

NOTICE OF REGULAR MEETING

July 23, 2019

MONTGOMERY CITY COUNCIL

STATE OF TEXAS

AGENDA

COUNTY OF MONTGOMERY

CITY OF MONTGOMERY

NOTICE IS HEREBY GIVEN that a Regular Meeting of the Montgomery City Council will be held on **Tuesday, July 23, 2019** 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

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:

1. Matters related to the approval of minutes of the Regular Meeting held on July 9, 2019.
2. Consideration and possible action regarding nomination to the Montgomery County 9-1-1 Board of Managers Appointment to serve a two year term October 1, 2019 – September 30, 2021.
3. Consideration and possible action to affirm that the previously declared surplus patrol vehicle, 2013 Dodge Charger, Vin#1682, will remain City property, as requested by the Police Chief.

CONSIDERATION AND POSSIBLE ACTION:

4. Consideration and possible action on Department Reports.
 - A. Administrator's Report
 - ❖ Presentation - *New City Web Site*
 - 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

5. Consideration and possible action to Accept Excess Collections for 2018 Debt Service and Certification for Debt Service Collection Rate for 2019-2020.
6. Consideration and possible action regarding a sign height variance of two feet to be located at 13944 Liberty Street as submitted by Madsen/Richards Development.
7. Consideration and possible action regarding acceptance and award of bid for FEMA - Atkins Creek Water, Sanitary Sewer and Storm Sewer Repairs Project.
8. Consideration and possible action regarding installation of two or three speed humps and corresponding signage on Bessie Price Owen Drive.
9. Discussion regarding prohibit fishing in the Memory Park Pond.

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.

10. Adjourn into Closed Executive Session as authorized by the Texas Open Meetings Act, Chapter 551 of the Government Code, in accordance with the authority contained in the following:
 - a) Section 551.071 – Consultation with City Attorney regarding pending claims and contracts.
11. Reconvene into Open Session.

POSSIBLE ACTION FROM EXECUTIVE SESSION:

12. Consideration and possible action regarding approving an Agreement to complete Dr. Martin Luther King Jr. Drive and Baja Road with Cincinnati Insurance Company, MMG Contractors and the City.

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 19th day of July 2019 at 3:45 o'clock p.m. I further certify that the following news media was notified of this meeting as stated above: The Courier

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

MINUTES OF REGULAR MEETING

July 9, 2019

MONTGOMERY CITY COUNCIL

CALL TO ORDER

Mayor Pro Tem T.J. Wilkerson declared a quorum was present and called the meeting to order at 6:00 p.m.

Present: Jon Bickford City Council Place # 1
 John Champagne, Jr. City Council Place # 2
 T.J. Wilkerson City Council Place # 3
 Rebecca Huss City Council Place # 4
 Tom Cronin City Council Place # 5

Absent: Sara Countryman Mayor

Also Present: Richard Tramm City Administrator
 Larry Foerster City Attorney
 Susan Hensley City Secretary
 Jack Yates Consulting Administrator

INVOCATION

John Champagne 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. 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.

Mr. Mike Newman advised he would wait and speak during his Agenda Item.

CONSENT AGENDA:

3. Matters related to the approval of minutes of the Regular Meeting held on June 25, 2019.
4. Consideration and possible action regarding street closures for the Wine and Music Festival.

Jon Bickford moved to approve the Consent Agenda as presented. Rebecca Huss seconded the motion, the motion carried unanimously. (5-0)

CONSIDERATION AND POSSIBLE ACTION:

5. Consideration and possible action to adopt the following Resolution:
A RESOLUTION APPROVING THE MONTGOMERY COUNTY EMERGENCY COMMUNICATION DISTRICT BUDGET FOR FISCAL YEAR 2020.

Mr. Tramm presented the information stating there has been an update from the Emergency Communication District, stating that on page three there was a correction where it referred to the new budget being 8% below the previous budget and should be 8% above the previous budget. Mr. Tramm advised the correction had been distributed to City Council.

Mr. Tramm noted Mr. Chip VanSteenberg, Executive Director for the organization was not present. Mr. Foerster stated he also serves as the Attorney for 9-1-1 and said it is possible Mr. VanSteenberg might show up tonight. Mr. Foerster said a large portion of the District's budget goes to capital expenditures, stating every four to five years they must purchase new software and new equipment because of the new technology which is constantly changing in the 9-1-1 industry. Mr. Foerster said the District never takes out loans, they put funds in reserve for capital expenditures, and have the funds ready when they need to make the purchase. Mr. Foerster said if City Council would like to hear from Mr. VanSteenberg, this item could be tabled until the next meeting.

Jon Bickford asked if this was an approval that is done annually. Mr. Foerster said it is an annual action the City approves. Jon Bickford asked if the District was asking for 8% more from the City than they did last year. Mr. Foerster said no, under the law the District must

get a majority of the City's approval of their budget, so every year the City will see the District present their Annual Budget for approval. Mr. Foerster said sometimes the City Councils will summarily approve the Budget and other times they like to hear a presentation from the 9-1-1 Executive Director Chip VanSteenberg. Mr. Foerster said this is at the pleasure of City Council on how they will receive the information.

Rebecca Huss said the District's revenues are still above their expenses for this year. John Champagne said the District made the comparison in the year 2000 that per capita was much higher than it is now and all that tells him is they were overfunded in 2000. John Champagne said he did not see the relation in making that correlation. John Champagne said in the documentation they indicate a large part of their expenditures were for education and asked who they are educating. Mr. Foerster said he could answer part of that information, stating they might want to defer to Mr. VanSteenberg. Mr. Foerster said the District rather than hiring their own employees to be the call takers for the 9-1-1 calls, have contracts with both Conroe Police Department and the Montgomery County Sheriff's Department who both have telecommunicators on their payroll and they pay for those salaries, which allows for a better mix because the telecommunicator can also be the dispatcher and they can get the call to the Sheriff's Department, Fire Department, or Hospital District quicker that way. Mr. Foerster said that was a decision made probably 10 years ago and said at least 40 percent of their budget goes to those types of contracts.

John Champagne said the District said the second category of operating expenditures and personnel costs was not a surprise, they have 10 full time staff members addressing public education, administrative and data base management, and one new staff member in this budget will be responsible for developing and implementing a training program for new and existing 9-1-1 call takers.

Rebecca Huss asked who sets the taxing rate the District receives because it is obviously not something they unilaterally set, asking if it is set by the State. Mr. Foerster said yes, it is not a tax, but an assessment that is found on your telephone bill for every customer that uses the service. John Champagne said he believed it was \$.50 cents on cell phones. Mr. Foerster said the 9-1-1 Board of Managers, which Mr. Yates sits on, does not address the

assessment in their budget. Mr. Foerster advised the budget is set by the State, and they operate on what they have based on the number of calls.

Jon Bickford moved to go forward and accept the Resolution approving the Montgomery County Emergency Communications District Budget for 2020. John Champagne seconded the motion.

Discussion: Rebecca Huss said she would request that next year they get the budget itself with the numbers rather than just the management discussion. Rebecca Huss said it would be helpful to see their balance sheet as well as the income statement. John Champagne said at the end of the report it states you can get that information if you contact Terri Gill. Rebecca Huss said it would be nice if it came with their packets. John Champagne said he agreed. Mr. Foerster said he would reach out to Terri Gill and Chip VanSteenberg and ask them to send that information to him and he will forward it to everyone. Rebecca Huss said it was kind of a moot point after they vote, she was thinking of next year. Tom Cronin stated he would like to have that information. Mr. Foerster said he would get the information for City Council.

The motion carried unanimously. (5-0)

6. Consideration and possible action regarding a request from Fernland Inc. for repairs to the Crane Cabin as submitted by Gareth Westlake.

Mr. Mike Newman stated he was presenting the information because Mr. Westlake is out of state. Mr. Newman said Mr. Westlake had made the previous presentation regarding this information to City Council and the City was going to review the contract between the City and Sam Houston State University, so he thought the City might want to speak on the matter.

Mr. Foerster said at the last meeting, there was some concern about whether the City was responsible for maintenance of those structures. Mr. Foerster said under the contract executed some years ago when the structures were leased by the City, the contract provides the City will take care of the maintenance on them. Mr. Foerster said he had stated he

would reach out to some of his contacts at Sam Houston State University History Department to see if they could get any help in that regard, but he never got a response back from them. Mr. Foerster said he has not pursued the matter since then. Mr. Foerster said he would think if the City were to again pursue the matter, maybe this time with the President of the University, since this is a crown jewel of Fernland and the City just happens to be the custodians, the University might be willing to provide some additional support given the fact the structures are so fragile and they need a lot of maintenance, almost on an annual basis. Mr. Foerster said he feels the structures are an important feature of Sam Houston State University.

John Champagne said he agreed with Mr. Foerster and said like anything, there is a cost to benefit ratio that must stay in line, and at some point, the cost to benefit must be something reasonable. John Champagne said he was not saying they were anywhere near outside the cost to benefit ratio.

Jon Bickford said he noticed there were no funds proposed by Fernland to help with this and asked if there were any funds proposed by the Fernland Board. Mr. Newman said the job costs \$18,900 at the present time, but they have not taken any action since January when the bid came out, so they will have to contact the company to see if the bid still holds. Mr. Newman said they were going to split the cost into three parts. Fernland, Inc. Corporated for \$6,300, Montgomery EDC \$6,300 which was granted, and it falls upon City Council to provide the last \$6,300. Mr. Newman stated this is a City project which the City will oversee and follow the construction and Fernland will make a check out to the City. Mr. Newman said he was going out on a limb, stating if there is a \$4,490 down payment charge, and since this project will be in 2020 for the City because it won't be started until January, Fernland could contribute the down payment to freeze whatever price they currently have if they decide to go with this. John Champagne said he thought it was equitable and fair.

Tom Cronin said he had an opportunity to speak with Matt Bullard who offered to speak to the President of the University because he is an Assistant Professor there. Tom Cronin said he does not want to continue to delay the project, but maybe that would be an avenue in the next two weeks where they could have him get involved and maybe he could light a

fire and get it started. John Champagne said they could always get involved financially after the fact. Tom Cronin said that was a good point. Mr. Newman said that was what they were going to try and do to recover some of their money from a Montgomery County Historical Society grant, but it would be after the fact when they would submit for the grant to try and recover some of the funds.

Rebecca Huss said at the very least it seems the longer they delay, the less likely the bid is to be the original price.

Mr. Newman said this project is not just an improvement, it is the north wall of the cabin which is in very bad shape and structurally he is worried about the cabin. Mr. Newman said he was an electrical engineer, not a civil engineer, so he was speaking a little out of his league, but he does know a little bit about it. Mr. Newman said if that wall collapses, it will be very expensive to repair, and you will lose a cabin that is from 1845.

John Champagne moved to approve a not to exceed figure of \$7,000 toward the restoration of the Crane Cabin as proposed. Jon Bickford seconded the motion.

Discussion: Rebecca Huss specified the \$7,000 would be from the General Fund for this project, not for the City as a whole, including the Montgomery EDC, and asked if they would agree with that statement. Jon Bickford said they were not voting on MEDC money. Rebecca Huss said she was saying the \$7,000 does not include the MEDC portion of funds. John Champagne said that was understood he thought, but if Rebecca Huss wants to put it in the motion, he had no problem. Rebecca Huss asked if they agreed with that statement. John Champagne said that was fine. Jon Bickford also agreed.

Mr. Newman asked if the City wanted him to pay the down payment for the Fernland funds. John Champagne said they could include the fact that the Fernland Corporation can initiate the work to be started.

Rebecca Huss said if they vote this year to put this in the next year's budget if they do that. Jon Bickford said they do not know if they need to put this expense in next year's budget yet. Jon Bickford said the main thing they need to do right now is getting the contractor

locked in. Mr. Newman said they want to get on the contractor's schedule. Jon Bickford and John Champagne agreed. Mr. Newman advised the contractor would be coming from North Carolina to do the work.

