

NOTICE OF REGULAR TELEPHONE/VIDEO

CONFERENCE MEETING

November 10, 2020

MONTGOMERY CITY COUNCIL

STATE OF TEXAS

AGENDA

COUNTY OF MONTGOMERY

CITY OF MONTGOMERY

NOTICE TO THE PUBLIC IS HEREBY GIVEN in accordance with the order of the Office of the Governor issued March 16, 2020, the Montgomery City Council will conduct a Regular Meeting scheduled for **6:00 p.m. on Tuesday, November 10, 2020**, at City of Montgomery City Hall, 101 Old Plantersville Road, Montgomery, Texas via Zoom Teleconferencing.

This meeting will be closed to in-person attendance by the public. A temporary suspension of the Open Meetings Act to allow telephone or videoconference public meetings has been granted by Governor Greg Abbott. These actions are being taken to mitigate the spread of COVID-19 by avoiding meetings that bring people into a group setting and in accordance with Section 418.016 of the Texas Government Code. Telephonic and videoconferencing capabilities will be utilized to allow individuals to address the City Council. *Members of the public who wish to submit their written comments on a listed agenda item must submit their comments by email to shensley@ci.montgomery.tx.us by 3:00 p.m. on November 10, 2020.*

Members of the public are entitled to participate remotely via Zoom Teleconferencing. Citizens may join the Zoom Meeting by logging on at <https://us02web.zoom.us/j/85121464684> and using **Meeting ID: 851 2146 4684**. They may also join by calling (346) 248-7799 and entering the **Meeting ID: 851 2146 4684**. The Meeting Agenda Pack will be posted online at www.montgomerytexas.gov. The meeting will be recorded and uploaded to the City's website.

Notice - any person(s) using profane, abusive or threatening language may result in them being removed from the Teleconference Meeting.

CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE TO FLAGS

VISITOR/CITIZENS FORUM:

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

CONSENT AGENDA:

1. Matters related to the approval of minutes of the August 31, 2020, Budget Workshop, and October 27, 2020, Regular Meeting.

2. Consideration and possible action regarding adoption of the following Resolution:
RESOLUTION BY THE CITY COUNCIL FOR THE CITY OF MONTGOMERY, TEXAS, DESIGNATING THE COURIER NEWSPAPER AS THE OFFICIAL NEWSPAPER FOR THE CITY OF MONTGOMERY AND AUTHORIZING THE CITY ADMINISTRATOR TO EXECUTE A CONTRACT.

CONSIDERATION AND POSSIBLE ACTION:

3. Consideration and possible action regarding adoption of the following Proclamation:
A PROCLAMATION RECOGNIZING GRADUATING MONTGOMERY HIGH SCHOOL MONTGOMERY BEARS THAT ARE SERVING THEIR COUNTRY.
4. Consideration and possible action regarding Certificate of Acceptance for public water and public sanitary sewer infrastructure to serve the Shoppes at Montgomery Retail Plaza Public Waterline Extension (Dev. No. 1018) including acceptance of maintenance bond.
5. Consideration and possible action regarding variances, as recommended by the Montgomery Planning and Zoning Commission, to City Code of Ordinances, Chapter 78 – Subdivisions, Sections as detailed below:
 - a) Section 78-125 - Streets: A request for non-residential driveway spacing of approximately 60-feet adjacent left corner clearance and approximately 100-foot adjacent right corner clearance instead of the required 185-foot spacing on secondary streets for Moon Over Montgomery located at 1062 Clepper Street.
 - b) Section 78-96 – Parking Requirements: A request to use the TrueGrid paving system in lieu of concrete or asphalt for the parking lot surface of the proposed Montgomery Food Truck Park located at 21806 Eva Street.
 - c) Section 78-3 – Purpose, statutory authority; territorial jurisdiction, (d) water and sanitary sewer service: A request to waive the platting requirement for a property to receive water and sanitary sewer service for Texas Twist and Shakes, LLC located at the northeast corner of Caroline and Liberty Streets in the historic downtown.
6. Consideration and possible action regarding adoption of the following Ordinance:
AN ORDINANCE BY AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF MONTGOMERY, TEXAS, AMENDING CHAPTER 64, “PEDDLERS, SOLICITORS, AND VENDORS,” ARTICLE II, “PERMIT,” SECTION 64-30, “CLASSIFICATIONS; TERMS; FEE,” AND SECTION 64-31, “APPLICATION,” OF THE CODE OF ORDINANCES OF THE CITY OF MONTGOMERY, TEXAS TO INCREASE THE TERM FOR PERMITS ONE MONTH TO SIX MONTHS, AMEND ASSOCIATED FEES AND AMEND CERTAIN APPLICATION REQUIREMENTS FOR PEDDLER, SOLICITORS, HAWKERS, AND VENDORS; REPEALING ALL OTHER CONFLICTING ORDINANCE PROVISIONS; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR A TEXAS OPEN MEETINGS ACT CLAUSE; AND PROVIDING AN EFFECTIVE DATE.
7. Consideration and possible action regarding review of the City of Montgomery Draft Comprehensive Plan.
8. Discuss and consider authorizing MEDC expenditure of budgeted funds to Contract for Services for the Downtown Design and Streetscape Improvements Project.

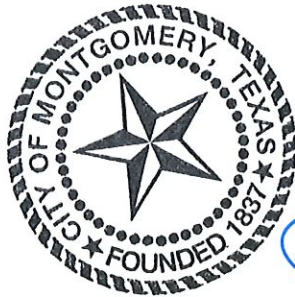
EXECUTIVE SESSION:

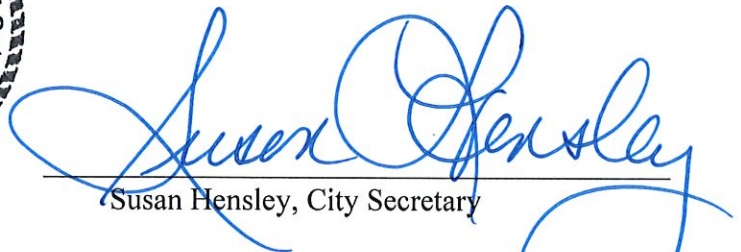
The City Council reserves the right to discuss any of the items listed specifically under this heading or for any items listed above in executive closed session as permitted by law including if they meet the qualifications in Sections 551.071(consultation with attorney), 551.072 (deliberation regarding 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.

COUNCIL INQUIRY:

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

ADJOURNMENT




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 6th day of November 2020 at 3:30 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 BUDGET WORKSHOP TELECONFERENCE/VIDEO MEETING

August 31, 2020

MONTGOMERY CITY COUNCIL

CALL TO ORDER

Mayor Sara Countryman called the Workshop Meeting to order at 4:03 p.m.

Present: Sara Countryman Mayor
Kevin Lacy Place #1
Randy Burleigh Place #2
T.J. Wilkerson Place #3
Rebecca Huss Place #4
Tom Cronin Place #5

Absent:

Also Present: Richard Tramm City Administrator
Dave McCorquodale Assistant City Administrator
Susan Hensley City Secretary
Anthony Lasky Senior Accounting Clerk
Kimberly Duckett Court Administrator
Anthony Solomon Police Chief
Mike Muckleroy Director of Public Works

CALL TO ORDER

BUDGET WORKSHOP:

- ❖ Discussion of the following items related to the City of Montgomery 2020-2021 FY Proposed Operating Budget:

- Summary

Mr. Tramm reviewed the summary of the budget advising that all items are subject to the discretion of City Council. Rebecca Huss advised the debt service items would have very little change because it is contractually obligated. Mr. Tramm said he could only think of one change that would happen, advising they received the final numbers from Tammy McRae which was an update of the original numbers, since they were later than usual in certifying their numbers, resulting in additional property values in the debt service fund

with a \$20,000 increase, and in the general fund it was approximately \$48,000 for maintenance and operations. Mr. Tramm said that resulted from property that was new to the City but was not available at the time they received the previous information.

General Fund Revenue – Mr. Tramm stated they were behind on the franchise tax collections because there is a large amount that comes in late, which they should see in the next couple of weeks. Mr. Tramm said the ad valorem tax will change to \$847,070, which resulted from the modified figures from Ms. McRae's office. Rebecca Huss said the ad valorem tax is the property tax. Mr. Tramm said the sales tax and property tax, the City receives 2% sales tax, which part of that money goes to the Montgomery EDC, and half of that money is recorded in sales tax and a quarter of that money is recorded as sales tax in lieu of property tax category. Mr. Tramm said he is projecting these figures the same as the amended budget, which is a slight decrease from what they are on track to collect for this year. Mr. Tramm said he felt those numbers would recover before the end of the year, but he felt that it was best to project conservatively. Rebecca Huss said this is slightly lower than what MEDC is using for its budget. Mr. Tramm said for the sales tax in lieu of property tax normally that category would match MEDC, but this is slightly higher than the MEDC because the MEDC chose to go even more conservative. Mr. Tramm said this has been the strangest year in government in not only what has happened but how they are projecting moving forward.

Mr. Tramm said they are basing the building permit number on a continuation of building, resulting in information from builders, which is an increase from the current year. Rebecca Huss said the building permit number is highly tied to the commercial building, not the residential building. Mr. Tramm said they will see the continuation of commercial projects in the new year. Rebecca Huss asked if they would have roughly the same number as they did last year. Mr. Tramm said yes, in fact, they think that it will be slightly higher, and they have not seen any sign of residential or commercial construction slowing down, so they feel their numbers will be good.

Randy Burleigh asked if figures that need to be corrected would be done at the next budget amendment cycle. Mr. Tramm said they should have the amendment at the second meeting in October or the first meeting in November. Mr. Tramm said they will have the final year-end numbers and amendments for the year that is closed. Mr. Tramm said for the new year, City Council is always able to adjust the budget. Rebecca Huss said the Auditor has asked the City to amend based on actual to remove one of the qualifiers on the Audit. Mr. Tramm said he had mentioned to City Council a couple of weeks ago, they did a mid-year review with the Auditor remotely, which should make the year-end budget better.

Mr. Tramm advised the Court is on track for the current year but will fall below what they had amended. Mr. Tramm said they are not projecting that the Court will be closed for a couple of months like this year.

Mr. Tramm said the Police grant funds were larger because the Police Chief is going to be actively looking into obtaining grant funds.

Kevin Lacy asked about unanticipated income and what that included. Mr. Tramm said that would be income that was received and not planned and might not get its own line item. Mr. Tramm said they had a large amount of unanticipated income with the FEMA reimbursement for Atkins Creek, with \$365,000 that needed to have its own line item. Mr. Tramm said unanticipated income also shows up as miscellaneous income on the Utility Report.

Rebecca Huss said that MEDC is assuming \$675,000 in revenue so that puts the General Fund at \$225,000, which is more aggressive for the three-quarters of the pie, which is a big difference in terms of being more assertive. Mr. Tramm said MEDC chose to go more conservative than what he had projected.

- General Fund Expenses

- Administration – Mr. Tramm advised the Senior Accounting Clerk’s salary is the primary change to the wages. Mr. Tramm said with Mr. Lasky on staff, Municipal Accounts is operating in a secondary capacity and ultimately in the long run he is looking to replace them both in their capacity as investment officer and accounting when they have Mr. Lasky fully trained, and look for other assistance locally to help with minor bookkeeping that will be much more cost-efficient than municipal accounts. Rebecca Huss asked why they have accounting at \$50,000 if they have Mr. Lasky in the personnel line and the Utility Fund. Mr. Tramm said the \$50,000 is the annual costs for Municipal Accounts as they currently are, including a certain number of hours each month for accounting and investment services. Mr. Lasky stated on the wages side, this would include him in the 100 percent in the General Fund.

Mr. Tramm advised he is looking at bringing sales tax tracking on to staff and feels that Mr. Lasky can take on that duty. Mr. Tramm advised the current year legal is down a bit because they brought in a new City Attorney in March 2020 and part of his early contract was he would work for the first two months at no salary, and he has not submitted some of his bills. Mr. Tramm said they have since received some invoices from the City Attorney and they are in the process of getting them paid. Rebecca Huss asked about Contract Services stating they were at zero and asked where inspections

and permit expenses were located if they are not here. Rebecca Huss said this was a problem in the budget last year because it expanded \$150,000 worth of profit.

Mr. McCorquodale advised under Item 16299 in Public Works, page 11 is where the permits and inspections are located. Mr. Tramm said this is another case where he is hoping to bring a staff member on instead of a contract position, which would be a lower cost, but for the time being, they are leaving it in the budget. Rebecca Huss said she thought they were expanding the margin on this item, with \$225,000 of revenue and \$186,000 costs, and \$245,000 of revenue and \$192,000 of costs. Randy Burleigh said he was looking at the 2020 Proposed Budget at item 16299, where it shows 2018 and 2019, with the same line item, but it had zero dollars all the way across. Mr. Tramm said it might have carried forward as zero because it was previously used and then not continued to be used. Mr. Tramm said he can check on that information tomorrow. Rebecca Huss said it was expanded from a 17 percent margin to a 22 percent margin, so it is becoming more profitable from last year to this year. Mr. Lasky said they would get that information updated.

Mr. Tramm commented on the Election category of the budget, advising while they did have some Election expenses early this fiscal year, this current Election has been pushed into the next fiscal year, and then there is also a May Election as well. Mr. Tramm said this fiscal year and the next fiscal year will certainly stand apart from past examples for what Election expenses will be. Mr. Tramm said they think they will see some decreases in the cost of training to some degree with no travel, but they also find they will have to make up training next year. Mr. Tramm said there were several training sessions that he was registered for that were canceled and he will have to make them up, and there are similar instances with other staff's training.

Mr. Tramm said the Transfer to Capital Savings is where if they end the year with additional revenue his goal will be to push additional funds that are not utilized into that category. Mr. Tramm said the goal is to set up a separate General Fund banking account that the money would be set aside and still carried forward in General Fund, and City Council could use for capital expenses. Mr. Tramm said it would be essentially long-term savings for future use on capital projects. Randy Burleigh asked if they would leave the \$20,000 from 2019-2020 or will they abandon that plan. Mr. Tramm said it was a new item for the amended budget, so it did not have an estimated number to be there and said he guessed it would be more appropriate if the zeros were blank. Mr. Tramm said this is something that he would like to see City Council carry forward for the future years. Randy Burleigh asked if they plan on putting \$30,000

into the Capital Savings Fund, should not the Estimated Budget for 2019-2020 show the \$30,000 also. Mr. Tramm said the Estimated Budget line was based on numbers that were presented to City Council in front of approving the Amended Budget, so at that time there was no category for it, it was created after it was put together. Mr. Tramm said he would have Mr. Lasky correct that and put in the \$30,000.

Randy Burleigh commented on Capital Outlay – 17071 Computer Equipment, it shows year-to-date they only spent about \$3,300 but they think they are going to spend \$37,000 by the end of the budget year. Mr. Tramm said that is one item they put a hold on with the pandemic, and now they have had additional funds come in from FEMA and they are trying to utilize those funds. Randy Burleigh asked if they were going to spend those funds out of the current budget, so they do not have to move it to the new budget. Mr. Tramm said that was correct.

Mr. Tramm said with the sales tax rebatement, those are based if it is the ad valorem tax, the actual number with regards to sales tax, the sales tax rebate with Kroger, and the beginning of the agreement with The Shoppes, with Chick-Fil-A opening and other shops set to open.

Mr. Tramm said they did include the 2.5 net increase for the Admin Fund, which if it were not for the increase in the sales tax, that would also show a decrease.

Randy Burleigh asked Mr. Tramm if he thought they were only going to have \$12,600 for savings to the Capital Fund, which is light to him. Mr. Tramm said it is light and said there is an opportunity for sales tax revenue to go up, but he did not want to bank on that until it was confirmed. Mr. Tramm said he thought they were going to end on a positive note, and they could direct the balance into the savings.

Rebecca Huss said they had talked about the General Fund needing to add to its surplus so that it has more months of operating surplus and said she would like to see the City building those funds. Mr. Tramm said they could add a line below with a miscellaneous category for transfers to surplus and essentially split the remaining funds equally between those two. Rebecca Huss said every year they talk about what is anticipated and months of surplus as a discussion that should be held every year. Randy Burleigh said they used to have a year of reserves and slowly the number has dwindled. Rebecca Huss said the number has grown and they have been adding to it, but the City has grown so much, that as the function of the months has been falling. Rebecca Huss said even if they add \$5 just to keep it on the table to be discussed every year.

Rebecca Huss said there was one more item they had talked about during this year was the Lone Star Loop potentially needing to be a self-funded project versus obtaining grant money. Rebecca Huss said they had talked about putting a wedge in the budget for bond money that it would take to make the Lone Star Loop happen. Mr. Tramm said that is the type of thing the Capital Savings line would be used for, and if they want, they could make it a separate line item. Mayor Countryman said the Lone Star Loop is a County road and the City does not have to maintain it. Rebecca Huss said to make the Lone Star Loop happen it must be a TxDOT road and for it to be a TxDOT road it must meet certain standards. Rebecca Huss said this is something that Mr. Tramm would have to talk to Chris Roznovsky about, and from what she understands there is a substantial upgrade that would need to happen to facilitate that. Mr. Roznovsky said the biggest thing was transferring from two to four lanes and replacing all the bridges. Mr. Roznovsky said they put together some cost estimates during their discussions with H-GAC and TxDOT and the readiness assessment was a substantial sum, with the total price to do the entire Loop was he thought 40 million dollars, but he would have to go back and check. Mr. Roznovsky said they would have to meet with the County to get the City's readiness score up, so if they got some of the preliminary and environmental work done, when you are submitting to H-GAC you have more backing if you are still trying to get their funding. Rebecca Huss said she thought they were leaving H-GAC out so they could skip some of the expensive parts. Mr. Roznovsky said he would have to look at the information and sit down with Mr. Tramm. Mr. Tramm said he has noted the information. Mr. Muckleroy advised one of the reasons they stopped talking about that was there was zero chance of TxDOT just taking the road over, they might consider a trade-off as in the City taking the maintenance of SH 105 in place of the trade-off for Lone Star Parkway and was one of the factors that put it on hold. Mayor Countryman said with the addition of the second high school they do not have as much gridlock as they used to. Rebecca Huss said that would come back as the area grows. Mayor Countryman asked when they talked about this previously it was a 5, 10, or 25-year projection. Mr. Roznovsky said previously it was based on the funding cycle for H-GAC and he thought it was the 10+ year time range. Rebecca Huss said that would probably be suitable. Mr. Tramm asked if City Council wanted to add a separate line item for the Lone Star Parkway Loop or consider that would be within the use of Capital Savings. Rebecca Huss suggested Mobility Investments and said it did not need to have a large amount of money, it is something that they know they need and they need to be cognizant that this is a continuous investment in the future that needs to come from the General Fund. Rebecca Huss said

if you look at the amount of money we are spending on maintenance of our streets, it is clear the capital investment needs to be there too. Randy Burleigh asked Mr. Tramm if the Lone Star Loop was from 105 E to 105W owned by the City of Montgomery. Mr. Roznovsky said when you go out to the west side of Montgomery where the Community Center is located, from there west to SH 105 is Montgomery County and then from there back over to Kroger is up for discussion because he did not think it was written that the City has taken over ownership.

Mayor Countryman said right after she was elected Mayor the County came back and asked the City to take that over and the City said no they did not want ownership. Rebecca Huss said the City has not legally accepted the road. Randy Burleigh asked who is mowing that property. Mr. Muckleroy said then-City Attorney Larry Foerster had advised just because someone gives you a gift does not mean you have to accept it and he believed City Council chose to take no action. Mr. Muckleroy said the City mows a small section of the property at Lone Star Bend for safety, but the County mows the rest of the area because the County still owns it. Mr. Muckleroy said the property needs to be mowed right now and said he would be calling Precinct 1. Randy Burleigh said it was way past being mowed and asked Mr. Tramm to put it on his list. Mr. Tramm said he had that on his list. Rebecca Huss said having the County own this road might make things easier in the future if they want to turn that into a TxDOT road and the County might be a better partner for funding than H-GAC. Rebecca Huss said they could add another line item under the Miscellaneous – Capital part of the budget. Mr. Tramm asked Mr. Lasky if they had a bottom-line remaining number in the General Fund. Mr. Lasky advised once he had put in the changes the remaining balance was \$78,200. Mr. Tramm said those were funds they could put in the Capital Savings – Reserve Savings and Mobility categories. Mr. Tramm asked how City Council would want to split those funds. Randy Burleigh said 50/50. Rebecca Huss said she was fine placing \$10,000 for Mobility Investment, and then the remaining split 50/50 between Transfer to Capital Savings and Transfer to Surplus Reserve at \$34,100 each.

- Police Department – Chief Solomon presented his proposed budget, advising they were not going to need any equipment or vehicles which is going to save them about \$87,000. Chief Solomon said they see this as a chance to get some equipment upgrades that they need and training. Chief Solomon said they have started a maintenance program, which allows them to catch things before they get out of hand. Chief Solomon said last year they purchased most of the computers they needed, so they will not need any more computers, which is why it was reduced from \$10,000 to \$3,000.

Chief Solomon said the uniforms increased about \$500 from last year. Chief Solomon said the travel and training they are using a new system where they can do a lot of the training here and costs \$2,700 per year. Chief Solomon said they will be putting in each vehicle window covers and bars on each side to keep the people being detained from kicking out the windows. Chief Solomon said they will also be putting on roof decals for when they are in pursuit, they will be visible from the air when they have helicopters overhead. Chief Solomon said the decals will run about \$800. Chief Solomon said they had to replace the tasers for \$3,500.

Kevin Lacy asked why they were not purchasing any new vehicles, and whether it was due to a lack of funds. Chief Solomon said they do not need any more vehicles at this time because last year they replaced most of their fleet. Chief Solomon said each officer has their own vehicle, so it keeps the mileage lower and the officers are accountable for the maintenance of their vehicle. Rebecca Huss said last year they had one vehicle totaled and it had to be replaced even though it was a new vehicle.

Rebecca Huss asked about the \$6,000 copier costs in everyone's budget, which are on leases, stating it seemed crazy to spend \$24,000 on copiers and printers and asked if that was standard. Ms. Hensley advised that the fee includes all the toner, maintenance, and parts should they have to be replaced. Kevin Lacy said he has a friend that runs DocuMation. Ms. Hensley advised that is who the lease contract is with. Kevin Lacy advised that was acceptable. Mayor Countryman said when one of the printers goes down it can be a problem, so as long as they know they can get someone out to repair it. Ms. Hensley advised they divide the cost between the departments according to how many printers they have. Rebecca Huss said if a department wants more money they can figure out how to with fewer printers. Ms. Hensley said that was correct.

Randy Burleigh asked about supplies and equipment, for emergency equipment – 17010 at \$13,500 and asked if that was a typo. Chief Solomon said they are adding defibrillators to the emergency equipment because they need AED's because the ones they have are more than 10-years old. Chief Solomon said they are also purchasing stop sticks to be used during pursuits. Rebecca Huss said the AED's are not that old because her neighbor had the heart attack that got the AED's donated, which was about 3-4 years ago. Chief Solomon said those AED's are past the time for their usage, but he had been told they had them for more than 10 years. Rebecca Huss said that is not true or the case, and she can get that information. Chief Solomon said they are worn and the unit in City Hall, they are unsure it was even working.

Randy Burleigh asked about training and staff development at \$24,500 which is about double what they have done in the past and asked if that was special training for the class that they had canceled. Chief Solomon said they are using a new training system OSS which keeps all the officer's training up to date. Chief Solomon said they will be training in accident reconstruction and crime scene schools, which is included in the cost. Randy Burleigh said in the past they have only spent around \$7,000 to \$10,000 for travel and training and asked if the more they do for training does that effect the staff overtime costs. Chief Solomon said no, it does not, they can adjust the schedules for training. Mayor Countryman advised Randy Burleigh of the Police Audit when Chief Solomon came on board, it noted that a lot of the officers were not trained, and the previous Chief was teaching classes that he was not even trained or certified to do. Mayor Countryman said she was all for getting the officers trained especially since they have some new officers to ensure that everyone is up to speed on what is required in law enforcement because that was not the case when she came on board. Randy Burleigh said if that was the case what were they spending the money on. Chief Solomon said he was not sure what they were spending the money on before he came here, but now all training money is allocated for training. Chief Solomon said they can never have too much training, and they also do career development. Chief Solomon said the career development program takes each officer and they find out where they want to go in their career, and they line up the training to achieve that. Randy Burleigh asked if most of the training is local or in New York. Chief Solomon said most of the training will be in Texas and said they will not be going to Las Vegas.

Kevin Lacy asked about Watch Guard. Chief Solomon said it is the equipment they use in the patrol vehicles for their camera system, communications system, radar system, and covers everything in their patrol vehicles.

Randy Burleigh said on the Capital Outlay-17070 where they are pushing \$15,000 in the future for a new vehicle, transferred to the Capital Equipment Fund, and what he found if they don't put a line number sometimes those funds do not get moved properly, so if they put the line number in there it would help to follow the transfer trail. Mr. Tramm said he would work with Mr. Lasky to take care of that moving forward.

Rebecca Huss asked if they were not allocating any funds to National Night Out next year. Chief Solomon advised they put those funds in Operating Supplies. Mr. Tramm said he thought some of that was related to Community Relations. Chief Solomon said that was correct.

Randy Burleigh asked about the Capital Outlay – Miscellaneous for \$8,000. Chief Solomon said last year it was \$12,000, and the year before that it was \$25,000. Chief Solomon said they changed their area to accommodate office space for the Sergeants. Chief Solomon said they will be changing the patrol area, which is what the \$8,000 is for. Randy Burleigh said he had no issue with doing work like that, but when you have a “Miscellaneous” and it is not earmarked for anything it could turn into another slush fund. Randy Burleigh asked if the bathroom area remodel was complete. Chief Solomon said the work had been completed. Randy Burleigh asked what they were going to spend the \$8,000 on. Chief Solomon said they are going to spend those funds on remodeling the patrol area to make some designated office areas. Rebecca Huss said they could just call the item what it is, such as office reorganization or office rebuilding it would not have to be miscellaneous. Mr. Tramm said that would be an easy category to rename. Chief Solomon said it has been used for that purpose for the last several years. Rebecca Huss said that would make everyone happy with transparency and accountability and asked Mr. Tramm to work with them on getting the appropriate name for the fund usage. Mr. Tramm said he would ask Mr. Lasky to make sure that he gets the insert from him and the Chief and will take care of that tomorrow. Mr. Lasky said once he gets the name of the item, he will change it.

- Court – Mr. Tramm said the wages are projected based on a 2% COLA, based on the same personnel levels that they currently had authorized for Court this year. Randy Burleigh asked about the collection agency, Line -16326, which has an amended budget of \$20,000 and they are estimating \$37,867, but they only collected year-to-date \$7,867. Randy Burleigh asked if they owed someone money on that amount. Mrs. Duckett, Court Administrator, advised that was the contract service and they have not been used during the Pandemic. Ms. Duckett said the Warrants Officer has been doing collections, and they do not owe any funds to the collection company. Randy Burleigh said the figures do not look right, because they estimated a certain amount and with only two and a half months, they only show around \$8,000. Mr. Tramm said the number in the actual is the same other than the three digits, which might be an error. Mr. Tramm said that was an error they would correct; it should be \$7,000. Randy Burleigh asked if they needed to stick with \$30,000 for next year for collections. Mrs. Duckett said she would review the information because they have the collections and they have not been utilized. Randy Burleigh said he went back to 2018, and in 2019 they had budgeted \$40,000, but it looks like they only paid \$12,000. Mr. Tramm said they can change that figure this evening. Mr. Tramm said this can always be adjusted later, so if they want to use \$15,000, and if that needs to be amended, they can do that.

Mr. Lasky changed the figure to \$15,000. Randy Burleigh asked about line 17510, the State portion of fines, and whether that figure was realistic. Rebecca Huss said this figure should just be a formula based on the revenue they are assuming and is roughly half of the revenue number. Rebecca Huss said if they choose \$275,000 as the revenue, then this number will be half of that. Mr. Lasky advised he will make it half of what the revenue was at \$137,500 for the State portion. Mr. Tramm advised Mr. Lasky for future application they will use that formula.

Mrs. Duckett advised there were no direct changes to her budget. Randy Burleigh said it would be better if the percent change would be off the estimate versus the amendment. Mr. Tramm advised they are using the proposed budget against the amended budget and asked if Randy Burleigh wanted to do something different. Randy Burleigh said he would prefer the estimated budget since it would be more realistic.

- Public Works – Mr. Mike Muckleroy, Director of Public Works, presented his budget. Mr. Muckleroy said they changed the number of funds that were coming out of personnel versus the water and sewer fund, between public works employees and the utility clerk. Mr. Muckleroy said it was not adding and subtracting funds it was just moving the number of employees around to balance the water and sewer fund.

Mr. Muckleroy said he did breakout 16335-City Hall cleaning and mosquito spraying, which he separated it this year to show both items.

Kevin Lacy asked about Engineering – 16322 and asked if it was \$100,000 for this year and \$49,000 for last year. Mr. Muckleroy said it looks like the actual number this year is \$49,000 with an estimate of \$95,000, so they went with \$100,000 for next year.

Randy Burleigh asked the percentage of personnel that was being shifted. Mr. Muckleroy said it is the number of employees and said it was determined by Mr. Tramm. Mr. Tramm said this current fiscal year it was anticipated that some of those employee salaries would be drawn from the Water and Sewer Fund and some from the General Fund. Mr. Tramm said it turned out that the previous bookkeeper was not doing that, so they are correcting that with the next year. Mr. Tramm said all of Mr. Muckleroy's salary and the Utility Billing Clerk's salary comes from the Water and Sewer Fund and going forward it will be the Public Works staff that will be from General Fund and Water and Sewer depending on the balance of their work. Randy Burleigh said it appears on paper that we are doing a large cut, but we are just shifting the load over. Mr. Tramm said they are picking it up on the other side. Randy Burleigh said they might need to include a footnote or something to explain what they are doing. Mr. Tramm said they can make notes for future reference. Rebecca Huss said it would

be crazy to assume that the Public Works workers are never working for the Water and Sewer Fund, which is just not the case when you look at what they do every day, all day. Rebecca Huss said the workers spend time at the parks, on streets, but they are also doing at least half of their work on the Water and Sewer Fund type of activities. Rebecca Huss said the fact that the Water and Sewer Fund was not paying for those employees was not right.

Mr. Muckleroy advised they went up a little bit on automobile repairs and lowered a couple of the other items.

Randy Burleigh asked about street repairs, stating they went down and asked if this was the crack sealing. Mr. Muckleroy said no that is the next line item – Streets Preventative Maintenance is the crack sealing and anything staff does in-house and could include replacing a culvert. Mr. Muckleroy said there is a separate line item if they must use a contractor, which is under Contract Labor Streets. Mr. Muckleroy said the \$18,000 is for any in house street repairs, which could be purchasing bulk asphalt and doing a couple of small sections. Mr. Muckleroy said they did not spend anything during this year due to COVID-19 on Streets – Preventative Maintenance. Randy Burleigh said they have a lot of cracks out there with the hot, dry summer they had and said if they do not get the cracks filled, they will be spending a whole lot more money on streets. Mr. Muckleroy said they were back on track to rent the machine again for next month. Randy Burleigh asked if they needed to increase that money to catch up with the work. Mr. Muckleroy said he did not think so because if everything goes right a couple of the streets they plan to have completely repaved anyway, which are College and Caroline, they will not crack seal if the County is going to repave them.

Randy Burleigh said they did a good job when they did the crack sealing in the past. Rebecca Huss said they do not need to do the crack sealing in August.

Mr. Muckleroy said Training and Education went to zero because they had two line items, Training and Education and Travel and Training, and they were changed to one line item. Mr. Muckleroy advised under Park Maintenance the -40 and -83 percent reductions on two of the parks was because they had to replace the restroom doors at those parks, which is why they went up last year \$5,000 for each park and now they are bringing it back down to normal levels.

Randy Burleigh said he noticed on Memory Park the budget was originally \$21,500 and they did a budget amendment for cost savings down to \$5,000, and it looks like they only spent \$2,000. Randy Burleigh said they had a plan for this budget year to spend \$21,500 to do work there, and asked if they were just not going to do the work

or were they going to go back do some of the work. Mr. Muckleroy said they input the plans to replace more sidewalks at the park, and they put in an additional \$15,000 just for the sidewalks, which was put on permanent hold due to Covid-19. Mr. Muckleroy said he would like to get that work accomplished in the new budget year and it was on his second-quarter wish list if the economy improves. Mr. Muckleroy said he did his budget as conservative as possible, stating if things go better than they expect then they might be able to include that project. Randy Burleigh asked if \$5,000 was enough money in the budget. Mr. Muckleroy said it was enough for regular maintenance and they had some funds left over from this year that they will stock up on irrigation parts because they spend a lot on parts. Randy Burleigh said they had a good plan for the sidewalks and at some point, they should gravitate back toward it and not abandon it. Mr. Muckleroy said the project was not being abandoned, they will review the project at mid-year. Rebecca Huss said Memory Park has always been labor-intensive so what they are not seeing in the budget is the number of hours they are working there. Randy Burleigh said they went from \$46,500 and they amended it down to \$25,000 and they are spending about \$20,000, and they are going to reduce it to \$16,000. Rebecca Huss asked if Randy Burleigh had specific concerns because they do a lot of work there, which does not show up and is a lot of long-term durable improvements. Rebecca Huss said this does not include the water, which would be another \$7,000 to \$10,000 that the City is investing in Memory Park. Randy Burleigh said in the last three weeks he has run into the \$110 battery operated node for the irrigation pump, that controls the make-up water in the rock waterfall which costs \$1,000 and the City has replaced it before, but they could lose the pump because it is running dry and he does not want to hear things like that because it is not good for the City and they will spend a lot more money in the long run. Randy Burleigh said they need to be careful and not cut too much and they do the proper things. Mr. Tramm advised the department heads are quite cognizant of that while his instructions were to budget as conservative as possible, and if the sales tax revenue comes in ahead they are to have a list of items, especially in the case of public works and the items they are discussing now. Mr. Tramm said he did not want to plan a budget assuming the sales tax would come in and then they fall ten percent short. Mr. Tramm said the department heads were also told if there is a significant need, whether it be in repairs or a breakdown and they need the funds, they can bring that to his attention and he will go to City Council to request the funds. Mr. Tramm said should there be an urgent need he had no problem presenting that to City Council. Mr. Tramm said they wanted to present a budget that was balancing needs versus wants and being cognizant of the fact

that if three months from now there is a healthier economy and the revenue is ahead of this budget, then the plan is to come to City Council to get permission to utilize those funds on these items. Mr. Tramm said they were not trying to do without for the sake of what would lead to harm, they are trying to monitor that but at the same time, they are not trying to let the planned expenses get ahead of what they can afford. Randy Burleigh said he agreed with all that as long as when something that could cost the City more money, it should be brought up and done. Mr. Muckleroy said the node has been replaced in the last two weeks.

Randy Burleigh asked about the Community Center and whether the front French doors had been replaced. Mr. Muckleroy said they have not been replaced. Randy Burleigh said they have been bad for quite a while and when people are in the building the doors will not stay closed, so the air conditioning and heating are escaping. Mr. Muckleroy said that was on the list too.

