study.**

The Council considered an escrow agreement between the City of Montgomery and HMF Americana LLC, Development No. 2605, and authorization for the city engineer to begin a feasibility study. Staff explained that the proposed development on the northeast corner of Buffalo Springs and Lone Star Parkway was planned as a cottage-style multi-family project with 211 homes and 376 parking spaces, and that the requested action was limited to initiating the feasibility study to evaluate utility service, drainage, transportation, zoning, and other development requirements.

**Motion:** Council Member Stan Donaldson made a motion to approve authorizing the Mayor to sign the Escrow Agreement between the City of Montgomery and HMF Americana, LLC (Dev No. 2605), and to authorize the City Engineer to begin the feasibility study. Mayor Pro-Tem Cheryl Fox seconded the motion. Motion carried with all present voting in favor.

**22. Consideration and possible action authorizing the Mayor to sign the Escrow Agreement by and between the City of Montgomery and Wells Fargo (Dev No. 2603).**

The Council considered an escrow agreement between the City of Montgomery and Wells Fargo, Development No. 2603. Staff explained that the agreement related to a pad site within the H-E-B and SH 105/2854 development and would allow the city to track plan review and development coordination through a separate escrow account for Wells Fargo rather than through the broader parent-site escrow account. Additionally, further discussion was held regarding access, signage, and future site review.

**Motion:** Council Member Stan Donaldson made a motion to approve authorizing the Mayor to sign the Escrow Agreement by and between the City of Montgomery and Wells Fargo (Dev

No. 2603). Council Member Jeff Glaser seconded the motion. Motion carried with all present voting in favor.

**23. Consideration and possible action regarding authorizing a utility easement with Tri-Pointe.**

The Council considered authorizing a utility easement associated with the lift station 5 relocation project on property within the Tri Pointe development. Staff explained that the easement would provide the city with access to the site and follow the general alignment of existing sewer infrastructure while accommodating updated flow lines to the new lift station. The developer had already executed the easement, and the Council approved Item 23 as presented.

**Motion:** Council Member Stan Donaldson made a motion to approve authorizing a utility easement with Tri-Pointe. Mayor Pro-Tem Cheryl Fox seconded the motion. Motion carried with all present voting in favor.

**STAFF COMMENTS AND REPORTS**

**24. City Administrator Monthly Report**

The City Administrator provided an update on the municipal complex project. He reported that negotiations with the construction manager were nearing completion on a pre-construction agreement, with final legal review pending. He stated that design work was expected to be completed by late summer, that a guaranteed maximum price proposal should be brought to the Council in September, and that construction completion was tentatively projected for mid-to-late 2027, depending on pricing, long-lead materials, weather, and other project conditions.

The Economic Development Assistant Director also reported ongoing coordination with council members and the MEDC board on shared priorities, outreach to downtown businesses, progress toward the McCown Street improvements public hearing and bidding process, final approval stages for entry wayfinding signs, preparation of Chapter 380 economic development guidelines and tax incentive application materials for legal review, and development of business improvement grant guidelines to support downtown and local business initiatives.

**25. Police Department Report for April 2026**

The Council received the Police Department report for April 2026. During discussion, the Chief confirmed that the County planned to reopen its incinerator for use by law enforcement agencies in Montgomery County, eliminating the need for the city to pursue a separate incinerator and resulting in estimated savings to the city. The Chief also announced an upcoming Coffee with a Cop event at Highland Place and agreed to provide a more detailed breakdown of certain offense categories in future reporting.

**26. Court Report for April 2026**

The Council received the Municipal Court report for March 2026.

**27. Finance Report March 2026**

The Council received the Finance report for March 2026.

**28. Building Official Report March 2026**

The Council received the Building Official report for March 2026. The Building Official

reported that staff continued monitoring for unauthorized water use, would verify compliance with tree-planting requirements for new home permits issued in 2026, and had maintained in-person inspection practices rather than accepting contractor-submitted photos in lieu of inspections. He also reviewed permitting and inspection totals for March, explained that inspection counts include multiple subcontractor and trade inspections under master permits, and noted a slight slowdown in new permit applications while anticipating increased activity from upcoming subdivisions. Additional discussion addressed a replacement mobile home permit as a one-for-one nonconforming replacement and the format of monthly versus fiscal-year cumulative reporting.

**29. Development Services Monthly Report for April 2026**

The Council received the Development Services report for April 2026. The Development Services Administrator reported ongoing work on special use permits, including anticipated applications related to Wells Fargo Financial and other businesses, and noted that a sign-height variance request might be forthcoming. Discussion also addressed evolving land-use patterns in the industrial district, ongoing code enforcement efforts, and a recent drainage and mud-tracking issue along FM 1097 that was coordinated with inspectors and cleaned up promptly by the contractor. In addition, further noted plans to resume refresher training for Planning and Zoning members now that new commissioners had been appointed.

**30. Public Works March 2026 Report**

The Council received the Public Works report for March 2026. With the Public Works Director being absent, no discussion was held on this item.

**31. Utility Operation March 2026 Monthly Report**

The Council received the Utility Operation report for March 2026. Staff reported that water system reliability was approaching 95 percent, that the city's water wells were in good condition, and that the sewer plant remained in compliance with state effluent regulations. Staff also referenced ongoing permitting progress for the Lone Star Parkway corridor.

**32. Engineer's Report**

The Council received the City Engineer's report. Staff provided updates on several active capital and development-related projects, including bidding of the wastewater treatment plant demolition package with a recommendation expected at the June 9 council meeting, continued design work for phase one of the plant expansion, and ongoing review of Water Plant No. 4 plans with related easement coordination and anticipated bidding later in the summer. Staff also reported that the ARPA-funded water plant improvement project was substantially complete and expected to be recommended for acceptance and warranty at the next meeting, that Lift Station 10 improvements were nearing completion despite lightning damage to electrical components, and that public infrastructure projects associated with Buffalo Springs, CB Stewart, and Lawson Water were continuing to move forward. Transportation updates included activation of the FM 1097 and Buffalo Springs traffic signal, anticipated end-of-summer activation of the FM 1097 and Hazel Road signal, county coordination on the Lone Star Parkway expansion, ongoing ordinance updates related to landscaping and canopy requirements, and progress on a three-party agreement expected to go before Commissioners Court on May 21.

**Motion:** Council Member Carol Langley made a motion to approve to accept the departmental reports as presented. Council Member Stan Donaldson seconded the motion. Motion carried with all present voting in favor.

**CLOSING AGENDA**

**33. Council Inquiry**

No comments were made.

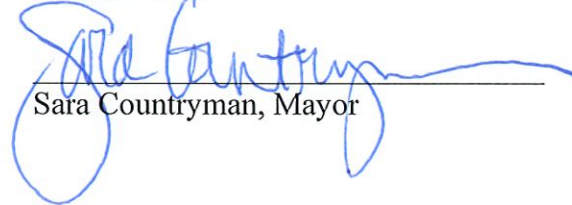
**34. Items to consider for placement on future agendas.**

No items to consider at this time.

**35. Adjourn.**

**Motion:** Mayor Pro-Tem Cheryl Fox made a motion to adjourn the City Council Meeting at 7:41 p.m. Council Member Carol Langley seconded the motion. Motion carried with all present voting in favor.

APPROVED:

  
Sara Countryman, Mayor

ATTEST:

  
Ruby Beaven, City Secretary