John Champagne said by virtue of this motion, the City's exposure is \$7,000, so let's begin. Rebecca Huss said except if they motion on it now, they are allocating funds from potentially the 2018-2019 budget. Rebecca Huss said if they don't start until January 2020, then it probably won't be paid until February after the Annual Audit has started, which means it will be incredibly complicated if they pay out of the 2018-2019 budget because the books will have already closed. John Champagne said it was his understanding the contractor can't get here until December.

Jon Bickford asked Mr. Tramm where they were with the year-to-date budget regarding forecasting the final budget. Mr. Tramm said he was in the midst of that process. Jon Bickford asked Mr. Tramm what the risk would be to allocate \$7,000 in this fiscal year, and do they have a chance that we could be overbudget if we do that. Mr. Tramm said he did not think the \$7,000 by itself would be significant. Rebecca Huss said it was a hassle accounting wise in the backend part of it, to pay it out afterwards. John Champagne said the motion stands to have Fernland Corporation begin the project, so the cabin does not fall down on someone. John Champagne said the City can deal with all the accounting minutia as it comes up, let's get started, stating that he was not going to amend his motion.

Mr. Newman said if the City wants to spend some of the money, the City could make the down payment which would get \$4,900 of the \$7,000 paid this year. Jon Bickford said that was what he was proposing, that the City go ahead and take care of it with these funds. John Champagne stated why don't they let the people they have hired and the people that are running City Hall decide on what to do. John Champagne said they are just going to approve the money to do the project, you all decide how to do it.

Rebecca Huss said her statement was not an amendment to the motion, it was just part of the discussion for clarification of whose money they were making the motion on.

The motion carried unanimously. (5-0)

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.

7. Adjourn into Closed Executive Session as authorized by the Texas Open Meetings Act, Chapter 551 of the Government Code, in accordance with the authority contained in the following:
 - a) Section 551.071 (consultation with attorney) Pending and Possible Litigation.

Mayor Pro Tem Wilkerson adjourned into Closed Executive Session at 6:25 p.m.
Tom Cronin left the meeting at 6:50 p.m.

8. Reconvene into Open Session.

Mayor Pro Tem Wilkerson reconvened into Open Session at 7:02 p.m.

POSSIBLE ACTION FROM EXECUTIVE SESSION:

9. Consideration and possible action(s) if necessary, on matter(s) deliberated in Closed Executive Session.

No action was taken.

COUNCIL INQUIRY:

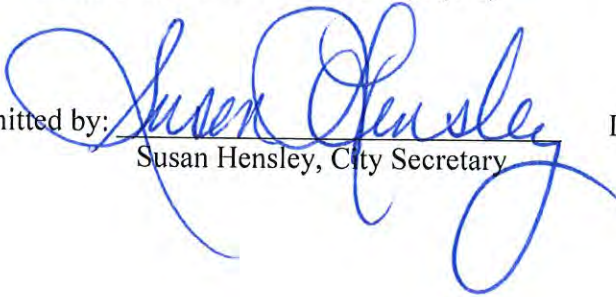
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There were no comments made.

ADJOURNMENT

Rebecca Huss moved to adjourn the meeting at 7:02 p.m. T.J. Wilkerson seconded the motion, the motion carried unanimously. (4-0)

Submitted by:



Susan Hensley, City Secretary

Date Approved: _____

Mayor Sara Countryman

Montgomery City Council
AGENDA REPORT

Meeting Date: 07-23-2019	Budgeted Amount: N/A
Department: N/A	
Prepared By: Richard Tramm	Exhibits: MCECD Letter and Ballot
Date Prepared: July 16, 2019	

Subject

Nominee for City Appointment to the Montgomery County Emergency Communication District

Recommendation


Nominate Paul Virgadamo to continue serving another two-year term in this capacity, to expire September 30, 2021

Discussion

Paul Virgadamo's (City of Conroe) term as one of the two city appointments to the MCEDC will expire on September 30, 2019. Mr. Virgadamo is willing to continue serving another term in this capacity. At this time, we are unaware of another city's representative expressing interest in this position.

The other city appointment to the MCEDC is Jack Yates, whose term expires on September, 30, 2020.

Approved By

City Secretary	Susan Hensley	Date: July 17, 2019
City Administrator	Richard Tramm 	Date: July 17, 2019



Montgomery County Emergency Communication District

June 26, 2019

Mayor Sara Countryman
City of Montgomery
Post Office Box 708
Montgomery, Texas 77356

Dear Mayor Countryman:

As you probably know, the Montgomery County Emergency Communication District (MCECD) oversees and administers the 9-1-1 system for all of Montgomery County. Nearly 200,000 Montgomery County residents dialed 9-1-1 in the last year when they urgently needed a police officer, the fire department or emergency medical care.

MCECD is governed by a five member Board of Managers appointed for staggered terms of two (2) years. Two of the members are appointed by a majority vote of the cities within the county. Two others are appointed by the County Commissioners Court and the remaining member is appointed by the fire chiefs of the volunteer fire departments. (All appointments are governed by Texas Health and Safety Code, Section 772.306 c 1A.) The board currently consists of the following persons:

- Appointed by the cities: Paul Virgadamo and Jack Yates
- Appointed by the Commissioners Court: Jim Simon and Ryan Gable
- Appointed by the fire departments: Bob Hudson

The term for Paul Virgadamo will expire on September 30, 2019. Mr. Virgadamo is willing to remain serving as a city appointee. Your city may submit a nomination for Mr. Virgadamo or another qualified individual for a two-year term, expiring September 30, 2021.

Please complete and return the enclosed nomination form as soon as possible but no later than Friday, August 16, 2019. A ballot with the names of all the nominees will be sent in late August for your city's final vote.

If you should have any questions, please call me at (936) 523-5915. Thank you for your consideration in this matter.

Sincerely,

Chip VanSteenberg
Executive Director



Montgomery County Emergency Communication District
Post Office Box 1830
Conroe, Texas 77305-1830
(936) 523-5911 Fax: (936) 539-9111

**Cities of Montgomery County
9-1-1 Board of Managers Appointment
To serve the two-year term
(Currently held by Paul Virgadamo)
October 1, 2019 - September 30, 2021**

NOMINATION FORM

Nominee: _____

Name: _____

City of _____

By: _____

Date: _____

Printed Name: _____

Signature: _____

Please complete and fax to (936) 539-9111, no later than close of business on Friday, August 16, 2019, or email to tgill@mc911.org.

Montgomery City Council
AGENDA REPORT

Meeting Date: 07-23-2019	Budgeted Amount: N/A
Department: Police Department	
Prepared By: Richard Tramm	Exhibits: Vehicle Summary
Date Prepared: 07-17-2019	

Subject

Surplus vehicle declaration of 2013 Dodge Charger VIN# ending in 1682


Recommendation

Rescind previous declaration of this vehicle as surplus and listing for sale and allow police department to return this vehicle to service.

Discussion

After speaking with Chief Solomon following last month's Council meeting where this vehicle was declared as surplus property, the vehicle was reconsidered to be utilized as an unmarked vehicle. The repairs needed for this vehicle will be less than the cost of purchasing a new vehicle for this same purpose.

Approved By

City Secretary	Susan Hensley	Date: 07-18-2019
City Administrator	Richard Tramm 	Date: 07-18-2019

Vehicle Surplus

Montgomery Police Department

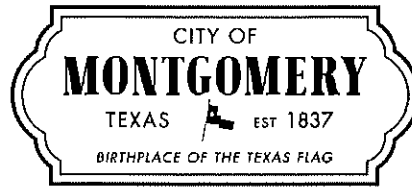
Date: July 17, 2019
To: Richard Tramm /City Mayor and Council Members
From: Chief Anthony Solomon
Subject: Surplus Vehicles

The Montgomery Police has 1 vehicle that has become no longer a use to the department due to mileage and safety concerns. This vehicles can be sold converted into cash and be taken off cities insurance coverage. Listed below are the vehicles information and their present conditions

Unit # 13-09
2013 DODGE CHARGER
TXLP# 112 5662
VIN# 2C3CDXAG9DH521682
FAIR CONDITION UNABLE TO START
(Last reported mileage is 46,666 back on 11/2017 / Unable to determine true mileage due to no power)

This vehicles was unable to be jump started

Anthony Solomon
Chief of Police
City of Montgomery



City Administrator's Report – June/July 2019

This report covers my first full month with the City as City Administrator. During this period, I have continued to work closely with the previous City Administrator, Jack Yates, on numerous items going forward and am finding his assistance to be very valuable in my transition into this position.

As I move forward in this position I continue to work on my education of the daily activities and functions of the City. I have gotten the Public Works tour from Mike Muckleroy, though I am sure there are some areas that we haven't yet gotten to fully look at and followed that tour up with a tour of the Fernand Park by the lead park docent, Julie Kohl. I've also reviewed several permit-related items by traveling to the respective sites for a firsthand look at the location to be covered by the permit. I've also met with each of the department head to learn more about the functions of their department.

Since the June 25th City Council Meeting, I have attended the July 8th Board of Adjustment Meeting and the July 9th City Council Meeting. I also attended the Montgomery Area Chamber of Commerce Meeting on July 12th where representatives of the Lone Star Groundwater Conservation District made a presentation. Unfortunately, the Lone Star GCD was not yet ready to announce proposed changes to their rules and regulations that are coming. I attended the Tax Law update that was provided by the Tax Assessor/Collector Office on July 18th. Chief Solomon and I participated in the Freedom Fest Parade as the Grand Marshals on June 6th, which was well attended despite the heat. I have also had several meetings with the City's consultants and representatives of area developers through the month.

Next week I have planned meetings with the City Engineer to discuss ongoing and planned projects, as well as several development meetings with different groups to discuss future work in the area. I also have a meeting scheduled with the General Manager of the Lone Star GCD to discuss how the City has complied with past regulations and what I should be watching for incoming regulations.

As I move forward in the next month, I am identifying areas where I believe changes in procedures will help certain areas function more smoothly and will be implementing those after appropriate discussions with staff.

Please feel free to contact me directly if you have any questions on these items. I look forward to seeing each of you at the upcoming meeting.

Respectfully submitted,

Richard Tramm
City Administrator



Public Works Department
PO Box 708
Montgomery, TX 77356
Main: 936-597-6434 Fax: 936-597-6437

Monthly Report for June 2019

Water

- Fueled generators at both water plants.
- Spread topsoil at 212 N. Waterstone from water leak repairs.
- Raised water valve boxes on Old Plantersville Rd. at Wade St.
- Met with CFG Industries for Water Plant 2 GST repairs.
- Activated/deactivated 12 water accounts.
- Completed monthly nonpayment cutoffs and reactivates after payments were made.
- Completed bi-monthly leak notification door hangers.
- Completed monthly check of idle meter list for consumption. No issues were found.
- Completed 3 work orders for endpoint maintenance issues.
- Completed 8 work orders for water leaks.
- Completed 9 work orders for miscellaneous water issues.
- Completed 3 work orders for water taps.

Wastewater

- Fueled Lift Station generators.
- New storage shed was placed and leveled at Sewer Plant 2.
- Raised three manholes on Harley Dr.
- Located 5 manholes for manhole inspections.
- Regouted manhole ring and lids on CB Stewart at Clepper Dr.
- Gulf Utility has finalized the manhole inspection report and it is being reviewed.
- Continued pumping the manhole in Terra Vista three times a week as we wait for bids to be accepted for the project.
- Completed 2 work orders for sewer taps.
- Completed 1 work order for sewer stop up.