Randy Burleigh asked if the Miscellaneous Contract Labor for Streets was different than the other one for \$12,000. Mr. Muckleroy said this one is for contract labor to come in and do work and the other line item was for work done by staff.

Randy Burleigh asked about the drainage item because there are ditches in Buffalo Springs that need to be dug out since the water flows onto the road when it rains and asked if those funds would be enough to cover that. Mr. Muckleroy said yes because there is not a lot of materials involved because it is mainly labor costs.

Tom Cronin asked what Miscellaneous – Miscellaneous Item #16590, was used for. Mr. Muckleroy said he would have to get with Anthony Lasky to see what was taken out of that line item this year. Mr. Lasky said that was the fees that come out of the general fund checking account and said that item might need to be looked at. Rebecca Huss said they were not supposed to pay fees so that should be reversed. Mr. Lasky said that was from the returned items. Rebecca Huss said that should go to the Water and Sewer Fund if that is for insufficient funds for people paying their water bills. Mr. Lasky said there are merchant fees and global payments, which looks like it should be transferred into the Utility Fund. Mr. Tramm said they will move that over to the Utility Fund.

Randy Burleigh asked about the roads, where they started with \$150,000 for the budget year, and with the Covid-19 situation they backed off. Mr. Muckleroy said Item 16356 was Mr. Yates excess line item, where he put the remaining balance of revenue over expenditures, which they are no longer placing the excess revenue in anymore. Randy Burleigh asked if they planned on spending the \$90,000 on the streets. Mr. Muckleroy

advised that was what they had in the budget. Randy Burleigh asked if they had the street in front of the Montgomery Steakhouse on the west side on the list. Mr. Muckleroy said that street was being looked at with the downtown improvements plan because they do not want to put pavement down and then have to rip it up. Randy Burleigh said he worried about all the potholes in the road, and when they have festivals there is a lot of people traversing up and down that road and they might get injured. Mr. Muckleroy said they can try to patch the road again, but the problem is that street has many layers that are hard to patch and make the asphalt stick. Mr. Tramm advised that had been his direction to not do a permanent repair when they are looking at replacing that street. Randy Burleigh said that was a good strategy, but they needed to keep it from having too many potholes and the potential liability.

- Debt Service Fund

Randy Burleigh said he had the same questions in Debt Service regarding transfers and where they were going to and from. Rebecca Huss said the \$160,000 in Debt Service was historically MEDC and MEDC will not be transferring into Debt Service this year. Mr. Tramm advised on page 27, the top line shows the beginning balance, which will be eroded down so they will carry the beginning balance that is less. Mr. Tramm said over the last few years the Debt Service Fund has been overfunded and in the last couple of years, they both transferred into the Debt Service Fund, but then calculated the tax rate so that it was close to fully funding based on the tax rate alone. Mr. Tramm said this year the potential for limited sales tax revenues, they can put less than the current year requires in the Debt Service Fund and utilize some of the surplus funds. Mr. Tramm said he had mentioned they had received updated numbers from Tammy McRae's office and that number will be \$360,873 and approximately a \$20,400 increase, and since they have already set the tax rates that extra \$20,400 will add to the fund balance. Mr. Tramm said the problem with accumulating too much money in the Debt Service Fund is once you put funds in, you cannot take it back out, it can only be used for Debt Service. Mr. Tramm said if you had a large emergency the only way to use that money is to put less than you need in to fund the current year.

- Water & Sewer Fund

Mr. Muckleroy reviewed the Water and Sewer Fund items. Mr. Muckleroy pointed out Line Item# 24334 – Backflow Device and should be Backflow Testing.

Randy Burleigh said he was looking at the GRP and calculated water and sewer revenues and asked Mr. Muckleroy if he based his revenues on selling 103.6 million

gallons of water and asked if that was how he came up with that number. Mr. Muckleroy said it was based more on increasing a certain percentage over this year. Randy Burleigh said this was a high sale year, like last year, so they must sell a lot of water to make this budget for the Utility Fund. Mr. Tramm said it was based on an increase but was also based on an increase that is a little less than half of what the growth rate is in the City. Mr. Tramm said they have not had as dry a year as they have in some year's past. Randy Burleigh asked if this was without a water and sewer rate increase. Mr. Tramm said that was correct.

Rebecca Huss asked about the \$200 Returns/Miscellaneous Fees and the \$8,000 for costs for returned checks, stating everyone should not be paying the costs for people having insufficient funds. Rebecca Huss asked Mr. Tramm to check and make sure they are receiving adequate compensation for the fees the City is being charged. Mr. Tramm said yes, he could check that information. Mr. Muckleroy said on page 24 it shows the personnel information and where they see the increase that reflects the decrease on the Public Works side.

Mr. Muckleroy said he reviewed his line item for chemicals and felt that he did not ask for enough in the last budget, which is why there is such a difference in the number from last year. Mr. Muckleroy said they are almost at the point of having a company come in with a belt press versus wet hauling, which they looked at this year and they were not quite there yet, but he felt they could be at that point next year and it could help bring down their sludge hauling cost. Mr. Muckleroy said they only come in for a minimum amount and we are not quite there yet. Randy Burleigh said that was high maintenance.

Rebecca Huss asked about garbage costs, stating she had a feeling given how many delays Waste Management has had in picking up and vehicle costs have been low, she would be shocked if we do not have a rate increase soon. Rebecca Huss asked Richard Tramm to stay on top of that with Waste Management, stating people have been unhappy with the garbage collection in general, but when they went out for bids they were the only ones to do recycling and trash at a decent price but does not mean the decent price does not escalate every year by quite a bit. Rebecca Huss said she thought they were having worker problems, and they said last time they were picking up 25% more trash on average from every residence. Mayor Countryman said that will probably level out once everyone gets back to work again. Mr. Tramm said they have been discussing the information internally and if he remembers correctly they are getting close to the part of our contract with them where they will be bringing it up to

City Council. Mayor Countryman said she thought it was next summer. Mr. Tramm said if he remembers correctly, next Spring is when they need to provide notice. Mr. Tramm said they monitor the information, so they do not get behind.

Randy Burleigh mentioned the backflow device revenue item was \$16,000 on page 22 and said on page 25 they show \$16,000 for expenses and asked whether they charge anything for administrative fees like they do with other fees. Mr. Muckleroy said this will be their first round of doing this and said that it was set up as a straight pass-through fee. Randy Burleigh said the administrative fees were on all the other fees, so it was just a thought for the future.

Mr. Muckleroy said on page 26 they zeroed out the line items for the transfers, and they have \$46,000 for preventative maintenance. Randy Burleigh confirmed that it was not being transferred out it was being used for maintenance. Mr. Muckleroy said it was intended for maintenance last year even though they knew the whole amount of \$322,362 would not be used for maintenance, that was the balance of revenue over expenditures. Rebecca Huss said to have a zero-fund budget, you added an extra \$280,000. Mr. Tramm said yes, that was where the rest of the funds went to balance it out, that way if they had something they needed those funds for, they would know where they were. Rebecca Huss said this year it looks like the balancing fund is the last one to transfer out to the Construction Fund. Mr. Tramm said it was not so much balancing as it was the amount needed to pay for all the construction that was the City's responsibility. Mr. Tramm said the preventative maintenance category is the funds remaining.

Mr. Tramm said he would be working with Mr. Lasky on the transfers and they will show where each category is transferring to and if it is transferring in they will show where it was received from, which will help the understanding of the funds.

Randy Burleigh asked about the Impact Fees Transfer to Capital Fund Project 26901-3 and said they planned this budget year to have \$91,000 transferred over. Mr. Tramm said that was based on the number of impact fees they expect to receive. Randy Burleigh said they do not always get the impact fees in, last year they expected to receive \$270,000, so they need to make it clear where the money is coming from. Rebecca Huss said those are legally only to be spent in a certain way and collected in a certain way, so if they did not collect any it is supposed to be a passthrough to a savings account so it would not matter if they did not collect them, which they are only spent for legally approved items, which they did not have any under construction or under plans. Rebecca Huss said since Randy Burleigh was on the committee he would

know which ones those are, and we do not have any of those going. Randy Burleigh said on the month-to-date budget for this year on the revenue side, he only saw \$9,000 of impact fees. Mr. Tramm said at the time of the last budget it was anticipated they would receive that amount of impact fees, so if they had not put that in the budget and then collected, the revenues would have no purpose assigned to them. Mr. Tramm said what they have in the budget this year for impact fees, he felt, is far more realistic. Randy Burleigh said in the last two years it has been a sore spot in the utility budget.

Rebecca Huss asked Mr. Tramm to make sure the \$9,000 they have collected for impact fees gets passed through into a separate account that is specifically collected for impact fees. Mr. Tramm said yes he would do that. Rebecca Huss said she felt that it needed to be separated. Mr. Tramm said he felt that it should be tracked separately. Rebecca Huss said she felt the impact fees should have their own bank account. Mr. Tramm said he agreed with that statement. Mr. Roznovsky said some projects have been done such as the Buffalo Springs Waterline Bridge Crossing, which was on the list so the funds can be used for that, and the other project underway is the downtown water line improvements and a portion of the Lift Station 1 Expansion Project. Mr. Roznovsky said there are a few projects they can dedicate to the Debt Service. Mr. Tramm said they will have to track where those funds go.

Randy Burleigh said another item was on page 26, under Miscellaneous – 27001-2 Transfer out of Debt Service out of GRP. Randy Burleigh said this was supposed to be the pass-through of the collected GRP per 1,000 gallons of water on your water bill. Randy Burleigh said when they put in the Catahoula Well this was where it left the Utility Fund back to the Debt Service Fund to pay the Debt Service for the Catahoula Well loan. Randy Burleigh said it used to be about \$150,000 and this year they collected about \$160,000, so he would imagine the funds are getting moved somewhere, but he stated they need to show the pass-through funds correctly in and out. Randy Burleigh said it is not going to get the City any more money by making the transfers correct.

Rebecca Huss said the GRP money should be used for groundwater reduction projects, and even if they don't send it to Debt Service Fund if they use it for projects that are groundwater reduction projects, that would be an acceptable alternative. Randy Burleigh said he did not agree with that because it was not supposed to be for projects it was supposed to be paying our debt for approximately 85% of the Catahoula Well loan and MEDC was going to pay \$110,000, and those two together paid the Catahoula Well debt. Rebecca Huss said it was not legally encumbered by any agreements or

legal documents that are currently available, and other entities are paying GRP as well. Randy Burleigh said if you do the paperwork right showing what they pull in as they sell more, they could raise the GRP fee if they need funds for additional projects, but it would be all accountable. Mr. Tramm advised he would get with Mr. Lasky about the estimated and adopted numbers for page 18, line 43947-A, and page 26.

- Special Funds

- Capital Projects Fund

Mr. Tramm reviewed the Capital Projects budget, advising in previous years they had made contributions to the debt service fund, which was part of the reason the surplus had built up. Mr. Tramm advised this year and going forward, they have allocated the same money for Capital Projects that are consistent with what MEDC funds can be spent on, so from the City's point of view they will present to the MEDC for them to choose to contribute.

Mr. Tramm reviewed page 18 – Capital Projects Fund. Mr. Tramm said Impact Fees is listed as a sub-item under FEMA Grant Revenue, and it should be corrected how it is noted. Mr. Roznovsky said that Impact Fees are collected in the Utility Fund and then transferred over, and if he remembered correctly, there is an income and a transfer line in the Utility Fund, and then an income line in the Capital Project Fund. Randy Burleigh asked them to remove “GRP” from #43947A-Transer Utility because the GRP total for the year is only \$165,000. Mr. Tramm said it should be relisted and they need to make the “Utility” and “Water/Sewer” Fund a consistent name of “Utility Fund.” Randy Burleigh said it would be good if they could place the line item number showing where the funds were being transferred so they can track the funds.

Mr. Roznovsky reviewed the Capital Projects, advised there was still some outstanding funds for the Baja Project, which is still undergoing administrative review to get the final draw released to pay out the final amounts. Mr. Roznovsky stated the GLO projects are based on the final grant amount for the administration of all the projects from GrantWorks. Mr. Roznovsky said they were showing the estimated amount remaining for Water Plant Three Improvements as of September 30, 2020, which is submitted to change pending the outcome of their meetings coming up.

Mr. Roznovsky said the Lift Station #1 Expansion was left as a placeholder, as of today the final startup of the Lift Station is supposed to be done on Thursday of this week,

so this should be closed out going into the next fiscal year. Mr. Roznovsky said they wanted to leave a place in case they had a lot of punch list items remaining.

Mr. Roznovsky said Lift Station #3 Re-route is shown at zero because the recommendation is to hold off on this project and re-evaluate next year. Mr. Roznovsky said this is not going away, it is just on hold. Mr. Roznovsky said the Downtown Waterline Improvements shows the remaining costs. Mr. Roznovsky said the only thing remaining on the 18-inch Sanitary Sewer Gravity Line is the final closeout documents that are waiting for the Lift Station to be complete and then it can be zeroed out. Mr. Roznovsky said the Engineering for the GLO projects is based on the grant that was submitted and approved by the State at \$225,000. Mr. Roznovsky said the Lift Station #3 Improvement from the GLO should not have been included as a project. Mr. Roznovsky said the figure for the Water Plant #3 Generator – GLO has been updated based on the budget amount that was approved with the grant. Mr. Roznovsky said the total grant amount is \$2.28 million and the total cost that was approved in the budget for construction, engineering, easement, land acquisition, environmental analysis, and administrative fees used up 100% so there is no City match on the GLO.

Mr. Roznovsky said they have updated the line items for the Downtown Waterline Improvements from the bid documents. Mr. Roznovsky said they have also updated the amounts for Water Plant #3 Improvements based on the recommendation that has not been awarded, which they will be meeting on Thursday to review and then bring back to City Council to discuss. Mr. Roznovsky said all the work has been completed on Baja Road and it is just a matter of timing to get the funds released and paid out to the contractor.

Randy Burleigh said the projects are expensive and almost double what they budgeted. Mr. Roznovsky said last year they were not as involved as they had been previously in the budget process, so he did not know where those figures came from last year and said yes the figures did come in high. Randy Burleigh asked if these figures include engineering costs or contingencies. Mr. Roznovsky said that was correct, they are separate line items.

Rebecca Huss said she thought Line Item 48004 – Police Vehicle Replacement was from last year and this year but they are revenue items not cost items because Capital Outlay Item 170070 – Transfer to Capital Project Fund Vehicle Replacement is their depreciation costs not an actual outlay of funds. Rebecca Huss said they are building assets with that payment out of their budget so after five years they should be able to

purchase a vehicle with zero impact to their yearly budget and just a transfer out of the Capital Projects Fund which is already paid for. Mr. Tramm said they were a bit puzzled as to why that was an expense item. Mr. Lasky said he wanted to confirm because the Revenue #43949.1 Transfer from General Police Vehicle Replacement for \$15,000 then offsets it with #48004 – Police Vehicle Replacement for the same \$15,000. Mr. Tramm said the correct action would be to delete the expense line item #48004- \$15,000. Mr. Lasky said he would remove that item.

Randy Burleigh commented on page 18, 43947A that is coming from line #27002. Randy Burleigh said 43947C- Transfer from Utility Capital Costs Projects is coming from Line #26901.2. Randy Burleigh said on the same line under the Estimated Budget 2019-2020 it is showing they are estimating to spend \$33,900. Randy Burleigh asked about page 20, under Atkins Creek it shows \$321,592 as an actual estimate, and asked if that pertained to the \$365,000 that the City received as a refund. Mr. Roznovsky said the total amount for construction of Atkins Creek was \$321,592.40. Mr. Roznovsky said the \$365,000 is the reimbursement of all expenses, including environmental, engineering, surveying, and construction costs. Mr. Roznovsky said the total project costs were around \$415,000. Randy Burleigh said the \$365,000 refund should have been captured in revenue under the Capital Project Fund. Mr. Roznovsky said all the expenses from the Atkins Creek Project are in the Capital Projects Fund. Mr. Roznovsky said on page 18, line item #43956.4 FEMA Hurricane Harvey it is blank, and said that is where that number would show up for this year. Mr. Tramm said they will research that information and put it in the correct location.

Randy Burleigh commented on page 20, where they had discussed streets and sidewalks and stated they had funds in the budget, but due to COVID-19, they did not plan on doing any of it this year. Mr. Tramm said there are things they would like to do and if the funds become available, they will approach City Council about authorizing those funds. Randy Burleigh said the funds should be earmarked for a special project. Rebecca Huss said no, not necessarily. Rebecca Huss said this is a different project completely that was specifically transferred to the Capital Projects Fund. Rebecca Huss said the projects that Mr. Muckleroy will do if the funds come in will be out of the General Fund, so it is not the same type of money. Randy Burleigh asked if there should be a different name for that project. Rebecca Huss said the funds were transferred from the streets line item, but it is not necessarily allocated for streets and sidewalks. Rebecca Huss said Randy Burleigh is correct it should be named to avoid confusion. Mr. Tramm said he would get together with Mr. Lasky to rename the

item. Rebecca Huss said the funds were more for saving for future large expenditures in Capital Items, such as water towers. Rebecca Huss advised Line Item #43949 – needs to be renamed. Mr. Lasky said he understood. Randy Burleigh said he was talking about page 20, Line Item 46000.1 – Streets/Sidewalks needs to be renamed. Rebecca Huss said they were talking about the same thing regarding the \$175,000.

- Court Security Fund

Mrs. Duckett reviewed the fund with City Council. There were no questions.

- Court Technology Fund

There were no questions regarding this fund.

- Hotel Occupancy Tax Fund

Mr. Tramm said they have been getting limited items. Rebecca Huss advised Hotel Occupancy Funds are only spent on specific expenditures. Mr. Tramm stated he was aware the fund is limited, but he is adding to his training to take some specific classes on this fund.

- Police Assets and Forfeitures

Rebecca Huss said it looked like there were no expectations of activity in this fund. Chief Solomon said that was correct. Rebecca Huss said she would expect due to the nature of the fund it would be hard to anticipate these funds. Chief Solomon advised that was correct. There were no questions.

- Montgomery Economic Development Corporation

This item was discussed earlier in the Agenda.

❖ Discussion 2020 Tax Rate


Mr. Tramm advised staff will make the changes discussed and get the revised document back out to everyone. Rebecca Huss said she would like to see the revised proposed Budget before it goes before City Council for adoption. Mr. Tramm said he intended to get the changes out to City Council in the next two days and if there is anything that was missed he asked that City Council contact him. Rebecca Huss asked that the Budget changes be redlines so they can track the changes. Mr. Lasky said he would take care of relining this information. City Council concurred that a second Workshop was not necessary.

Randy Burleigh had a follow-up with the Franchise Tax information and stated years ago LDC changed their rates, and now they have changed the way they calculate the franchise tax on the bills. Randy Burleigh said they used to charge the sales and another component, but they just stopped charging. Mr. Yates sent them some notes, and it was never resolved. Randy Burleigh

said they looked at other cable bills and asked if the City routinely checks to make sure that we receive the proper Franchise Tax on the cable, electric, etc. Randy Burleigh asked if someone was assigned to do that duty. Randy Burleigh said the Franchise Tax dropped in half from what it was for natural gas bills and nobody noticed that. Mr. Tramm asked if Randy Burleigh was asking if City staff was auditing their bills to customers. Randy Burleigh asked how the City knows they are sending the City the correct amount of franchise tax. Mayor Countryman said the City would not have known anything about it because the City does not receive an LDC bill and he had misrepresented what was going to the State, which is why there was a refund. Randy Burleigh said this is a different issue and this is about what the City Ordinance regarding franchise tax states that he should be charging the residents for franchise tax. Randy Burleigh advised the City has an ordinance for Entergy, cable companies, etc. Randy Burleigh said what Mr. Tramm was saying was it is impossible to know. Mr. Tramm said he was not entirely sure how, but he said he would investigate the matter and see how he can answer the questions. Rebecca Huss said it depends on the honesty of the companies in reporting their number of customers, but you could also look at the payments through the years and if they change unexpectedly which would be a bad sign. Randy Burleigh said that was what happened with LDC and the payment dropped to almost half. Mr. Tramm said if one came in significantly below expectations they would inquire about it, but if it had never been reported correctly to the City he was not sure how he would know. Mayor Countryman asked how the City receives that franchise tax. Rebecca Huss said it is received by check. Mayor Countryman asked if Mr. Lasky has processed a franchise tax from any entity. Mr. Lasky said he has not, he thought that went through the front desk. Ms. Hensley said the checks are processed through the front desk and the City does receive checks. Rebecca Huss said they have revenue for July of \$13,937 under Item 14111 which is coming from somewhere. Mr. Tramm said they receive a large payment from Entergy in September. Rebecca Huss asked who the payer is for the \$13,937 in franchise. Mr. Lasky said he thought most of it was from Consolidated and it is either quarterly fees that come in from them. Rebecca Huss said they should also be getting them from AT&T. Randy Burleigh said they should get payments from Suddenlink, LDC, Consolidated, AT&T, Verizon, and T-Mobile. Mr. Tramm said he would check into the info. Mr. Lasky said he can see there are payments from Comcast and some of the other companies, but Entergy is a larger payment. Randy Burleigh said they should also have CenterPoint since they are selling gas to Waterstone. Mr. Lasky said there is a CenterPoint deposit that does come in via ACH, possibly quarterly.

ADJOURNMENT

Rebecca Huss moved to adjourn at 7:58 p.m. Randy Burleigh seconded the motion, the motion carried unanimously. (5-0)

Submitted by:  Date Approved: _____
Susan Hensley, City Secretary

Mayor Sara Countryman

MINUTES OF REGULAR TELEPHONE/VIDEO CONFERENCE MEETING

October 27, 2020

MONTGOMERY CITY COUNCIL

CALL TO ORDER

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

| | | |
|----------|-----------------|-----------------------|
| Present: | Sara Countryman | Mayor |
| | Kevin Lacy | City Council Place #1 |
| | Randy Burleigh | City Council Place #2 |
| | T.J. Wilkerson | City Council Place #3 |
| | Rebecca Huss | City Council Place #4 |
| | Tom Cronin | City Council Place #5 |

Absent:

| | | |
|---------------|---------------|--------------------|
| Also Present: | Richard Tramm | City Administrator |
| | Susan Hensley | City Secretary |
| | Alan Petrov | City Attorney |

INVOCATION

Mayor Countryman gave the Invocation.

PLEDGE OF ALLEGIANCE TO FLAGS

VISITOR/CITIZENS FORUM:

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

CONSENT AGENDA:

1. Matters related to the approval of minutes of the October 13, 2020, Regular Meeting.

Rebecca Huss commented on page 4 of the minutes, advising it was not a comment on the accuracy of the minutes, but the accuracy of a statement made during the comments. Rebecca Huss said the statement was made by Mr. Kotlan that “even a 10-year storm will flow over the top of FM 149 at Martin Luther King.” Rebecca Huss said she spoke to Mr. Mike Muckleroy, Director of Public Works, who advised that he does not believe that Public Works has put out barricades at the intersection of FM 149 and Martin Luther King since the National Guard did the cleanout work following Hurricane Harvey, which has been 3-4 years. Rebecca Huss said she felt they have had a 10-year storm during that time, so she questions the accuracy of that part of Mr. Kotlan’s report and she wanted to note that for some fact-finding.

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

CONSIDERATION AND POSSIBLE ACTION:

2. Consideration and possible action on Department Reports.
 - A. City Administrator’s Report - Mr. Tramm presented his report to City Council. Mr. Tramm advised he would present most of the reports. Mr. Tramm advised the City Council schedule for November is one meeting on November 10, 2020, and they will also have the Canvassing of the Election on November 17, 2020, at 6:00 p.m.

Mr. Tramm provided an update on the Home Grant homes, advising the fourth and final home being constructed will close tomorrow and the resident will be cleared to move into their new home.

Mr. Tramm said the Planning and Zoning Commission and Montgomery EDC have positions with terms expiring. Mr. Tramm said appointment of the two Planning and Zoning Commission members is on the City Council Agenda for tonight, with two qualified candidates that have applied for the two open positions. Mr. Tramm stated there are members on the Montgomery EDC that have terms expiring on December 31, 2020. Mr. Tramm advised they are beginning the process of putting out applications and seeking out candidates to serve on the Montgomery EDC, which will be on a future City Council Agenda.

Mr. Tramm said the City received seven (7) statements of qualification from the Request for Qualifications for City Engineer, and noted they were beginning the process of going through the information and he will report back to City Council as they have more information.

Mr. Tramm said this week he will be attending a seminar online for Economic Development training, but he will be available by email and telephone as needed.

Mr. Tramm advised the Development Report they are still seeing signs of activity for both residential and commercial growth, residential permits and completions have slowed a bit, which is not unusual as you get to the end of the year. Mr. Tramm said they are about to see many lots being opened early next year, both on the east and west ends of the City. Mr. Tramm said he felt the numbers will pick up in early spring. Mr. Tramm said in the last month site construction has begun on the Townhomes located on Plez Morgan.

Mr. Tramm said Mr. Phillip Lefevre had some of the land cleared along both Town Creek and Anders Creek, which he toured with two City Council members, Rebecca Huss and Randy Burleigh, along with Mr. Muckleroy, Mr. Dave McCorquodale, Assistant City Administrator, Mr. Chris Roznovsky, City Engineer, and Bill Kotlan, Engineer with BGA working on the Drainage Study. Mr. Tramm said they toured those areas to give them a better insight into those areas. Mr. Tramm said he will be meeting with the engineers next week to investigate how they bring this back to City Council. Mr. Tramm said he envisioned this would be primarily going to be a decision for the incoming City Council. Mr. Tramm said he felt they would probably need to have a Workshop Meeting to make sure they can get the new Council members up to speed so they can make an educated decision. Mr. Tramm said Mr. Kotlan is looking at a couple of additional items that will come back to City Council, one being the long-term cost of maintenance of the facilities.

Mr. Tramm said regarding the Downtown Improvement Plan, the Montgomery EDC has approved a design firm for that planning and he is currently working with them to have a final scope of work as well as a price proposal. Mr. Tramm said he anticipates that coming to City Council for approval on November 10, 2020.

- B. Public Works Report – Mr. Tramm reported there were a variety of routine work orders that were completed during the month. Mr. Tramm said Public Works installed steel casing to

protect three force mains that cross ditches at a couple of locations where the lines are exposed. Mr. Tramm said at the City Parks they have added Kiddie Cushion to the playground areas to help with protection. Mr. Tramm said they have increased the painted Texas Flags on the parking-bollards at both Homecoming Park and the Community Center. Mr. Tramm said lastly, for employee safety they have upgraded the air filtration system to a media filter system with ultraviolet light disinfection. Mr. Tramm said they do have fresh air intake and air recirculation in City Hall so he felt this was a solid step for employee safety at City Hall, especially during a pandemic where they have an airborne virus potentially circulating.

Mayor Countryman asked who oversees trash pickup when the contractor mows, is it the mowing contractor or the City. Mr. Muckleroy advised the mowing contractor is responsible for picking up trash in the rights-of-way when they mow, but they are not responsible for picking it up daily. Mr. Muckleroy said right now we are four weeks in between the mowing schedule, then it will be four weeks before they are back picking up trash. Mayor Countryman said she will get Mr. Muckleroy some photos when they had just mowed and there was a bunch of trash. Mayor Countryman said they had a resident pick up two bags of trash around their house and their yard. Mr. Tramm asked if it looked like they had mowed over the trash and just ignored the trash. Mayor Countryman said she did not know but it was scattered. Mayor Countryman said she just wanted to confirm they were picking up the trash. Mr. Muckleroy confirmed they were picking up the trash.

Kevin Lacy asked about Cedar Brake and the other parks and asked if they had someone that could go out and put some oil on the swings especially the hard chair at Cedar Brake Park that is loud. Mr. Tramm said Mr. Muckleroy could get someone out there to take care of that matter and asked Mr. Muckleroy if he got that information. Mr. Muckleroy said he would make a work order for the swing, stating he knew which one he was referencing.

Randy Burleigh asked Mr. Muckleroy if he got a work order in for the Welcome Montgomery sign on the east side by Your Mama's Bar-b-que. Mr. Muckleroy said it was on their marker board and list. Randy Burleigh asked if that was different from a work order. Mr. Muckleroy said the marker board is a reminder of what they need to do, the work orders are what they are trying to get done in a week's time frame.

- C. Police Department Report – Mr. Tramm reported the officers will begin resuming some of their training activities for December. Mr. Tramm said the officers are wearing pink ribbons and bracelets in observance of Breast Cancer Awareness Month throughout October. Mr. Tramm said since the officers are the most visible employees out in the community, he appreciates them showing their support in such a manner.

- D. Court Department Report – Mr. Tramm reported there has been a slight increase in Court cases and the collections for the month.

- E. Utility/Development Report – Mr. Tramm reported the annual franchise fee received from Entergy was just over \$76,000. Mr. Tramm advised there was a large reimbursement item for the patrol vehicle that was involved in an accident at just over \$39,000. Mr. Tramm advised the total utility accounts in the City has increased by nine accounts from last month.

- F. Water Report – Mr. Michael Williams, with Gulf Utility, presented his report to City Council. Mr. Williams stated regarding the wastewater flow detail they have added a permit limit item so they could see realistically how far they are from the actual permit limit on a daily basis. Mr. Williams said the flow for August/September was 4,704,000 gallons, with the daily peak flow on September 9, 2020, at 234,000 gallons, with an average daily flow of 141,000 gallons, which is 35% of the permitted capacity.

Mr. Williams reviewed the discharge limitation and effluent report stating that all samples were in compliance for the month of September, and they reported 2.25 inches of rain. Mr. Williams said the water report showed where they sourced a total of 15,691,000 gallons, flushed 666,000 gallons, and sold a total of 14,875,000 gallons, bringing them to a 99% accountability. Mr. Williams said the total connections for the City is 972.

Randy Burleigh said the permit value shown on the wells on page 6 of the report, with the Jasper at 92,930,000 gallons, and asked if that was a percentage. Mr. Williams said no that was the total withdrawal of 92,930,000 gallons, which is what they are allowed. Mr. Williams said to the right of that column is what percent of the permit is remaining, which is 56.63% of the permit left. Randy Burleigh said he thought the permit was for 44 million gallons for the Jasper.

Mr. Roznovsky advised that was the level that it used to be before the Lone Star Groundwater Conservation District rules changes. Mr. Roznovsky said when the new Lone Star Groundwater Conservation District came in, in part of the lawsuit they struck the reduction of 30%, so that got added back in so they went back to the original permit amount from 2009. Randy Burleigh asked if there was still a good probability, they would have to go back under that ruling later. Mr. Roznovsky said no one can really say, but as of right now they are going through the process of resetting their goals and demands. Randy Burleigh said this is a big game-changer as far as their strategy of using our facilities to reduce the operating cost. Randy Burleigh said the Catahoula Well is very expensive to run compared to the Jasper Wells.

Randy Burleigh said the sewer plant rate looked real light because he was showing 155 a day average, so he was not sure how he got to 141 and asked Mr. Williams to check that info tomorrow. Mr. Williams said they pulled that information from the totalizer at the plant, but they will double-check the number, stating they are confident that those numbers are correct. Mr. Williams said he will let him know as soon as they check it and will send the information over to him.

Randy Burleigh said Mr. Williams said 666,000 gallons of flushing or was that leaks and flushing. Mr. Williams said that was a combination of leaks and flushing that Mr. Muckleroy's crews and the Fire Department does monthly. Randy Burleigh said it was high compared to what they normally run compared to the Chart on page 8. Randy Burleigh asked if that had to do with the leak they had across from Kroger. Mr. Williams said he would double-check, but he did not believe there was a huge amount for a leak, but he would pull those numbers and send them to him as well on how they got the numbers.

Kevin Lacy asked at what point during the year do they set what the fees are going to be to hook up sewer and waterlines for commercial and residential customers and how do they establish those fees. Mr. Tramm said there are multiple moving parts to what is being asked. Mr. Tramm said generally you want the costs of services, if you can, to be covered by those needing those services. Mr. Tramm said that is not always possible, and sometimes you want to have set prices for some things. Mr. Tramm said where it might cost more for one location from another and those costs are generally looked at by Public Works and discussed at staff level before going into the budget process. Mr. Tramm said once a year they look at whether they need to adjust the water and wastewater rates along with the associated fee schedules.

Kevin Lacy said as he has been out and about and talking to people, he has been getting a lot of questions as to why our water is so expensive. Kevin Lacy said he has been in the City for a year and he can say this is the most expensive water he has paid for in his whole adult life, so he wants to get his hands around why it is so much more than The Woodlands where he came from, and he wants to know why some business owners are having to pay \$24,000 to hook up to water. Mr. Tramm said one thing they can do is look at a comparison of our rates to some of the other areas around us to see how we compare. Kevin Lacy said that would be nice. Mr. Tramm said to be fair one of the big players in Montgomery County that affects utility rates is how they comply with groundwater regulation in those areas. Mr. Tramm said Montgomery is not part of the plan that joined in with the San Jacinto River Authority and said typically those plans have higher fees for that compliance. Mr. Tramm said the City complied internally with Catahoula water. Mr. Tramm said now that the regulations have changed out of the Groundwater District, we can look at optimizing how we will use the Catahoula Well as much as an operations and cost base consideration, not a regulatory base consideration. Mr. Tramm said these changes are still new and they are still needing clarity on how they will be affected in the medium to long run through annual reporting, so there will probably be some changes as well. Mr. Tramm said ultimately any changes that are recommended by staff in terms of the cost for water rates must be presented to City Council for approval.

Rebecca Huss said she wanted to point out that the City has not raised rates for the base users in the six and a half years that she has been on City Council, but they did introduce a tiered usage fee where the more water you use the more it costs you per 1,000 gallons. Rebecca Huss said you will find that large users are feeling a bite, where the smaller users, people who are on a fixed income, which when they first introduced this, one-third of the City was using 2,000 gallons a month or less, their rates stayed the same. Rebecca Huss said they were very cognizant of the fact as they made the adjustment, as they made the water and sewer fund solvent, which it was not at the time, they made a lower impact on the people who would feel it the most painfully.

Kevin Lacy asked about the \$1,200 water meter that can be purchased to drop some of the sewer fees and asked if that was something they did during the change. Rebecca Huss said the City has always had the option of having an irrigation meter. Rebecca Huss said Randy Burleigh set up a calculation where anyone can use to determine if an irrigation meter would

be cost-effective for them. Rebecca Huss said if you have an irrigation meter, you are only paying for the water that you use, since it is outside water, and you are not paying for sewer treatment. Rebecca Huss asked Mr. Muckleroy about the cost of the irrigation meter. Mr. Muckleroy advised the \$1,200 was the tap fee plus the cost of the meter and the inspection fee is cost only. Mr. Muckleroy said they decided to do the irrigation taps at cost only and not add in any extra fee to help promote them for people that want to purchase them. Rebecca Huss said Randy Burleigh has a spreadsheet that will tell you how many months it will take you, based on your usage, to recoup the cost of the meter. Kevin Lacy said everywhere else he has lived, Magnolia, The Woodlands, and Alvin, there was never a separate sewer or irrigation fee, he only had one meter and it was always management. Kevin Lacy said he was trying to see what the big difference was in Montgomery as opposed to our neighbors. Kevin Lacy said he understood the amount being charged was at cost, but it still costs a lot more money to get water here, which he did not understand. Rebecca Huss said if you compare the actual City rates at the time, they were significantly lower than our neighbors. Rebecca Huss said the City has not raised rates in the last three budgets. Randy Burleigh said he thought they had looked at the rates since Mr. Tramm has been here, comparing four other surrounding cities in Montgomery County and the City's rate was right in the middle. Randy Burleigh said they also must look at MUD charges, San Jacinto River Authority fees versus our Groundwater Reduction Plan fees, and then you look at the water and sewer rates, as there are many different charges. Kevin Lacy said he would get with either Mr. Tramm or Randy Burleigh to go over the water information, so he understands the information. Mr. Tramm said he would do an updated rate study with some similar utilities and then he will get back to him and distribute the information to City Council.