Streets/Drainage/ROW

- Swept rainwater from ponding areas on Brock's Ln.
- Removed fallen tree at 560 Houston St.
- Picked up limbs and removed fallen trees after windstorm event.
- Replaced street signpost at Caroline and McCown St.

- Completed 1 work order for streetlight request.
- Repaired street signs at Liberty St. and College St.
- Extended culvert at Lift Station 10.
- Repaired ditch at Bubble King carwash.
- Excavated ditch at 916 MLK for better drainage.
- Trimmed ROW at 916 MLK with flail mower.
- Assisted PD with barricades and debris cleanup from traffic accident on Liberty St. at Simonton St.
- Repaired potholes on Westway and CB Stewart Dr.
- Repaired culvert at Mt. Sanai Church on MLK.
- Montgomery County PCT. 1 repaved Mason St., Wade St., and Caroline St. between Prairie and Liberty.
- Completed 11 work orders for Street ROW – Ditch/Drainage.
- Completed daily utility locates as necessary.
- Completed daily removal of bandit signs as necessary
- Completed monthly weed killer list.

Building /Facility/Vehicle/Equipment Maintenance

- Tested City Hall generator and repairs were completed.
- Replaced photocell for lights on McCown St.
- Replaced both flags at the Community Center.
- Repaired flag holders at Community Center stage area.
- Assembled and placed new furniture for Police Department.
- Created a map of electrical outlets at the Community Center.
- Completed our monthly light bulb check at all facilities.
- Completed monthly check of AED's at City Hall and in crew trucks.
- Delivered cases of water to City Hall as requested.
- Completed weekly cleaning of Community Center.
- Completed weekly pre trip inspections of crew trucks.
- Completed monthly check of all irrigation systems and made repairs as necessary.
- Completed 26 work orders for general-City Hall maintenance.
- Completed weekly pre trip inspections of crew trucks.
- Repaired PW-1502 dump trailer remote wiring.
- Performed tire rotation on PW-1801 crew truck.
- Oil change services performed on PW-1301 and PW-1801.
- Completed front rotor repairs of PW-1301.

Parks/Recreation

- Completed 27 work orders for maintenance-parks issues.
- Purchased and delivered items requested by Fernland docents.
- M/W/F cleaning of all restrooms and grounds.
- Setup, assisted with, and cleaned up for Water Party at the Community Center.
- Removed leaning tree in Cedar Brake Park.
- Removed dead limb hanging in tree at Cedar Brake Park.
- Repaired waterfall pump at Memory Park.
- Replaced AC system in Arnold-Simonton House at Fernland Park.
- Repaired wooden foot bridge damaged by limb in Cedar Brake Park.

- Repaired sidewalk at playground entrance in Cedar Brake Park.
- Replaced volleyball net at Cedar Brake Park.
- Replaced four sections of 2-wire on irrigation system at Memory Park.
- Removed bushes from playground area at Homecoming Park. New trees will be planted in their place.
- Replaced both flags at Homecoming Park.
- Fernland docents reported 573 visitors and provided 64 tours for the month.

General

- Completed 12 work orders for maintenance-garbage issues.
- Completed 23 work orders for maintenance-general issues.
- Completed monthly safety meeting with department and safety officer.
- Attended bi-weekly conference calls with utility operator and engineer.
- Cleanup from heavy trash weekend.
- Completed city tour with City Administrator and held meet and greet with Public Works staff.
- Attended meeting with Randy Burleigh about water meter issues.
- Attended meeting with City Administrator and Engineer for ongoing projects.
- Attended department budget meeting with City Administrator.
- Attended meeting at Memory Park on bulkheading project.

Report prepared by:
Mike Muckleroy
Director of Public Works
July 17, 2019



Montgomery Police Department
Chief Anthony Solomon

Activity Report

June 1, 2019 - June 30, 2019

Patrol Division

Calls for Service	-	159
Total Reports	-	34
Citations Issued	-	272
Warnings Issued	-	382
Arrests	-	10
Accidents	-	5

Personnel/Training

The Department has completed user training for all officers and records personnel on the CRIS Crash Reporting system. During class, officers were introduced to the website and shown all the features CRIS has to offer. Afterwards, trainees completed six hands-on exercises showing them how to do a basic search, complete a two-person two-vehicle accident report, fill out a hit and run report, do a report supplement, see how the embedded notepad function works and the supervisors were trained on how to approve and reject reports. This training earned four hours of TCOLE credit. The officers are currently working on completing their NIMS 100 and 700 certifications.

Investigation Division

Total number of assigned cases to C.I.D. for the month: 5

Breakdown by Offense Category

Theft	4
DWI	2
Possession of Controlled Substance/Marijuana	7
Missing Person - Juvenile	1

Major Incidents

On the morning of June 25th, one of our officers was hit from behind by a drunk driver. The officer was taken to the hospital from the scene and released later that morning. He is in good condition and back to work. The vehicle was towed from the scene and was deemed a total loss. The drunk driver was taken to the hospital and charged with DWI.

A woman was shot by her husband on the morning of July 5th. She sustained injuries to her left arm. She managed to drive herself to the Exxon located at F.M 149. She was seen by EMS then transported to the Conroe hospital. The husband was arrested and charged with felony aggravated assault.

Upcoming Events

No upcoming events at this time.

Municipal Court Monthly Report

June 2019

By:
Kimberly Duckett
Court Administrator



Comparison Chart

Citations and Revenue January 2016 - Present

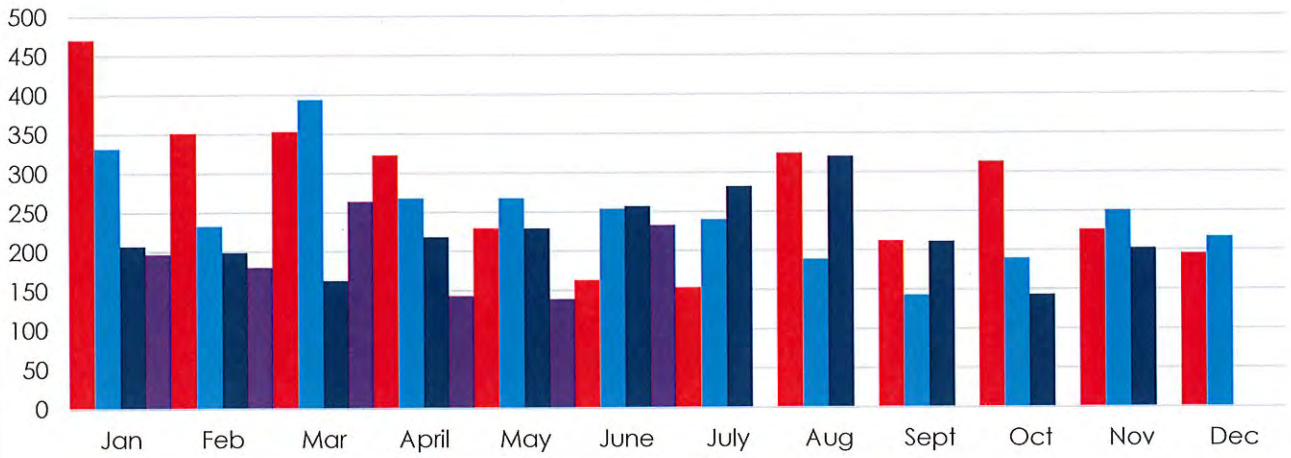
	Citations Filed			
	2016	2017	2018	2019
<i>Jan</i>	470	332	207	197
<i>Feb</i>	351	233	199	180
<i>Mar</i>	353	394	163	264
<i>April</i>	323	268	218	143
<i>May</i>	229	268	229	139
<i>June</i>	163	254	257	233
<i>July</i>	153	240	282	
<i>Aug</i>	324	189	320	
<i>Sept</i>	212	143	211	
<i>Oct</i>	313	190	143	
<i>Nov</i>	226	251	202	
<i>Dec</i>	195	217		

Totals 2164 2402 2431 1156

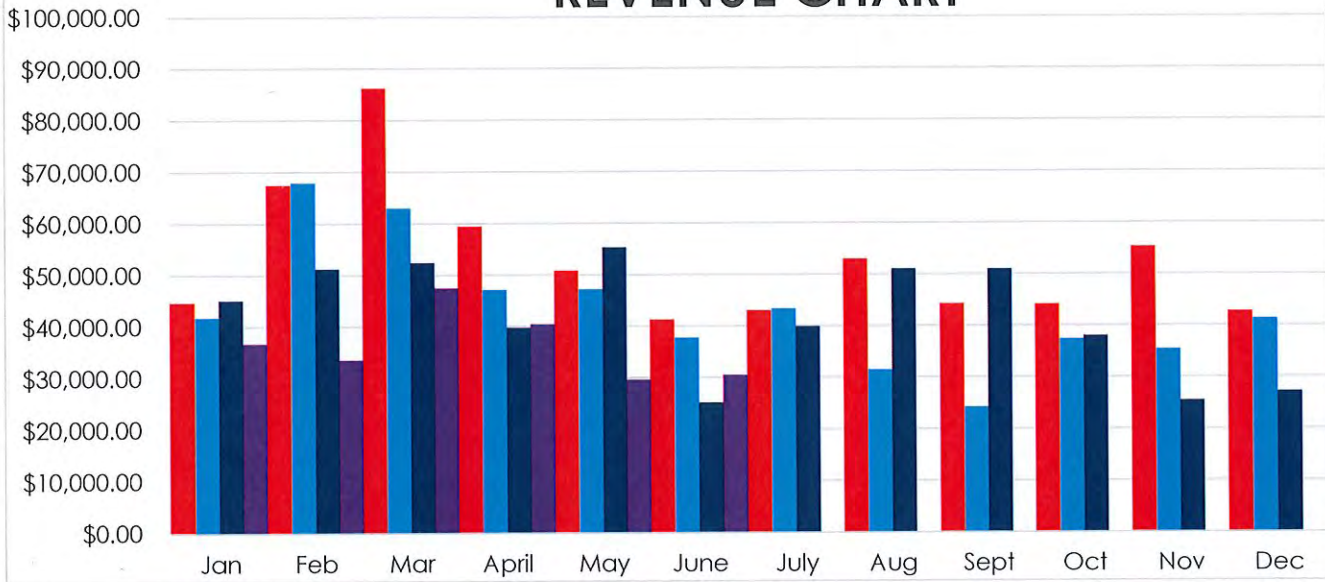
	Total Revenue Collected			
	2016	2017	2018	2019
<i>Jan</i>	\$44,702.82	\$41,830.44	\$45,128.89	\$36,756.35
<i>Feb</i>	\$67,466.54	\$67,937.61	\$51,188.10	\$33,590.10
<i>Mar</i>	\$86,201.43	\$62,992.57	\$52,380.12	\$47,500.50
<i>April</i>	\$59,388.14	\$47,163.40	\$39,781.86	\$40,450.17
<i>May</i>	\$50,854.90	\$47,225.90	\$55,321.25	\$29,687.31
<i>June</i>	\$41,238.67	\$37,817.25	\$25,193.20	\$30,546.14
<i>July</i>	\$42,990.97	\$43,405.62	\$39,922.89	
<i>Aug</i>	\$52,923.17	\$31,540.77	\$51,021.18	
<i>Sept</i>	\$44,256.40	\$24,281.60	\$50,959.23	
<i>Oct</i>	\$44,138.80	\$37,395.63	\$37,954.40	
<i>Nov</i>	\$55,221.23	\$35,410.95	\$25,461.47	
<i>Dec</i>	\$42,698.95	\$41,335.06	\$27,171.20	

Totals \$632,082.02 \$518,336.80 \$501,483.79 \$218,530.57

CITATIONS



REVENUE CHART



Fiscal Year 2017-2018

	2018	2019
Oct	\$37,954.40	
Nov	\$30,792.97	
Dec	\$27,171.20	
Jan		\$36,756.35
Feb		\$33,590.10
March		\$47,500.00
April		\$40,450.17
May		\$29,687.31
June		\$30,546.14
July		
Aug		
Sept		

\$95,918.57 \$218,530.07

Total
\$314,448.64

Fiscal Year 2017-2018

	2017	2018
Oct	\$37,395.63	
Nov	\$35,410.95	
Dec	\$41,335.06	
Jan		\$45,128.89
Feb		\$51,188.10
March		\$52,380.12
April		\$39,781.86
May		\$55,321.25
June		\$25,193.20
July		\$39,922.89
Aug		\$51,021.18
Sept		\$50,959.23

\$114,141.64 \$410,896.72

Total
\$525,038.36

Warrants Division Monthly Report

Month: JUNE Year: 2019

Number of warrants addressed: 499

Number of warrants cleared: 47

Total revenue collected: \$3923.00

Number of arrests: 25

UTILITY/GENERAL FUND REPORT – JUNE 2019

TOTAL REVENUE

Utilities	\$190,597.56
Permits	\$16,027.60
Community Building	\$665.00
Flags Sold	\$83.00
Misc. General Fund	\$88,388.48
Monthly Total	\$295,761.64

UTILITIES

New Water Accts.	29
Disconnected Water Accts.	21
Total Number of Active Accts.	777

ARREARS

	60 Days	90 Days	120+ Days 2007-Sept 1, 2018
Number of Accounts	7	7	173
Amount	\$751.70	\$820.16	\$40,548.72
Total			\$42,120.58

PERMITS

Type	Permit Total	Revenue
Building-Commercial	3	\$922.50
Building-Residential	4	\$7,541.00
Plumbing	5	\$1,352.50
Irrigation	6	\$689.60
Mechanical	13	\$2,219.00
Electrical	5	\$1,013.00
Sign	3	\$150.00
Backflow Preventors	0	\$0.00
Manufactured Home	0	\$0.00
Photography	2	\$50.00
Occupancy	1	\$60.00
Residential Pool	3	\$1,950.00
Vendor	4	\$80.00
TOTAL	49	\$19,207.60

COMMUNITY BUILDING

Type of Rental	Number of Bookings	Revenue
Profit	2	\$665.00
Non - Profit	15	\$0

UTILITIES & PERMITS MONTHLY CALL LOG

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
						1
2	3 41	4 30	5 51	6 29	7 22	8
9	10 32	11 25	12 16	13 25	14 32	15
16	17 19	18 37	19 23	20 20	21 23	22
23	24 26	25 46	26 33	27 28	28 21	29
30						

MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPT	OCT	NOV	DEC
596	622	603	579						

CITY ACCOUNT CONSUMPTION

	APRIL	MAY	JUNE
Community Building – Irrigation (01-8732-00)	1,000	5,000	12,000
Community Building (01-0130-00)	0	2,000	0
City Cemetery (01-1110-00)	0	0	0
City Welcome Sign Irrigation at HWY 105 & Prairie – Rose Garden (01-8733-00)	0	1,000	0
Cedar Break Park Irrigation (01-8736-00)	1,000	3,000	2,000
Cedar Break Park Restrooms (01-8735-00)	2,000	2,000	2,000
Fernland (01-8737-00)	2,000	1,000	5,000
Memory Park (01-5885-00)	49,000	32,000	99,000
Community Building Stage Irrigation Rose Garden (01-6180-00)	1,000	1,000	2,000
City Hall & Irrigation (01-6190-00)	5,000	5,000	28,000
Homecoming Park Restrooms (01-8820-00)	0	0	1,000
Homecoming Park Drinking Ftn (01-8738-00)	0	0	0
Buffalo Springs Sewer Plant (01-8821-00)	3,000	5,000	1,000



City of Montgomery

Operations Report

June 2019

05/18/19-06/17/19

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 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



Vice President of Operations
Gulf Utility Service

District Alerts

06/01/2019 – Lift Station 2, High wet well

Operator investigated issue and found lift station calling out for high wet well. Operator reset alarm and monitor facility.

06/02/2019 – Lift Station 1, High wet well

Upon arrival operator found lift station calling out for high wet well. Operator investigated and found both lift pumps running. Lift pump 1 was pulled and found that there were rocks on the impellor and the pump had vibrated off the discharge pipe. The rocks were removed, and the pump reset.

06/05 & 06/07/2019 – Lift Station 2, Variable frequency drive (VFD) failure

Upon arrival operator found lift pump 3 called out VFD failure. Operator reset alarm and monitored facility.

06/07/2019 – Water plant 3, Fail to Prime alarm

Upon arrival operator found prime alarm light on for well 4. Operator found the alarm to be due to a phase failure and was able to reset alarm and monitor facility.

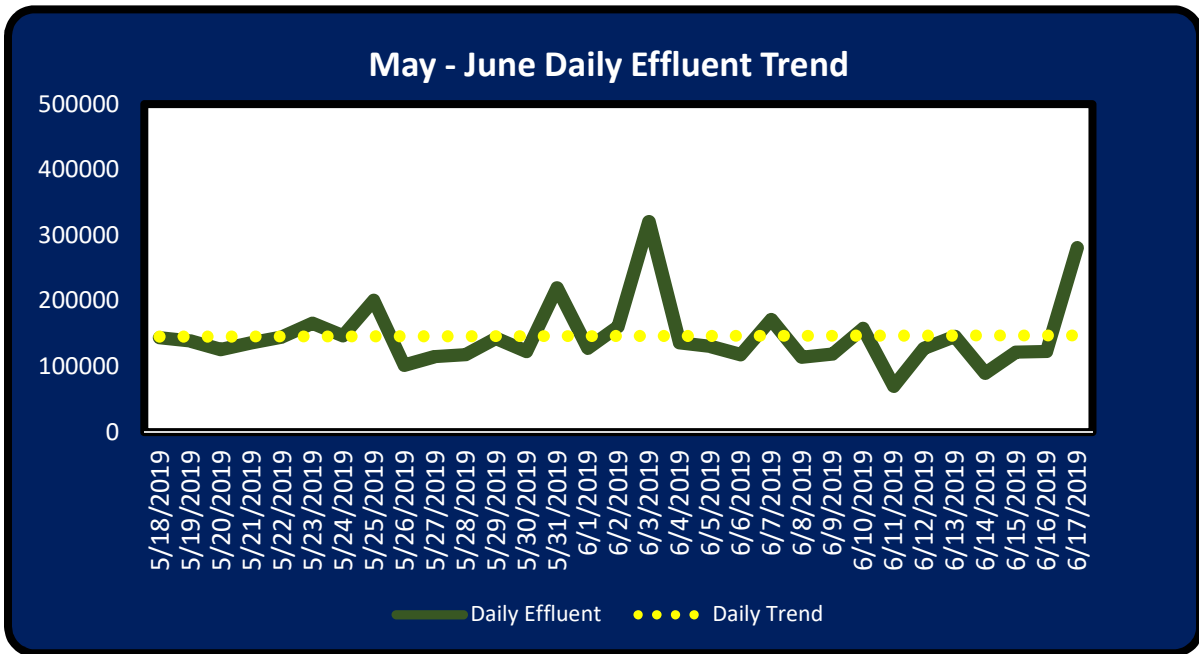
06/10/2019 – WP3, Lift stations 2, 7, 8, 9, 10 and 13, Power failure

Upon arrival operator found facilities with no power, alarm was due to a truck hitting power pole. Entergy restored power and operator monitored facilities.

06/11/2019– Lift station 9, High wet well

Operator investigated issue; alarm was due to possible loss of power in the area. Operator monitored facility and reset alarms.

Wastewater Plant Flow Detail



- Flow for the month of May – June was 4,382,000 gallons
- Daily peak flow June 3, 2019 was 321,000 gallons
- Average Daily Flow 141,400 gallons


Discharge Limitations

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

Effluent

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

Buffalo Springs WWTP Effluent Monitoring Report

Effluent Permitted Values	Parameter		Measured	Excursion
Average Monthly T.S.S.	15	mg/l	3.10	no
Average Monthly NH3	2	mg/l	0.17	no
Minimal CL2 Residual	1	mg/l	1.02	no
Max CL2 Residual	4	mg/l	3.87	no
Rainfall for the Month			4.35	inches

There were no excursions for the month of June



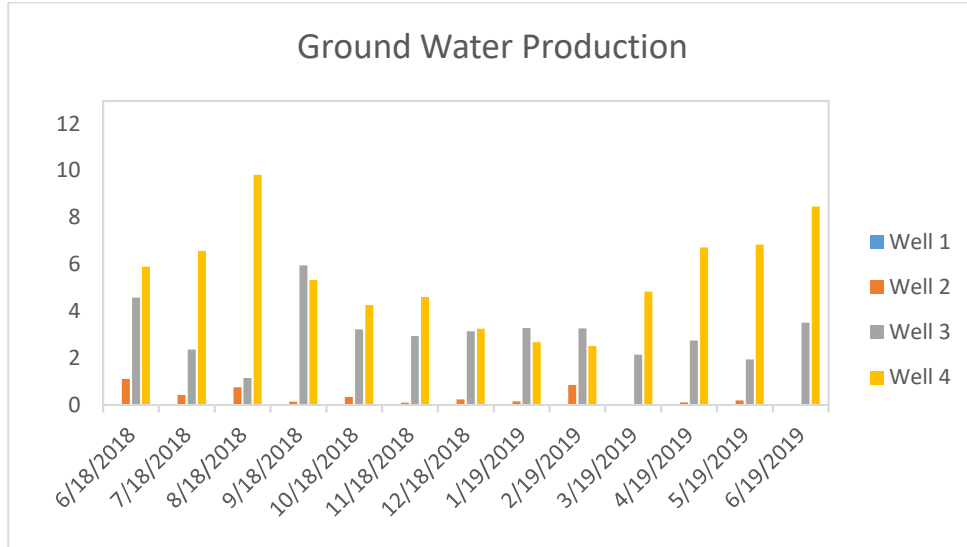
Water Report

05/18/2019-06/17/2019

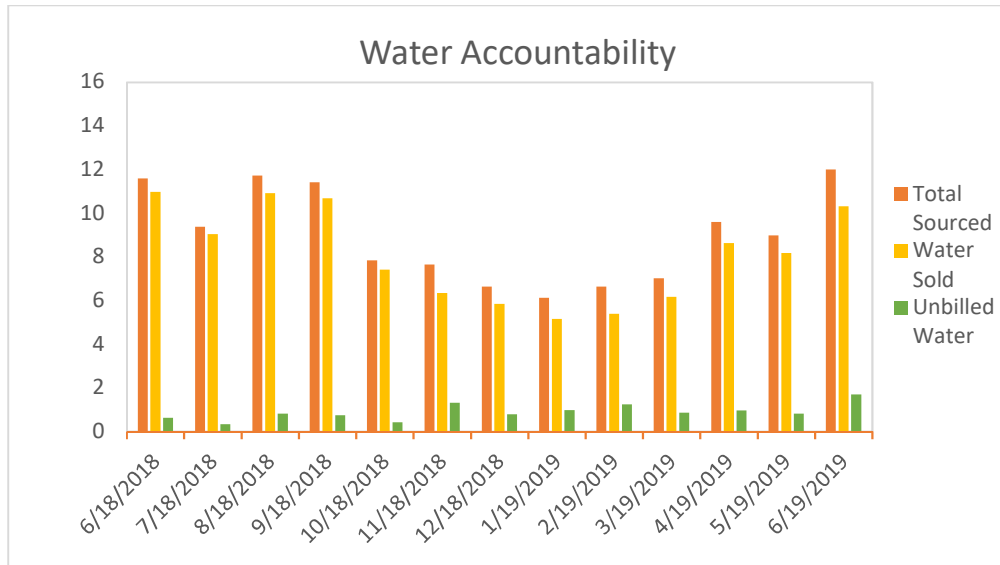
2019							
Well Name	Recorded Flow	% of Total	Rating G/Day	YTD Pumpage	YTD %	Permitted Value	Remaining Permit %
Well 2	0.000	0.00%	0.864	1.324	2.63%	47.551	61.65%
Well 3	3.514	29.28%	0.864	16.911	33.59%	47.551	61.65%
Well 4	8.488	70.72%	2.160	32.115	63.78%	90.000	64.32%
Total	12.002	100.00%	3.888	50.350	100%	122.651	
Flushing	0.332						
Subtotal	11.670						
Sold	10.311						
% Accounted	89%						