Rebecca Huss said the reason it costs someone to do a business tap, it has to do with the size of the tap that is required to serve them for the amount of water they will need, and like Mr. Muckleroy said, depending on the size of the business, they might do a specific study to see how much it costs based on the size of the tap and the location, and then the TORQ figures out what they are allowed to charge in terms of impact fees, which is the cost to provide the capacity for new businesses going forward so the existing citizens are not paying for capacity that they did not need for. Rebecca Huss said over the last six years they put a lot of time and thought into the City's infrastructure needs and how to put it together, and how much we need going forward, how to plan it, pay for it, and how much it costs and how to maintain it. Mr. Muckleroy said six years ago the water and sewer fund was not even sustaining itself. Rebecca

Huss said the water and sewer fund was not solvent and it is supposed to be an enterprise fund that breaks even. Rebecca Huss said not only was the fund insolvent, but it was also under-maintained and in terrible condition. Mayor Countryman said the minutes on the City's website you can search and see it has been a topic of conversation at least twice since she has been on City Council. Kevin Lacy said he was approached last week by a business owner that it is costing \$24,000 to hook up his Montgomery shop, and he said he did not know if that was true. Rebecca Huss said Mr. Tramm did mention the rates in the Budget numbers that you voted for two months ago. Kevin Lacy said he understood, he just wanted to understand more of the why behind it costing almost \$30,000 to connect a donut shop. Randy Burleigh said that might be a good topic for the new City Council after the election, Water and Sewer 101.

Mr. Tramm advised Kevin Lacy that he would work on getting the information by doing a comparison study of several cities in the County and show how those rates compare. Mr. Tramm said it never hurts to review that information. Kevin Lacy said he is not the only person that does not understand all of this and it would be good to have something that anyone could look at and understand, and said it would help and he appreciated it very much.

- G. Financial Report - Mr. Tramm advised Mr. Anthony Lasky, Senior Accounting Clerk, had distributed the financial report to everyone ahead of time since he is out on vacation this week.

Randy Burleigh asked about page 4 of the report, or page 63 of the Agenda Pack, where it shows the bank account balances. Randy Burleigh said the last one on the page shows the money market accounts - utility fund, customer deposit account shows zero and he guessed that money must be \$90,000 to \$100,000 or more of customer deposits. Randy Burleigh said it might be located somewhere else. Mr. Tramm said he could answer the questions generally because he could not answer the specifics without Mr. Lasky present. Mr. Tramm said anything left for an extended period would be someplace in an interest-bearing account such as TexPool and be accounted for that way. Randy Burleigh said he knew they went over the budget, but he did not see a line item for that either. Mr. Tramm said from a budgeting perspective of both revenue and expenses the customer deposits would not be listed there, they are an item that is not typically one or the other unless someone is coming in with a new deposit or leaving with their refundable deposit. Mr. Tramm said the deposits that have been there a long time are being tracked in the system, but it is in a specific account and it is not going to move until they need to refund the deposit. Randy Burleigh asked for Mr. Lasky to

highlight where those funds are located. Mr. Tramm said he would get with Mr. Lasky and get back with Randy Burleigh.

H. Engineer's Report --

❖ Update on Water Well #3 Project

Mr. Roznovsky presented his report to City Council. Mr. Roznovsky said regarding the Baja Road Water and Drainage Improvements Project he is still following up with the Department of Agriculture because it has been on desk review for final closeout since May. Mr. Roznovsky said as of last week it was still sitting. Mr. Roznovsky said the Downtown Waterline have all the signed contracts, the attorney has reviewed them, and they are in for a final review with the Texas Water Development Board before giving the written approval to proceed with construction.

Mr. Roznovsky said Water Plant 3 Improvements interior inspection was completed on October 7, 2020. Mr. Roznovsky said they have been coordinating with the tank manufacturer and they have the original drawings and specifications from when the tank was installed so they can compare the metal thicknesses as well as get some additional pricing information on alternatives from them. Mr. Roznovsky said they also have the manufacturer come out to inspect the tank to get their opinion. Mr. Roznovsky said they were preparing a written report with all that information to compare it all and work out the details of the cost pricing. Mr. Roznovsky said their plan is to meet with staff this week and then send out a summary so they can have a discussion.

Mr. Roznovsky advised Lift Station No. 1 Replacement they are working on the damages and to close that project out. Mr. Roznovsky said based on the Certificate of Substantial Completion signed at the last City Council Meeting, that stopped the time at 194 days at \$500 per day for damages. Mr. Roznovsky said it was a 180-day contract, so there is a substantial amount of damages. Mr. Roznovsky said they have gone through the contractor's days that he is requesting and the backup for it, so the days there were due to Entergy, weather, etc., so they have made a summary of those days and all the actual costs incurred by the City because of the delays. Mr. Roznovsky said they will have that summary out to staff this week so they can have that discussion and then make their recommendation.

Mayor Countryman asked if we are expected to negotiate pricing and costs with the contractor and what is their liability. Mr. Roznovsky said it all must come down to what is a fair negotiation. Mr. Roznovsky said the number of damages versus the number of physical costs that the City can calculate that the City incurred because of the delay. Mr. Roznovsky said they have the costs the City paid because this was the second low bidder because they had a better time, so that difference must be covered, which was \$5,000. Mr. Roznovsky said they also have to cover the cost of inspection and everything else that comes with that, so right now the numbers \$30,000 to \$40,000 delta between the costs incurred and the damages accounted for, including the days they requested. Mr. Roznovsky said that kind of gives them the range and having the City Attorney involved to determine what is reasonable damages of actual cost and damages the City incurred versus what is the maximum amount they could pay for the contract. Mayor Countryman asked if they take lost revenue in tax money into account. Mr. Roznovsky said he thought that was one of the arguments because of the delay for Chick-fil-A because part of their project was getting the Lift Station demolished in the first 30 days, and that took them 45-60 days if he remembered correctly, so that cost Chick-fil-A a couple of weeks of delay in opening which has a value to it. Mayor Countryman said they are selling \$700 per day of Chick-fil-A meals and that over three weeks is a big number. Mr. Roznovsky said that was correct.

Mr. Roznovsky said they have a pre-construction meeting with the Hills of Town Creek, Section 4 tomorrow. Mr. Roznovsky said Moon over Montgomery was still going through the process and City Council should expect to see a variance request for driveway spacing, which they cannot comply with because of the shape of their lot where the neighbors are. Mr. Roznovsky said the owners will be requesting a building line variance on the front, which they have not received yet.

Mr. Roznovsky said they met yesterday with the property owner regarding Town Creek and said TxDOT was out there last week clearing out the culverts at FM 149 and they will be coming back to put in rip rap and additional stabilization on the floats to protect it. Mr. Roznovsky said TxDOT found a significant amount of debris, and there are three 10-foot x 10-foot box culverts underneath FM 149, in which two of them had about two to three feet of debris in the bottom and the third one had about six feet of debris in it. Mr. Roznovsky said TxDOT cleaned them out so they should get some improvement through there. Mr.

Roznovsky said it is on their list to come back and install the protection of the slopes, so it does not cause erosion issues once they receive the materials.

Mr. Roznovsky advised Atkins Creek Improvements, also by TxDOT, they were waiting on clarification from them on exactly what they are needing to help get the right people talking to TxDOT to get the right-of-way they need to be able to complete the improvements.

Mayor Countryman asked about the previously discussed one-year warranty on the Buffalo Springs Bridge and said they were having issues with the work that had been done and asked where they were on that information because it has dropped off their monthly report. Mr. Roznovsky said that work was taken care of. Mayor Countryman asked if they are getting a years' worth from the day the patchwork was completed or is it a year that the bridge was done period because they are up for that year. Mr. Roznovsky said correct, from when it was substantially complete, and that time has passed. Mayor Countryman asked what happens when there are issues, and it is compromised and asked if that is on the City. Mr. Roznovsky said it is on the City. Randy Burleigh said there are still some bad spots at that location. Mayor Countryman asked if before the contractor is completely off the hook, can they ensure that the City is in a good position. Mr. Roznovsky said they will take another look, and said they are out of the one-year warranty period, they made the repairs that were evident at that time, and said he knows there are some additional rough patches that are out there. Mr. Roznovsky said they will get with Public Works and see if there is some patching they can do in that area.

Randy Burleigh asked if Mr. Roznovsky got a chance to look at the State Farm parking lot drain where it comes in the northeast side of the bridge. Mr. Roznovsky said he did and will get with the engineer that worked on that project tomorrow and mention it to him and send a note to Shannan Salisbury owner of the State Farm. Mr. Roznovsky said he could see what Randy Burleigh was talking about because you could see how it is eroded around the outside of it and starting to undermine it. Randy Burleigh thanked Mr. Roznovsky for checking into that matter.

Rebecca Huss moved to accept the Departmental Reports as presented. T.J. Wilkerson seconded the motion, the motion carried unanimously. (5-0)

3. Consideration and possible action regarding review of the City of Montgomery Draft Comprehensive Plan.

Mr. Tramm stated the Comprehensive Plan has been worked on for some time and said one important note for the record was this Draft Comprehensive Plan was developed through a series of five community meetings in 2019 to receive input from residents and local businesses. Mr.

Tramm said the City held a virtual Town Hall Meeting on July 8, 2020, to review the original Draft Comprehensive Plan. Mr. Tramm said the original Draft Comprehensive Plan was developed by Walter Peacock, a Community Planning Specialist with Texas A&M University's Texas SeaGrant and Community Resilience Collaborative Programs.

Mr. Tramm said Comprehensive Plans guide public policy in areas such as transportation, utilities, land use, recreation, and housing while also serving to assist City Council when setting budget priorities for future projects. Mr. Tramm said the Plan also serves as the legal basis for future land use zoning and is required for many grant funding opportunities.

Mr. Tramm noted that population-based numbers should use Census numbers versus locally derived numbers, which means the City will need to update such numbers within the Comprehensive Plan after new Census data becomes available to the City. Mr. Tramm said this Plan is not meant to be a final document in the sense of it will always be in this form when adopted, Comprehensive Plans are meant to be reviewed periodically, updated and they will change as time goes along. Mr. Tramm said the Plan is not the final word on how development will take place, it is the starting road map going forward.

Mr. Tramm said having a Comprehensive Plan puts the City ahead in obtaining some grant opportunities in the future. Mr. Tramm said this will be a Plan that continuously comes back to City Council in the future.

Mr. Tramm said his recommendation and clear preference for this Plan is that City Council considers adopting the Comprehensive Plan tonight with directions to staff that they clear up any administrative and grammatical errors and address any of the comments that City Council might have tonight. Mr. Tramm said this Plan is something that they need to get in place as soon as possible so they can work together with the downtown planning. Mr. Tramm said this plan will

come back to City Council with regular reviews as necessary, such as updating the Census data. Mr. Tramm then turned it over to Mr. McCorquodale for the presentation of the Plan.

Mr. McCorquodale reviewed the Plan draft overview as follows:

- Chapter 1 – stating the history of the City is good and commented that he felt there are opportunities to build on the Plan.
- Chapter 2 – is in the process, advising there were five public meetings and the Comprehensive Plan itself was a grant-funded project through Texas SeaGrant that is not to be confused with the downtown work that the Montgomery EDC engaged the Texas Target Communities Program on from A&M.
- Chapter 3 - talks about the land use zoning and one of the upcoming items they can look at is whether or not they should add different types of residential districts so City Council is not always being asked for a variance for lot density other than what the ordinance allows. Mr. McCorquodale said it would also allow the adoption of the Future Land Use Plan, which they now use as a guide, but it is not an official document in terms of policy, and it should be.
- Chapter 4 – deals with housing and there is a need to support all housing types to make sure that we do not leave out what planners call the “missing middle” because there is always a need for middle-class housing and middle-class jobs. Mr. McCorquodale said those are two things that this document helps to guide the City.
- Chapter 5 – is regarding transportation, and through the community meetings, there was a desire that people had for things like golf cart paths, with the connectivity of golf carts to different places, making sure that we have options for sidewalks that connect all the City’s assets that they already have.
- Chapter 6 – covers economic development, with the focus on the primary jobs as well as tourism and the wedding/destination industries.
- Chapter 7 - community facilities was a continued focus on parks, keeping in mind that some of the community facilities we have less of a direct impact on, such as the School District, Fire Department, and the other aspects of the Emergency Services District.
- Chapter 8 – the guide on implementation was essentially to be able to find funding and it includes a lot of resources, some may or may not apply to the City.

Mr. McCorquodale said this document is one they should breakout every year when they go through the budget process to see what the important things are the residents want and determine if they have the funds to pay for those things.

Mr. McCorquodale said, in summary, he felt this was a great start and what the City needs for grants, a foundation to build on, and he would look at updating this document at the rate the City is growing, every two years. Mr. McCorquodale said they are available anytime during the week to answer questions regarding this Plan.

Mayor Countryman asked if the review of the Plan every two years would include the community again, with the meetings and getting their feedback. Mr. McCorquodale said yes, and they might do fewer meetings, like when they do the Census data because they would just be looking at Chapter 1 of the Comprehensive Plan, which one topic is a lot easier than doing five topics. Mr. McCorquodale said each time you update the Comprehensive Plan it would involve the community. Mayor Countryman said it was a great exercise to be a part of.

Rebecca Huss said one of the things that Walter Peacock was pretty clear to emphasize was this does not commit City Council now or the next City Council to spending on a specific plan, it is a guide to what residents thought at the time but is not a must-do list. Rebecca Huss said the only thing they must use this for is a check in the box for certain grants that we have opportunities coming up for. Mr. Tramm said one important item when thinking of development in the area, a lot of development that has gone on in recent years, was a lot of locally driven development and that may not always be the case in the future, when you have interest looking into the community from the outside they look for the local requirements, guidelines and people at that level are looking for your Comprehensive Plan as the window on what the City is looking for and the starting point. Mr. Tramm said if the City does not have a Comprehensive Plan they do not look as prepared as those areas that have a Plan. Rebecca Huss said she liked that the Plan gives them legal backing to do some things like adoption of the Land Use Plan.

T.J. Wilkerson asked if the Comprehensive Plan under housing would provide grants for revamping or helping people get homes, not just building homes but refabricating existing homes. T.J. Wilkerson asked if the Plan stops at Clepper and Plez Morgan. Mr. McCorquodale said this Plan would give us the information, once the Census data is here, then they can focus on the grants the City would be able to obtain. Mr. McCorquodale said there is not a specific thing in this Plan that would do that, but this is the guide that gives City Council the direction to pursue those grants as they did with the Home Grants. Mr. Tramm said for some of those grant programs having a

Comprehensive Plan may be a requirement, for others it might not be, but it would be looked upon more favorably because we have one.

T.J. Wilkerson said in reading the Comprehensive Plan he felt one of the big things they left out, even though they kind of mentioned it, was the Birthplace of the Texas Flag, which he thought would be a big selling point. T.J. Wilkerson said he did not think all of it should be developed around downtown and he hoped they can implement and put some sidewalks to connect some things and the community facilities. T.J. Wilkerson said hopefully they can have some ideas going forward where they have some facilities besides the Community Center and that we see about getting a YMCA or something like that where it is a facility that everybody can use. Mr. McCorquodale said he agreed.

Kevin Lacy said they have a Comprehensive Plan to qualify for grants, but it is all open for interpretation and they should have a Plan. Rebecca Huss said she thought Kevin Lacy was right, it is basically a summary of what our current situation is as well as laying out some of the things that our citizens want, which is more opportunities in things to do, like T.J. Wilkerson said, more walking paths and more transportation links. Rebecca Huss said how they get from where we are now to where we want to be is really the implementation part, where they would apply for grants and they know what the people want and they have the full study that shows they have done their homework.

Mr. Tramm said the Plan is meant to be continually adoptable since the needs of the City will change, desires of City Council and the residents will change, and as certain development takes place it may become something where the priorities might change around as it occurs. Mr. Tramm said this was always meant to be a flexible situation in terms of adapting as the City evolves. Mr. Tramm said all the important decisions of the future regarding various planning as land use is approved and any variances coming before City Council, those things would still come before City Council, the Plan would not override any future decision of City Council. Mr. Tramm said City Council is not obligated by this Plan in making those decisions, it would merely signify that the time will come when they will need to consider revising the Plan should City Council decide it wants to go in a different direction.

T.J. Wilkerson said in looking at the Plan it looked like all the sidewalks and everything develops around Clepper Street and SH 105. Mr. McCorquodale said while that image might have been in there as a graphic, he wanted to reassure that there is not an actual sidewalk plan right now that is in the Plan. Mr. McCorquodale said the Plan would say these are important to the community and

that is where City Council can form a committee on sidewalks and develop a sidewalk plan and then work on prioritization, how they are going to be funded, and if they qualify for any grants, etc.

Tom Cronin asked if they have established a timeline for the Plan, downtown, or the sidewalks, or are we going to just continue to discuss it. Tom Cronin asked if they have prioritized and come up with a timeline because a lot of people are excited about this, but we don't have anything definitive to share on when effectively they want to start turning over ground and how long do we think it is going to take. Mr. McCorquodale said his recommendation on it would be each of the sections of the Plan, there will be goals addressed and the way the process would normally work is the City would adopt the Comprehensive Plan and then look at the goals and City Council would determine the important goals, and review the costs and select which ones are important to the residents and determine if they are willing to pay for them. Mr. McCorquodale said once you adopt the Plan you will start working on the goals that are in the document, which is when you can put a timeline to them.

Kevin Lacy asked if it would be correct to say that over the next couple of Council Meetings they could find their top three goals from the Plan so they can approve them and then start in January to figure out a timeline. Mr. Tramm said this is one of the reasons he is recommending approval tonight because then staff can take the step of how to make some of these details work. Mr. Tramm said the tie in with the downtown planning is one element, but some of the things that staff has discussed are what grants are available, what programs are available to assist the City in developing sidewalks that link neighborhoods to downtown or connect neighborhoods to schools. Mr. Tramm said there are specific grants that Mr. McCorquodale has been looking at trying to see how they can line the City up for that, which is just one example. Mr. Tramm said the first step is getting this Plan approved and then staff can take the next step, and some of it becomes a policy decision for City Council.

Randy Burleigh said there is a lot of cleanup work that needs to be done on this document. Randy Burleigh said there are places where it says, "City of Montgomery" and others "Montgomery City". Mr. McCorquodale said that is a Census term that is used by the Census Bureau, and his preference is to use our normal name. Randy Burleigh commented that he liked a lot of the document, but some of it does not meet his standards, one being transportation and the other was housing. Randy Burleigh said under housing, the data was incorrect in Chapter 4 under Types of Housing, it states Montgomery has a higher percentage of families living in mobile homes. Mobile homes account for 14.5% of household units and are larger than the number of Multi-family houses. Randy Burleigh said he was not sure that information was ever correct even in that year, but regardless

this is what influences the goals and decision making on housing, so he would like this section corrected. Randy Burleigh said where they stand today mobile homes are only three percent, not the 14% shown, single-family residential in the City is about 60%, and Multi-family they are at almost 38%. Randy Burleigh asked how often they will update the data to give them accurate goals to guide City Council to follow through with the Plan. Mr. McCorquodale said this information is part of the Census data, so instead of using the City data that they would have to vouch for, this is an acceptable way for planners to work. Mr. McCorquodale said they are in a high growth community at the very tail end of a Census period, so right now this is the data they must work with. Mr. McCorquodale said he would be happy to go through that information and make the changes.

Rebecca Huss said City Council already knows and has dealt with the fact the community has reached its tolerance level for Multi-family housing on one hand, but on the other, there are 25-more acres of Multi-family area already zoned that way and Planned Development District, where they do not have much control over how it is developed. Rebecca Huss said regardless of what this number is they are unlikely to rezone things Multi-family and there is no control over where it is already zoned Multi-family, so to her this is very unlikely to change decisions that are made in the short term. Rebecca Huss said conclusions made by City Council are not being driven by this information. Randy Burleigh said it might be two different things based on the current data, which is important. Rebecca Huss said she agreed, but said it was very complicated to start picking your data for this and she would rather adopt the Plan and put an asterisk and say this data is incorrect. Kevin Lacy said the Plan will be updated once the 2020 Census data comes in. Mr. Tramm said that was the plan for the first update to the Plan, adding the Census data will not be available for a while. Rebecca Huss said before that happens, they need the Plan for activities that are coming up within a month or two.

Randy Burleigh said he liked the mixed-use on the south side of SH 105, where they had apartments and different family homes and commercial and thought it was a nice layout. Rebecca Huss said that was something the A&M students did for the Montgomery EDC funded project. Rebecca Huss said the students were very creative and came up with some interesting ideas. Mayor Countryman said she spoke to a developer about this idea and it might come to fruition soon. Rebecca Huss said she liked the idea that SH 105 was not frontage with a giant parking lot, it seemed much more inviting and had a country feel with the parking being hidden by the amenities.

Randy Burleigh said under the recommendations for housing, it states the type of units needed. Randy Burleigh said if the data is bad then the recommendations will be bad. Randy Burleigh said

they are recommending more Multi-family housing units to accommodate the people living in mobile homes and said it is not a correct statement. Mayor Countryman said this is a living and breathing document that can be updated and made current. Randy Burleigh said he was worried if they put this document out with bad information and people start looking at it, he hopes it will not send them off in the wrong direction. Randy Burleigh said he wants some type of notation in the Plan that lets people know that a lot of this data is old data and does not apply anymore. Mr. Tramm said they could list it with a note that the City will be making modifications to the document when the 2020 Census data is available.

Randy Burleigh asked who is going to be the owner of this document and responsible for updating the information. Mr. Tramm said it will be done by the Director of Planning and Development. Mr. McCorquodale said there is an understanding in the area about Multi-family development and he did not feel this document would confuse someone looking at doing a project. Mr. McCorquodale said he would think most planners would agree Multi-family versus mobile homes in terms of sustainable housing, can better withstand storms from a structural standpoint and that was the point they were making. Randy Burleigh said there are some corrections in Transportation.

Rebecca Huss said that would go with what Mr. Tramm suggested earlier, that they approve the Plan subject to including administrative changes. Mr. McCorquodale said he has not touched any of the formatting, and he can certainly work on correcting the data. Rebecca Huss said they need to go with the Census data that Walter Peacock pulled up even if we disagree with its representation of Montgomery today, so we don't have to find our own verifiable sources and justify them, which could take months. Rebecca Huss said they need to make sure what is in the document matches what is in the photos, which she would count as administrative. Rebecca Huss said she felt it was good to have something to start with and it is always easier to edit something. Rebecca Huss said the City has tried and failed at a Comprehensive Plan before just because it seemed like such an unmanageable task to get through and now at least we have things to go out and search for information and areas they can tackle, change or dream about and is a very good starting point.

Mr. McCorquodale said it is hard to bring a document as large as this to City Council for discussion, so taking it Chapter by Chapter is much more doable. Rebecca Huss said toward T.J. Wilkerson's comments, our history is so important to us, so perhaps when they update Chapter 1 with the Census data, they spend some time adding to our history because it was done by someone that does not live in the community, and to him, the history is probably not as important and it should show in the document.

Randy Burleigh asked if the goals are in priority order. Mr. McCorquodale said no they were just listed. Mr. McCorquodale said the goals do not lock City Council into having to act on each of the goals.

Kevin Lacy asked if there was a difference if they adopted the Comprehensive Plan tonight or wait until November 10, 2020, so the document is a little cleaner. Mr. Tramm said he thought it was highly preferential to try and do this tonight unless there is a specific reason not to, partly because they are coming to terms with the downtown development design firm and then we can let them know this document is in place and it can be part of their early planning process of having any grant opportunities that match.

T.J. Wilkerson asked Mr. McCorquodale if the students went to Homecoming Park. Mr. McCorquodale said he knew that some of the students did go to Homecoming Park as part of working on the recreation information. Rebecca Huss said when the students went on a tour of the City, we went to Homecoming Park. Mayor Countryman also confirmed that they went to Homecoming Park. Mr. McCorquodale said that one of their recommendations was linking Homecoming Park and the school with the community that leads into the Clepper Street area as well as over east toward the Waterstone area. T.J. Wilkerson said he thought that would probably come in once those new homes came in, but he was thinking about Homecoming Park coming in.

Kevin Lacy said they are going to discuss sidewalks and walking paths at the end of the meeting tonight to connect MLK all the way downtown, get a basketball court in Cedar Brake Park and he was wondering if T.J. Wilkerson wanted to include that with this project. T.J. Wilkerson said they mentioned Homecoming Park, but to him, it did not seem inclusive. Kevin Lacy said he understood and said he wanted to know what was the rush to adopt if they want to put some things in the Plan that are more inclusive of the entire community instead of just the downtown area. Rebecca Huss said they could have the sidewalks project as the first project, which was what most of the residents specifically said they wanted. Rebecca Huss said that could be a tie into what Mr. Tramm and Mr. McCorquodale were talking about there being a lot of funding for safe schools, routes and then they had talked about use for the GLO funding, and this might be the time to get this all done at one time. Rebecca Huss said rather than changing it with a specific plan within this document, which is more of an assessment of where we are currently than a specific document on how to get to the future. Rebecca Huss said it states that people want more amenities, it does not say specifically what amenities they are. Rebecca Huss said the drawings in the Plan are just what the students prepared for the Montgomery EDC for a different purpose. Kevin Lacy said he understood.

Tom Cronin said he would not mind waiting for two weeks because based on what was said by Kevin Lacy earlier, there are a couple of things that need to be addressed. Mr. Tramm said an alternative to that could be, if they know what the items are that need to be addressed, they can approve the Plan with the direction that they include those changes. Mr. Tramm said he was already asking for approval contingent upon allowing them to clean up the administrative items, so if they want them to include more specific language to these couple of items that have been mentioned, just direct staff to specify that language and they will put it in the document. Kevin Lacy asked T.J. Wilkerson what he thought. T.J. Wilkerson said he would probably vote against the Plan. Kevin Lacy said he understood how T.J. Wilkerson felt, he wants to see that inclusive part, he wants to see the north end as part of the whole plan. Rebecca Huss said if the language is added, then what else does T.J. Wilkerson want. Mr. Tramm said if they make part of the motion to approve the administrative cleanup and to include a list of items then they will include the items in the Plan. Kevin Lacy said that some of City Council want to see that information placed in the Plan before approving it.

Rebecca Huss said what she thinks Mr. Tramm is saying is he would like to have the Plan approved so he can work on the other thing the Montgomery EDC is working on with the downtown project. Kevin Lacy said he understood. Kevin Lacy said he wants to make sure that everyone is happy and it seems like Randy Burleigh has concerns about the data, which he understands, T.J. Wilkerson is looking for an inclusive Comprehensive Plan, Tom Cronin is saying he wants another two weeks to get the wording included in the Plan. Mr. Tramm said with regards to Randy Burleigh, some of the language is based on Census data and we are just not at liberty to change that until they have new Census data. Mr. Tramm said where Randy Burleigh is talking about cleaning up some of the local fact items, that is part of the administrative cleanup that he had mentioned. Mr. Tramm said with regards to the specific points mentioned by Kevin Lacy and T.J. Wilkerson, if they will give staff direction to include those locations in the Plan, they will include that in the Plan. Kevin Lacy asked T.J. Wilkerson what he thought about that. T.J. Wilkerson said he was still holding to his gun, saying he can see the park and convertibility with the school with a sidewalk, but they have got to realize they have to get with the School District because that is probably one of the only schools that are locked with a fence around it, so he did not see having a sidewalk to the fence. Kevin Lacy said he felt there were enough City Council members that want to wait two weeks, so he would agree with them. Kevin Lacy said he can spend time with Mr. Tramm to make sure they get all the information in the document.

Rebecca Huss asked T.J. Wilkerson if he was going to vote against the Comprehensive Plan no matter what. T.J. Wilkerson said he would vote against it as it is presented tonight. Mayor Countryman asked T.J. Wilkerson if he would be interested in approving the Plan tonight and in the motion, he can say he will be working with staff to find the verbiage for the ideas that they have. T.J. Wilkerson said he probably would, but when he talked to a lot of people about this before even tonight, they did not like someone having the picture of Homecoming Park on there and asked what they were going to do. T.J. Wilkerson said they talked about connectivity and they asked what that was going to do to Lincoln School.

Mayor Countryman said the Plan is a living and breathing document and it changes, this is just the foundation that was created. Mayor Countryman asked what T.J. Wilkerson would like changed about the connectivity. Mr. Tramm said from a staff perspective, several City Council members want specific things included, but said if it is not the items they are discussing tonight, then he does not know what it is they are asking him to get included in two weeks. Kevin Lacy said they can all talk about it over the next two weeks and have the document ready for November 10, 2020. Kevin Lacy said he did not want to pressure T.J. Wilkerson because he feels what his constituents are showing him, so he thinks they should respect that and continue discussing it over the two weeks. Mr. Tramm said he was not trying to pressure anyone it is City Council's decision.

T.J. Wilkerson said they are basing everything on a lot of things in the Comprehensive Plan. T.J. Wilkerson said they talked about Baja and Martin Luther King, which took over five years before that was complete. T.J. Wilkerson said it always seems like it takes a while for things to change on that end of town and the people that called him about this have a lot of concerns about the Plan, so he is going on what they want. Mr. Tramm said he thinks the irony here is that he is asking for the Plan to be approved so he can start to work on those projects, but City Council is asking him to hold off working on the projects so we can spend more time working on the Plan. Randy Burleigh asked which project Mr. Tramm was talking about. Mr. Tramm said first is working with the downtown design firm, having the Plan in place in front of the approval of that agreement, so they can know from the beginning that we have a Comprehensive Plan. Mr. Tramm said the sidewalk staff has been discussing internally is connecting the area of Homecoming Park and Lincoln Elementary to the downtown area, which is the one thing Mr. McCorquodale has been looking into connectivity between residential areas and schools for the right grant opportunities to come up and that plugs that into the Comprehensive Plan. Kevin Lacy said he was asking what the urgency was and why do they have to adopt the Plan tonight, what is changing between now and November 10, 2020, besides the Election. Mr. Tramm said where he is lost is he does not understand the details

City Council is wanting him to include in two weeks, he can understand if he is being asked to make some changes and then bring the Plan back in two weeks.

Mr. Tramm said he is unclear because it seems that City Council is saying we have discussed some of these points and he has suggested including those points, if that is what City Council wants, but City Council does not want to pass this tonight, including those points. Mr. Tramm said if those points are not what the question is, then he does not know what they want him to include two weeks from now to pass the Comprehensive Plan. Mr. Tramm said if those points are not the issue, then what is the issue, stating he guessed he was confused. Kevin Lacy said it was about principal and inclusiveness, that is what he is picking up, and said he thought it was clear. Kevin Lacy said he thinks it is about, even if it is a symbolic gesture, seeing certain parts of town included in this Plan, and he completely understands what T.J. Wilkerson is trying to say. Kevin Lacy said they know we are going to do the right thing for all of our residents, but out of respect for that part of town he thinks they deserve to see something in this Comprehensive Plan that says we know you are there, this Plan includes all of you. Kevin Lacy said let us get that verbiage in there and approve it in two weeks because there is no reason not to. Rebecca Huss asked Kevin Lacy if he attended any of the public meetings. Kevin Lacy said no. Mayor Countryman said she went to the meetings and participated. Mayor Countryman said they can add the information into the motion so they can get the Plan done sooner than later, which was the goal earlier on in the conversation. Kevin Lacy said he just wanted to make sure that everyone was okay, and clearly, everyone is not. Tom Cronin said he concurred and he attended all the meetings and he thinks in respect for T.J. Wilkerson and his constituents, he felt he made some good points, and he did not think it was unfair to wait. Tom Cronin said he wants T.J. Wilkerson to be comfortable with the document they are going to vote on. Rebecca Huss said she did not disagree, but she thought Mr. Tramm was looking for more guidance to be articulated and that is not an unreasonable position either. Randy Burleigh said he would go along with that also because he would like to add a couple of items to transportation because he attended the meetings and that was a major issue.

Tom Cronin moved to table this item for two weeks. Kevin Lacy seconded the motion.

Discussion: Mr. Tramm said if City Council is going to pass this motion, staff would like to request that any of City Council's comments be sent to either him or Mr. McCorquodale by this Friday on what they are wanting to have either amended, included, or edited so they have the time to work through that and follow up with City Council to make sure we are getting that taken care of. Mr. Tramm said he did not want to come back on November 10, 2020, and find out staff has fallen short on that information. Kevin Lacy said he agreed. Rebecca Huss said this is a really important

document to get passed, so if it is not done on November 10, 2020, there is going to be issues and it will hurt the City not to have this Plan, it will hurt the MEDC first and that hurts downtown and hurts the people making a living here, which hurts all of us. Randy Burleigh said he thinks everyone understands that.

The motion carried with 4-Aye votes and 1-Nay vote by Rebecca Huss. (4-1)

4. Consideration and possible action regarding appointment of the following Planning and Zoning Commission members, Place 2 (currently held by Nelson Cox) and Place 4 (currently held by William Simpson) for two-year terms ending October 1, 2022.

Mr. Tramm said the City received applications from two individuals for two open positions on the Planning and Zoning Commission before the October 16, 2020 filing deadline. Mr. Tramm advised the applicants are Kari Mae and Merriam Walker, stating the applicants have been verified to be City residents and registered voters as required for a position on the Planning and Zoning Commission. Ms. Hensley advised the positions do have specific Places, asking that City Council assign a name to a Place.

Rebecca Huss moved to appoint Ms. Mae to Place 2 and Ms. Walker to Place 4 for the two-year term to expire on October 1, 2022. Kevin Lacy seconded the motion.

Discussion: Randy Burleigh asked if neither one of them would be Chairman. Mr. Tramm advised the Planning and Zoning Commission members will choose their Chairman from the members.

The motion carried unanimously. (5-0)

Mayor Countryman said she would like to personally thank Mr. Nelson Cox and Mr. William Simpson for all of their work because they have been on the Planning and Zoning Commission for quite some time and they have done a great job. City Council concurred.

5. Discussion regarding sidewalks, street improvements, and street signage.

Mr. Tramm said this item came up because of a recent discussion he had with Councilmember Kevin Lacy regarding future construction related to sidewalks, street improvements, and street signage. Mr. Tramm said he wanted to bring the discussion out for all of City Council. Mr. Tramm

said it kind of parallels with the Comprehensive Plan, which seems might be the case given the conversation they had.

Kevin Lacy said their constituents throughout the entire City are interested in what they are doing. Kevin Lacy stated that throughout some of the discussions he has had with T.J. Wilkerson as well as meetings that he has personally been invited to on the north side, these seem to be real hot buttons especially on MLK and connecting downtown to FM 149. Kevin Lacy said one of the things that came out one evening was MLK has a couple of speed bumps, and they talked about adding two more speed bumps if they cannot do a sidewalk down MLK. Kevin Lacy said every time he has been out there people have been flying up and down that road. Kevin Lacy said another thing they talked about is they have a lot of people that want to connect MLK to downtown, maybe not via sidewalks since it does not quite have the grade, it is too steep, but maybe some sort of walking path. Kevin Lacy said he has been too close to a pedestrian while driving FM 149, so it is very important, not only to him but the Mayor and City Council has discussed this in the past, as far as getting some better walking area for pedestrians.