Accountability	
Total Water Sourced	12.002
Flushing	0.332
Subtotal	11.670
Sold	10.311
Accountability %	89%

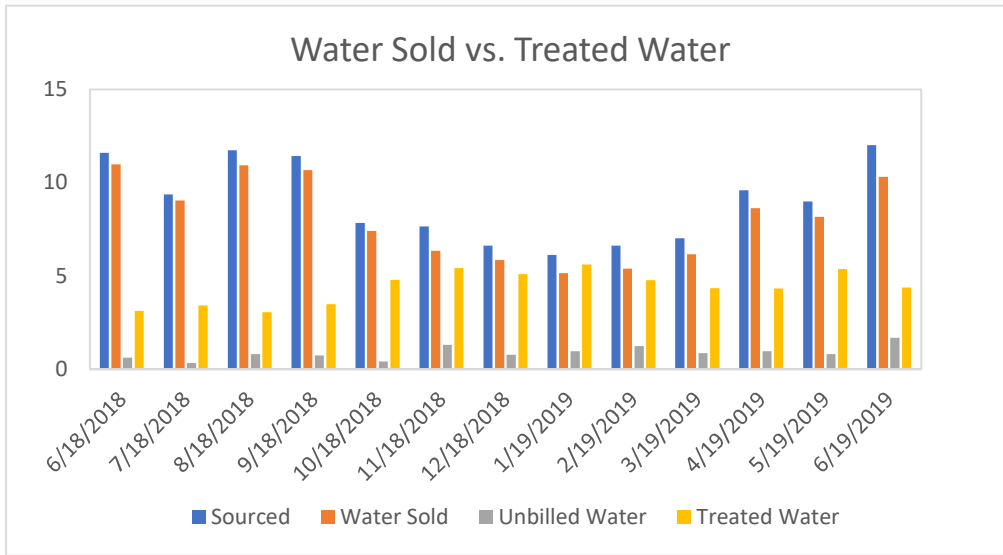
CONNECTIONS	
School	12
Commercial Inside	151
Commercial Outside	2
Residential Inside	652
Residential Outside	27
Church	13
City	15
Hydrant	5
Multifamily	11
n/a	2
Total	890



Date	Total	Well_1	Well_2	Well_3	Well_4
AVG	8.967	0.000	0.338	3.098	5.532
6/18/2018	11.593	0.000	1.105	4.582	5.906
7/18/2018	9.37	0.000	0.425	2.361	6.584
8/18/2018	11.73	0.000	0.751	1.145	9.834
9/18/2018	11.422	0.000	0.130	5.959	5.333
10/18/2018	7.836	0.000	0.338	3.224	4.274
11/18/2018	7.647	0.000	0.091	2.946	4.610
12/18/2018	6.629	0.000	0.233	3.140	3.256
1/19/2019	6.12	0.000	0.154	3.283	2.683
2/19/2019	6.631	0.000	0.847	3.265	2.519
3/19/2019	7.016	0.000	0.026	2.153	4.837
4/19/2019	9.597	0.000	0.114	2.749	6.734
5/19/2019	8.984	0.000	0.183	1.947	6.854
6/19/2019	12.002	0.000	0.000	3.514	8.488
Total	116.58	0.000	4.397	40.268	71.912



Date	Accountability	Unaccounted	Total Sourced	Water Sold	Flushing/Leaks	Unbilled Water
6/18/2018	96%	0.458	11.593	10.976	0.159	0.617
7/18/2018	98%	0.141	9.370	9.043	0.186	0.327
8/18/2018	96%	0.422	11.730	10.922	0.386	0.808
9/18/2018	95%	0.621	11.422	10.678	0.123	0.744
10/18/2018	99%	0.0767	7.836	7.418	0.3413	0.418
11/18/2018	93%	0.515	7.647	6.344	0.788	1.303
12/18/2018	99%	0.057	6.629	5.847	0.725	0.782
1/19/2019	94%	0.365	6.120	5.148	0.607	0.972
2/19/2019	96%	0.278	6.631	5.39	0.963	1.241
3/19/2019	95%	0.385	7.016	6.162	0.469	0.854
4/19/2019	95%	0.481	9.597	8.633	0.483	0.964
5/19/2019	96%	0.396	8.984	8.167	0.421	0.817
6/19/2019	89%	1.359	12.002	10.311	0.332	1.691



Date	Sourced	Water Sold	Unbilled Water	Treated Water	Return %	Rain
6/18/2018	11.593	10.976	0.617	3.121	28%	3.25
7/18/2018	9.370	9.043	0.327	3.417	38%	7.00
8/18/2018	11.730	10.922	0.808	3.049	28%	2.75
9/18/2018	11.422	10.678	0.744	3.485	33%	6.31
10/18/2018	7.836	7.418	0.418	4.789	65%	12.75
11/18/2018	7.647	6.344	1.303	5.422	85%	7.50
12/18/2018	6.629	5.847	0.782	5.093	87%	5.60
1/19/2019	6.120	5.148	0.972	5.610	109%	8.75
2/19/2019	6.631	5.39	1.241	4.766	88%	3.25
3/19/2019	7.016	6.162	0.854	4.343	70%	1.96
4/19/2019	9.597	8.633	0.964	4.330	50%	1.20
5/19/2019	8.984	8.167	0.817	5.370	66%	7.50
6/19/2019	12.002	10.311	1.691	4.382	42%	4.35

July 17, 2019

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

Re: Engineering Report
Council Meeting: July 23, 2019
City of Montgomery

Dear Mayor and Council:

The following information summarizes our activities on your behalf since the June 25, 2019 Council Meeting:

Status of Previously Authorized Projects:

All projects discussed below are shown on the enclosed maps of active developments and capital projects.

a) Baja Road Water and Drainage Improvements, Phase I (CDBG)

We are working with the City Attorney and Bonding Company to prepare a final pay estimate to BoreTex for all work completed prior to termination, as required by the state. It is our understanding the bonding company has prepared a draft agreement between the City and the new contractor for review. Upon execution of this agreement, a pre-construction meeting will be held and a Notice to Proceed will be issued.

b) MLK Drive Water and Drainage Improvements, Phase II (CDBG)

We are working with the City to prepare a separate engineering contract for the design and construction services associated with the proposed Phase II project once the State clears the project environmentally and approves the modified budget. We plan to proceed with preliminary design of the improvements once a revised agreement is in place.

c) Atkins Creek Water, Sanitary Sewer, and Storm Sewer Repairs (FEMA)

We received bids at City Hall on July 17, 2019 and plan to present the results at this month's Council meeting.

Agenda Item – Consideration and possible action regarding acceptance and award of bid for FEMA
- Atkins Creek Water, Sanitary Sewer and Storm Sewer Repairs project.

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

We submitted the construction plans to the TWDB this week for review.

Status of Previously Authorized Projects (cont.):

- e) **Water Distribution System Analysis and Master Plan – CP No. 9 - Water Plant No. 3 Improvements**
We are proceeding with the design and expect to be complete this fall.
- f) **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.
- g) **Sanitary Sewer System Analysis and Master Plan – CP No. 3b – Lift Station No. 1 Replacement**
It is our understanding the contractor has completed all necessary contracts and TWDB documentation, and we are waiting on full approval from the TWDB before fully executing the contracts. Upon full execution of all contract documents and TWDB documentation, we will issue a Notice to Proceed.
- h) **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. The design is substantially complete, has received TxDOT approval, and is under final internal review before undergoing TWDB review.
- i) **18" Gravity Sanitary Sewer Extension, Phase 2**
We received the additional deposit from the developer on July 11th. We held a pre-construction meeting and issued a Notice to Proceed in our office on July 16th. It is our understanding the contractor plans to begin construction in the first week of August.
- j) **Baja Road Rehabilitation (FEMA)**
The project is temporarily on hold while alternative funding sources are evaluated to potentially contribute to the construction cost of the project.
- k) **GLO Projects**
It is our understanding the General Land Office is prepared to send contracts to the City for execution this month. We will work with the City to prepare and submit all contracts upon receipt.

Existing and Upcoming Developments:

- a) **Feasibility Studies** – There are no active feasibility studies at this time.
- b) **Plan Reviews**
 - i. **Exxon Eva Street** – We did not receive revised plans this month.
 - ii. **Wendy's (Haza Foods)** – We did not receive revised plans this month.
 - iii. **Best Donuts (Samdana Investments)** – We received plans for the development and issued plan approval on July 10th.
 - iv. **Shoppes at Montgomery Retail Plaza** – We received plans for the development on July 10th and plan to return comments or plan approval this week.

Plan Reviews (cont.):

- v. **Christian Brothers Automotive** – We received plans for the development on June 28th and returned comments to the plans on July 8th.
- c) **Plat Reviews** – There are no active plat reviews at this time.
- d) **Ongoing Construction** – There are no ongoing construction projects for public infrastructure at this time.
- e) **One-Year Warranty Inspections**
 - i. **Lift Station No. 14** – We are working with Public Works and Gulf Utilities to bring the lift station to the proper specifications with the funds deposited by the developer for the replacement pumps.
 - ii. **Lake Creek Village, Section 3** – We were informed by the developer that all punch list items have been addressed. After an onsite inspection we confirmed there are a few punch list items to be addressed and are working with the developer to have them completed.
 - iii. **Villas of Mia Lago, Section 2** – The warranty period for the development ends on August 14, 2019. We are working to schedule a one-year warranty inspection with the contractor and developer.

Meetings and Ongoing Activities:

- a) **Lone Star Parkway Transportation Improvement Plan (TIP)** – We are working to schedule a meeting with the H-GAC to discuss the next steps to include the project on the TIP.
- b) **Weekly Operations Conference Call** – We continue hosting a biweekly conference call with representatives from Gulf Utility Service, Inc. and City Staff. Items of note discussed during the previous month included receiving estimates for repairs to Lift Station No. 14, updates on various warranty inspections, general updates on all active design and construction projects, and general operations of the City's water and sanitary sewer facilities.
- c) **Dobbin-Plantersville Water Supply Corporation** – We are continuing to coordinate with the Dobbin-Plantersville Water Supply Corporation ("DP") engineers to prepare a scope and cost estimate for the proposed emergency waterline interconnect.
- d) **Louisa Lane Single Family Development Land Swap** – We are working with the City and the developer to identify a parcel of land amenable to all parties to be included in the land swap. We are reviewing an exhibit and legal description submitted by the developer's engineer on July 16th for a proposed parcel of land.

Meetings and Ongoing Activities (cont.):

- e) **Recent Legislation Review** – We are reviewing legislation that was recently passed during the latest legislative session to determine the potential impact on the City. We are specifically looking at HB 3167, which is primarily focused on plan and plat reviews by governmental bodies, and we will advise the City if any current plan and plat review processes need to be amended.
- f) **Baja Road and Martin Luther King Jr. Drive Town Hall** – We are working with City Staff to schedule a town hall meeting for the residents on Baja Road and Martin Luther King Jr. Drive to discuss the timing and impact of all upcoming projects in the area.
- g) **Water Plant No. 2 Ground Storage Tank No. 1 Repair** – We worked with City Staff and CFG Industries, Inc. to perform repairs to the floor of the tank in response to a leak reported by Gulf Utilities. The repairs are complete, and it is our understanding Gulf Utilities is working to put the tank back into service.

Please contact Katherine Vu or me if you have any questions.

Sincerely,



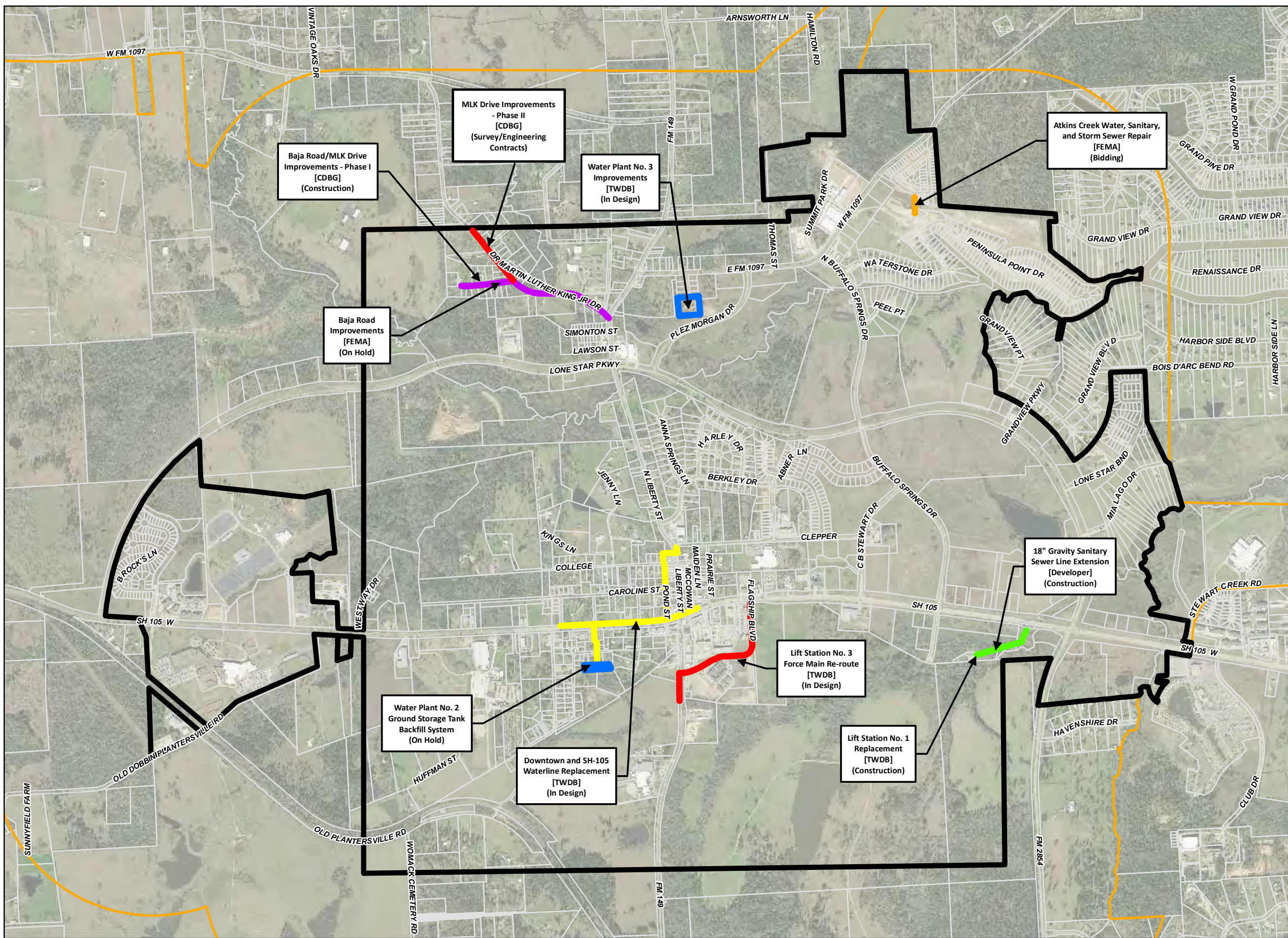
Chris Roznovsky, PE
Engineer for the City

CVR/kmv

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Enclosures: Active Capital Projects Map
 Active Developments Map
 Project Schedule

Cc (via email): The Planning and Zoning Commission – City of Montgomery
 Mr. Richard Tramm – City of Montgomery, City Administrator
 Ms. Susan Hensley – City of Montgomery, City Secretary
 Mr. Larry Foerster – Darden, Fowler & Creighton, LLP, City Attorney



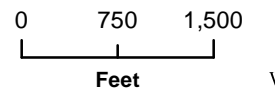
VICINITY MAP

Scale: 1 inch equals 20 miles

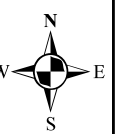
LEGEND

- City Limits
- City ETJ
- MCAD Parcels

ACTIVE CAPITAL PROJECTS (JULY 2019)

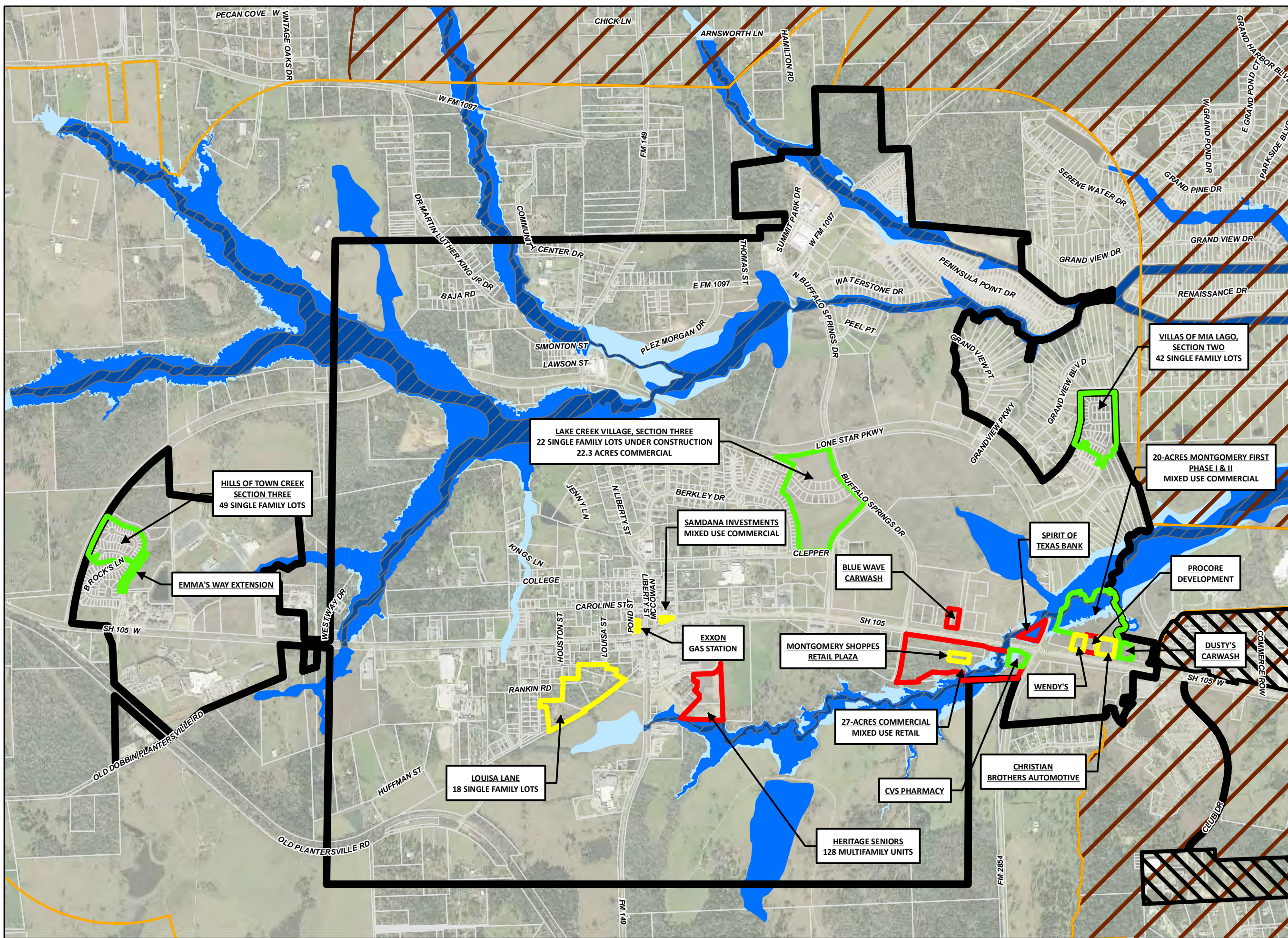


1 inch equals 1,500 feet



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VICINITY MAP

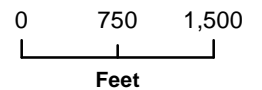
Scale: 1 inch equals 20 miles

LEGEND

Active Development (Phase)

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

ACTIVE DEVELOPMENTS (JULY 2019)



1 inch equals 1,500 feet



Disclaimer: This product is offered for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property, governmental and/or political boundaries or related facilities to said boundary. No express warranties are made by Jones|Carter, Inc. concerning the accuracy, completeness, reliability, or usability of the information included within this exhibit.



CITY OF MONTGOMERY
ACCOUNT BALANCES @6/30/19
For Meeting of July 23, 2019

	<u>CHECKING ACCT BALANCES</u>	<u>PRIOR MONTH END INVESTMENTS</u>	<u>TOTAL FUNDS AVAILABLE</u>
<u>GENERAL FUNDS</u>			
OPERATING FUND #1017375	\$ 431,849.97		\$ 431,849.97
HOME GRANT FUNDS /COPS UNIVERSAL #1032895	\$ 10.00		\$ 10.00
ESCROW FUND #1025873	\$ -		\$ -
PARK FUND #7014236	\$ -		\$ -
POLICE DRUG & MISC FUND #1025675	\$ 10,675.64		\$ 10,675.64
INVESTMENTS - GENERAL FUND		\$ 200,000.00	\$ 200,000.00
TEXPOOL - GENERAL FUND # 00003		\$ 620,267.95	\$ 620,267.95
TEXPOOL - RESERVE FUND # 00005		\$ -	\$ -
TOTAL GENERAL FUND	\$ 442,535.61	\$ 820,267.95	\$ 1,262,803.56
<u>CONSTRUCTION FUND</u>			
BUILDING FUND #1058528	\$ -		\$ -
CONSTRUCTION ACCOUNT #1058544	\$ 163,176.09 *		\$ 163,176.09
BOK Financial Series 2017A	\$ 951,641.97		\$ 951,641.97
BOK Financial Series 2017BA	\$ 1,568,265.54		\$ 1,568,265.54
TEXPOOL - CONST # 00009		\$ 254,201.08	\$ 254,201.08
INVESTMENTS - CONSTRUCTION		\$ -	\$ -
TOTAL CONSTRUCTION FUND	\$ 2,683,083.60	\$ 254,201.08	\$ 2,937,284.68
<u>DEBT SERVICE FUND</u>			
DEBT SERVICE FUND #7024730	\$ 285,694.54		\$ 285,694.54
TEXPOOL DEBT SERVICE # 00008	\$ -	\$ 96,177.04	\$ 96,177.04
TOTAL DEBT SERVICE FUND	\$ 285,694.54	\$ 96,177.04	\$ 381,871.58
<u>COURT SECURITY FUND</u> #1070580	\$ 6,057.00	\$ -	\$ 6,057.00
<u>COURT TECHNICAL FUND</u> #1058361	\$ 35,579.42	\$ -	\$ 35,579.42
<u>GRANT FUND</u>			
HOME GRANT ACCOUNT #1059104	\$ 2,237.63		\$ 2,237.63
GRANT ACCOUNT #1048479	\$ 3,580.73		\$ 3,580.73
TOTAL GRANT FUND	\$ 5,818.36	\$ -	\$ 5,818.36
<u>HOTEL OCCUPANCY TAX FUND</u> #1025253	\$ 12,533.67	\$ -	\$ 12,533.67
<u>MEDC</u>			
CHECKING ACCOUNT #1017938	\$ 113,702.69		\$ 113,702.69
TEXPOOL - MEDC # 00003		\$ 684,248.02	\$ 684,248.02
INVESTMENTS - MEDC		\$ 150,000.00	\$ 150,000.00
TOTAL MEDC	\$ 113,702.69	\$ 834,248.02	\$ 947,950.71
<u>POLICE ASSET FORFEITURES</u> #1047745	\$ 6,221.99		\$ 6,221.99
<u>UTILITY FUND</u>			
UTILITY FUND #1017383	\$ 665,043.08		\$ 665,043.08
CUSTOMER DEPOSITS FUND #1017417	\$ -		\$ -
WATER WORKS & SAN SEWER #7013840	\$ -		\$ -
TEXPOOL - UTILITY FUND # 00002		\$ 473,531.80	\$ 473,531.80
TOTAL UTILITY FUND	\$ 665,043.08	\$ 473,531.80	\$ 1,138,574.88
<u>TOTAL ALL FUNDS</u>	\$ 4,256,269.96	\$ 2,478,425.89	\$ 6,734,695.85