Kevin Lacy said a couple of other things they can talk about as part of that total package are street names. Kevin Lacy said one of the stories that came out was about Community Center Drive, which used to have a Community Center there that was torn down with the promise of building a bigger and better Community Center, which was never done. Kevin Lacy said another is the renaming of the street to Baja Street, which the people that live there do not like the name Baja because Baja means the lowlands. Kevin Lacy asked T.J. Wilkerson to elaborate because they have talked about this a lot as far as his feelings on this and what he would like to see done for that area of town.

T.J. Wilkerson said they had talked about the name change that is for only one sign that he knows of and said the people would have to agree on the name. T.J. Wilkerson said Baja coming off MLK just does not go together, stating he could see “Young” on that street for Andrew Young, which would be the easiest fix. T.J. Wilkerson said going through town on SH 105, they travel SH 105 and they see Spirit of Texas Bank flag, and he often wondered why that street was not Flagship Drive all the way through town because you have the Stewart statue at Cedar Brake Park. T.J. Wilkerson said they could put a sign like they have in Conroe that says Lake Conroe Parkway, where they could put signage stating “West Flagship Boulevard” all the way through, while it could still remain Eva Street. T.J. Wilkerson said it is little things to try and tie everything together. T.J. Wilkerson stated Flagship Boulevard only has one apartment complex on it, and he always

wondered why that is not the main street through Montgomery since it is tied in with the Birthplace of the Texas Flag. T.J. Wilkerson stated one thing that brought this to his attention was looking at the City of Conroe, they have the statue of Stewart and they say the Birthplace of the Texas Flag is Montgomery County. T.J. Wilkerson said slowly but surely, as they have done everything else, they are going to take it and we must have something to hold onto and promote whether it is signage or not.

T.J. Wilkerson said the only other thing he had was talking about getting the name of Baja changed. Mayor Countryman said she knew they had talked about changing the name of Baja and she thought T.J. Wilkerson was going to champion that project. T.J. Wilkerson said that was correct. T.J. Wilkerson said he has three different names and now he had to get the people on the street to agree on one name that they would like. Rebecca Huss said they discussed naming Baja several years ago when they changed another street name to McWashington, which was easy because there was only one house on that street. Rebecca Huss said T.J. Wilkerson was going to look into changing the name of Baja, so this is something the City has been amenable to, but they cannot force agreement. T.J. Wilkerson said he must get the people on the street together to see which one they chose. T.J. Wilkerson said he wanted them to look at the history of Montgomery because he feels they should be able to tie some of the things together, not necessarily change the name, but put some signage up designating "Flagship Way" or something through there, like Lake Conroe Parkway. T.J. Wilkerson said he can see the Lone Star Parkway, Sam Houston Funeral Home, and as you go through town if you were a visitor you would look at the bank and then you would not know all the way through the City that this is supposed to be the Birthplace of the Texas Flag. Rebecca Huss said there are flag poles and banners that are on some of the streetlights that say Birthplace of the Texas Flag. Kevin Lacy said he grew up in Alvin, Texas, and on Highway 288 is posted the Birthplace of Nolan Ryan and is called the Nolan Ryan Expressway.

T.J. Wilkerson said they have the bike race that will be here this coming weekend and somehow the City is missing all that because we are not tied into it. Mayor Countryman asked T.J. Wilkerson how he wants to get tied into the bike race. T.J. Wilkerson said the race will come through the City every week and we should be promoting Montgomery through something to tie into visiting Montgomery. Tom Cronin said the car shows are another event. Mayor Countryman said they tie in with the car shows quite a bit with the Chamber and MEDC. T.J. Wilkerson said with the Montgomery Rodeo they should have a belt buckle that designates the City of Montgomery but said that was just an example. T.J. Wilkerson said he was not saying they should have or sponsor

a rodeo, but said the City is missing out by not promoting the Birthplace of the Texas Flag. T.J. Wilkerson said the red bags the City was handing out should have been red, white, and blue with the Texas Star on it for new people coming into the City.

Kevin Lacy said with speed bumps and walking paths on MLK to downtown, safety was the first thing for him and asked Mr. Tramm if that was something they could do outside of the City Plan or they could use it as a springboard for a couple of top projects, such as speed bumps, walking paths, etc. Mr. Tramm said getting into details like speed bumps and traffic control is not something that is part of the Comprehensive Plan, not even necessarily something that City Council would approve. Mr. Tramm said that gets into traffic safety which starts with him meeting with the Police Department and having them go out and study the area and see what the best way is to approach the situation. Mr. Tramm said the Police Department are the professionals in that regard, the Police Chief and his senior staff may have some options available that might not be what City Council would think of first, but to them might be more natural for the situation. Mr. Tramm said the answer might be putting more speed bumps around, but sometimes he has seen where people have come to City Council with the request for speed bumps and it turns out their concern is better addressed with some other action by the Police Department.

Randy Burleigh asked if the speed limit digital sign has been placed in that location. Mr. Tramm said the radar trailer is moved around the City, and he knew it had been in that area, but he does not know when it was last there. Rebecca Huss said on a historical note, TxDOT has requirements for sidewalks being a certain grade to be ADA compliant, which is why they have not been willing to do a sidewalk going up from Lone Star Parkway to downtown. Rebecca Huss said, as Kevin Lacy was stating, they need to be creative in either convincing TxDOT to make some sort of nature path or something like that so they can get the safety they need or get something in the right-of-way because TxDOT owns the right-of-way. Mayor Countryman asked if the TxDOT funds would include a sidewalk, stating she has not seen the actual plans for TxDOT. Rebecca Huss said TxDOT will not call it a sidewalk because if it is a sidewalk then it must meet certain specifications that it cannot meet because of where it is located. Mayor Countryman said maybe they could have an extended shoulder. Randy Burleigh said maybe they could have a bike lane. Mayor Countryman asked if that information was included in TxDOT's plans. Rebecca Huss said it has been in the past and then they took it out unexpectedly without any discussion, and TxDOT has done a lot of things without much consultation so it is difficult to know what exactly drives their decision making. Mayor Countryman asked if they were getting closer with the Comprehensive Plan in

getting with TxDOT because they have not widened FM 149 and they were waiting to get those plans in order, and perhaps that is when they can talk to TxDOT about extending the shoulders and getting the bike path. Rebecca Huss said the downtown plan is an important part of getting with TxDOT and presenting them with a unified plan.

Mr. Roznovsky said TxDOT has multiple projects coming up, including the SH 105 improvements that are going through the City and the FM 149 improvements. Mr. Roznovsky said they have two different timelines with two different projects with the scope still being defined. Mayor Countryman said then they could get extended shoulders in the plan. Mr. Roznovsky said the City could ask TxDOT for the extended shoulders. Mayor Countryman asked if Mr. Roznovsky had seen the extended shoulders. Mr. Roznovsky said no, he was looking for the old plans, but he found 2017 plans that showed the sidewalks not going past Clepper Street at that time. Mr. Roznovsky said he remembered at one point in time the conceptual showed the sidewalks going further, but he cannot find the exhibit at this time, since there were so many exhibits and ideas. Rebecca Huss said it was quite a while ago when they had the sidewalks on there and then TxDOT struck them for some other purpose. Mayor Countryman asked if they originally were going from SH 105 to FM 1097. Mr. Roznovsky said that was correct, that was the original limits. Mayor Countryman said they will at least be doing work through the area they are discussing, so it would be a great time to ask. Mr. Roznovsky said that was correct.

Rebecca Huss said the culverts made her the most nervous because that is where they are the least flexible in extending work. Randy Burleigh said the Town Creek Bridge is also going to be a chokehold. Mr. Roznovsky said that was correct, those two crossings of the creeks, and said he knew they are doing work on the culverts, so if they can put in 10 extra feet so they can have the expansion, that would not be substantial, but he did not know.

T.J. Wilkerson asked if it was TxDOT's job to go through and clean those culverts without the City asking. Mr. Roznovsky said you would think so, but said he did not think it was on a routine basis but said TxDOT was responsive in getting out to do the work, so the City needs to keep asking to get that on their list. Kevin Lacy asked how long the City has been waiting up until this point and how much longer will it take for TxDOT to get the job done because it is a safety issue and asked what is stopping the City from doing the work ourselves. Rebecca Huss said the City does not own any land. Kevin Lacy asked what the answer to that would be. Rebecca Huss said they would need to get permission to work in the right-of-way. Mayor Countryman said then if TxDOT comes and

widens the road after the City has put down sidewalks, TxDOT will take them up. Kevin Lacy asked if there was a way to talk to them and explain what they need to get done as soon as possible because of a safety issue.

Mr. Roznovsky said there was not a whole lot of widening in the TxDOT project, especially when you go north of the Berkley area, most of it was repaving and redoing the roadway. Mr. Roznovsky said he would get an update on all the projects they have going through the City and what the current timeline is because the latest that they have for FM 149 is a 2024 bidding date. Mr. Roznovsky said they had a conversation with TxDOT on Friday and the SH 105 date is a moving target with lack of funding. Mr. Roznovsky said they will get an update on the projects and the scope of the projects and see if they can set up a meeting to discuss conceptually what they have planned, what they are willing to do, and how we start getting some of these things addressed. Rebecca Huss asked how big the right-of-way was in that area. Mr. Roznovsky said it varies. Kevin Lacy said they would only have a sidewalk on one side of the street. Mayor Countryman said the east side of the street drops off so it would have to go on the west side. Mr. Tramm said there would be two major crossings at FM 149 and the Lone Star Parkway. Mr. Roznovsky said the right-of-way varies, but generally north of Berkley to FM 1097 it is between 60-80 feet total. Rebecca Huss said it is not as bad as downtown. Kevin Lacy said it would be step one of moving forward to try and get this going. Mr. Roznovsky said they will reach out to TxDOT to see if they can sit down with them to get their current scope of the projects that are going through the City and get the most current picture, then ask them conceptually if they are willing to participate and what is the timeline to do that.

Mr. Roznovsky said one other thing on their list, that has been a high priority, is the turn lane at SH 105 and FM 149, which is at a 2021 start date. Mr. Roznovsky said wrapping all the projects together would be appropriate. Rebecca Huss said they also need to reach back out and see what plans TxDOT had before they abandon them. Mr. Roznovsky said what he remembered was they had town hall meetings and they had large poster board exhibits that had better quality than what they have located in their emails from four years ago, but they will see what they can find.

Kevin Lacy said if there is anything they can do to help, he would love to be included in that part of the discussion if possible, as he was sure everyone else would like to be as well. Mr. Roznovsky said he would get with Mr. Tramm and get some proposed times and see who can attend. Kevin Lacy said he wanted to go with T.J. Wilkerson and get some solid names for renaming Baja. T.J. Wilkerson said they have three names so they will work on that and thanked Kevin Lacy.

Kevin Lacy said the last item he had was regarding Cedar Brake Park and said that Mr. Tramm and Mr. McCorquodale had checked the Park for an area for basketball. Mr. Tramm said adding a basketball court would be potentially popular, but something that could be handled with the City's park funds. Mr. Tramm said they would need to identify the space and then look at the cost before bringing it to City Council for approval. Mr. Tramm said they would have to see if it would mean taking down the volleyball court and possibly trees and leveling a different spot. Mr. Tramm said someone might object to that because they like the volleyball court or they like having a picnic area where the trees were located. Mr. Tramm said the idea of having basketball at the park as a recreation area he thought would be positive with several people.

Rebecca Huss asked where they were in terms of the Park Board which they had discussed forming a year ago. Mr. Tramm said he did not think it was quite a year ago, but it was an extended period. Mr. Tramm said he spoke with Mr. Muckleroy about it being something they need to get back to, and he will make that a high priority to make happen. Rebecca Huss said some other things they wanted to achieve with the Parks Board is a more equitable allocation of funds between the parks rather than people who use particular parks to make sure the needs of the park are fairly allocated. Randy Burleigh asked if the City ever formed the committee. Mayor Countryman said they approved creating one, but she did not think it was ever formed. Mr. Tramm said it got pushed to the side, so he will work on getting those names taken care of. Mayor Countryman said she has a list of names that are interested in serving. Mr. Tramm said he would be happy to take names from the Mayor and anyone else on City Council as well. Rebecca Huss said that was something that Councilmembers Bickford and Champagne wanted to get done and Jon Bickford left in February.

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.

COUNCIL INQUIRY:

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

No additional inquiries from City Council.

ADJOURNMENT

Randy Burleigh moved to adjourn at 8:17 p.m. T.J. Wilkerson seconded the motion, the motion carried unanimously. (5-0)

Submitted by:  Date Approved: _____

Susan Hensley, City Secretary

Mayor Sara Countryman

Montgomery City Council
AGENDA REPORT

| | | | |
|-----------------------|-------------------|-------------------------|-------------------|
| Meeting Date: | November 10, 2020 | Budgeted Amount: | |
| Department: | Administration | | |
| | | Exhibits: | Resolution |
| Date Prepared: | November 5, 2020 | | |

Subject

Adopt the Official Newspaper for the City of Montgomery.

Recommendation


Adopt the Conroe Courier as the Official Newspaper for the City of Montgomery.

Discussion

Please find attached, a copy of the proposed Resolution to designate the Conroe Courier as the Official newspaper for the year. The Texas Local Government Code requires that the City adopt a newspaper as follows:

LGC§52.004. OFFICIAL NEWSPAPER. (a) As soon as practicable after the beginning of each municipal year, the governing body of the municipality shall contract, as determined by ordinance or resolution, with a public newspaper of the municipality to be the municipality's official newspaper until another newspaper is selected.

(b) The governing body shall publish in the municipality's official newspaper each ordinance, notice, or other matter required by law or ordinance to be published.

| | | |
|--|--|------------------|
| Approved By: |  | |
| City Secretary & Director of Administrative Services | | Date: 11/05/2020 |
| City Administrator |  | Date: 11/05/2020 |

RESOLUTION NO. 2020-

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

WHEREAS, the City of Montgomery is required to adopt an official municipal newspaper at the beginning of each fiscal year, as per Chapter 52.004 of the Texas Local Government Code; and

WHEREAS, the *Courier*, a newspaper in Montgomery County has a large circulation, is printed daily, and meets the statutory requirements for official newspapers.

**NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF
MONTGOMERY, TEXAS THAT:**

Section 1: The City Council designated the *Courier* as the City of Montgomery's official newspaper for fiscal year 2020-2021.

Section 2: The City of Montgomery shall publish in the *Conroe Courier* each ordinance caption, public notice or other matter required by law or ordinance to be published.

Section 3: The City Council authorizes the City Administrator to execute a contract for services to be provided by the *Courier*.

PASSED AND APPROVED this 10th day of November 2020.

CITY OF MONTGOMERY, TEXAS

Sara Countryman, Mayor

ATTEST:

Susan Hensley, City Secretary

APPROVED:

Alan P. Petrov, City Attorney

Montgomery City Council
AGENDA REPORT

| | | | |
|-----------------------|-------------------|-------------------------|--------------|
| Meeting Date: | November 10, 2020 | Budgeted Amount: | |
| Department: | Administration | | |
| | | Exhibits: | Proclamation |
| Date Prepared: | November 6, 2020 | | |

Subject



Adopt the Proclamation recognizing Graduates of Montgomery High School - Montgomery Bears that are serving their Country.

Recommendation

Adopt the Proclamation.

Discussion

This Proclamation can become a wonderful tradition to honor Veterans and Montgomery High School Montgomery Bear graduates going to serve their country each year advance of Veterans Day.

| | | |
|--|--|------------------|
| Approved By |  | Date: 11/06/2020 |
| City Secretary and Director of Administrative Services | | |
| City Administrator |  | Date: 11/06/2020 |

PROCLAMATION

WHEREAS, the City of Montgomery, Texas Mayor and Members of City Council are pleased and honored to pay tribute to the dedicated veterans who have served this great nation with such distinction, both in peacetime and in war; and

WHEREAS, our community has a continuing sense of gratitude to those who have given so much in the defense of the freedoms which we all continue to enjoy; and

WHEREAS, Americans have an abiding faith in the ideals and strengths on which our great nation was founded, in our democratic process, and in the men and women of the armed forces who have served our Country so well; and

WHEREAS, in honor of these dedicated men and women, we pledge our continued defense of our nation so that their sacrifice will stand before the entire world as a tribute to the spirit and determination of a people dedicated to the principles of freedom and democracy; and

WHEREAS, the City would like to honor the Montgomery High School Montgomery Bears who have graduated in the last four years and we know are now serving our Country:

Dillon Coleman – Class of 2019 – United States Marine Corps
Daniel McCoy Jr. – Class of 2019 – United States Marine Corps
Isaiah Prince – Class of 2019 – United States Air Force
Davis Payne – Class of 2019 – United States Navy
Brady Smith – Class of 2019 – United States Navy
Noel Spurlock – Class of 2019 – United States Navy
Scott Spurlock – Class of 2016 – United States Navy

WHEREAS, on this patriotic occasion, let us all commit ourselves to the great need of fostering a spirit of rededication to the ideals that have served as the foundation of this great country – “One nation, under God, indivisible, with liberty and justice for all.”

NOW, THEREFORE, I, Sara Countryman, Mayor and the members of City Council of the City of Montgomery, do hereby proclaim November 11, 2020, as:

Honor Our Veterans Day

in the City of Montgomery, and urge all our citizens to honor our veterans and rededicate themselves to the preservation of our liberties under the Constitution.

PROCLAIMED this 10th day of November 2020.

Mayor Sara Countryman

Montgomery City Council
AGENDA REPORT

| | |
|--|----------------------------------|
| Meeting Date: November 10, 2020 | Budgeted Amount: N/A |
| Prepared By: Richard Tramm | Exhibits: Engineer's Memo |

Subject

Consideration and possible action regarding Certificate of Acceptance for public water and public sanitary sewer infrastructure to serve the Shoppes of Montgomery Retail Plaza Public Waterline Extension (Dev. No. 1018) including acceptance of maintenance bond.

Description

This work serves the Shoppes of Montgomery Retail Plaza, located on Highway 105 on the east side of the City. The Engineer's Memo is attached for your review.

Recommendation

Approve a motion to issue a Certificate of Acceptance for public water and public sanitary sewer infrastructure to serve the Shoppes of Montgomery Retail Plaza Public Waterline Extension, including acceptance of maintenance bond, and begin the Contractor's 1 year warranty period as of October 16, 2020.

Approved By

| | | |
|--------------------|---|-----------------|
| City Administrator | Richard Tramm  | Date: 11/5/2020 |
|--------------------|---|-----------------|

**CERTIFICATE OF SUBSTANTIAL COMPLETION FOR
CONSTRUCTION OF SHOPPES AT MONTGOMERY RETAIL PLAZA
PUBLIC WATERLINE EXTENSION DEV. NO. 1018
CITY OF MONTGOMERY**

October 29, 2020

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

CONTRACTOR: Randy Roan Construction, Inc.
6052 N. FM 1486
Montgomery, TX 77356

CONTRACT: Shoppes at Montgomery Retail Plaza Public Waterline Extension Dev. No. 1018
City of Montgomery

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

We recommend that the **OWNER** issue the **CONTRACTOR** a Certificate of Acceptance of the Work. We also recommend that the Contractor's guarantee period of 1 year begin October 16, 2020.

Sincerely,



Chris Roznovsky, PE
City Engineer

CVR/KMV:jmr

K:\W5841\W5841-1018-00 The Shoppes at Montgomery\3 Construction Phase\Ph. 2\W5841-1018-00 Substantial Completion.doc

Enclosures: Inspection Checklist

cc (via email): Mr. Richard Tramm – City of Montgomery, City Administrator
Ms. Susan Hensley – City of Montgomery, City Secretary
Mr. Alan P. Petrov – Johnson Petrov, LLP, City Attorney
Mr. Russell Roan – Randy Roan Construction, Inc., Contractor
Mr. Mike Muckleroy – City of Montgomery, Public Works Director
Mr. Jonathan Bellock – First Hartford Realty Corporation, Developer
Mr. Jonathan White, PE – L2 Engineering, Engineer



JONES | CARTER

1575 Sawdust Rd, Suite 400, The Woodlands, Texas 77380



Jones & Carter, Inc.



Description

Completed - Added Gravel to Blow Off Box

Taken Date

2020/07/29 11:57:11

Uploaded By

Michael Carpenter

Upload Date

2020/07/29 11:57:39

File Name

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Description

Completed - Painted Valve Box

Taken Date

2020/07/29 10:14:21

Uploaded By

Michael Carpenter

Upload Date

2020/07/29 10:14:25

File Name

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Description

Completed - Painted Valves Boxes

Taken Date

2020/07/29 10:14:06

Uploaded By

Michael Carpenter

Upload Date

2020/07/29 10:14:14

File Name

FDAA00BB-B70B-4316-8FD1-B14...



Description

Completed - Painted Fire Hydrant

Taken Date

2020/07/29 10:14:02

Uploaded By

Michael Carpenter

Upload Date

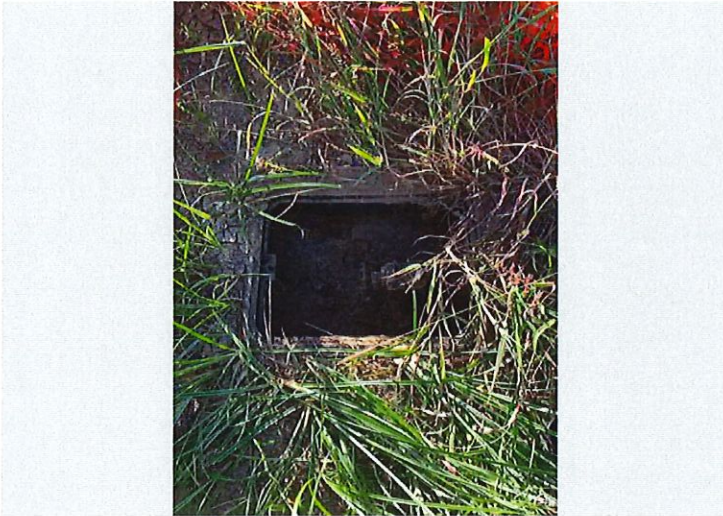
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File Name

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Jones & Carter, Inc.



Description

Add gravel to blow off box

Taken Date

2020/07/24 08:03:36

Uploaded By

Michael Carpenter

Upload Date

2020/07/24 08:04:03

File Name

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Description

Paint valve boxes

Taken Date

2020/07/24 08:01:56

Uploaded By

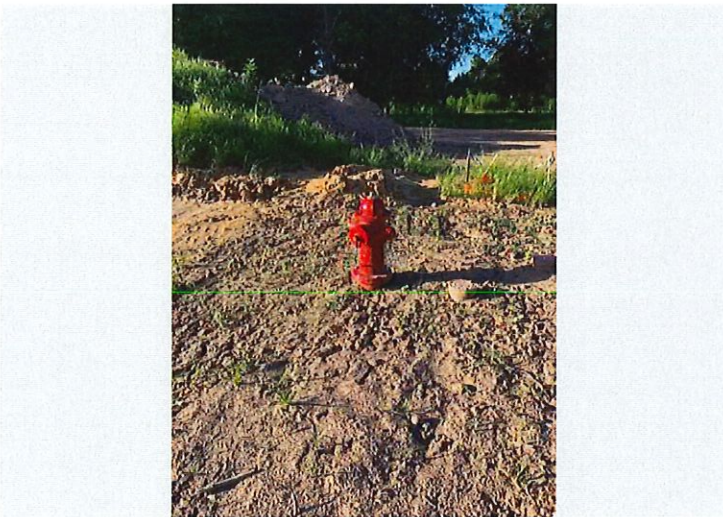
Michael Carpenter

Upload Date

2020/07/24 08:02:01

File Name

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Description

Paint fire hydrant

Taken Date

2020/07/24 08:01:52

Uploaded By

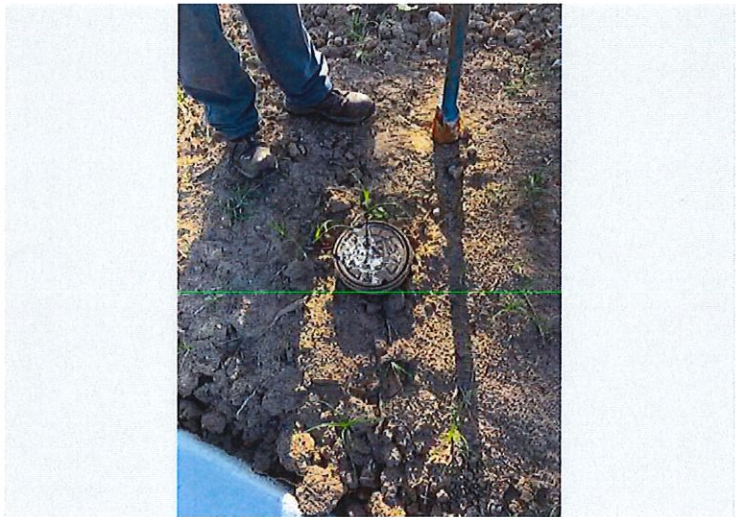
Michael Carpenter

Upload Date

2020/07/24 08:01:56

File Name

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Description

Paint valve box

Taken Date

2020/07/24 08:00:41

Uploaded By

Michael Carpenter

Upload Date

2020/07/24 08:00:45

File Name

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October 29, 2020

City of Montgomery
C/o Chris Roznovsky, PE
City Engineer
101 Old Plantersville Road
Montgomery, TX 77356

RE: Maintenance Bond for The Shoppes at Montgomery Retail Public Waterline Extension

Mr. Roznovsky,

The referenced public waterline extension was included in a lump sum contract to complete the waterline and site work for the Shoppes at Montgomery development. Randy Roan Construction provided a recent cost breakdown for 307 linear foot of 8" waterline, fire hydrant and various appurtenances for a lump sum cost of \$25,960.00 that was included in the overall contract amount. Based on pricing in the market, I feel their price accurately reflects the cost of the public waterline extension for this project. They have provided a maintenance bond for this work in the amount of \$7,788.00, 30% of the waterline cost, in accordance with City of Montgomery City Ordinances.

Please feel free to contact me directly if you have any questions.

Thank you,

Jonathan White, PE
Senior Project Manager
936-647-0420
Jwhite@L2engineering.com



Randy Roan Construction, Inc.
 6052 N. FM 1486
 Montgomery, TX 77356

Proposal No: 19-04-2941-000



To: First Hartford
 Address:
 City / State / Zip:
 Attention: Gordon Fairchild

Date: 1/17/20

Project Name: Shoppes at Montgomery Retail Plaza

| Plans & Specifications by: L Squared | | Dated: 8/28/19 | Addendum: 0 |
|--|--------------------|--|--------------------------|
| Line Item | Item | Description | |
| 1 | Water Distribution | 307'-8" C900, 1-Fire Hydrant, 1-8" Gate Valve, 1-2" BOV, Fittings. | \$25,960.00 |
| Approved by: <i>Brad Raines</i> Randy Roan Construction, Inc. | | | Total Price: \$25,960.00 |

| | | | |
|---|-------------------|--------------------------|--------|
| 1 | ADD Alternates | Not included in proposal | \$0.00 |
| 2 | ADD Alternates | Not included in proposal | \$0.00 |
| 3 | ADD Alternates | Not included in proposal | \$0.00 |
| 4 | DEDUCT Alternates | Not included in proposal | \$0.00 |
| 5 | DEDUCT Alternates | Not included in proposal | \$0.00 |

Exclusions: This proposal does NOT include any survey, layout, construction staking, lab testing, permits, tapping fees, drying agents, stabilize material, roof drain connections, removal of other trade spoils, hand grading, side walk preparation, hydro-mulch, landscaping, construction entrance, drainage swales, NOI, silt fence, backfill of curbs, S.W.P.P., haul off of unsuitable materials, utility sleeves, inlet protection barriers, traffic control, clay liner, over-excavation, well pointing, payment, performance & maintenance bonds, locate & repair of unknown utilities and any unforeseen conditions (rock, excavation, unknown utilities); unless specified in the above Proposal.

Other Important Notes:

- 1) This proposal is submitted as a whole and is not intended to be broken apart separately.
- 2) General Contractor or Owner will provide a source of water to use.
- 3) Any changes in description of work, quantities, mobilizations, or condition of existing circumstances will reflect a change in price.
- 4) This proposal is based upon mutually acceptable contract language.
- 5) Prior to commencement of work, require a CAD files, Benchmarks, Property Pins & Controls
- 6) General Contractor to maintain benchmarks & control points.
- 7) When proposal is accepted, sign & email to: bids@randyroanconstruction.com.
- 8) **WORK WILL NOT BEGIN WITHOUT A SIGNED CONTRACT.**



SureTec Insurance Company

5000 Plaza on the Lake, Suite 290
Austin, TX 78746
512-732-0099

Bond No. 4439047

MAINTENANCE BOND

(Standard Paving & Appurtenances Maintenance Bond Form – Rev. 11/2004)

KNOW ALL MEN BY THESE PRESENTS, that we Randy Roan Construction, Inc. as Principal, and SureTec Insurance Company, a corporation organized under the laws of the State of Texas, and duly authorized to do business in the State of Texas as Surety, are held and firmly bound unto City of Montgomery, Texas as Obligee, in the penal sum of Seven Thousand, Seven Hundred Eighty Eight and 00/100 Dollars (\$7,788.00) to which payment well and truly to be made we do bind ourselves, and each of our heirs, executors, administrators, successors and assigns jointly and severally, firmly by these presents.

WHEREAS, the said Principal has completed, and owner has inspected and accepted as being complete in accordance with applicable design documents (failing which, this bond shall become effective only upon such final completion and acceptance) that certain work (herein referred to as the “Work”) described as: The Shoppes of Montgomery Retail Plaza Public Waterline Extension Project

WHEREAS, said Obligee requires that the Principal furnish a bond conditioned to guarantee for the period of One year (s) after substantial completion of the Work against defects in workmanship and materials which are the responsibility of the Principal under the contract under which the Work was constructed, and which did not appear prior to the final completion of the Work.

NOW THEREFORE, THE CONDITIONS OF THIS OBLIGATION IS SUCH that, if the Principal shall indemnify the Obligee for all loss that the Obligee may sustain by reason of defective materials or workmanship which may first become apparent, and with respect to which written notice is delivered to Surety, before the expiration of the period of one year from and after date of substantial completion of the Work, then this obligation shall be void, otherwise to remain in full force and effect.

This obligation does not cover normal wear and tear of materials, misuse or abuse by the Obligee or third parties, failure of Owner to perform owner-required maintenance, nor any defects known to Obligee prior to final completion of the Work nor any defects discovered or occurring after the expiration of the period set forth above.

The combined aggregate liability of Surety under this bond and any performance bond issued by Surety in connection with the Project shall not exceed the penal sum set forth under the first paragraph hereof. Such bonds shall not be cumulative. Termination under the Performance Bond shall be deemed to have occurred when this Bond becomes effective.

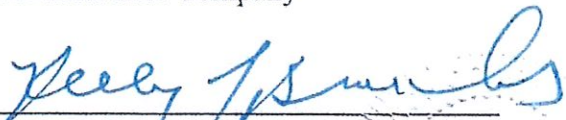
No right of action shall accrue hereunder to or for the benefit of any person or entity other the Oblige named herein, nor shall any suit be filed or action maintained on this bond more than twenty five (25) months after the date of the earliest timely notice of defect by Oblige to Surety.

SIGNED, SEALED AND DATED THIS 16th day of October, 2020.

Randy Roan Construction, Inc.
Principal

By: 

SureTec Insurance Company

By: 
Kelly J. Brooks, Attorney-in-Fact

JOINT LIMITED POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That SureTec Insurance Company, a Corporation duly organized and existing under the laws of the State of Texas and having its principal office in the County of Harris, Texas and Markel Insurance Company (the "Company"), a corporation duly organized and existing under the laws of the state of Illinois, and having its principal administrative office in Glen Allen, Virginia, does by these presents make, constitute and appoint:

C. A. McClure, Kelly J. Brooks, Kenneth L. Meyer, Michelle Ulery

Their true and lawful agent(s) and attorney(s)-in-fact, each in their separate capacity if more than one is named above, to make, execute, seal and deliver for and on their own behalf, individually as a surety or jointly, as co-sureties, and as their act and deed any and all bonds and other undertaking in suretyship provided; however, that the penal sum of any one such instrument executed hereunder shall not exceed the sum of:

Fifty Million and 00/100 Dollars (\$50,000,000.00)

This Power of Attorney is granted and is signed and sealed under and by the authority of the following Resolutions adopted by the Board of Directors of SureTec Insurance Company and Markel Insurance Company:

"RESOLVED, That the President, Senior Vice President, Vice President, Assistant Vice President, Secretary, Treasurer and each of them hereby is authorized to execute powers of attorney, and such authority can be executed by use of facsimile signature, which may be attested or acknowledged by any officer or attorney, of the company, qualifying the attorney or attorneys named in the given power of attorney, to execute in behalf of, and acknowledge as the act and deed of the SureTec Insurance Company and Markel Insurance Company, as the case may be, all bond undertakings and contracts of suretyship, and to affix the corporate seal thereto."

IN WITNESS WHEREOF, Markel Insurance Company and SureTec Insurance Company have caused their official seal to be hereunto affixed and these presents to be signed by their duly authorized officers on the 8th day of January, 2020.

SureTec Insurance Company

By: Michael C. Keimig
Michael C. Keimig, President



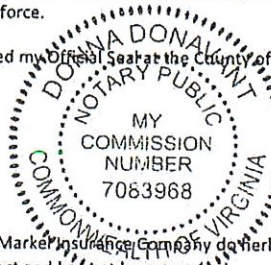
Markel Insurance Company

By: Robin Russo
Robin Russo, Senior Vice President

Commonwealth of Virginia
County of Henrico SS:

On this 8th day of January, 2020 A. D., before me, a Notary Public of the Commonwealth of Virginia, in and for the County of Henrico, duly commissioned and qualified, came THE ABOVE OFFICERS OF THE COMPANIES, to me personally known to be the individuals and officers described in, who executed the preceding instrument, and they acknowledged the execution of same, and being by me duly sworn, disposed and said that they are the officers of the said companies aforesaid, and that the seals affixed to the proceeding instrument are the Corporate Seals of said Companies, and the said Corporate Seals and their signatures as officers were duly affixed and subscribed to the said instrument by the authority and direction of the said companies, and that Resolutions adopted by the Board of Directors of said Companies referred to in the preceding instrument is now in force.

IN TESTIMONY WHEREOF, I have hereunto set my hand, and affixed my official seal at the County of Henrico, the day and year first above written.



By: Donna Donavant
Donna Donavant, Notary Public
My commission expires 1/31/2023

We, the undersigned Officers of SureTec Insurance Company and Markel Insurance Company do hereby certify that the original POWER OF ATTORNEY of which the foregoing is a full, true and correct copy is still in full force and effect and has not been revoked.

IN WITNESS WHEREOF, we have hereunto set our hands, and affixed the Seals of said Companies, on the 16th day of October, 2020.