INVESTMENTS	
TEXPOOL - GENERAL FUND	\$ 620,267.95
INVESTMENTS - GENERAL FUND	\$ 200,000.00
TEXPOOL - CONST # 00009	\$ 254,201.08
TEXPOOL - DEBT SERVICE # 00008	\$ 96,177.04
TEXPOOL - MEDC	\$ 684,248.02
INVESTMENTS - MEDC	\$ 150,000.00
TEXPOOL - UTILITY	\$ 473,531.80
TOTAL ALL INVESTMENTS	\$ 2,478,425.89

*Notes: FYI - There are Debt Service Payments due on 9/1/19 that I will be transferring from the bank at the end of August

Montgomery City Council
AGENDA REPORT

Meeting Date: July 23, 2019	Budgeted Amount:
Department: Administration	
	Exhibits: Letter from Tax Assessor-Collector , Anticipated Collection Rate in debt tax collections
Prepared By: Jack Yates	
Date Prepared: July 15, 2019	

Subject

This is to an annual requirement, where the City accepts that 100% of the taxes meant for debt service have been collected so no further taxation in the upcoming year or other collection method is required.


Discussion

This is a required action of the Council per state law as a part of the Rollback Tax Rate Calculation Worksheet. If the collection rate had been 99% that would mean that in the upcoming Assessor-Collector created Rollback Rate Worksheet there would be a \$4,700 amount of tax needed to be collected that would be part of the taxation formula for the City... but since the collection rate is ~~100~~100% that is not necessary.

Recommendation

Motion to accept excess collections for 2018 Debt Service

Approved By

Jack Yates		Date: July 15, 2019
Richard Tramm		Date:



Tammy J. McRae

Tax Assessor-Collector
Montgomery County

July 11, 2019

TO: All Jurisdictions Levying a 2019 Debt Service

RE: Consent Agenda Item for Governing Body

“CONSIDER AND ACCEPT EXCESS COLLECTIONS FOR 2018 DEBT SERVICE AND
CERTIFICATION FOR DEBT SERVICE COLLECTION RATE FOR 2019/2020”

Dear Governing Body;

Enclosed is the above information for your consent agenda. Please contact me should you have questions.

Best Regards,

A handwritten signature in purple ink that reads "Tammy McRae".

Tammy McRae, PCAC



Tammy J. McRae
Tax Assessor-Collector
Montgomery County

July 11, 2019

CITY OF MONTGOMERY
2019-2020 ANTICIPATED COLLECTION RATE
2018 EXCESS DEBT TAX COLLECTIONS

In accordance with the certification requirements of Section 26.04(b), Texas Property Tax Code, the following information is provided for use on the Rollback Tax Rate Worksheet:

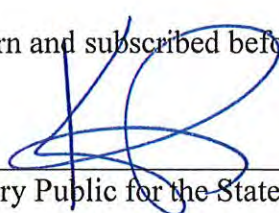
The anticipated collection rate for 2019 is 100%, as calculated under Sec. 26.012(2).

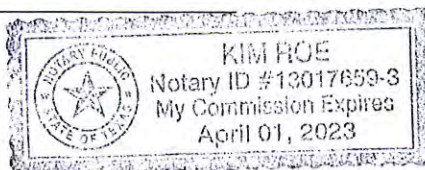
Excess 2018 debt tax collections are \$0.00. This amount is to be used in the 2019 debt tax rate calculation because the 2018 actual debt tax collection rate met the anticipated 2018 debt collection rate which was equal to 100%, pursuant to Sec. 26.04(e)(3)(C), Texas Property Tax Code.

I HEREBY CERTIFY THAT THE ABOVE INFORMATION IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE AND COMPLIES WITH THE CERTIFICATION REQUIREMENTS OF SECTION 26.04(b), TEXAS PROPERTY TAX CODE.

Tammy McRae
MONTGOMERY COUNTY
TAX ASSESSOR/COLLECTOR

Sworn and subscribed before me this 11th day of July 2019.


Notary Public for the State of Texas



Montgomery City Council
AGENDA REPORT

Meeting Date: July 23, 2019	Budgeted Amount: N/A
Department: Administrative	
Prepared By: Dave McCorquodale	Exhibits: Proposed sign drawings with site plan
Date Prepared: July 17, 2019	

Subject

Consideration and possible action regarding a sign height variance of two feet for 13944 Liberty Street as submitted by Madsen/Richards Developments.

Description



The owner of the property applied for a permit for a sign that exceeds the maximum height of 10 feet allowed in Section 66-53 of the sign ordinance.

- The proposed height of the sign is 12 feet to allow the sign to be visible above the adjacent 7' ht fence (owned by the adjacent property owner).
- The maximum sign area allowed by the ordinance is 100 sqft.
- The proposed sign area is 96 sqft (8' wide x 12' tall).
- The owner will build a stucco-clad skirting below the sign in the drawing to comply with the ordinance requirements that signs appear to be substantially solid from grade to the top of the sign.

Recommendation

Consider the variance request and act as you see fit.

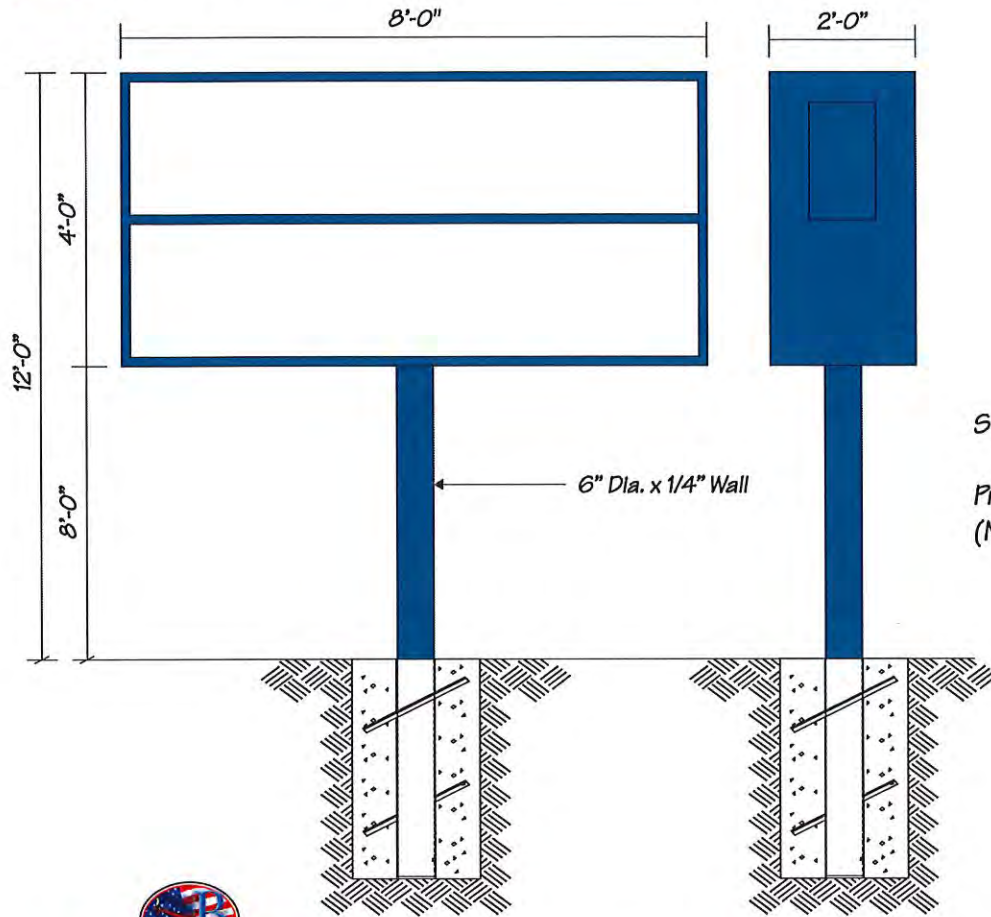
Approved By

Asst. to City Admin.	Dave McCorquodale 	Date: 7/17/19
City Administrator	Richard Tramm 	Date: 7/17/19



Pole Sign

Scale is 1/2" = 1'



PG. 1	Pole Sign
d/f	Qty. 1
Color Palette and Materials	
<input checked="" type="radio"/>	PMS 2945C
<input type="radio"/>	3/16" White acrylic
<input type="radio"/>	.090" Alum. Filler
<input type="radio"/>	1.5" x .125" Alum. Angle

NOTES
 CLIENT RESPONSIBLE FOR SETTING FOUNDATION/PIPE, PAINTING PIPE & RUNNING ELECTRICAL TO SIGN.

Scope of Work....

Provide & Install (1) D/F Internally Illuminated Cabinet... Faces to be 3/16" White Acrylic (NO copy), mounted to Single pole, Direct ground burial...