SureTec Insurance Company

By: M. Brent Beaty
M. Brent Beaty, Assistant Secretary

Markel Insurance Company

By: Richard R. Grinnan
Richard R. Grinnan, Vice President and Secretary

SureTec Insurance Company
THIS BOND RIDER CONTAINS IMPORTANT COVERAGE INFORMATION
Statutory Complaint Notice

To obtain information or make a complaint:

You may call the Surety's toll free telephone number for information or to make a complaint at: 1-866-732-0099

You may also write to the Surety at:

SureTec Insurance Company
5000 Plaza on the Lake, Suite 290
Austin, TX 78746

You may contact the Texas Department of Insurance to obtain information on companies, coverage, rights or complaints at 1-800-252-3439.

You may write the Texas Department of Insurance at

PO Box 149104
Austin, TX 78714-9104
Fax#: 512-475-1771

PREMIUM OR CLAIM DISPUTES: Should you have a dispute concerning your premium or about a claim, you should contact the Surety first. If the dispute is not resolved, you may contact the Texas Department of Insurance.

**Important Notice Regarding
Terrorism Risk Insurance Act of 2002**

In accordance with the Terrorism Risk Insurance Act of 2002 (the "Act"), this disclosure notice is provided for surety bonds on which one or more of the following companies is the issuing surety: SureTec Insurance Company, U. S. Specialty Insurance Company, and any other company that is added to SureTec Insurance Company for which surety business is underwritten by SureTec Insurance Company ("Issuing Sureties").

The premium attributable to any bond coverage for "acts of terrorism" as defined in Section 102(1) of the Act is Zero Dollars (\$0.00).

The United States will reimburse the Issuing Sureties for ninety percent (90%) of any covered losses from terrorist acts certified under the Act exceeding the applicable surety deductible.

The actual coverage provided by your bond for acts of terrorism, as is true for all coverages, is limited by the terms, conditions, exclusions, penalties, limits, other provisions of your bond and the underlying contract, any endorsements to the bond and generally applicable rules of law. This Important Notice Regarding Terrorism Insurance Risk Act of 2002 is for informational purposes only and does not create coverage nor become a part or condition of the attached document.

**Exclusion of Liability for
Mold, Mycotoxins, and Fungi**

The Bond to which this Rider is attached does not provide coverage for, and the surety thereon shall not be liable for, molds, living or dead fungi, bacteria, allergins, histamines, spores, hyphae, or mycotoxins, or their related products or parts, nor the remediation thereof, nor the consequences of their occurrence, existence, or appearance.

Maintenance Bond – Please see the attached Rider for important notices and coverage information

CERTIFICATE OF ACCEPTANCE

Randy Roan Construction, Inc.
6052 N. FM 1486
Montgomery, TX 77356

Re: Final Inspection – Shoppes at Montgomery Retail Plaza Public Waterline Extension Dev. No. 1018
City of Montgomery
TIN No. 74-263592

Gentlemen:

This is to certify that City of Montgomery accepts the subject project on the basis of the Certificate of Substantial Completion issued by our engineers, Jones|Carter, and understands that a guarantee shall cover a period of one (1) year beginning October 16, 2020.

By: _____
Mr. Richard Tramm
City Administrator, City of Montgomery

Approved by City Council on: _____

K:\W5841\W5841-1018-00 The Shoppes at Montgomery\3 Construction Phase\Ph. 2\W5841-1018-00 Certificate of Acceptance.doc

cc (via email): Mr. Richard Tramm – City of Montgomery, City Administrator
Ms. Susan Hensley – City of Montgomery, City Secretary
Mr. Alan P. Petrov – Johnson Petrov, LLP, City Attorney
Mr. Jonathan Bellock – First Hartford Realty Corporation, Developer

Montgomery City Council
AGENDA REPORT

| | |
|--|--|
| Meeting Date: November 10, 2020 | Budgeted Amount: N/A |
| Prepared By: Dave McCorquodale | Exhibits: P&Z recommendation, City Engineer's memo and variance application with details for each request |

Subject

Consideration and possible action regarding variances, as recommended by the Montgomery Planning & Zoning Commission, to City Code of Ordinances, Chapter 78 – Subdivisions, Sections as detailed below:

- a. Section 78-125 – Streets: A request for non-residential driveway spacing of approximately 60-foot adjacent left corner clearance and approximately 100-foot adjacent right corner clearance instead of the required 185-foot required spacing on secondary streets for Moon Over Montgomery located at 1062 Clepper Street.
- b. Section 78-96 – Parking Requirements: A request to use the TrueGrid paving system in lieu of concrete or asphalt for the parking lot surface of the proposed Montgomery Food Truck Park located at 21806 Eva Street.
- c. Section 78-3 – Purpose statutory authority; territorial jurisdiction, (d) water and sanitary sewer service: A request to waive the platting requirement for a property to receive water and sanitary sewer service for Texas Twist and Shakes, LLC located at the northeast corner of Caroline and Liberty Streets in the historic downtown.

Description

The attached information explains the circumstances and details for each request. The P&Z Commission considered the requests and recommended approval of all three variances at their regular meeting on Tuesday November 3, 2020. The City Engineer's memos are attached. Staff has no objections to the variance requests.

Recommendation

Consider approval of the variance requests, as recommended by the P&Z Commission. For action taken, please either make one motion for all items or specify by letter for motions that cover individual items (e.g. "for items a and b") to provide clarity of the recorded action.

Approved By

| | | |
|--------------------------|-----------------------------|-----------------|
| Asst. City Administrator | Dave McCorquodale <i>DM</i> | Date: 11/5/2020 |
| City Administrator | Richard Tramm <i>RT</i> | Date: 11/5/2020 |

PLANNING & ZONING COMMISSION OPINION OF FINDINGS

TO: MONTGOMERY MAYOR AND CITY COUNCIL

FROM: PLANNING & ZONING COMMISSION

CC: RICHARD TRAMM, CITY ADMINISTRATOR

SUBJECT: OPINION OF THE PLANNING & ZONING COMMISSION REGARDING
A VARIANCE REQUEST FOR A NON-RESIDENTIAL DRIVEWAY SPACING OF LESS
THAN 185-FEET SPACING ON SECONDARY STREETS FOR MOON OVER
MONTGOMERY LOCATED AT 1062 CLEPPER STREET

Mayor and Members of City Council,

Pursuant to Section 78-28 of the City of Montgomery Code of Ordinances (“the Code”), the Montgomery Planning and Zoning Commission met on November 3, 2020 to consider a variance request from Moon Over Montgomery to allow a non-residential driveway spacing of approximately 60-feet left and 100-feet right clearances instead of the required 185-feet on secondary streets as required in Section 78-125.

After considering the request and supporting information, the Commission at its November 3rd meeting recommended approval of the variance request with no conditions attached.

Submitted on behalf of the Planning & Zoning Commission,



Dave McCorquodale
Assistant City Administrator and Director of Planning & Development

Montgomery Planning and Zoning Commission
AGENDA REPORT

| | |
|---------------------------------------|---|
| Meeting Date: November 3, 2020 | Budgeted Amount: N/A |
| Prepared By: Dave McCorquodale | Exhibits: Sign applications and images |

Subject

Consideration and possible action regarding a recommendation to City Council for a requested variance to the Subdivision Ordinance related to driveway spacing for Moon Over Montgomery located at 1062 Clepper Street.

Description

This project is a short-term rental cottage project behind Jim's Hardware. The City Council approved a Special Use Permit for the project last year and development planning has been underway since. The final site plans are being developed and the wording of the City Subdivision Ordinance prevents the property from having a driveway based on spacing requirements.

Since the property needs a driveway, staff suggests recommending to the City Council approval of the variance request.

Recommendation

Consider the variance request for driveway spacing and make a recommendation to City council as you see fit.

Approved By

| | | |
|--------------------------|-----------------------------|------------------|
| Asst. City Administrator | Dave McCorquodale <i>DM</i> | Date: 10/30/2020 |
| City Administrator | Richard Tramm <i>RT</i> | Date: 10/30/2020 |



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

October 28, 2020

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

Re: Variance Request
Moon Over Montgomery (Dev. No. 1907)
City of Montgomery

Dear Commission:

Larry D. Jacobs & Beverly S. Jacobs ("the Developer") plan to proceed with construction of a new special use commercial development along Clepper Street, north of SH-105. The Developer is requesting the following variance from the City's Code of Ordinances:

- Section 78-125: The Code of Ordinances requires nonresidential driveways to maintain adjacent left, adjacent right, and opposite right corner clearance of at least 185 feet and opposite left corner clearance of at least 90 feet on secondary streets. The Developer is requesting a variance to allow adjacent left corner clearance of approximately 60 feet and adjacent right corner clearance of approximately 100 feet.

Enclosed you will find the request for variance as submitted by the engineer for the development. We offer no objection to the Developer's request on the basis that there is insufficient space between the existing driveways to meet nonresidential spacing requirements anywhere along the frontage of the tract. Therefore, the ordinance as written would prohibit use of the tract per the Developer's special use permit with the City.

Approval of the requested variances does not constitute plan approval and only allows the Developer to further refine the proposed civil site plans, which will require the full review and approval of the City.

If you have any questions or comments, please contact me.

Sincerely,

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

Chris Roznovsky, PE
Engineer for the City

CVR/ab

K:\W5841\W5841-0900-00 General Consultation\Correspondence\Letters\2020\MEMO to P&Z RE Moon Over Montgomery Variance Request.doc

Enclosures: Variance Request

Cc (via email): Mr. Richard Tramm – City of Montgomery, City Administrator
Ms. Susan Hensley – City of Montgomery, City Secretary
Mr. Dave McCorquodale – City of Montgomery, Director of Planning & Development
Mr. Alan Petrov – Johnson Petrov, LLP, City Attorney



Variance Request Application

City of Montgomery
101 Old Plantersville Road
Montgomery, Texas 77316
(936) 597-6434

Upon completion return application to dmccorquodale@ci.montgomery.tx.us

Contact Information

Property Owner(s): Jacobs 2012 Descendants Trust

Address: 14327 Liberty Street, Montgomery, TX Zip Code: 77356

Email Address: _____ Phone: _____

Applicants: Spearpoint Engineering, LLC (Sarah Green)

Address: 504 W. Montgomery, Willis, TX

Email Address: sarah@spetexas.com Phone: 936-244-9171

Parcel Information

Property Identification Number (MCAD R#): R31353, R465251

Legal Description: A0008- Corner John, Tract 34, Acres 2.187; A0008-Corner John, Tract 35, Acres 0.47

Street Address or Location: Clepper

Acreage: 2.187, 0.47 Present Zoning: Residential (R-1) Present Land Use: Residential

Variance Request

Applicant is requesting a variance from the following:

City of Montgomery Ordinance No.: 2011-09 Section(s): 78-125

Ordinance wording as stated in Section (78-125(4)):

(4)Nonresidential driveway spacing. All nonresidential driveways shall meet the following minimum spacing requirements:

a.Adjacent left, adjacent right, and opposite right corner clearance and commercial driveway spacing is determined by the classification of the street as follows (where raised medians are present, the spacing can be reduced by 20 percent):

- 1.Major streets: 275 feet; 220 feet with raised medians.
- 2.Commercial streets: 230 feet; 185 feet with raised medians.
- 3.Secondary streets: 185 feet; 150 feet with raised medians.

Detail the variance request by comparing what the ordinance states to what the applicant is requesting:

Proposed driveway will have to be within the allowed 185 Ft., as the entire property front is under 185 ft..

Signatures

Owner(s) of record for the above described parcel:

Signature: Mary Jones Date: Sept 28, 2020

Signature: _____ Date: _____

Signature: _____ Date: _____

Note: Signatures are required for all owners of record for the property proposed for variance. Attach additional signatures on a separate sheet of paper.

Additional Information

The following information must also be submitted:

Cover letter on company letterhead stating what is being asked. []

A site plan.

All applicable fees and payments. N/A

The application from must be signed by the owner/applicant. If the applicant is not the owner, written authorization from the owner authorizing the applicant to submit the variance request shall be submitted.

| | |
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| <p>Date Received <i>Office Use</i></p> | |
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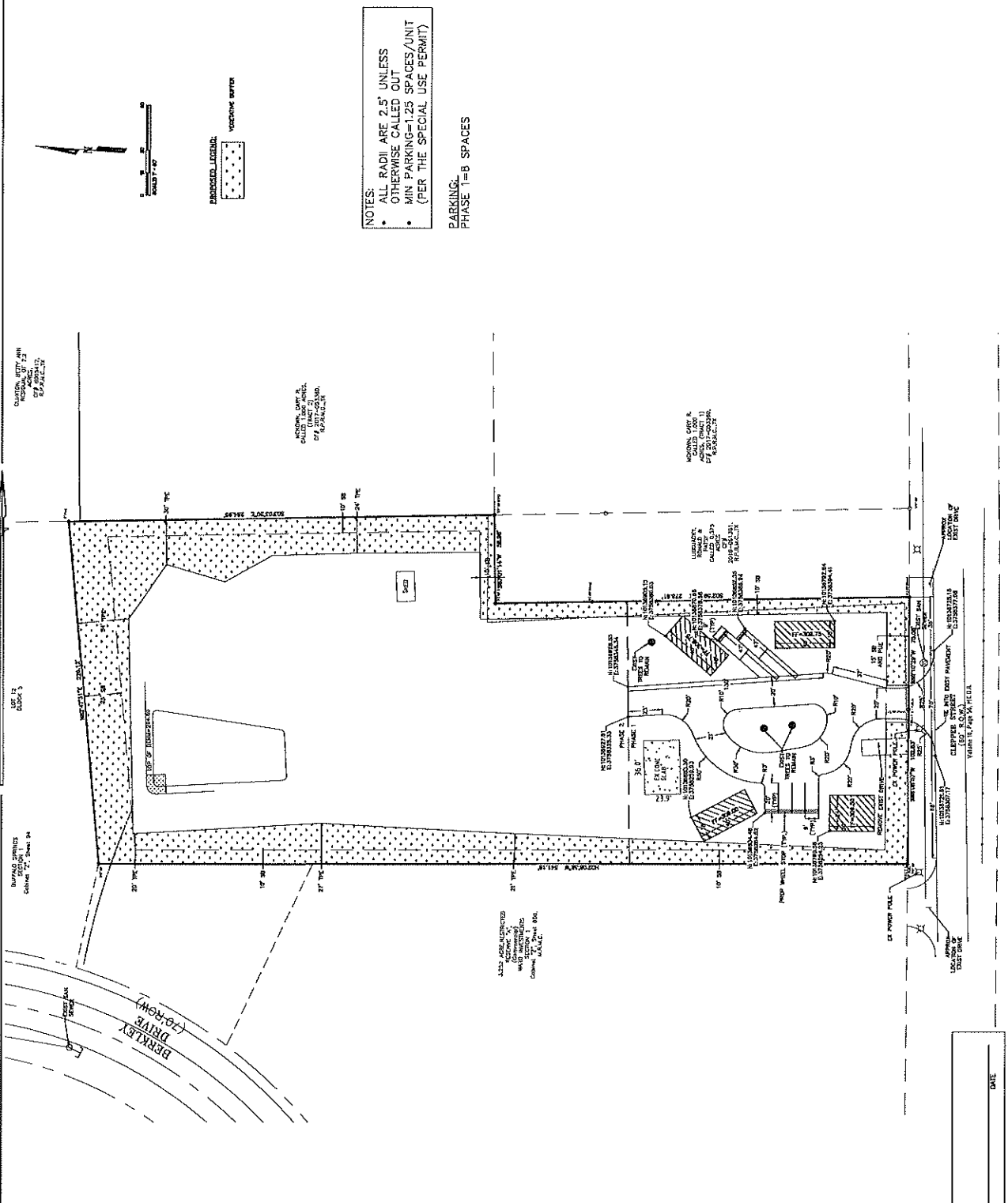
COMMIT. DATE

REV. DATE

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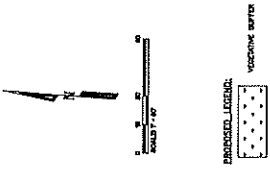
COMMIT. DATE



NOTES:

- ALL RADII ARE 2.5' UNLESS OTHERWISE CALLED OUT
- MIN PARKING=1.25 SPACES/UNIT (PER THE SPECIAL USE PERMIT)

PARKING:
PHASE 1=B SPACES



DATE _____



CITY OF MONTGOMERY, CITY ENGINEER
SIGNATURE VALID FOR ONE (1) YEAR

DATE _____

SPEAR POINT ENGINEERING, LLC

TRPE Firm No. 18904
204 W MONTGOMERY
WILLIS, TX 77378



SITE PLAN

CONSTRUCTION PLANS FOR
PAYING, SANITARY, WATER AND DRAINAGE
SYSTEMS
MOON OVER MONTGOMERY
MONTGOMERY, TEXAS

REVISIONS:
NO. DATE BY
1 11/11/11 GAW

JOB # 1102
SHEET: 03 of 10



Spear Point Engineering, LLC
TBPE Firm No. 18904
204 W. Montgomery St., Willis, TX 77378
www.SPETexas.com

October 7, 2020

City of Montgomery
101 Old Plantersville Road
Montgomery, TX 77316

To whom it may concern,

For the properties within the City of Montgomery City Limits R31353 and R4352521, we are requesting a variance of driveway spacing (City of Montgomery Code of Ordinances Sec. 78-125). No matter where the proposed driveway is placed along the frontage, there is not sufficient distance between either neighboring driveway. Please see attached site plan for distances.

This development will consist of 4 rental cabins that will not generate excessive amounts of traffic. The location of the proposed driveway will not negatively impact current traffic flow nor will it negatively impact drainage on Clepper.

Thank you for your time,

A handwritten signature in blue ink, appearing to read "Sarah Green".

Sarah Green
Project Manager
sarah@spetexas.com
936-244-9171

PLANNING & ZONING COMMISSION OPINION OF FINDINGS

TO: MONTGOMERY MAYOR AND CITY COUNCIL

FROM: PLANNING & ZONING COMMISSION

CC: RICHARD TRAMM, CITY ADMINISTRATOR

SUBJECT: OPINION OF THE PLANNING & ZONING COMMISSION REGARDING A VARIANCE REQUEST TO ALLOW THE USE OF THE TRUEGRID PAVING SYSTEM IN LIEU OF CONCRETE OR ASPHALT FOR THE PARKING LOT SURFACE OF THE PROPOSED MONTGOMERY FOOD TRUCK PARK LOCATED AT 21806 EVA STREET.

Mayor and Members of City Council,

Pursuant to Section 78-28 of the City of Montgomery Code of Ordinances ("the Code"), the Montgomery Planning and Zoning Commission met on November 3, 2020 to consider a variance request for the proposed Montgomery Food Truck Park parking lot to use the TrueGrid paving system in lieu of asphalt or concrete as required by Section 78-96.

After considering the request and supporting information, the Commission at its November 3rd meeting recommended approval of the variance request with the following conditions:

- Extend the concrete approach as detailed by the City Engineer.

Submitted on behalf of the Planning & Zoning Commission,



Dave McCorquodale
Assistant City Administrator and Director of Planning & Development

Montgomery Planning and Zoning Commission
AGENDA REPORT

| | |
|---------------------------------------|--|
| Meeting Date: November 3, 2020 | Budgeted Amount: N/A |
| Prepared By: Dave McCorquodale | Exhibits: Engineer's memo; variance application and product information |

Subject

Consideration and possible action regarding a recommendation to City Council for a requested variance to the Subdivision Ordinance related to the proposed parking lot surface for a proposed food truck park to be located at 21806 Eva Street, Montgomery, Texas.

Description

The proposed project is a food truck park immediately west of Solomon Electric and roughly across the street from the Lone Star Cowboy Church. Prior to moving forward with the feasibility study and detailed planning for the project, the applicants have asked the City to consider the parking variance as a stand-alone item.

The City ordinance does not allow for alternatives to impervious paving such as asphalt or concrete. However, the ordinance was written with the intent of preventing nuisance issues like mud, dirt, and dust from unpaved parking lots. In recent years, advances in construction technology have resulted in new products that achieve the surface performance of asphalt and concrete while also providing stormwater runoff benefits.

As additional information, storm runoff from this site eventually ends up in Town Creek on the northwest side of the City. The City is currently working on ways to reduce flooding risk along Town Creek, and projects like this that use innovative ways to manage on-site stormwater provide a benefit to the City and contribute to achieving this goal.

Recommendation

Consider the request to use the TrueGrid paving system in place of asphalt or concrete for the parking lot and make a recommendation to City Council as you see fit.

Approved By

| | | |
|--------------------------|-----------------------------|------------------|
| Asst. City Administrator | Dave McCorquodale <i>DM</i> | Date: 10/30/2020 |
| City Administrator | Richard Tramm <i>RT</i> | Date: 10/30/2020 |



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

October 30, 2020

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

Re: Variance Request
Montgomery Food Truck Park
City of Montgomery

Dear Commission:

Josh Cheatham ("the Developer") plans to proceed with developing a food truck park location at 21300 Eva Street. The Developer is requesting the following variance from the City's Code of Ordinances:

- Section 78-96: The Code of Ordinances requires nonresidential driveways and parking lots be paved with asphalt or concrete. The Developer is requesting a variance to allow the use of a permeable pavement system, similar to TureGrid, in lieu of asphalt or concrete.

Enclosed you will find the request for variance as submitted by the engineer for the development including a site plan and information regarding the TrueGrid system.

We offer no objection to the concept of using permeable paving system on the parking areas and secondary drive aisles. However, we would recommend the main drive aisle off the driveway be constructed of asphalt or concrete for a total length of approximately 75' from the edge of pavement of SH-105 to allow for adequate deceleration space. The Developer will need to submit final details and specifications including a drainage analysis confirming detention is not required with his construction plans for review and approval by the City.

Approval of the requested variances does not constitute plan approval and only allows the Developer to further refine the proposed civil site plans, which will require the full review and approval of the City. Additionally, the proposed development will need to go through the Utility and Economic Feasibility Study and platting process.

If you have any questions or comments, please contact me.

Sincerely,

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

Chris Roznovsky, PE
Engineer for the City



CVR

K:\W5841\W5841-0900-00 General Consultation\Correspondence\Letters\2020\MEMO to P&Z RE Food Truck Park Variance Request.doc

Enclosures: Variance Request

Cc (via email): Mr. Richard Tramm – City of Montgomery, City Administrator
Ms. Susan Hensley – City of Montgomery, City Secretary
Mr. Dave McCorquodale – City of Montgomery, Director of Planning & Development
Mr. Alan Petrov – Johnson Petrov, LLP, City Attorney

October 22, 2020

City of Montgomery
C/o Dave McCorquodale
101 Old Plantersville Road
Montgomery, TX 77316


RE: Variance request for Montgomery Food Truck Park regarding requirements for parking lot pavement type

According to Sections 78-96 of the City of Montgomery Code of Ordinances, any parking lots or drives shall be paved with asphalt or concrete. The proposed development will consist of multiple food truck vendors, and an outdoor amenity area for games/music. We propose to utilize a permeable pavement system such as TrueGrid in lieu of asphalt or concrete. We feel a variance request to utilize TrueGrid is warranted for the following reasons:

- The pavement system is certified to be permeable, which reduces stormwater flow and does have the ability to store stormwater within the void spaces of the aggregate. TrueGrid is also an environmentally friendly low impact development permeable pavement system that removes pollutants as it is filtered through its aggregate system prior to reaching the water table.
- Since the pavement system is permeable, detention would not be required allowing us to maximize the development space with parking to accommodate large events.
- TrueGrid has a lifespan of 25 years and has a manufacture warranty of 10 years. The pavement system is HS20 rates, which means it is capable of withstanding loads for firetrucks. It is also ADA compliant.

It is for the above-mentioned reasons that we feel the variance requests should be considered and approved. Please feel free to contact me at 936-647-0420 if you have any questions or concerns.

Thank you,



Jonathan White, PE
L Squared Engineering
Senior Project Manager, Partner
936-647-0420
Jwhite@L2engineering.com

Attachments: Variance Request Application, Preliminary Site Plan, TrueGrid Heavy Load Detail, TrueGrid Information Packet, TrueGrid Specification



Variance Request Application

City of Montgomery
101 Old Plantersville Road
Montgomery, Texas 77316
(936) 597-6434

Upon completion return application to shensley@ci.montgomery.tx.us

Contact Information

Property Owner(s): Josh Cheatham

Address: 21300 Eva Street, Suite 200 Montgomery, TX Zip Code: 77356

Email Address: jcheatham@lee-associates.com Phone: 281-770-2748

Applicants: L Squared Engineering

Address: 3307 W Davis Street, Suite 100 Conroe, TX 77304

Email Address: Jwhite@L2Engineering.com Phone: 936-647-0420

Parcel Information

Property Identification Number (MCAD R#): 124059 and 124058

Legal Description: Lot 9-B and 9-C within Area F, Montgomery Townsite 06

Street Address or Location: 21806 Eva Street Montgomery, TX 77356

Acreage: 2.67 Present Zoning: Commercial Present Land Use: Single Family Residence

Variance Request

Applicant is requesting a variance from the following:

City of Montgomery Ordinance No.: 2011-09 Section(s): 78-96

Ordinance wording as stated in Section (78-96): _____

Any parking lots or drives, excluding single-family residential driveways, shall be paved with asphalt or concrete.

Detail the variance request by comparing what the ordinance states to what the applicant is requesting:

Development is proposing to use TrueGrid permeable pavement, instead of asphalt or concrete for the drive aisles and parking areas.

Signatures

Owner(s) of record for the above described parcel:

Signature: *[Handwritten Signature]* Date: 10/22/20

Signature: _____ Date: _____

Signature: _____ Date: _____

Note: Signatures are required for all owners of record for the property proposed for variance. Attach additional signatures on a separate sheet of paper.

*** Additional Information ***

The following information must also be submitted:

Cover letter on company letterhead stating what is being asked.

A site plan.

All applicable fees and payments.

The application from must be signed by the owner/applicant. If the applicant is not the owner, written authorization from the owner authorizing the applicant to submit the variance request shall be submitted.

| | |
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| <p>Date Received <i>Office Use</i></p> | |
|---|--|

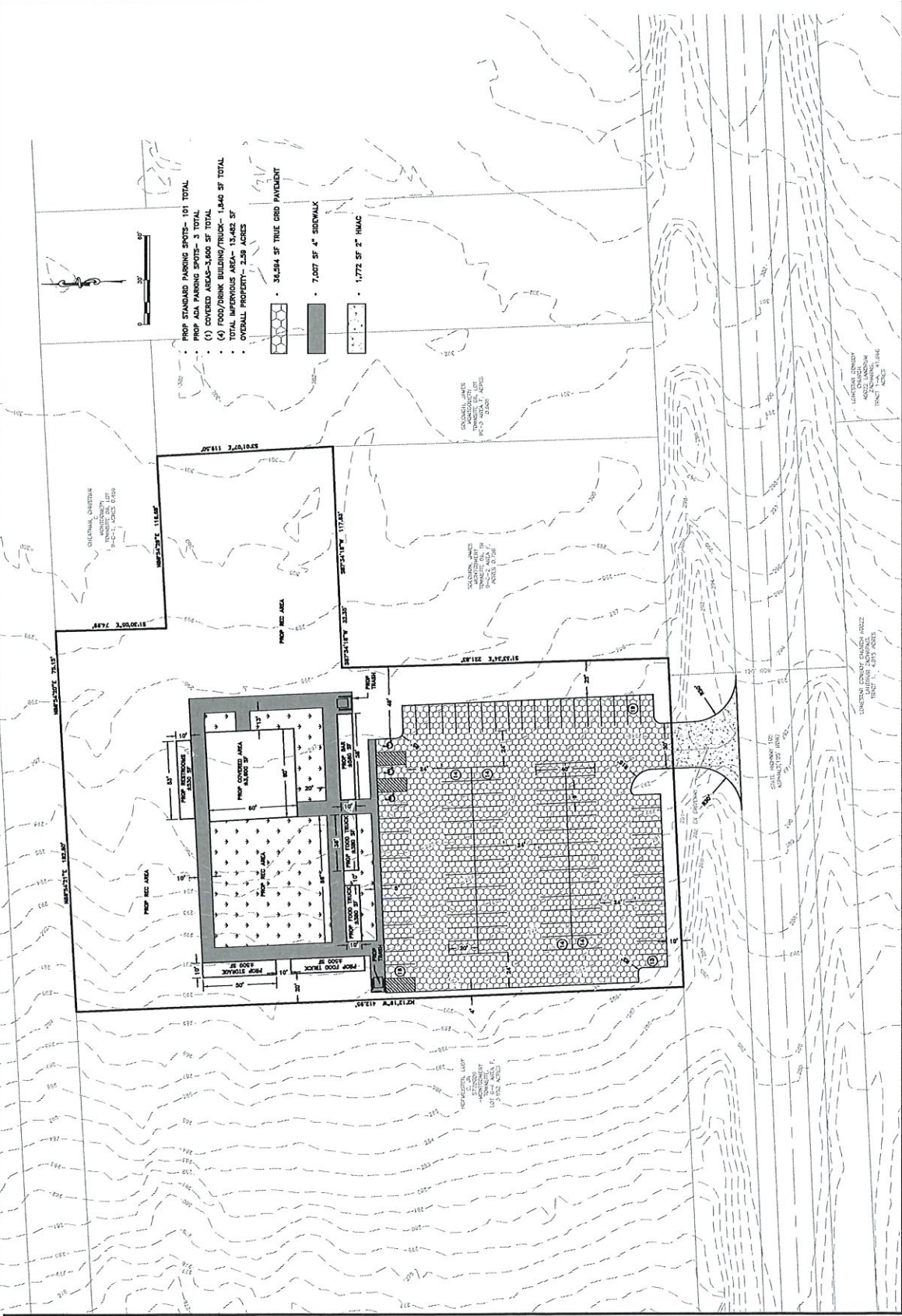


LSQUARED ENGINEERING
 MUNICIPAL, COMMERCIAL, RESIDENTIAL
 1000 WEST 10TH AVENUE
 DENVER, CO 80202
 TEL: 303.733.8888
 WWW.LSQUARED.COM

MONTGOMERY FOOD TRUCK PARK

PRELIMINARY SITE PLAN

| | |
|--|------------------------|
| DATE | 10/21/2020 |
| PROJECT | MONTGOMERY FOOD TRUCKS |
| SCALE | 1" = 30' (PLAN) |
| SHEET | 01 |
| THIS DRAWING IS VALID FOR THE SCOPE OF THE PROJECT AND THE INFORMATION PROVIDED HEREON IS FOR INFORMATION ONLY. IT IS NOT TO BE USED FOR CONSTRUCTION. | |



- PROP STANDARD PARKING SPOTS- 101 TOTAL
- PROP ADA PARKING SPOTS- 3 TOTAL
- (1) COVERED AREA- 3,600 SF TOTAL
- (4) FOOD/DRINK BUILDING/TRUCK- 1,840 SF TOTAL
- TOTAL IMPERVIOUS AREA- 13,482 SF
- OVERALL PROPERTY- 2.59 ACRES



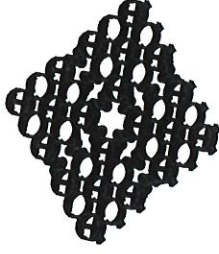
EXISTING UTILITY LOCATIONS
 1" = 40' (VERTICAL)
 1" = 40' (HORIZONTAL)
 TRACT 10452

EXISTING UTILITY LOCATIONS
 1" = 40' (VERTICAL)
 1" = 40' (HORIZONTAL)
 TRACT 10452

EXISTING UTILITY LOCATIONS
 1" = 40' (VERTICAL)
 1" = 40' (HORIZONTAL)
 TRACT 10452

NOTES:

1. SUB-BASE DEPTH AND PREPARATION IS DEPENDENT ON SITE CONDITIONS PLUS LOADING REQUIREMENTS.
2. TRUEGRID PRO PLUS PRODUCTS DESIGNED FOR LOAD CAPACITIES OF 120,000 LBS PER SQ. FT. TRUEGRID PRODUCTS STRENGTHEN WITH FILL MATERIAL.
3. TRUEGRID PRO PLUS PRODUCTS ARE SUFFICIENTLY RATED FOR H-20 /HS-20 LOADING AND GREATER.
4. GEOGRID MESH OR GEOFABRIC MAY BE REQUIRED BETWEEN SUB-GRADE & SUB-BASE FOR CERTAIN SOILS AND SITE SPECIFIC REQUIREMENTS.
5. INCREASE SUB-BASE DEPTH FOR INCREASED STORM WATER DETENTION.
6. NO STAKING NECESSARY WITH TRUEGRID PRO PLUS WHEN SLOPE IS BELOW 10 DEGREES. ASSESS PROJECT, AS NEEDED.
7. FINAL ENGINEERED CROSS SECTION AGGREGATES AND DEPTH SHOULD ALLOW FOR EXPECTED INFILTRATION RATES. STORAGE CAPACITIES, OUTLET FLOW RATES, AND OTHER SITE SPECIFIC CONDITIONS AND LOAD REQUIREMENTS.
8. THIS CROSS SECTION IS FOR INFORMATION ONLY.



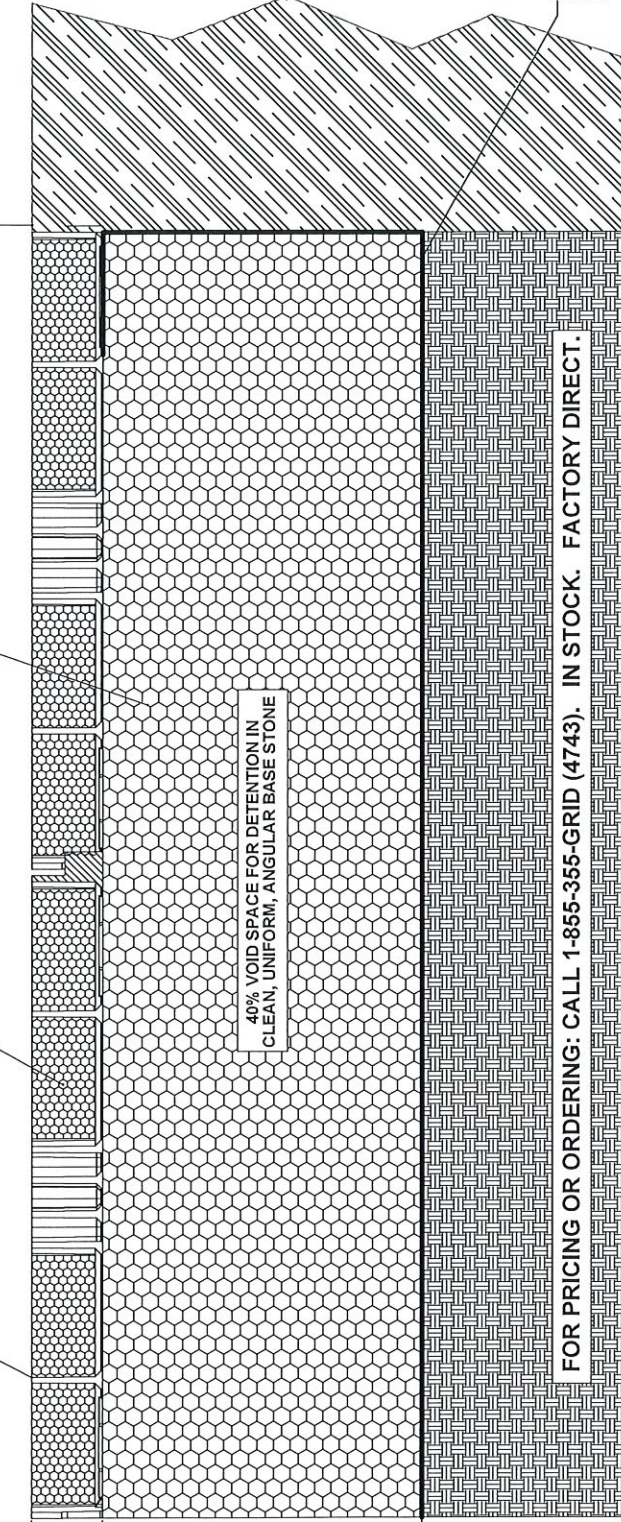
TRUEGRID BLOCK REFERENCE VIEW
 PREASSEMBLED & DELIVERED IN 4' X 4' SHEET, RECONFIGURED AS NEEDED. NO EXTRA TOOLING OR ACCESSORIES REQUIRED

SUB-BASE
 3/4" OR 1" CLEAN, WASHED ANGULAR STONE
 FOR DETENTION CONSIDERATIONS,
 I.E. #57 STONE OR CLASS II TYPE ROAD
 BASE. COMPACTED WHEN NO DETENTION
 OR HEAVY DRAINAGE NEEDED.

TRUEGRID FILL MATERIAL 1.8" DEPTH
 ANY AGGREGATE 3/4" DIA. OR 5/8"
 DIA./CLEAN, WASHED

TRUEGRID PERMEABLE
 PAVING SYSTEM

ADJOINING FINISH GRADE TRUEGRID
 SURFACE FLUSH OR SLIGHTLY RECESSED



FOR PRICING OR ORDERING: CALL 1-855-355-GRID (4743). IN STOCK. FACTORY DIRECT.

APPLICATION:

HEAVY LOAD PARKING LOT, FIRE LANES,
 EQUIPMENT YARD, SERVICE ROADS.

GRAVEL FILL HEAVY LOAD TRUEGRID PRO PLUS

1-855-355-GRID (4743)

CLIENT / PROJECT
 UNLESS OTHERWISE SPECIFIED,
 DIMENSIONS ARE IN INCHES



U.S.A.

TRUEGRIDPAVER.com

| REV | DATE | BY | CHECKED | APPROVED | DATE |
|----------|------|----|---------|----------|------|
| 03 | | JT | JT | CW | |
| REVISION | | | | | |

APPROVAL INFORMATION

| DATE | BY | FOR |
|---------|----------|--------------|
| 6/20/15 | J. Theby | DESIGN |
| 6/20/15 | J. Theby | CONSTRUCTION |
| 6/20/15 | C. White | INSPECTION |



TRUEGRID GRAVEL
 FILL INSTALLATION
 HEAVY LOAD

| | |
|---------------------|----|
| SCALE: 1/4" = 1'-0" | 8 |
| SHEET | 03 |



TRUEGRID was developed in the U.S.A, and TRUEGRID is manufactured and will always be manufactured in the U.S.A.

It is produced from 100% post-consumer recycled material.

We take plastic products with a short life cycle that end up in our land-fills, and we turn them into TRUEGRID...a product with a very long life cycle...which can then be recycled again.

Introduction to the TRUEGRID System

In urban watersheds, almost all of the impervious surface area is represented by building rooftops and paved surfaces. In residential areas most of the paved area is represented by the roadway system and residential driveways. Parking lots and paved industrial storage areas represent an even larger portion of the impervious surface in commercial and industrial areas. Impervious pavements can produce two-thirds of the excess runoff in an urban catchment. Runoff from impervious pavements contributes a substantial loading of hydrocarbons and heavy metal pollutants, and contributes greatly to the increased temperature of surface runoff. In most urban jurisdictions, a paved roadway system with a traditional curb and gutter configuration provides a key component of the overall urban drainage system. Surface flow from adjoining tributary watersheds is conveyed directly into catch basin inlets and connected piping systems. In these traditional impervious paved systems, the runoff coefficient (runoff volume) is increased and the time of concentration is decreased resulting in increased peak rates of runoff.

TRUEGRID provides a highly permeable stabilized surfaces that can be used for the movement and parking of vehicles (automobiles, trucks, construction equipment, aircraft, etc.) and storage of materials and equipment. Compared to conventional pavement, the TRUEGRID system is designed to infiltrate storm water runoff instead of shedding it off the surface. TRUEGRID will reduce the amount of runoff by allowing water to pass through surfaces that would otherwise be impervious. The storm water passes through the load bearing surface and aggregate sub base that are selected based upon the intended application and required infiltration rate. Runoff is stored in the stone aggregate sub base course / storage layer, and allowed to infiltrate into the surrounding soil (functioning like an infiltration basin).

A **TRUEGRID** surface has very high initial surface infiltration rates and can immediately infiltrate and store rainfall and runoff from high intensity rainstorms. In many cases, direct runoff is completely eliminated. The surface infiltration rates for TRUEGRID will in most cases exceed 800 inches/hour. This is several orders of magnitude higher than all the rainfall intensities encountered in the Southwest and Midwest USA. These high infiltration rates are also 4 orders of magnitude higher than most soil infiltration rates. The TRUEGRID system relies on the ability of the void space within the surface material and the sub base to receive, store, and infiltrate water into the underlying sub soils. The aggregate sub base provides a temporary "reservoir", receiving the inflow from the surface pavement layer and providing temporary storage while the water is discharged to the sub grade through infiltration or released to surface discharge through a sub drain system.

TRUEGRID Permeable Pavers are designed to provide design professionals with an eco-friendly alternative to concrete and asphalt and other impervious surfaces.

Similar systems have been used in Europe for over 40 years and have been highly effective and accepted as a better alternative to impervious surfaces. TRUEGRID improved upon this concept and developed a stronger, more durable, USA made version that can handle any load and rigors concrete can handle....while being 100% permeable.

TRUEGRID has been honored as one of two winners, from hundreds of green technology products considered, to receive grants support for education from entities including the U.S. Department of the Interior and the U.S. Department of Energy. These grants were awarded to TRUEGRID to promote and educate others on the benefits of TRUEGRID as an eco-friendly alternative to concrete and asphalt. TRUEGRID was chosen due to its low impact development properties, its stormwater maintenance /high permeability qualities, high load capacities, long life expectancy-no maintenance performance and 100% post-consumer recycled material composition.

The value of the TRUEGRID systems includes:

Runoff volume reduction/elimination is achieved when TRUEGRID is placed over *in situ* soils and a defined volume of the water passing through the pavement is infiltrated into the soil subgrade below.

Peak runoff rate reduction is achieved when the volume of water passing through the TRUEGRID surface is "detained" for a defined period of time within the pavement cross-section and the open graded aggregate sub base beneath the pavement. The effective infiltration rate for the watershed is increased by trapping the water in the permeable surfaces and effectively increasing the time of concentration in the catchment area.

Pollutant removal. Specific field data on the reductions of pollutant concentrations by various permeable pavements are limited. However, reductions in the concentrations of total suspended solids and associated constituents, such as metals, oils, and greases appear to be relatively high. The fact that all permeable pavements significantly reduce the average annual runoff volume makes them very effective in reducing pollutant loads reaching the receiving waters. Infiltration of storm water runoff through the pavement surface will provide a degree of suspended solids removal followed by additional removal of colloidal solids and soluble pollutants in the aggregate sub base and sub soils. Sorption of metals to colloidal solids and within the pavement void matrix is another removal function. Soluble organic pollutants adsorbed within the pavement void matrix and the open graded aggregate sub base will be exposed to biodegradation over time. Adsorption and ion exchange occur as storm water travels through the unsaturated (vadose) zone below the aggregate base and reduce the particulate and dissolved pollutant loading to the groundwater (saturated zone). Permeable pavement can be used to provide ground water recharge. Some data suggest that as much as 70% to 80% of annual rainfall will go toward ground water recharge (Gburek and Urban, 1980). A third study by Brattebo and Booth (2003) indicates that many trademarked permeable paver systems effectively reduced concentrations of motor oil, copper, and zinc. Furthermore, the study found that almost all precipitation that fell on the permeable pavers infiltrated even after 6 years of daily use as a parking area.

Reduces Heat Island Effect. Heat Island Effect occurs in areas such as a city and industrial sites that have consistently higher temperatures than surrounding areas because of greater retention of heat. This retention of heat is due to buildings, concrete, and asphalt.

Using TRUEGRID in these “hot spot” areas for pathways, parking lots, driveways, roofs...etc., reduces the absorbability of solar rays and thus helps steady and cool the natural environment.

High load bearing capacity. TRUEGRID is designed with the highest load capacities of any grid system and can withstand significant structural loads. TRUEGRID provides a stable and continuous load-bearing surface throughout parking areas.

TRUEGRID will add to LEED Credits in the following categories.

- Water Efficiency
- Innovation & Design
- Sustainable Sites
- Indoor Environmental Quality
- Materials & Resources
- Energy & Atmosphere

Sub-base considerations for storm water detention

Crushed aggregate meeting ASTM No. 57 is commonly used for open-graded sub bases along with ASTM No. 2 to No. 4. These materials are widely available and they are recommended for most TRUEGRID Permeable Paver applications. These materials will have a nominal porosity (volume of voids/total volume of base) over 0.32 and a storage capacity in the void space (volume of voids/volume of aggregate) approaching 40%. A 40% void space provides 0.4 cubic feet of storage capacity for each cubic foot of aggregate (the volume of the base will need to be 2.5 times the volume of water to be stored).

Chart A: Permeable Base

AASHTO #57 permeable sub base material defined as:

| Sieve Size | | Percent Passing | |
|------------|-------|-----------------|---------|
| mm | In. | #57 | Typical |
| 37.5 | 1-1/2 | 100 | 100 |
| 25 | 1 | 95-100 | 97 |
| 19 | 3/4 | | 75 |
| 12.5 | 1/2 | 26-60 | 45 |
| 9.5 | 3/8 | | 25 |
| 4.75 | #4 | 0-10 | 5 |
| 2.36 | #8 | 0-5 | 2 |



PRODUCT GUIDE SPECIFICATION

SECTION 32 14 33.13 – PERMEABLE PLASTIC PAVING

PART 1 GENERAL

1.1 SECTION INCLUDES

- A. Base material, over sub base prepared by others.
- B. Porous pavement system with S-flexural joints for seasonal expansion and contraction.
- C. Parking, fire lane, and traffic delineation.
- D. Gravel fill.
- E. Grass fill.

1.2 RELATED REQUIREMENTS

- A. Section 31 20 00 – Earth Moving: Subgrade Preparation.
- B. Section 33 41 00 – Subdrainage: Subsurface Drainage.
- C. Section 32 10 00 – Bases, Ballasts, and Paving.
- D. Section 32 80 00 – Irrigation: Irrigation System.
- E. Section 32 30 00 – Site Improvements.
- F. Section 32 92 00 – Turf and Grasses.

1.3 PREINSTALLATION MEETINGS

- A. Convene pre-installation meeting a minimum of two weeks prior to start of porous paving systems Specifier Notes:
- B. Verify project requirements, subbase and base conditions, manufacturer's installation instructions and coordinate with other related work.
- C. Require attendance of parties directly affecting work of this section, including the contractor, architect, engineer, and installer. Manufacturer's representative may attend by phone conference as needed.

1.4 SUBMITTALS

- A. Submit under provisions of Section 01.
- B. Product Data: Submit manufacturer's product data.
 - 1. Preparation instructions and recommendations.
 - 2. Storage and handling requirements and recommendations.
 - 3. Installation methods.
- C. Shop drawings: Submit manufacturer's shop drawings including laying pattern and parking delineation locations.
- D. Samples: Submit two square samples of TRUEGRID Paver units.
- E. LEED and other Sustainable Design Submittals: Provide documentation of how the requirements for credit/certification will be met including, but not limited to: Recycled content, stormwater management, heat-island mitigation, water use reduction, site development, and regional materials.
- F. Manufacturer's Certificates: Certify products meet or specified requirements.
- G. Closeout Submittals: Provide manufacturer's maintenance instructions that include recommendations for periodic fertilizing and maintenance.

1.5 QUALITY ASSURANCE

- A. Manufacturer's Qualifications: Manufacturer with a minimum of five years documented experience with products specified.
- B. Installer Qualifications: Installer experienced in performing work of this section that has specialized in installation of work similar to that required for this project. Installer must also be able to provide skilled workman with satisfactory record of performance on landscaping or paving projects of comparable size and quality.

1.6 DELIVERY, STORAGE, AND HANDLING

- A. Store products in manufacturer's unopened packaging until ready for installation.
- B. Protect porous paver units from damage during delivery and store under tarp when the time from delivery to installation exceeds 30 days.
- C. Protect materials during handling and installation to prevent damage.

1.7 SEQUENCING

- A. Ensure that products of this section are supplied to affected trades in time to prevent interruption of construction progress.

1.8 PROJECT CONDITIONS

- A. Maintain environmental conditions recommended by manufacturer for desired results. Do not install products under conditions outside manufacturer's absolute limits.
- B. Do not begin installation of porous pavements until all hard surface paving adjacent to porous pavement areas, including concrete walks and asphalt paving, is completed.
- C. Install turf when ambient air temperature is at least 55 degrees F.
- D. In wet weather, do not build on wet, saturated or muddy subgrade.

- E. In cold weather, do not use frozen materials or materials coated with ice or frost, and do not build on frozen base or wet, saturated or muddy subgrade.
- F. Protect partially completed porous paving against damage from other construction traffic when work is in progress.
- G. Protect grass fill / sodded paving areas from traffic until grass root system has matured for at least 3 to 4 weeks. Use barricades to only permit access by emergency and fire equipment.

1.9 WARRANTY

- A. Provide the manufacturer's 10-year limited warranty.

PART 2 PRODUCTS

2.1 MANUFACTURERS

- A. Acceptable Manufacturer: TRUEGRID Pavers; 2500 Summer St., Suite 3225, Houston, TX 77007. Phone: 1-855-355-GRID. Email: info@truegridpaver.com Website: www.truegridpaver.com.
- B. Substitutions: Not permitted.

2.2 PRODUCTS

- A. Permeable Pavers, TRUEGRID PRO LITE for grass or gravel applications.
 - 1. AASHTO H20, HS20 Rated.
 - 2. Manufactured in the USA.
 - 3. High density polyethylene (HDPE): 100 percent post-consumer recycled materials
 - 4. Recycled and recyclable content: 100 percent.
 - 5. S-Flexural joints molded in for soil seasonal expansion and contraction.
 - 6. Color: black- carbon black additive for long-term UV stabilization.
 - 7. Paver size: 24 inches by 24 inches by 1 inch.
 - 8. Pre-assembled: 4-foot by 4-foot sections.
 - 9. Cylindrical cell design for column strength.

10. Cell size: 3.25 inch inside diameter.
 11. Co-joined cells at 48 places for strength.
 12. Wall thickness: 0.115 inches / .250-inch nominal.
 13. A minimum of 2 co-joined common walls per cell for structural integrity.
 14. Connections:
 - a. No clips or stakes necessary.
 - b. No additional parts or tools needed.
 - c. Integral male-female three-point locking system.
 - d. Wall thickness at tabs: 0.290 inch.
 15. Molded in X-anchors to stabilize pavers: no stakes necessary.
 16. Nominal Coverage per Paver: 4 square feet.
 17. Weight per paver: 2.63 lbs.
 18. Permeability of System: 100 percent.
 19. Compressive Strength (filled): 864,000 psf; 6000 psi.
 20. Material Safety: Groundwater neutral, 100 percent inert.
 21. Chemical Resistant: Excellent: highly resistant to hydrocarbons, oils.
- B. Parking Delineators: TRUEGRID SuperSpots for grass or gravel applications.
1. H20, HS20 rated.
 2. Domed and ribbed for super strength.
 3. Long-term UV stabilized.
 4. 0.40-inch profile above grid.
 5. 3.25-inch diameter.
 6. Available Colors: Yellow, white, blue, and red.
- C. Base Material: TRUEGRID PRO LITE was developed to accept multiple acceptable base materials. Locally sourced angular stone/clean for base material. Crushed granite, sandy gravel material, crushed concrete, limestone rock, and crushed lava are some of the acceptable materials. Common base materials include:
1. AASHTO #57 Stone.
 2. Hard, clean, angular, and open-graded (uniform size) drain rock -- from 3/4" to 1-1/2".
 3. Base Course: Graded aggregate base course conforming to the following sieve analysis and requirements:

- a. Percent Passing: 100 - Sieve Size: 3/4 – 1 inch
 - b. Percent Passing: 85 - Sieve Size: 3/8 inch
 - c. Percent Passing: 60 - Sieve Size: #4
 - d. Percent Passing: 30 - Sieve Size: #40
 - e. Percent Passing: <3 - Sieve Size: #200
- D. Gravel Fill: Obtain clean, washed angular rock to fill the 1-inch-tall TRUEGRID PRO LITE cells and spaces between. TRUEGRID PRO LITE can be filled to top of cells and exposed or overfilled to hide cells. Fill rock should be 5/8 inch to 3/4-inch diameter.
1. TRUEGRID PRO LITE's design does not require anchors on level ground or slopes up to 10 degrees. TRUEGRID PRO LITE's is designed for slopes above 10 degrees. However, as a precaution, anchors/staking may be considered per each sloped install above 10 degrees.
 2. Fill rock, level to the top of cells for ADA compliance.
- E. Base Course for Grass Filled TRUEGRID: Use base course from above *Section 2.2 D-3* or comparable base material suitable for grass growth and traffic loads. Choose materials with neutral pH ranges and avoid sources from recycled/reclaimed concrete or asphalt.
- F. Grass Surface with Soil Fill: A sandy loam or loam soil should be used to fill the empty TRUEGRID PRO LITE grid. The selection of sandy loam or loam soil should be made based upon the soil requirements of the turf variety selected for the project. Other soils if compatible with type of seed or sod are acceptable.
1. Choose turf grasses with deep-growing vertical roots, high wear capacity, and for the local growing zone and climate.
 2. Grass – Choose either sod or seed:
 - a. Seed – The Preferred Method: Hydro-seeding/mulching is recommended with a wood or paper cellulose commercial mulch.
 - b. Sod shall be grown in sand or sandy loam soils only. Sod grown in soils of clay, silt, or high organic materials such as peat, will not be accepted.
 3. Geofabric or geogrid by others.
 - a. Choose for properties suitable for soil conditions, loading requirements, and permeability / impermeability requirements.

PART 3 EXECUTION

3.1 EXAMINATION

- A. Before beginning installation, verify site conditions are as indicated on the drawings. Notify the Architect if site conditions are not acceptable. Do not begin preparation or installation until unacceptable conditions have been corrected.
- B. Ensure that adjacent hard-surfaced paving work is completed before installing porous pavement system.

3.2 PREPARATION

- A. Subgrade:
 - 1. Prepare subgrade as specified in Section 33 41 00. Verify subgrade in accordance with porous paving system manufacturer's instructions.
 - 2. Excavate area allowing for unit thickness and the engineered base depth (where required).
 - 3. Provide adequate drainage from excavated area if area has potential to collect water when working with in-place soils that have poor permeability.
 - 4. Ensure in-place soil is relatively dry and free from standing water.
 - 5. Uniformly grade base.
 - 6. Level and clear base of large objects, such as rocks and pieces of wood.
 - 7. Install irrigation, if applicable, in accordance with Section 32 80 00.
 - 8. Install and secure geofabric or geogrid mesh as needed for soil stabilization and loading requirements.
- B. Install Base as specified in Section 32 10 00. Verify engineered base is installed in accordance with porous paving system manufacturer's instructions.
 - 1. Coordinate base installation and preparation with subdrains specified in Section 33 41 00.
 - 2. If required, place a geotextile separation layer between the natural ground and the engineered base.

3. Place base course material over prepared sub base to grades indicated on the drawings or from manufacturer's recommended depths per application type.
4. Place in lifts not to exceed 4 inches, compacting each lift separately to 95 percent Modified Proctor for non-open grade material. Open grade base material to be leveled and heavily compacted in 4-inch lifts to settle and lock in angular stone.
5. If required, install irrigation in accordance with Section 32 80 00.
6. Leave minimum 1 inches for Permeable Paver unit for final elevation.

3.3 INSTALLATION

- A. Install in accordance with manufacturer's instructions.
- B. Install TRUEGRID PRO LITE Permeable Paver units by placing cells face up. Sheets are preassembled in 4-foot by 4-foot sheets are connected with friction fit interlocking connectors. No tooling is required to connect or disconnect units. Sheets may be separated into 4 Individual 24 inch by 24-inch pieces and reconfigured as needed. Cut units around curves and organic shapes with an electrical handsaw. Place units to maintain a 1-inch clearance to any pre-installed object or surface structure. Top of cells shall be between 0.25 inch to 0.5 inch below the surface of adjacent hard-surface pavements. Utilize TRUEGRID's S-Flexural joints for undulations or grade reversals when required by design or in freeze-thaw climates for expansion and contraction.
- C. Parking, Traffic, and Fire Lane Delineators: Install TRUEGRID SuperSpots as indicated on the drawings or per manufacturer's recommendations.
 1. Align SuperSpots locking tabs with grooves in TRUEGRID PRO LITE grid.
 2. Push SuperSpots TRUEGRID PRO LITE grid until it locks.
 3. All TRUEGRID delineators and markers can be removed and repositioned by disconnecting the locking tabs and pulling out of the grid.
- D. Gravel Surfacing: Install Gravel into TRUEGRID cavities by back dumping directly from dump truck or from buckets mounted to tractors. Hand shoveling fill gravel into the cells is also acceptable for smaller jobs.
 1. Direct vehicles to exit the site by driving forward. Avoid sharp turns over unfilled rings.
 2. Spread gravel fill using steer loaders, power brooms, blades, flat-bottomed shovels, and/or wide "asphalt rakes" to fill the cells.

3. Compact gravel when the cells are at capacity with a roller for larger areas or vibrating plate for smaller areas.
4. If fully covering TRUEGRID cells, typical coverage is 0.25 inch to 0.5 inch above cells.

E. Grass Surfacing:

1. Install soil into TRUEGRID cavities by back dumping directly from dump truck or from buckets mounted to tractors. Hand shoveling soil mix into the cells is also acceptable for smaller jobs.
 - a. Fill level to the top of the TRUEGRID wall – 1" – for seeding application and thin-cut sod (1/2" soil thickness).
 - b. Fill soil mix to the top of the TRUEGRID wall minus the depth of soil on the thick-cut sod (greater than 1/2" soil thickness).
2. Hydroseeding/Hydro-Mulch Surfacing: Provide and place as specified in 32 92 00 – Turf and Grasses. Homogeneously mix a combination of water, seed, and fertilizer in a truck mounted tank. Spray the seed mixture onto the site at specification rates. Coverage should be uniform and complete. Following germination of the seed, areas lacking germination larger than 8-inches by 8-inches must be reseeded immediately. Seeded areas must be fertilized and kept moist during development of the turf.

F. Sod: Provide and place as specified in 32 92 00 – Turf and Grasses.

1. Preferred: Use 1/2" (soil thickness) rolled sod from a reputable grower. Species should be wear resistant, free from disease, and in excellent condition.
2. Spray the sod rolls until saturated.
3. Use a heavy sod roller over entire sodded area to ensure root contact with the fill soil and TRUEGRID interface.

3.4 PROTECTION

- A. Protect installed products until completion of project.
- B. Gravel fill: Avoid sharp turns or "jack knives" in trailered vehicles when cells are empty. Damage due to buckling can occur. TRUEGRID can be driven on pre-fill by gravel trucks and construction equipment to speed the installation process.

- C. Grass Fill / Seeded: Protect seeded areas from any traffic, other than emergency vehicles, for a period of 4 to 6 weeks, or until the grass is mature to handle traffic. Avoid sharp turns or “jack knives” in trailered vehicles when cells are empty. Damage due to buckling can occur.
- D. Grass Fill / Sodded: Sodded areas must be protected from any traffic, other than emergency vehicles, for a period of 3 to 4 weeks, or until root system has been established.
- E. Dumpster areas: A concrete pad is recommended for dumpster areas due to the drop and drag action. Permeable pavers are not recommended in these areas under and directly around the dumpster.
- F. Repair or replace damaged products before substantial completion.

3.5 MAINTENANCE

- A. For gravel fill surfaces, maintain a 0.5 in (13 mm) surcharge of aggregate as a surface wear course. Surface should be inspected from time to time to identify signs of slight cell infill loss.
- B. Maintain grass in accordance with manufacturer's instructions and as specified in Section 32 92 00 – Turf and Grasses.
- C. Monitor pavement to ensure traffic frequency and loading does not exceed the pavement design.
- D. When snow removal is required, keep a metal edged plow blade from coming in contact with the surface during plowing operations to avoid causing damage to the units. Use a plow blade a minimum of 1 inch above the surface and with a flexible rubber edge or with skids on the lower outside corners so the plow blade does not come in contact with the units.

END OF SECTION

PLANNING & ZONING COMMISSION OPINION OF FINDINGS

TO: MONTGOMERY MAYOR AND CITY COUNCIL

FROM: PLANNING & ZONING COMMISSION

CC: RICHARD TRAMM, CITY ADMINISTRATOR

SUBJECT: OPINION OF THE PLANNING & ZONING COMMISSION REGARDING A VARIANCE REQUEST TO WAIVE THE PLATTING REQUIREMENT FOR A PROPERTY TO RECEIVE WATER AND SANITARY SEWER SERVICE FOR TEXAS TWIST AND SHAKES, LLC LOCATED AT THE NORTHEAST CORNER OF CAROLINE AND LIBERTY STREETS IN THE HISTORIC DOWNTOWN.

Mayor and Members of City Council,

Pursuant to Section 78-28 of the City of Montgomery Code of Ordinances (“the Code”), the Montgomery Planning and Zoning Commission met on November 3, 2020 to consider a variance request to waive the platting requirement for a property to receive water and sanitary sewer service for Texas Twist and Shakes, LLC located at the northeast corner of Caroline and Liberty Streets in the historic downtown.

After considering the request and supporting information, the Commission at its November 3rd meeting recommended approval of the variance request with no conditions attached.

Submitted on behalf of the Planning & Zoning Commission,



Dave McCorquodale
Assistant City Administrator and Director of Planning & Development



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

November 6, 2020

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

Re: Variance Request
Texas Twist and Shakes
City of Montgomery

Dear Mayor and Council:

Bill Clevenger (“the Developer”) plans to proceed with developing an ice cream food trailer location at the northeast corner of FM 149 and Caroline street. The Developer is requesting the following variance from the City’s Code of Ordinances:

- Section 78-3(d): The Code of Ordinances states, “Water and sanitary sewer service will not be available to any property that has not been platted.” The Developer is requesting a variance to receive a water and sewer tap without platting the property, as he will be doing no structural improvements to the existing site.

Enclosed you will find the request for variance as submitted by the developer, including a survey, site plan and information regarding his proposed business.

We do not recommend approval of the variance. The developer must prepare a development plat as he is developing the property as defined in the code of ordinances.

- Section 78-1: *Develop* means the act of improving and selling or using land for the purpose of constructing improvements thereon, to be sold or leased to others or otherwise handled for the personal gain or use of a developer.
- Section 78-1: *Development* means the man-made change to improved or unimproved real estate, including, but not limited to, the new construction or the enlargement of any exterior dimensions of any building or structures (excluding landscape structures), dredging, filling, grading, paving, excavation, clearing, or subdivision of property.

The Developer must also submit a site plan showing the location of the trailer and other improvements including water and sewer connection details, sizes, and locations. The Developer will be responsible for the cost of engineering services to review the site plan and will be required to enter into an escrow agreement with the City to fund such expenses.



City of Montgomery
Texas Twist and Shakes Variance
Page 2
November 6, 2020

If you have any questions or comments, please contact me.

Sincerely,

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

Chris Roznovsky, PE
Engineer for the City

CVR

K:\W5841\W5841-0900-00 General Consultation\Correspondence\Letters\2020\MEMO to Council RE Clevenger Texas Twist and Shakes Variance Request.doc

Enclosures: Variance Request

Cc (via email): Mr. Richard Tramm – City of Montgomery, City Administrator
Ms. Susan Hensley – City of Montgomery, City Secretary
Mr. Dave McCorquodale – City of Montgomery, Director of Planning & Development
Mr. Alan Petrov – Johnson Petrov, LLP, City Attorney

Montgomery Planning and Zoning Commission
AGENDA REPORT

| | |
|---------------------------------------|--|
| Meeting Date: November 3, 2020 | Budgeted Amount: N/A |
| Prepared By: Dave McCorquodale | Exhibits: Site aerial map, variance request letter & application, supporting docs |

Subject

Consideration and possible action regarding a recommendation to City Council for a requested variance to the Subdivision Ordinance related to platting for the property located at the northeast corner of Liberty & Caroline Streets in the Historic Downtown District for Texas Twist and Shakes, LLC.

Description

The Subdivision Ordinance requires property to be platted before utility taps are made. The intent of the ordinance here generally contemplates the development of new land and does not address every situation. In this case, the property is currently paved as a parking lot, is shared with an adjacent business, and operates as public parking in the Historic Downtown District. Until recently, the City leased the lot from the previous owner and paid for the parking lot improvements. Historically, the property has been used as open space for tents during festivals and events and public parking during the rest of the year.

The new owner plans to operate an ice cream food trailer with outdoor seating open to the public on a portion of the property and leave about 60% of the parking open to the public. In general terms, the owner is planning a public plaza-type space that does not affect the existing improvements or create new permanent improvements on the property.

The owner's letter attached details the request. The city engineer's recommendation will be provided at the meeting.

Recommendation

Consider the variance request for platting requirements and make a recommendation to City council as you see fit.

Approved By

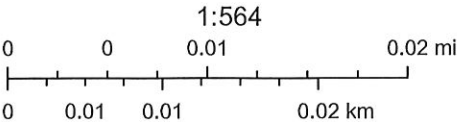
| | | |
|--------------------------|-----------------------------|------------------|
| Asst. City Administrator | Dave McCorquodale <i>DM</i> | Date: 10/30/2020 |
| City Administrator | Richard Tramm <i>RT</i> | Date: 10/30/2020 |

Clevenger Downtown Property



10/30/2020, 2:12:41 PM

- Abstracts
- Parcels



© OpenStreetMap (and) contributors, CC-BY-SA

Bill Clevenger

c/o Texas Twist and Shakes, LLC.

September 25, 2020

Mr. Dave McCorquodale

City of Montgomery

101 Old Plantersville Road

Montgomery, Texas 77356

RE: Variance Request

Mr. McCorquodale,

Good Morning Sir!

The current Variance request is being presented respectfully to the Planning and Zoning Commission and the City Council for consideration in order to allow the opportunity to move forward with our plans to place a concession trailer on our property located at 0 FM 149 Tracts 1 & 2 Montgomery, Texas.

The concession stand will be placed in the southwestern corner of the property. I am attesting to the fact; this concession stand will not be preparing any food which would involve and/or require the use of a commercial grease trap.

I am requesting the Variance to City of Montgomery Ordinance NO: 78 Section(s): 78-3(d) which states:

Water and sanitary sewer service will not be available to any property that has not been platted.

I am attesting to the fact; No structural improvements are proposed at this time. These (2) Lots located at 0 FM 149 Tracts 1 & 2 Montgomery, Texas will remain in their current state of presentation and condition.

I am kindly and respectfully asking for the Planning and Zoning Commission and the City Council to approve the attached Variance request.

Kind Regards,



Bill Clevenger

Texas Twist and Shakes, LLC.

Montgomery, Texas 77356



Variance Request Application

City of Montgomery
101 Old Plantersville Road
Montgomery, Texas 77316
(936) 597-6434

Upon completion return application to dmccorquodale@ci.montgomery.tx.us

Contact Information

Property Owner(s): Bill Clevenger

Address: 388 Berkley Drive Montgomery, TX , Zip Code: 77356

Email Address: bill@jwacdistributed.com Phone: (704) 960-6110

Applicants: Bill Clevenger

Address: 388 Berkley Drive Montgomery, TX 77356

Email Address: bill@jwacdistributed.com Phone: (704) 960-6110

Parcel Information

Property Identification Number (MCAD R#): 123903

Legal Description: Montgomery Tract 02, TR 24, 25, Area B, 0.194 acres

Street Address or Location: 0 FM 149 Tracts 192 Montgomery, TX

Acreage: 0.194 Present Zoning: Commercial Present Land Use: Parking Lot

Variance Request

Applicant is requesting a variance from the following:

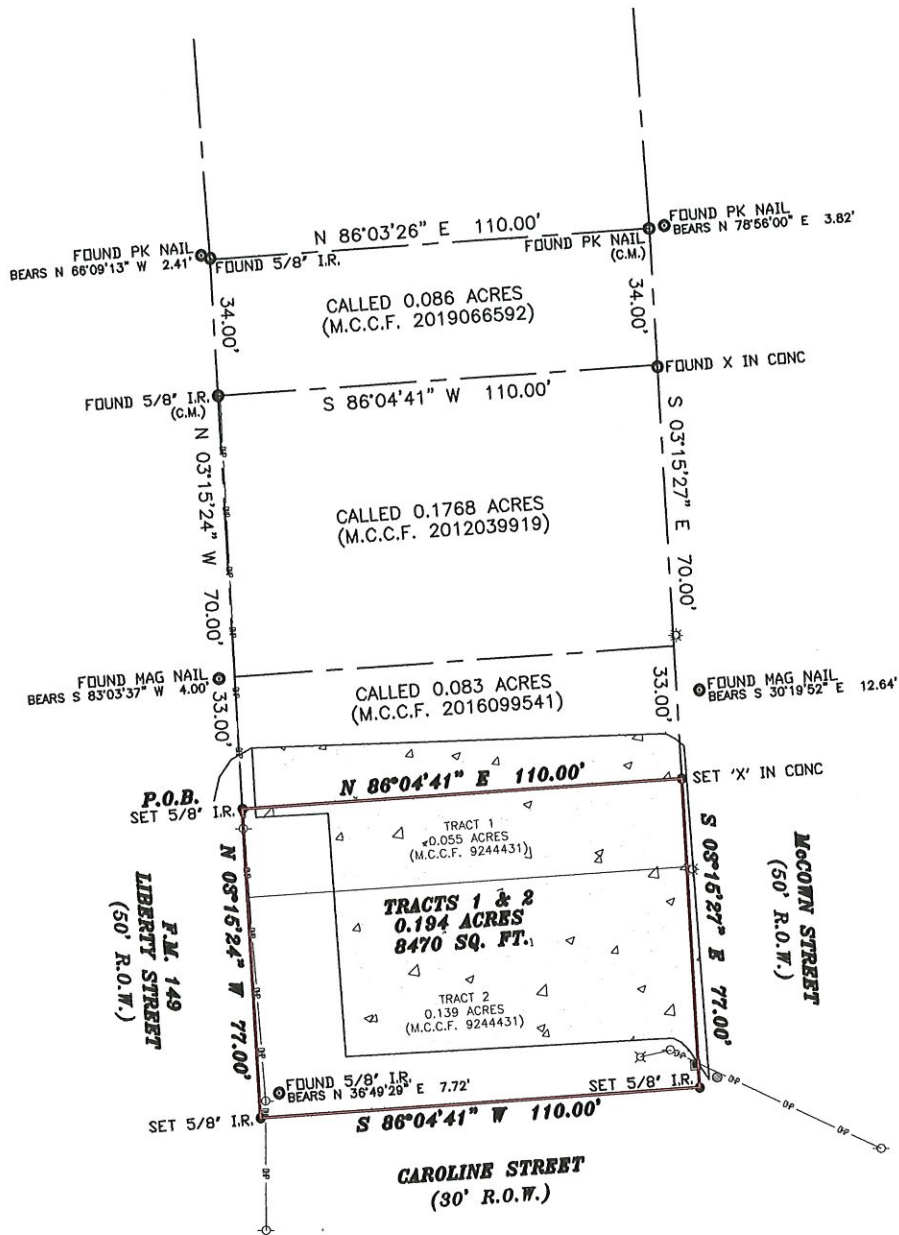
City of Montgomery Ordinance No.: 78 Section(s): 78-3(d)

Ordinance wording as stated in Section (): _____

Water and sanitary sewer service will not be available to any property that has not been platted.