BAKERS' SIGNS

COMPLETE SIGN SERVICES
11201 FM 1485 -Conroe, Tx. 77306
Phone: 936-446-1239 Fax: 936-231-1220
www.BakersSigns.com

Sales Rep.: Jeremiah B. Design By: **Solia**
Date: 07.18.18 Proof #:

Project: Allen Multi Tenant
Location: -----

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CLIENT APPROVAL Signed: / / 19

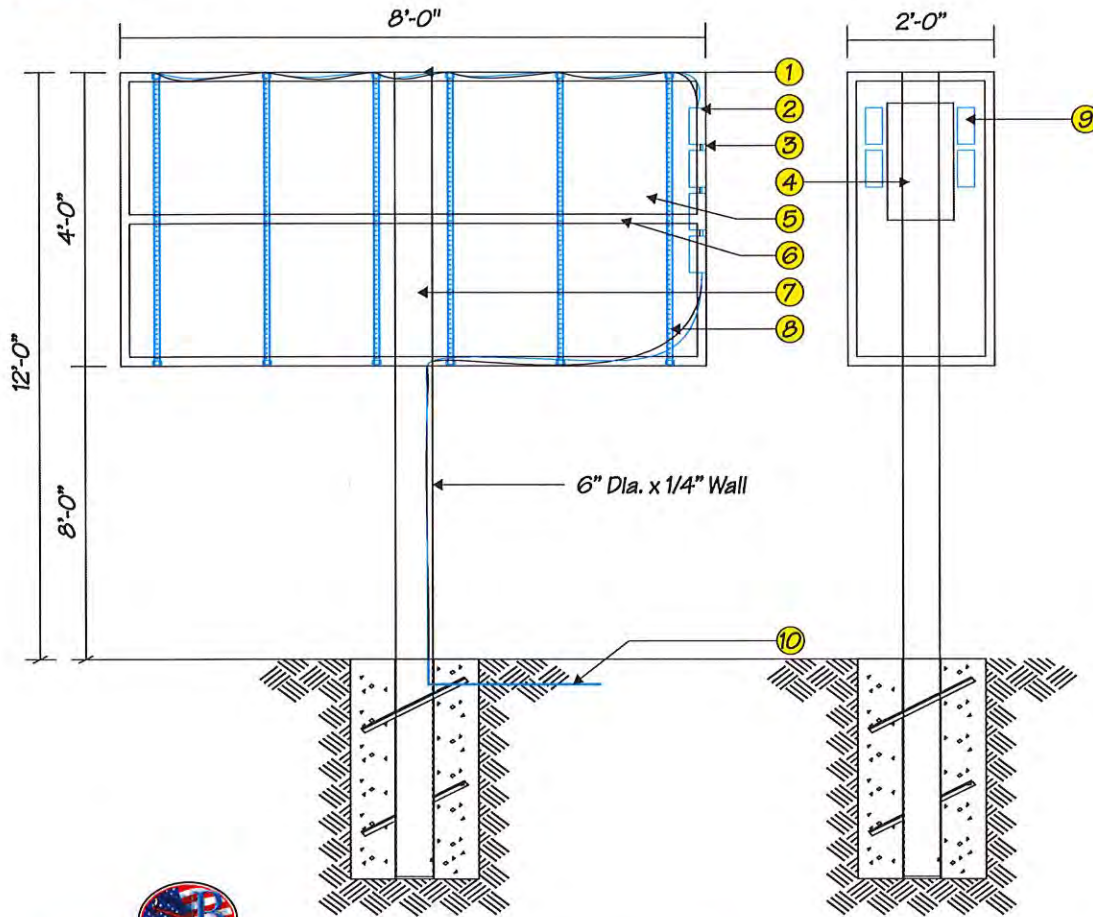
OVERALL SIGN SQ. FT. -----
PROOF SCALE: Scale valid Printed On Legal

We always strive to match or exceed as possible. However, many factors influence perceived color of a finished drawing in relation to the finished product. These include color, ink, monitor & printer settings as well as ambient light, and the physical limits of the photographic process.
Note... Sizes, Colors & Prints may vary slightly in Production.

LANDLORD APPROVAL Signed: / / 19

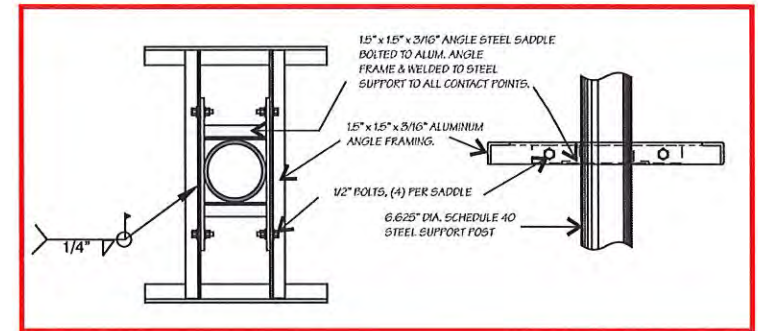


Pole Sign
Scale is 1/2" = 1'



SPECS.

1. SADDLE ATTACHMENT
2. 1.5" X 1.5" X .125" ALUM. ANGLE FRAME
3. .090" ALUM. FILLER
4. ACCESS PANEL
5. 3/16" WHITE ACRYLIC FACES
6. 1.5" DIVIDER BAR
7. 6" DIA. X .25" WALL STEEL PIPE
8. D/F 49" Z-LIGHT LEDS
9. (4) 60W POWER SUPPLIES
10. ELECTRICAL WHIP



ELECTRICAL

(4) POWER SUPPLY @ 1.5 AMPS
TOTAL AMPS : 6 AMPS
SIGN REQUIRES (1) 120V/20AMP CIRCUIT



BAKERS' SIGNS
COMPLETE SIGN SERVICES

11201 FM 1485 -Conroe, Tx, 77306
 Phone: 936-446-1239 Fax: 936-231-1220
 www.BakersSigns.com

Sales Rep.: **Jeremiah B.** Design By: **Solia**
 Date: **07.10.10** Proof #:

Project: Allen Multi Tenant

Location: _____

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CLIENT APPROVAL

Signed: _____ / / 19

OVERALL SIGN SQ. FT. _____

PROOF SCALE: **Scale valid Printed On Legal**

We always strive to create as close as possible. However, many factors influence perceived color of a finished drawing in relation to the finished product. These include color, ink, monitor & printer settings as well as ambient light, and the physical limits of the photographic process.
 Note... Sizes, Colors & Prints may vary slightly in Production.

LANDLORD APPROVAL

Signed: _____ / / 19

Montgomery City Council
AGENDA REPORT

Meeting Date: 07-23-2019	Budgeted Amount:
Department:	
Prepared By: Richard Tramm	Exhibits: Engineer's Award Recommendation Letter and Bid Tabulation
Date Prepared: 07-19-2019	

Subject

Consideration and possible action regarding acceptance and award of bid for FEMA - Atkins Creek Water, Sanitary Sewer and Storm Sewer Repairs Project.

Recommendation

Approve the City Engineer's recommendation of Solid Bridge Construction LLC to be awarded the contract for this item.

Discussion

The correspondence attached from the City Engineer details the results from the bid opening that took place at City Hall at 10:00AM on July 17, 2019. The City Engineer recommends the selection of Solid Bridge Construction LLC on the basis of their Base Bid Plus Alternate Items A1, Minus Bid Item 18 proposal in the amount of \$290,840.40.

Approved By

City Secretary	Susan Hensley	Date: 07-18-2019
City Administrator	Richard Tramm <i>RT</i>	Date: 07-18-2019



1575 Sawdust Road, Suite 400
The Woodlands, Texas 77380
Tel: 281.363.4039
Fax: 281.363.3459
www.jonescarter.com

July 18, 2019

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

Re: Construction of FEMA – Atkins Creek Water, Sanitary Sewer and Storm Sewer Repairs
City of Montgomery
TIN No. 74-2063592

Dear Mayor and City Council:

We received bids for the referenced contract at the Montgomery City Hall on July 17, 2019 at 10:00 AM. Bids were publicly opened and read at that time.

Two (2) contractors submitted proposals for this work. A summary tabulation of the bids is enclosed for your review. Solid Bridge Construction LLC submitted the lowest Base Bid Plus Alternate Items A1, Minus Bid Item No. 18 proposal in the amount of \$290,840.40.

We have worked with Solid Bridge Construction LLC in the past and find them to be a capable contractor. We recommend the referenced contract be awarded to Solid Bridge Construction LLC on the basis of their Base Bid Plus Alternate Items A1, Minus Bid Item No. 18 proposal in the amount of \$290,840.40.

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

Sincerely,

A handwritten signature in blue ink that reads 'Chris Roznovsky'.

Chris Roznovsky, PE

CVR:rts/jmr

K:\W5841\W5841-0038-00 FEMA Atkins Creek Water, Sanitary Sewer,\3 Construction Phase\3. Contract Documents\1. W5841-0038-00 ROA.doc

Enclosure

cc: Solid Bridge Construction LLC
Mr. Richard Tramm – City of Montgomery, City Administrator
Ms. Susan Hensley – City of Montgomery, City Secretary
Mr. Larry Foerster – Darden, Fowler and Creighton, LLP, City Attorney

Montgomery City Council
AGENDA REPORT

Meeting Date:	July 18, 2019	Budgeted Amount:	\$2,500.00 - \$3,500.00
Department:	Public Works		
		Exhibits:	Signed Petition
Date Prepared:	July 18, 2019		Map of speed hump locations

Subject

Installation of two or three speed humps with corresponding signage on Bessie Price Owen Dr.

Recommendation

Options:



1. Ask the Police Department to utilize the speed radar trailer and patrol officers in hopes that speed limit enforcement would negate the need for speed humps.
2. Install speed humps and signage.

My recommendation is to first utilize the Police Department to attempt to control neighborhood speeding with options such as using the radar trailer and additional patrols before spending money on speed humps and additional signage.

Discussion

Three speed humps were requested by the homeowner of 209 Bessie Price Owen Dr. I asked him to gather the support of the homeowners in the immediate area of the proposed speed hump locations. A petition was signed by ten of the eleven homeowners affected. There are pros and cons to installing speed humps. In the past, when speed humps have been requested and supported by surrounding homeowners, City Council has voted in favor of them. I think two speed humps would be sufficient for this stretch of road.

Approved By

Department Manager	Mike Muckleroy 	Date: July 18, 2019
City Administrator	Richard Tramm 	Date: July 18, 2019

Bessie Price Owens Speed Hump Request Petition

We the undersigned hereby petition the City of Montgomery to perform the necessary evaluation, hold public hearings, and recommend that speed humps and any additional traffic calming measures the city believes effectual, be installed on Bessie Price Owens Drive.

Berkley Drive (curve) from

Clepper Drive to

By signing this petition,

- I do hereby certify that my property is adjacent to the street being considered for a speed hump installation
- I agree to have a speed hump traffic calming measure installed in front of my residence/business if deemed the most appropriate solution by property owners on Bessie Price Owens Drive.
- My signature here counts as a "yes" vote for the implementation of speed humps on Bessie Price Owens Drive.

	Print Name	Sign (agree to statements above)	Address (one signature will be counted per property)
1	Jonathan M Cook	<i>Jonathan M Cook</i>	223 Bessie Price Owens Dr.
2	Brianne Gutman	<i>Brianne Gutman</i>	219 Bessie Price Owens Dr.
3	Sean Rutz	<i>Sean Rutz</i>	215 Bessie Price Owens Dr.
4	John Champagne, Jr.	<i>John Champagne, Jr.</i>	209 Bessie Price Owens Dr.
5	TERRI CASEY	<i>Terri Casey</i>	205 Bessie Price Owens Dr.
6	TERRY CASEY	<i>Terry Casey</i>	201 Bessie Price Owens Dr.
7	TERRY CASEY	<i>Terry Casey</i>	119 Bessie Price Owens Dr.
8	JUAN MELHO	<i>Juan Melho</i>	115 Bessie Price Owens Dr.
9			111 Bessie Price Owens Dr.
10	Holly Prince	<i>Holly Prince</i>	107 Bessie Price Owens Dr.
11	JACK CASEY	<i>Jack Casey</i>	103 Bessie Price Owens Dr.

Montgomery City Council
AGENDA REPORT

Meeting Date: 07-23-2019	Budgeted Amount: N/A
Department: Admin	
Prepared By: Richard Tramm	Exhibits: None
Date Prepared: 07-17-2019	

Subject

Potential ordinance related to prohibiting fishing at Memory Park.


Recommendation

Consider directing the City Administrator and City Attorney to develop an ordinance prohibiting fishing at Memory Park for the City Council approval at an upcoming meeting, including a fine for violation of the ordinance.

Discussion

Recently an individual was ticketed for trespassing related to them fishing at Memory Park. This ticket was dismissed at court after discussion between the prosecutor and the judge. If the City wishes to have an enforceable policy and penalty to prohibit fishing at the park, then it should consider adopting an enforceable ordinance.

Approved By

City Secretary	Susan Hensley	Date: 07-18-2019
City Administrator	Richard Tramm 	Date: 07-18-2019