Detail the variance request by comparing what the ordinance states to what the applicant is requesting:

No structural improvements proposed at this time.



LEGEND

These standard symbols will be found in the drawing.

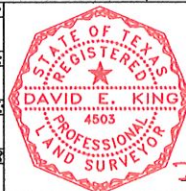
- FOUND MONUMENT
- SET 5/8" I.R. W/CAP
- GRATE INLET
- ⊛ LIGHT POLE
- ⊙ POWER POLE
- ⊗ METER POLE
- MANHOLE
- CONCRETE
- 40 — OVERHEAD POWER

NOTES:
 THERE EXIST A UTILITY EASEMENT ALONG THE EASTERN RIGHT OF WAY OF F.M. 149 AS RECORDED IN VOL. 408, PG. 19 D.R.W.C. (NOT PLOTTABLE)
 THIS SURVEY WAS PERFORMED IN CONJUNCTION WITH A WRITTEN METES AND BOUNDS DESCRIPTION SURVEYOR DID NOT RESEARCH SUBJECT PROPERTY FOR ANY UNDISCLOSED EASEMENTS
 ANY IMPROVEMENTS SHOWN HEREON ARE NOT TO BE USED TO REESTABLISH PROPERTY LINES
 BEARINGS BASED ON RECORDED PLAT/DEED OF THE CALLED 0.086 ACRES (M.C.C.F. 2019066592)
 FLOOD INFORMATION PROVIDED HEREON IS BASED ON SCALING THE SUBJECT TRACT ON THE FIRMS
 THE INFORMATION SHOULD ONLY BE USED TO DETERMINE FLOOD INSURANCE RATES AND NOT TO ANY ACTUAL FLOODING CONDITIONS. WE ARE NOT RESPONSIBLE FOR THE ACCURACY OF THE FIRMS

1" = 30'

| | | |
|---|--|--|
| DESCRIPTION: BEING A 0.194 ACRE PARCEL OF LAND | | The lot DOES NOT appear to fit in the 100 year flood plain and appears to be in ZONE(s) "X", as located by the Federal Insurance Administration designated Flood Hazard Area by Community Panel No. 48335020002 dated 08/18/2014 |
| RECORDATION: M.C.C.F. 9244431 | COUNTY: MONTGOMERY TX | |
| RECORD OWNER: ESTATE OF RAMON LAUGHTER | ST: J. CORNER, A-8 | JOB #: 2007180 |
| PURCHASER: BILL CLEVENGER | TITLE COMPANY: TITLE RESOURCES GUARANTY COMPANY | |
| LENDER: ADDRESS: 0 F.M. 149 MONTGOMERY, TX 77316 | | |

| |
|--|
| FIELD WORK: TG |
| DRAFTED BY: DK, JR 08/04/2020 |
| CHECKED BY: DK, SR |
| C.F. NUMBER: 201408-TW20 |



FIRM NO. 10152100

I, David E. King, Sr., Texas Registered Professional Surveyor Number 4503, hereby certify to the Title Issuer, Lender, and Purchaser referenced herein ONLY, that this plat was made from an actual survey on the ground by me or under my direction. This survey substantially complies to the current Texas Society of Professional Surveyors Standards and Specifications. Not valid without both electronic seal and signature.

KLSS KING'S LAND SURVEYING SOLUTIONS, LLC
 Professional Land Surveyors
 315 GENTRY STREET, SUITE 200, SPRING, TX 77373 (281)300-8000


**KING'S LAND SURVEYING
SOLUTIONS, LLC**
Professional Land Surveyors
www.kingslandsurveying.com
"We set the boundaries you need in life"

METES AND BOUNDS
0.194 ACRE PARCEL
LOCATED IN THE
J. CORNER SURVEY,
ABSTRACT 8,
MONTGOMERY COUNTY, TEXAS

Being a 0.194 acre parcel of land situated in the J. Corner Survey, Abstract 8, Montgomery County, Texas, and consisting of the called 0.055 acres (Tract 1) and the called 0.139 acres (Tract 2) as described in Montgomery County Clerk's File 9244431, with the basis of bearings being the deed of the called 0.086 acres as recorded in M.C.C.F. 2019066592, and being more particularly described as follows:

BEGINNING at a 5/8" iron rod set with plastic cap in the eastern right of way of F.M. 149 (Liberty Street) (50' R.O.W) for the southwest corner of the called 0.083 acres as recorded in M.C.C.F. 2016099541, the northwest corner of Tract 1, and marking the northwest corner of the herein described parcel, and from which a 5/8" iron rod found for the southwest corner of the called 0.086 acres bears North 03° 15' 24" West, a distance of 103.00 feet, and from which a 5/8" iron rod found for the northwest corner of the same called 0.086 acres bears North 03° 15' 24" West, a distance of 137.00 feet;


THENCE, North 86° 04' 41" East, a distance of 110.00 feet along the southern line of the called 0.083 acres to an X set in concrete in the western right of way of McCown Street (50' R.O.W.) for the southeast corner of the called 0.083 acres, the northeast corner of Tract 1, and marking the northeast corner of the herein described parcel;

THENCE, South 03° 15' 27" East, a distance of 77.00 feet along the western right of way of McCown Street to a 5/8" iron rod set with plastic cap at the intersection with the northern right of way of Caroline Street (30' R.O.W.) for the southeast corner of Tract 2, and marking the southeast corner of the herein described parcel;

THENCE, South 86° 04' 41" West, a distance of 110.00 feet along the northern right of way of Caroline Street to a 5/8" iron rod set with plastic cap at the intersection with the eastern right of way of Liberty Street for the southwest corner of Tract 2, and marking the southwest corner of the herein described parcel;

THENCE, North 03° 15' 24" West, a distance of 77.00 feet along the eastern right of way of Liberty Street back to the **POINT OF BEGINNING** and containing 0.194 acres of land.

This metes and bounds description was made in conjunction with a survey plat.


David E. King, Sr.
King's Land Surveying Solutions, LLC
August 4, 2020
Job Number 2007180
Firm Number 10152100



August 14, 2020

Proposed Enhancements to the (2) Lots located on the East side of Liberty Street, West side of McCown Street, North side of Caroline Street and sit on the South side of the Cozy Grape Wine Bar & Bistro.

We would like to place a water & sewer meter on the SE corner of the Lots to provide access to the public utilities for a Food Trailer. Our design would look like a (RV) hookup for the Lots. The trailer will sit along the South end of the Lots along the curbing. Our plan would be to install the water and sewer lines along the property beside the curbing.

All work will be performed by local, licensed contractors who have completed such projects inside the town limits in the past. Once given the "Green Light" they will be following the proper procedures with regards to obtaining the necessary permit(s).

I have attached a copy of the most recent survey of the (2) Lots performed on August 4, 2020 by King's Land Surveying Solutions for your records.

I would like to say, "Thank You" to everyone in advance, and I have listed my contact information below should anyone have any further questions and/or need any additional information.

Respectfully,

A handwritten signature in black ink, appearing to read "Bill Clevenger", with a long, sweeping underline.

Bill Clevenger

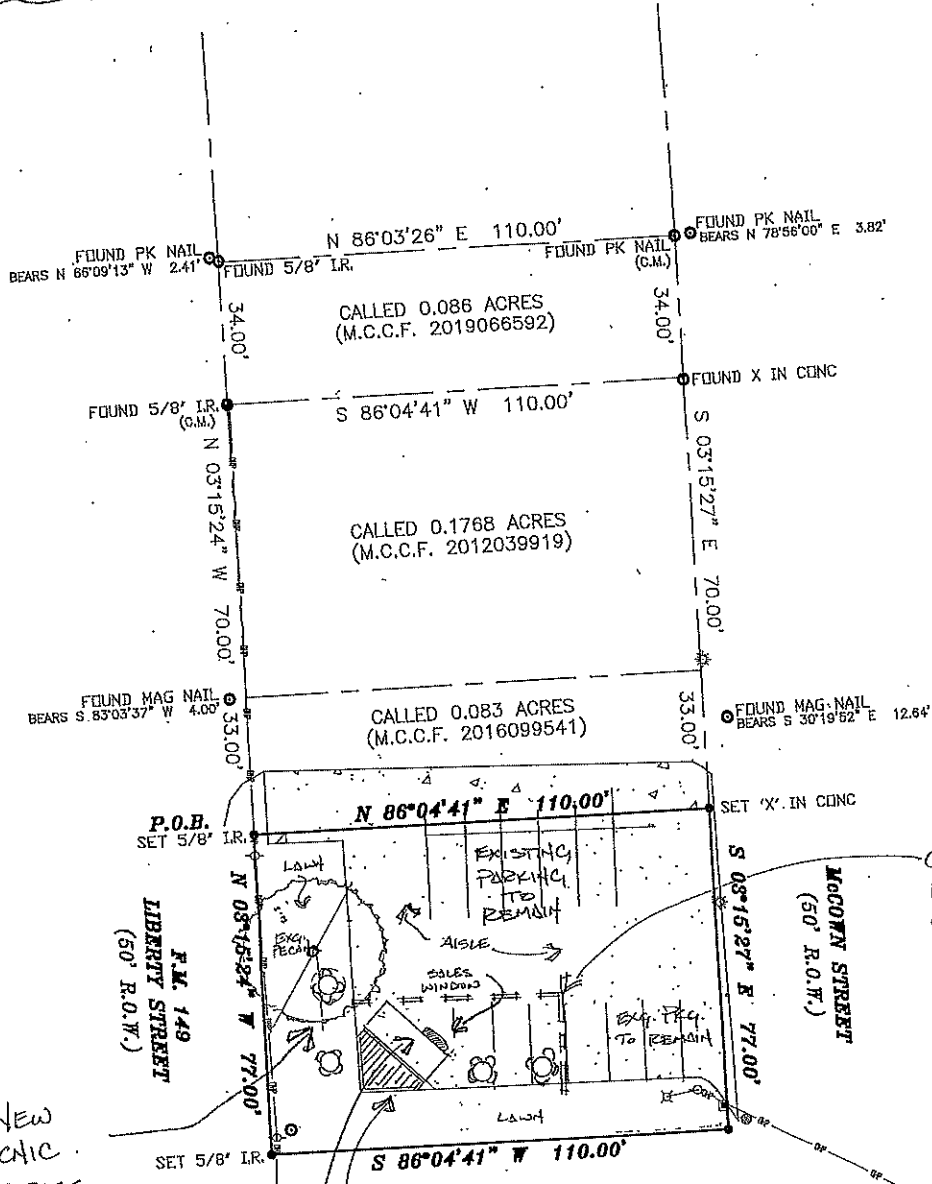
P.O. Box 444

Montgomery, Texas 77356

(704)960-6110 – mobile

bill@jwacdistributing.com

Site Plan



CORDOT OFF AREA
FOR PEDESTRIANS
• CONCRETE OR FIBER
PLANTERS w/ PLASTIC
CHAIN OF ROPE

NEW
PICNIC
TABLES

CAROLINE STREET
(30' R.O.W.)

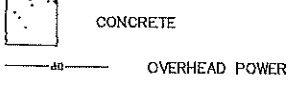
WOOD DECK AT HEIGHT OF
CURB (6" ABOVE ASPHALT)

ICE CREAM TRAILER (8'w x 20'l)

LEGEND

These standard symbols will be found in the drawing.

- FOUND MONUMENT
- SET 5/8" I.R. W/PAC
- GRATE INLET
- ⊙ LIGHT POLE
- ⊙ POWER POLE
- ⊙ METER POLE
- MANHOLE



NOTES:
THERE EXIST A UTILITY EASEMENT ALONG THE EASTERN RIGHT OF WAY OF F.M. 149 AS RECORDED
ON VOL. 405, PG 19 D.R.M.C. (NOT PLOTTABLE)
THIS SURVEY WAS PERFORMED IN CONJUNCTION WITH A WRITTEN METES AND BOUNDS DESCRIPTION
SURVEYOR DID NOT RESEARCH SUBJECT PROPERTY FOR ANY UNDISCLOSED EASEMENTS
ANY IMPROVEMENTS SHOWN HEREON ARE NOT TO BE USED TO REESTABLISH PROPERTY LINES
BEARINGS BASED ON RECORDED PLAT/DEED OF THE CALLED 0.086 ACRES (M.C.C.F. 2019066592)
FLOOD INFORMATION PROVIDED HEREON IS BASED ON SOURCES THE SUBJECT TRACT ON THE FIRM'S
THE INFORMATION SHOULD ONLY BE USED TO DETERMINE FLOOD INSURANCE RATES AND NOT TO
ANY ACTUAL FLOODING CONDITIONS. WE ARE NOT RESPONSIBLE FOR THE ACCURACY OF THE FIRMS

1" = 30'

| | | |
|---|---------------------------------|--|
| DESCRIPTION: BEING A 0.194 ACRE PARCEL OF LAND | | |
| RECORDATION: M.C.C.F. 9244431 | COUNTY: MONTGOMERY TX | ST. ABSTRACT: J. CORNER, A-8 |
| RECORD OWNER: ESTATE OF RAMON LAUGHTER TITLE RESOURCES GUARANTY COMPANY | | |
| PURCHASER: BILL CLEVENGER | | |
| LENDER: | | |
| ADDRESS: 0 F.M. 149 MONTGOMERY, TX 77318 | | |

This lot DOES NOT appear to fit in the 100 year flood plain and appears to be in Zone (a) as located by the Federal Insurance Administration designated Flood Hazard Area by Community Panel No. 4833502002 dated 08/18/2014

| |
|--|
| FIELD WORK: |
| TO |
| DRAFTED BY: DK, JR 08/04/2020 |
| CHECKED BY: DK, SR |
| G.P. NUMBER: 201409-1W20 |



FIRM NO.
10752100

I, David E. King, Sr., Texas Registered Professional Surveyor Number 4503, hereby certify that this plan was made from an actual survey on the ground by me or under my direction; that the survey substantially complies with the manual Texas Society of Professional Surveyors Standard and Specifications. We will not be held liable without both electronic and signature.

DAVID E. KING DATE 08/11/2020

KLSS
KING'S LAND SURVEYING SOLUTIONS, L.L.C.
Professional Land Surveyors
218 GUNNERY STREET, SUITE 200, SPRING, TX 77373 (281) 363-3001

Montgomery City Council
AGENDA REPORT

| | |
|--|--|
| Meeting Date: November 10, 2020 | Budgeted Amount: N/A |
| Prepared By: Dave McCorquodale | Exhibits: Draft of Amending Ordinance |

Subject

Consideration and possible action regarding the adoption of amendments to Chapter 64 of the Code of Ordinances pertaining to Peddlers, Solicitors, and Vendors.

Description



You may recall this ordinance was revised in August of this year. Upon further review, staff recommends the additional revisions:

- **Add a 6-month permit term option in addition to the current 1-month term for all permits (peddlers, hawker, solicitor, transient dealer, mobile food units, & roadside food vendors)** (aimed at providing an incentive for regular food trucks that makes it easier to do business in the City) [Sec 64-30]
- **Better specify what entity information is required from vendors** (asking for more information from applicants to have a better record of who vendors are) [Sec. 64-31]

Recommendation

Consider the proposed amendments to the ordinance and act as you see fit.

Approved By

| | | |
|--------------------------|---|------------------|
| Asst. City Administrator | Dave McCorquodale  | Date: 11/05/2020 |
| City Administrator | Richard Tramm  | Date: 11/05/2020 |

ORDINANCE NO. _____

AN ORDINANCE BY THE CITY COUNCIL OF THE CITY OF MONTGOMERY, TEXAS, AMENDING CHAPTER 64, "PEDDLERS, SOLICITORS, AND VENDORS," ARTICLE II, "PERMIT," SECTION 64-30, "CLASSIFICATIONS; TERMS; FEE," AND SECTION 64-31, "APPLICATION," OF THE CODE OF ORDINANCES OF THE CITY OF MONTGOMERY, TEXAS TO INCREASE THE TERM FOR PERMITS ONE MONTH TO SIX MONTHS, AMEND ASSOCIATED FEES AND AMEND CERTAIN APPLICATION REQUIREMENTS FOR PEDDLER, SOLICITORS, HAWKERS, AND VENDORS; REPEALING ALL OTHER CONFLICTING ORDINANCE PROVISIONS; PROVIDING A SEVERABILITY CLAUSE; PROVIDING FOR A TEXAS OPEN MEETINGS ACT CLAUSE; AND PROVIDING AN EFFECTIVE DATE

WHEREAS, the City Council of the City of Montgomery has determined that it is necessary to amend regulations for peddlers, solicitors, hawkers and vendors in the interests of the City and its citizens;

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

Section 1. Amendment to the Code of Ordinances.

Chapter 64, "PEDDLERS, SOLICITORS, AND VENDORS," Article II, "PERMIT," Section 64-30, "Classifications; terms; fee," and Section 64-31, "Application," of the Code of Ordinances of the City of Montgomery, Texas, are hereby amended to read as follows:

Sec. 64-30. – Classifications; term; fee.

Except as specifically provided by section 64-32, no permit shall be issued pursuant to this article except upon application accompanied by the fee as currently established or as hereafter adopted by resolution of the city council from time to time.

| Class | Term | 1-month Fee | 6-month Fee |
|----------------------|--|--------------------|--------------------|
| Peddler | 1 month or 6 months | \$20.00 | \$50.00 |
| Hawker | 1 month or 6 months | \$20.00 | \$50.00 |
| Solicitor | 1 month or 6 months | \$20.00 | \$50.00 |
| Transient Dealer | 1 month or 6 months | \$20.00 | \$50.00 |
| Mobile Food Unit | 1 month or 6 months (or expiration of food service permit, whichever occurs first) | \$20.00 | \$50.00 |
| Roadside Food Vendor | 1 month or 6 months (or expiration of food service permit, whichever occurs first) | \$20.00 | \$50.00 |

Sec. 64-31. – Application.

Not less than ten days prior to the effective date of any permit granted under this article, each person who shall desire a permit shall make written application therefor to the City Secretary on a form prescribed by the City Secretary. Each application shall be accompanied by the required application fee. Such application shall provide the following:

- 1) Full name, address and location of the principal office or place of business of the applicant, and if the applicant is a partnership or firm or joint venture, the full names and addresses of the authorized officers signing the application thereof. If the applicant is a corporation, the applicant shall state the county and state of the location and the names and addresses of its authorized signers.
- 2) The location of operation or sales, including the street address or legal property description thereof. If the applicant is not the owner of such location, then the applicant shall also provide the lease, license, or other evidence of permission of the owner to occupy the premises for the purpose of the application.
- 3) The class of permit requested.
- 4) A statement that the applicant has had no permit issued pursuant to this article revoked in the previous one-year period.
- 5) A full description of the merchandise to be sold or for which the purchase is to be solicited.

Section 2. Repealing All Other Conflicting Ordinance Provisions.

All ordinances or parts of ordinances in conflict with this Ordinance are hereby repealed to the extent of conflict only.

Section 3. Severability Clause.

Should any section, subsection, sentence, clause, or phrase of this Ordinance be declared unconstitutional or invalid by a court or competent jurisdiction, it is expressly provided that any and all remaining portions of this Ordinance shall remain in full force and effect. The City Council hereby declares that it would have passed this Ordinance, and each section, subsection, sentence, clause, or phrase thereof irrespective of the fact that any one or more sections, subsections, sentences, clauses, and phrases be declared unconstitutional or invalid.

Section 4. Texas Open Meetings Act.

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

Section 5. Effective Date.

The provisions of this Ordinance shall become effective immediately upon adoption by the City Council of the City of Montgomery, Texas and publication, if required by law.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF MONTGOMERY, TEXAS ON THIS THE _____ DAY OF _____, 2020.

THE CITY OF MONTGOMERY, TEXAS

Sara Countryman, Mayor

ATTEST:

Susan Hensley, City Secretary

APPROVED AS TO FORM:

Alan P. Petrov, City Attorney

Montgomery City Council
AGENDA REPORT

| | |
|--|---|
| Meeting Date: November 10, 2020 | Budgeted Amount: N/A |
| Prepared By: Richard Tramm | Exhibits: Draft Comprehensive Plan |

Subject

Consideration and possible action regarding review of City of Montgomery Draft Comprehensive Plan document.

Description

The Draft Comprehensive Plan was presented to City Council on October 27, 2020 and discussed. Staff has taken the input from that discussion and made changes to the Draft Comprehensive Plan, which resulted in the updated version being presented tonight. The changes made include updating the draft Plan to more clearly state the intent and desire to provide mobility and connectivity through all community areas in the City of Montgomery, provide clearer detail to elements with the Plan and include general grammar and descriptive updates to the Plan.

The City has been working on the Comprehensive Plan for some time. It is important to note, for the record, that this Draft Comprehensive Plan was developed through a series of five community meetings held during 2019 to receive input from both residents and local businesses. The City also held a virtual Town Hall Meeting on July 8, 2020 to review the original draft of the Comprehensive Plan. The actual draft document was developed by Walter Peacock, a community planning specialist with TAMU's Texas SeaGrant and Community Resilience Collaborative Programs.

Comprehensive Plans guide public policy in areas such as transportation, utilities, land use, recreation, and housing while also serving to assist City Council when setting budget priorities for future projects. Additionally, the Plan serves as the legal basis for future land use zoning and is required for many grant funding opportunities.

Please note that population-based numbers should use Census numbers versus locally derived numbers, which means the City will need to update such numbers within the Comprehensive Plan after new Census data becomes available to the City.

Recommendation

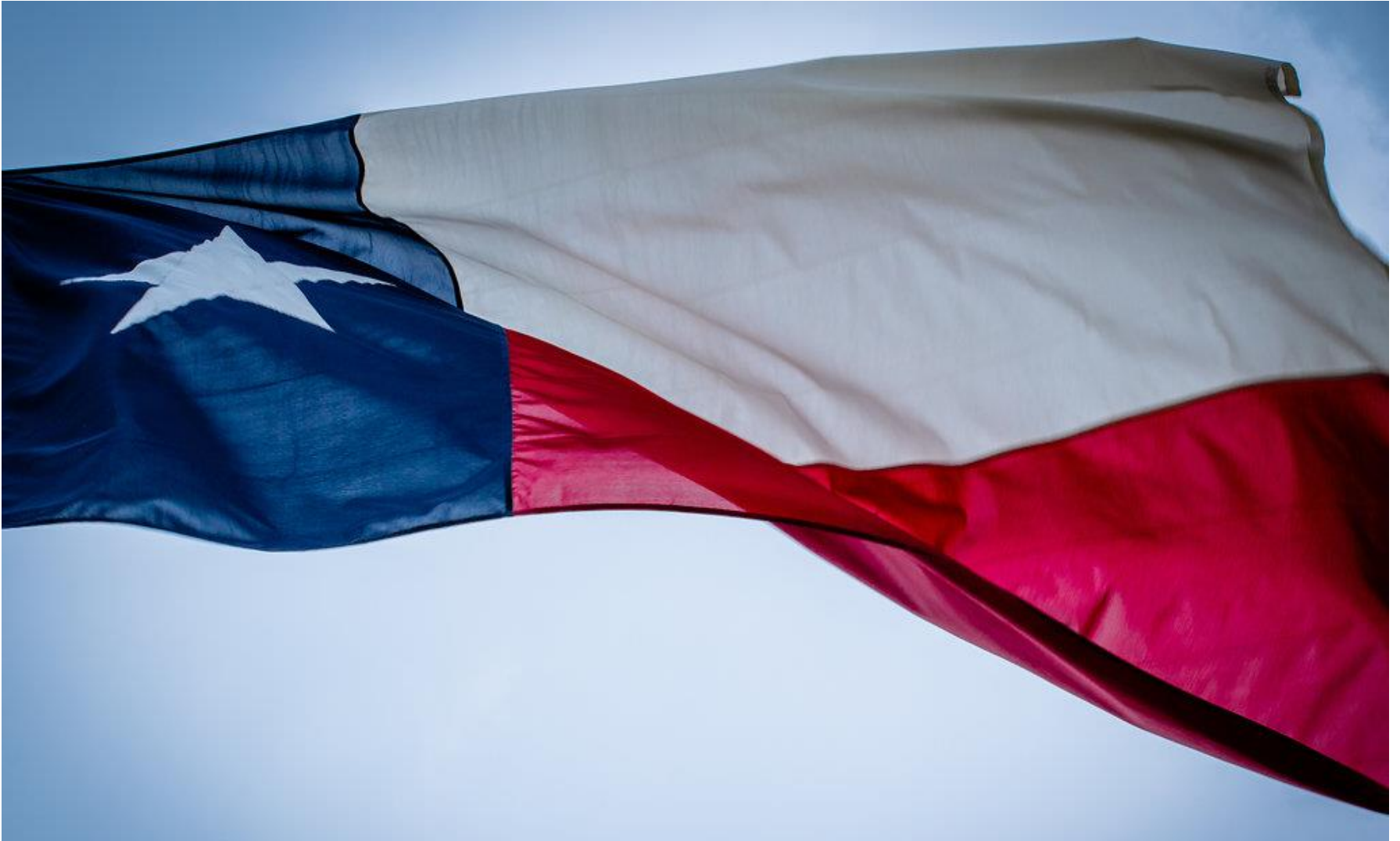
Review the Draft Comprehensive Plan discuss with staff as necessary. Staff recommends adoption of the Comprehensive Plan following discussion and comments by City Council.

Approved By

| | | |
|--------------------|---|------------------|
| City Administrator | Richard Tramm  | Date: 11/10/2020 |
|--------------------|---|------------------|

COMPREHENSIVE PLAN 2020

CITY OF MONTGOMERY



[Insert Letter from Mayor]

The City would like to acknowledge TAMU's Texas SeaGrant, and Texas Target Communities programs, city residents and business owners who participated in the community meetings, city staff, the City Council, the Planning & Zoning Commission, and the Montgomery Economic Development Corporation for contributing to this effort.

INTRODUCTION

Texas Sea Grant developed this comprehensive planning document in partnership with the **Community Resiliency Collaborative** and the **City of Montgomery, Texas**.

This collaboration began in the spring of 2019 and was completed in the summer of 2020. The purpose of this collaboration is to assess current community conditions, develop goals and objectives that improve the overall community and the quality of life of its residents, and serve as a guide for creating implementation strategies. The planning process relied heavily on public participation through a series of five community meetings to develop the goals and vision that will guide future development & growth.



CHAPTER 1 HISTORY & DEMOGRAPHICS

The City of Montgomery is one of the oldest towns in Texas and is the Birthplace of the Lone Star Flag.

Montgomery was established in July 1837 and has seen many ups and downs. From the 1950s to the 1980s, the city experienced an industrial shift from serving as a trading center for west Montgomery County to a bedroom community. This shift has led to stability in real estate and the establishment of a robust service industry. The City of Montgomery is experiencing rapid growth that is bringing more people, traffic, new development, and investment into the community.

Montgomery County (which was named after the city) borders Harris County to the south, San Jacinto County to the north and east, and Grimes County to the west. The City of Montgomery measures 4.6 square miles in total area and is part of southeastern Texas near the highly urbanized cities, namely: Houston, Conroe, and The Woodlands. (HMAP, 2017). Montgomery is 27 miles northwest of The Woodlands, 56 miles northwest of downtown Houston, and 104 miles away from the Gulf Coast. The close proximity to these sites and landmarks plays a crucial role in shaping the economy of Montgomery. The tourism and hospitality sectors make up a significant portion of the economy due to the attraction of visitors to the downtown region of the city due to its location along State Highway 105. These sectors have seen 103 jobs added to the community from 2005 to 2015. The unemployment and poverty rates in Montgomery are considerably lower compared to the county, state, and national averages. This might change because of the current COVID-19 epidemic.

Since the birth of the city, it has seen oscillations in population. The population was estimated to be 997 in 2017 (U.S. Census Bureau, 2017a), and this growth is projected to continue into 2050. This projected growth emphasizes the need to address key issues the city could face in the upcoming years. Currently, the city is connected only by roadways and lacks public transit options. The city will likely benefit by making provisions and investment for accommodating public transit (e.g., busways, trams) as well as other modes of transportation such as pedestrian and bicycle pathways.

As alluded to earlier, the real strength of Montgomery lies in its historic downtown, additionally, the small-town feel, and the number of public schools that are within its city limits is seen as attractive. The parks located near the downtown are used by the locals and tourists alike as they enjoy festivals, admiring historic landmarks/monuments, walking, playing, and jogging. These are characteristics that are treasured by the people who call Montgomery home. As the community continues to grow, it will need to have a plan to protect its history, and small-town feel as it welcomes in a growing number of families calling Montgomery home.



HISTORY



In 1825 Stephen F. Austin obtained a contract by the Mexican government for permission to introduce five hundred families into the area of the Mexican State of Coahuila and Texas; the West Fork San Jacinto River became the eastern boundary for Austin's colony (Searle, 2012). By 1830, Stephen F. Austin granted land to about sixteen early settlers, many of whom received portions of property makes up present-day western Montgomery County (Searle, 2012).

Many settled between the West Fork San Jacinto River and the Lake Creek stream; the area would be known as the "Lake Creek Settlement" (Searle, 2012). One settler, William W. Shepperd, moved to Stephen F. Austin's colony then purchased 200 acres (Searle, 2012). By 1835, Shepperd had built a store "The Store of W.W. Shepperd on Lake Creek," which, besides being one of the first stores in the area, became a common meeting place for the Lake Creek Settlement (Searle, 2012). Thus, we see Montgomery charted as new settlers purchased land and established stores or homesteads.

The Lake Creek Settlement was still within Washington County when W.W. Shepperd founded the City of Montgomery in July 1837 at the site of his store (Searle, 2012). Working alongside Major John Wyatt Moody, the First Auditor of the Republic of Texas, Shepperd advertised in a local newspaper the organization of a new county, the proposition of establishing Montgomery as the county seat, along with the sale of lots in Montgomery City (Searle, 2012). By December 1837, less than 6 months after the birth of the City of Montgomery, President of the Republic of Texas, Sam Houston, signed the act creating Montgomery County (Searle, 2012). Upon the county's creation, the City of Montgomery was made the first county seat of Montgomery County. It became a center point for the arrival of new immigrants from the Old South (Long, 2010). It was only in 1848 when the City of Montgomery was incorporated and given legal recognition by the State of Texas (Searle, 2012).

It is unclear where the origin of the name, “Montgomery,” came from. Andrew J. Montgomery is given as the reason behind the name since he had established a trading post only a few miles west of Montgomery in early 1823. So, it is plausible that because of his local influence, the area was named after him (Montgomery, 2010). However, there is speculation suggesting the name was inspired by Montgomery County, Alabama, which was named after Lemuel P. Montgomery, Sam Houston's mentor commanding officer in the Battle of Horseshoe Bend in 1814 (Searle, 2012). This explanation would prove most probable considering J.W. Moody knew Houston well and would have the leverage to persuade Houston, to name the new county after Houston's mentor; furthermore, J.W. Moody was previously a County Clerk within the Montgomery County, AL (Searle, 2012).



In the 1850s, development in Montgomery took off with the construction of churches, a private school, a courthouse, and Masonic lodge. But, the yellow fever epidemic, in 1850 and 1863, and caused the population to decrease (Montgomery, 2010). Still Montgomery was able to establish a newspaper and telegraph line with a trading center providing mostly lumber and cotton (Montgomery, 2010). Surrounding the City of Montgomery, Montgomery County experienced rapid population growth since abundant land was sought after (Long, 2010). When Montgomery County was established, its residents were mainly subsistence farmers, but by the 1860s, many white families owned slaves, which caused a reliance on an agrarian economy (Long, 2010). Following the abolition of slavery, by the passage of the 13th amendment in December 1865, Montgomery County experienced significant economic loss since slaves accounted for half of the taxable property, and property values declined (Long, 2010).

With the decrease in economic power within the county, the City of Montgomery also experienced a simultaneous dampening in economic power (Montgomery, 2010). By the 1880s, railroad tracks, and infrastructure developed in the county, thanks to companies such as the Great Northern Railroad and the Houston & Texas Central Railroad, which resulted in people traveling and settling an increase in population, and development of new towns outwards. However, once railroad tracks were constructed, a new town, Conroe, was established and challenged the City of Montgomery on becoming the new county seat. In 1890 the county seat was officially moved to Conroe and remains the county seat today. This caused Montgomery to experience decreased from 1,000 to 600 within two years (Long, 2010). Despite the population loss, businesses such as cotton gins and sawmills were still thriving (Montgomery, 2010). By 1925, the population had declined to 350 people. After the 1950s, Montgomery had been the market and trading center for west Montgomery County and gained an economic foundation based on real estate, ranching, and oil production by the 1980s (Montgomery, 2010).

Recently, Montgomery is showing population growth since 2010 and is expected to continue growing. Montgomery had a population of about 621 in 2010, and by 2017 the population had grown to 997, indicating a growth rate of about 60% (U.S. Census Bureau, 2017a). Assuming population projections are correct, Montgomery's population will continue to grow in the next 50 years.

Today, Montgomery strives to preserve and improve its Historic Downtown District by developing a master plan (Rogers, 2018). Working alongside Texas A&M University's Community Resilience Collaborative team, the goal of the master plan is to create a walkable, safe, and welcoming area along Hwy 105 and throughout the historic downtown area (Rogers, 2018). The redevelopment may encourage and attract even more visitors from neighboring cities and enhance the experience of community events that already occur in downtown Montgomery. The town hosts a variety of festivals and events throughout the year. In December, residents get to enjoy breakfast with Santa Claus and view a Christmas parade (Schafler, 2018). In May, the annual antique festival kicks off in Montgomery's Historic District, where local vendors display and sell their antiques (Schafler, 2018). In September, Montgomery hosts a Wine and Music Festival where locals and visitors may enjoy a variety of wine and food while listening to live music (Schafler, 2018).

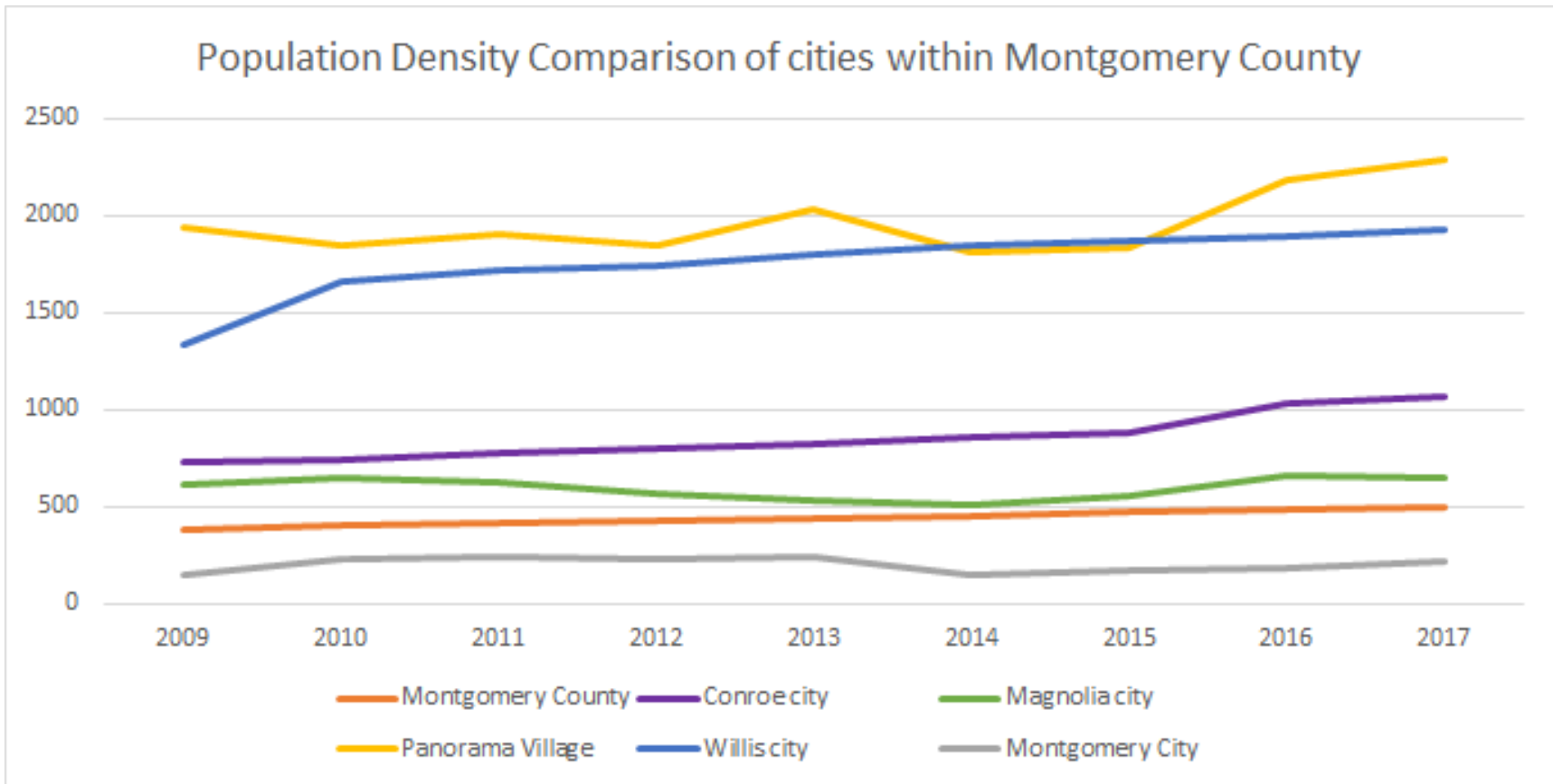


POPULATION DENSITY

As of 2017, the population density of the City of Montgomery was 221 people per square mile, indicating that the city has agronomic characteristics. In general, the population density of Montgomery City has increased by 47.9% from 149 in 2009 to 221 in 2017. However, the growth rate of the population varied during this time (U.S. Census Bureau, 2017a). The city's population density has continuously increased by 238 people per square mile until the year 2013, but experienced a significant decline in the growth rate to 639 in 2014 (U.S. Census Bureau, 2017a). After 2014, the population density started to increase with an annual growth rate of 32.9% and reached 221 people per square mile in 2017 (U.S. Census Bureau, 2017a).

By comparing Montgomery's population density to the county and other cities within the county, the city exhibits a significantly lower population density. The highest population density within Montgomery County is in Conroe, which is the county seat of Montgomery County and a principal city within the Houston–The Woodlands–Sugar Land metropolitan area. Magnolia has an urban area similar to Montgomery, but the population density of Magnolia is nearly three times that of Montgomery (U.S. Census Bureau, 2017c).

Figure 1.1 Comparison of Population Density Historical Change among Cities in Montgomery County, TX 2009-2017

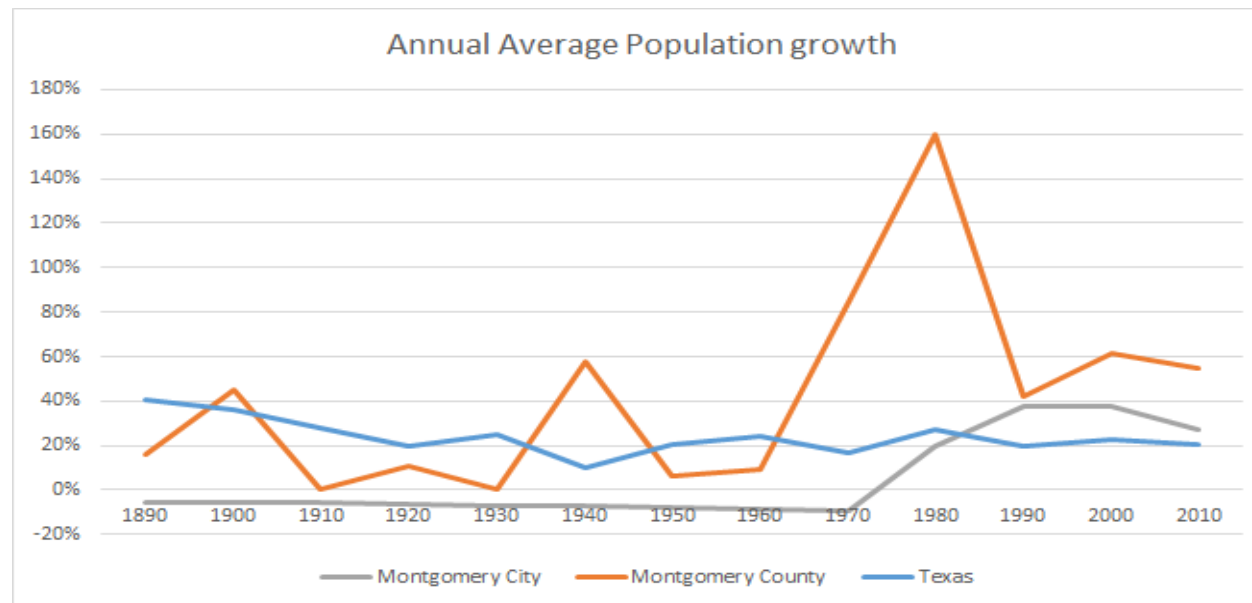


Source: U.S. Census Bureau, Table B01003, [2009](#), [2010b](#), [2011](#), [2012](#), [2013](#), [2014](#), [2015](#), [2016](#), [2017c](#)

POPULATION GROWTH

Montgomery has seen many fluctuations in the size of its population since the 1880s. According to the U.S. Census Bureau, the population in 1880 was 414, and declined to 216 by the year 1970, after consecutive nine decades of decline (IPUMS, 2019). The growth then speeds up with the arrival of the baby boom era in the 1970s, from 216 in 1970 to 621 by 2010 (IPUMS, 2019). According to the U.S. Census Bureau, 2017a, the population in the city has reached over 997, adding 376 people to its population from 2010, which is a 60.55% increase in population.

Figure 1.2 The Comparison of Population Growth Rate for the City of Montgomery, County and State.



Source: IPUMS National Historical Geographic Information System 1830 -2010 Total population.

In 2010, 2015, 2016, and 2017, the city's population shows a very high growth rate shown in table below. The population growth rate has almost reached 50% in the year 2010. Despite the anomaly in 2014 likely attributable to census estimates being revised, the City of Montgomery is expected to follow the growth patterns of Montgomery County and the State of Texas and realize steady growth.

Figure 1.3 Historical Population Growth Rate of the City of Montgomery, Montgomery County, and Texas 1980-2010

| Year | City Population | County Population | State Population | City Growth Rate | County Growth Rate | State Growth Rate |
|------|-----------------|-------------------|------------------|------------------|--------------------|-------------------|
| 2009 | 674 | 411,726 | 23,819,042 | - | - | - |
| 2010 | 1,010 | 427,717 | 24,311,891 | 49.85% | 3.88% | 2.07% |
| 2011 | 1,086 | 443,622 | 24,774,187 | 7.52% | 3.72% | 1.90% |
| 2012 | 1,045 | 458,339 | 25,208,897 | -3.78% | 3.32% | 1.75% |
| 2013 | 1,073 | 472,162 | 25,639,373 | 2.68% | 3.02% | 1.71% |
| 2014 | 639 | 487,028 | 26,092,033 | -40.45% | 3.15% | 1.77% |
| 2015 | 750 | 502,586 | 26,538,614 | 17.37% | 3.19% | 1.71% |
| 2016 | 841 | 518,849 | 26,956,435 | 12.13% | 3.24% | 1.57% |
| 2017 | 997 | 535,187 | 27,419,612 | 18.55% | 3.15% | 1.72% |

Source: U.S. Census Bureau, Table B01003, [2009](#), [2010b](#), [2011](#), [2012](#), [2013](#), [2014](#), [2015](#), [2016](#), [2017a](#)

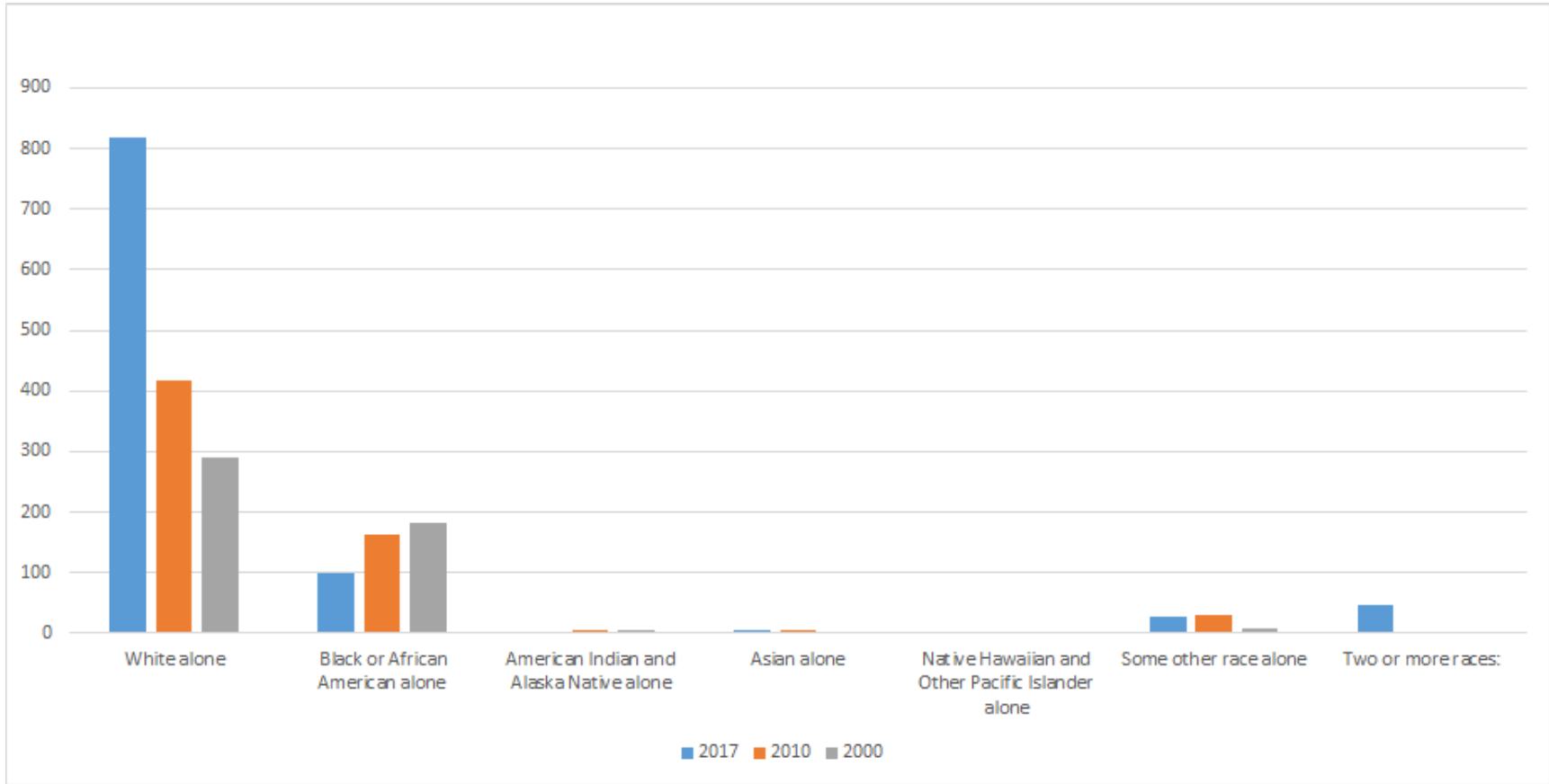
AGE DISTRIBUTION

The youth population under the age of 20 years makes up a significant portion of the total population, indicating that the community is growing. Out of the total population in 2017, 23% of the population was in the age group of 40 to 59 years, and 17% of the population was in the age group of 20 to 39 years (U.S. Census Bureau, 2017d). 16.45% of the population in the city is 60 years and over (U.S. Census Bureau, 2017d). When comparing the city with the county, the city has a larger percentage of the population under 19 years of age. (U.S. Census Bureau, 2017d).

RACE DISTRIBUTION

The "white alone" race classification has dominated the population of Montgomery for most of its existence. According to Figure 1.4, the largest racial group in 2017 was White. In 2017, the population breaks down as 82% whites, with African Americans being the second largest group at 10%. (U.S. Census Bureau, 2017e). The overall share of other racial groups was relatively small. The "white alone" population in Montgomery continues to grow at a high rate. From 2000 to 2017, the white population has consistently increased year over year by 181.10% from 291 to 898. In contrast, the African American population had decreased from 2000 (183) to 2017 (99), with a growth rate of -45.9% (U.S. Census Bureau, 2017e). On the other hand, "some other race" and "two or more races" have been showing rapid growth. Both groups have increased dramatically by 300% and 1466.67% from 2000 to 2017 (U.S. Census Bureau, 2017e). Despite this high percentage growth, these groups make up a tiny percentage of the total population.

Figure 1.4 Race Distribution in the City of Montgomery, TX for 2000, 2010 and 2017



Source: U.S. Census Bureau, Table QT-P3 [2000a](#), [2010a](#), and Table B02001, [2017e](#).

PROJECTIONS

As a part of the Greater Houston Area, the City of Montgomery is expected to follow the trends of rapid growth in the region. The Texas Water Development Board has published population projections that provide a data point for the City when estimating population growth projections.

HGAC (Houston-Galveston Area Council) and the Texas State Water Plan estimated the 2010 population of the City of Montgomery to be 621 people. Table 2 shows the predicted changes to the population from 2020 to 2070. The 2016 Texas State Water Plan forecasted that there would be 2,676 people in the city by the year 2020 (Texas Water Development Board, 2017a). While the forecast for 2020 might have overestimated the growth, the city is continuing to grow quickly. Furthermore, by the year 2070, the total is projected to continue to grow in population to 10,565 (Texas Water Development Board, 2017a).

The projections of population growth for the City of Montgomery are smaller than the county's predicted population growth. According to the Texas Water Development Board, whose past population projects for our region have overestimated growth rates, the 2020 population shows an incredible increase of 330.92%, and by 2030 an increase of 86.29%. This growth will require investment not only from the city but also from private investors to develop the infrastructure that would be required to support this growth (Texas Water Development Board, 2017a). The TWDB is projecting stable annual growth at the range of 15-25% from 2040s to the 2070s (Texas Water Development Board, 2017a). The population growth comparison between the city and the county can be seen in Table 2.

Figure 1.5 Population Projections, Montgomery City and County, Texas, 2020-2070

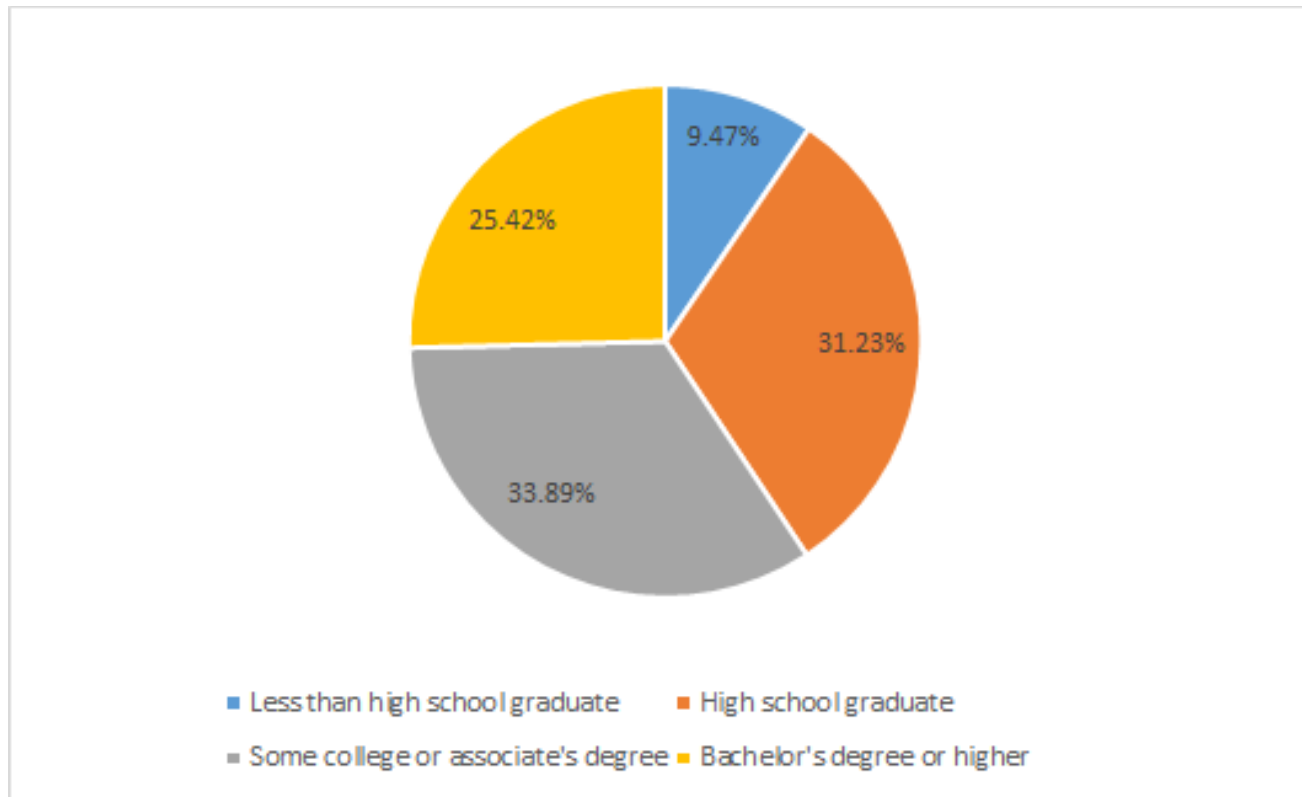
| Year | Montgomery City | Percent Change | Montgomery County | Percent Change |
|------|-----------------|----------------|-------------------|----------------|
| 2010 | 621 | - | 459,185 | - |
| 2020 | 2,676 | 330.92% | 627,917 | 36.75% |
| 2030 | 4,985 | 86.29% | 811,252 | 29.20% |
| 2040 | 6,185 | 24.07% | 1,019,278 | 25.64% |
| 2050 | 7,393 | 19.53% | 1,267,916 | 24.39% |
| 2060 | 8,625 | 16.66% | 1,576,135 | 24.31% |
| 2070 | 10,565 | 22.49% | 1,946,063 | 23.47% |

Source: Texas Water Development Board, Texas State Water Plan, [2017a](#) and [2017b](#)

EDUCATION

According to the U.S. Census Bureau, 2017, 33.89% of the population had some college or an associate's degrees, which also makes up the majority of Montgomery residents (U.S. Census Bureau, 2017b). Around 31.23% of the population graduated from high school in 2017. About 25% of the total population in the City of Montgomery have received their bachelor's or higher degrees, which is more than double the ratio of the population that has "less than a high school graduate" (9.47 %). This indicates the city has excellent labor resources for future developments (U.S. Census Bureau, 2017b).

Figure 1.6 Education Attainment of Montgomery Residents, TX 2017

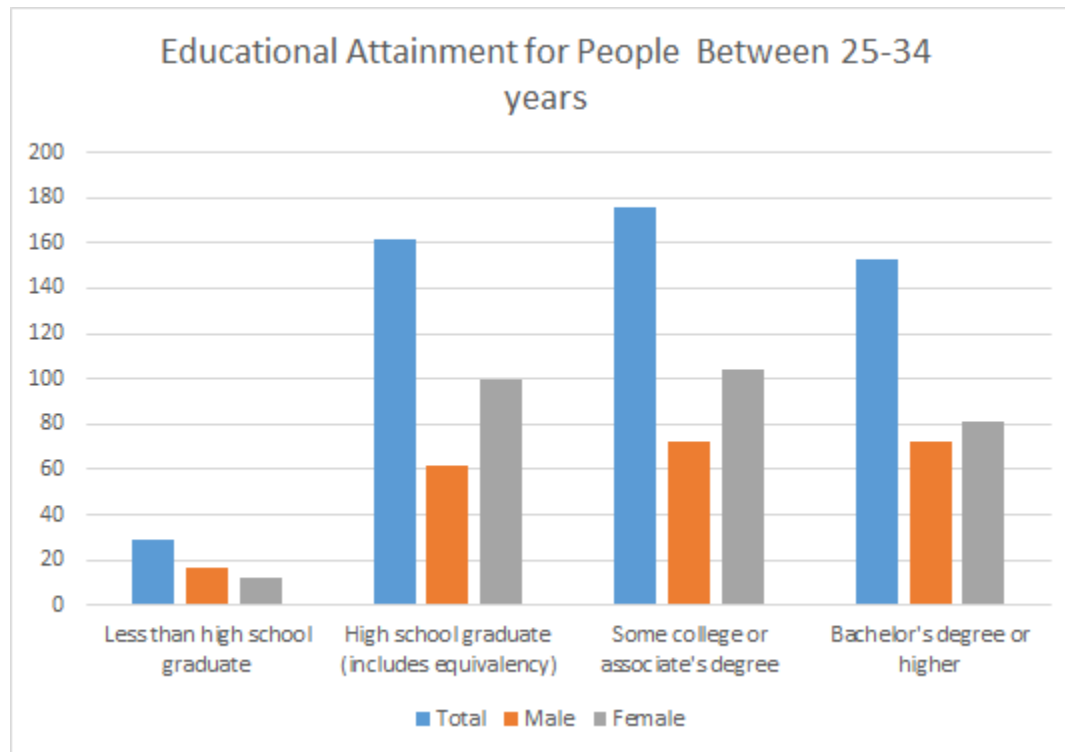


Source: U.S. Census Bureau, Table S1501, [2017b](#)

More than 160 people at least have a college or associate's degree in the city, which is 29.24% of all population (U.S. Census Bureau, 2017b). The millennial population, born between 1981 and 1996, have a higher education educational attainment when compared to other age groups according to the 2017 census data. The number of people with a bachelor's degree was slightly less than that of a high school graduate, which was 153 (25.43%) and 162 (26.91%) respectively, and only 29 (4.82%) of millenials did not graduate from high school (U.S. Census Bureau, 2017b).

By comparing the education attainment data of the city with Montgomery County and the state of Texas, the proportion of people who have not graduated from high school in Montgomery (4.82%) is much smaller than that in the county (12.4%), which is about 8 percent less (U.S. Census Bureau, 2017b). However, the proportion of people with a bachelor's degree or above in the city (26.91%) is 8.27% lower than the average ratio of the county (33.7%). This means the city has a small educational gap compared to the county (U.S. Census Bureau, 2017b).

Figure 1.7 Education Attainment of People between 25 to 34 years, Montgomery, TX 2017



Source: U.S. Census Bureau, Table S1501, [2017b](#)

From 2010 to 2017, there was a larger population in the city with higher education shown in Figure 7. The fastest growing population is those with a bachelor degree or above, followed by those with some college or an associate's degrees. The number of people who did not graduate from high school has decreased drastically. This figure was 45 (33.30%) in 2010, and it was reduced by 36.7% in the past 7 years which shows the improvement in the education sector for the city (U.S. Census Bureau, 2017b).

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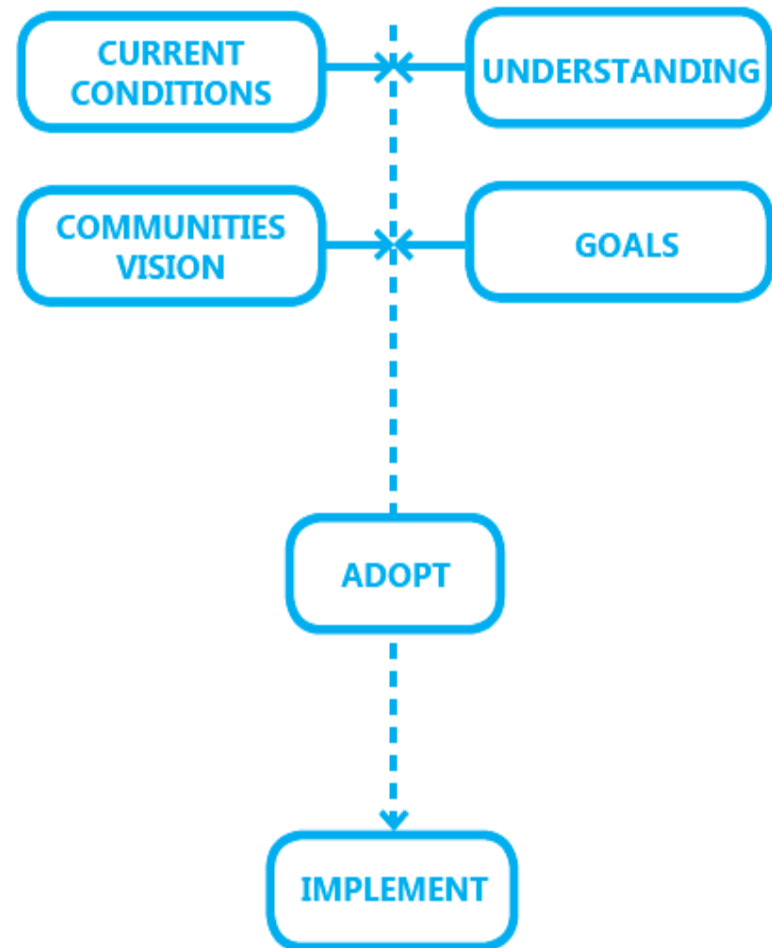
CHAPTER 2 THE PLANNING PROCESS

The Importance of Planning for the City of Montgomery

Planning for the future of any community is essential for responsible growth. This counts double for smaller communities that are seeing a boom in development. It is easy for these smaller communities to get overwhelmed by developers who can lead to loss of character and disconnected urban landscape. New development can often be at odds with the preservation of an historic and small-town feel, two things that the community would like to keep. This comprehensive plan will provide a vision of growth that will allow Montgomery to provide economic opportunities and stay true to its small-town feel.

The comprehensive plan should be used as the recipe book for the city's leaders and decision-makers. The plan expresses Montgomery citizens' vision for the future and how the city will continue to provide a livable, resilient community for all residents. This plan is not a regulatory document; it is, however, meant to be used to guide city development decisions. The Planning & Zoning Commission and City Council will be able to look to this document to consider this plan before adopting or approving local laws, ordinances, or regulations. The comprehensive plan is based on guiding principles that were created through citizen input that influenced the actions recommended in this plan. This plan is strategic, addressing specific issues to guide Montgomery in growing sustainably by focusing in on issues including land use and urban design, downtown development, transportation, housing, and resiliency. The successful implementation of the plan will take the combined effort of city leaders, area businesses, community leaders, residents, and investors.

PLANNING PROCESS DIAGRAM



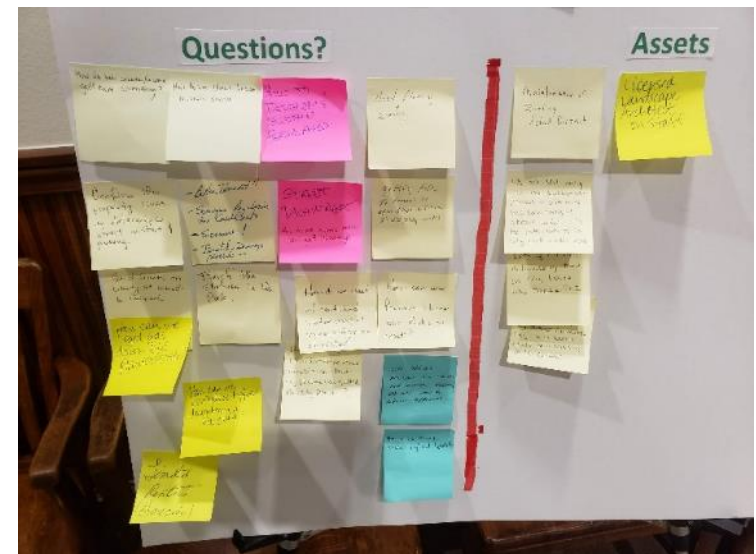
PARTICIPATORY PLANNING & GUIDING PRINCIPLES



Because comprehensive planning is intended to capture the vision of a community, it must be a participatory process. Participatory planning is the foundation of any community planning process. These plans impact every member of the community, and therefore it is crucial to involve the whole community at every stage. This participation ensures that residents are not only informed and understand the plan but also influence actions that will shape the future of their city. The freedom of having public participation allows the community to identify and express needs and desires in an open forum. To be able to capture the community's vision, we must rely on an open inclusionary planning process. As part of the efforts to be more inclusionary, many different avenues were explored to get the word out. The local media, newspaper, flyers sent out in water bills to announce each public meeting, and the city's social media accounts (i.e., Facebook). In addition to the five public meetings below, information from the community was provided to the City through the City Council. This information was incorporated into the Comprehensive Plan and presented to City Council for review and adoption.

KICK-OFF MEETING

The first step was to collect data for the State of Community Report (SOC). The SOC report gathers data from a wide variety of sources to identify current conditions, trends, and patterns. It includes an assessment of population characteristics, economic conditions, land use, transportation, housing conditions, community facilities, and environmental conditions. This was presented to the community at the first meeting held at City Hall on March 28, 2019. The purpose of this meeting was not only to present the SOC but to introduce the planning team to the community, explain the planning process, and to let the community know that this is a safe place to express their hopes and dreams for the city. Community members reviewed and verified the SOC as a fact base for the plan while also expressing concern that the SOC did not accurately represent the community because of the rapid growth and the



inaccuracies of the number of jobs in the city. This is an example of how the planning process combines local wisdom and technical knowledge of planning professionals. Additionally, the attendees participated in several activities. First was an exercise discussing the community's Wishlist for entertainment, safety, jobs, neighborhood, necessities, transportation, and housing. Attendees created a list of amenities they need and desire for the community. The community also completed a statement about what made them proud of living in Montgomery. Lastly, the community filled out a survey answering questions about how they viewed their community they called home and what they would like to see discussed in the next meetings.

Because this was a meeting that was open to the public, the team was able to gain a lot of information about Montgomery and what the community desired. Participants included business owners, citizens, government officials, and those with a desire to see their community improved.

ASSETS MEETING

On June 4, 2019, the city held its second community meeting to identify the community's strengths and assets that the community can build on. Also, the community was able to ask questions about

improving or changing things about their community. The assets were broken into five topic areas that had been selected from the results from the first meeting. These topics were Planned growth, small-town feeling, transportation, economic development and downtown revitalization, and quality of life. The community was also invited to offer questions, considerations, and express needs related to these topic areas. This information laid the groundwork for the development of vision and guiding principles.



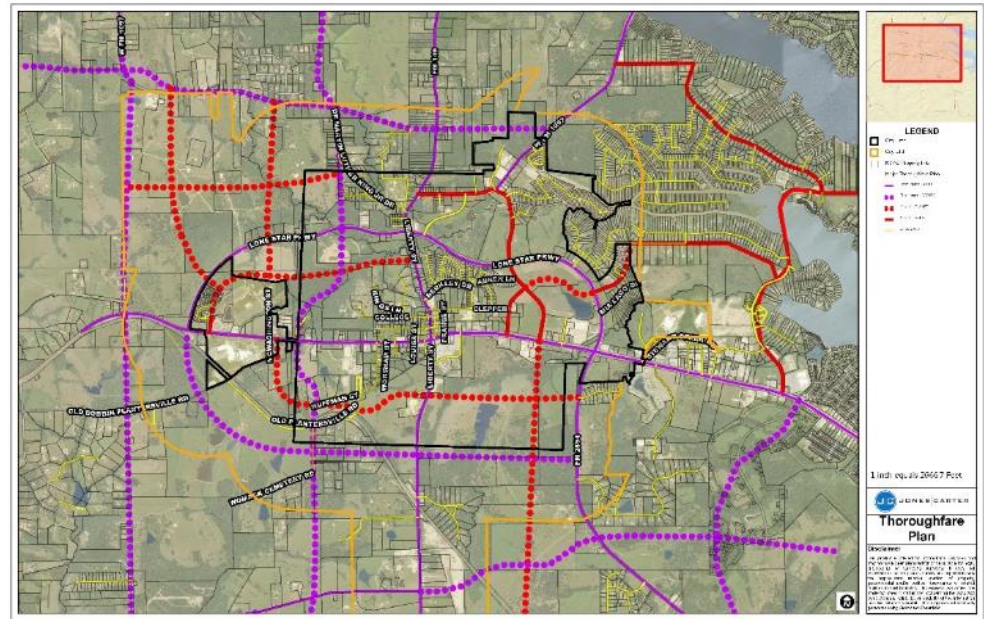


DOWNTOWN MONTGOMERY MEETING

Montgomery's Historic downtown is the cultural center of the city. There were two meetings, held at City Hall, on downtown and economic development. At the first meeting, held at 9:00AM on July 23, 2019, business owners in the downtown were invited to participate. The second meeting held on July 25, 2019 at 6:00PM, was opened to the public. Both meetings followed the same format, which included a Downtown visual preference survey, goals, needs, and problems with the downtown. During these meetings, many problems were repeatedly discussed, which included parking, lack of signage, and businesses closing early. The information and issues discussed during this meeting were presented to the LAND 311 class and were used to guide the design strategy and site designs for the city.

TRANSPORTATION PLANNING MEETING

On September 5, 2019, the city held a public meeting to discuss transportation issues and opportunities to understand the local wants and needs. During the meeting, the citizens located points of interest, service gaps, and dangerous intersections in the transportation network. High volumes of traffic on SH 105 and FM 149, school traffic, and weekend destination traffic present challenges and opportunities for the City to implement design features within the road network to improve safety and enhance user experience. City residents have expressed a desire for multi-modal transportation options such as sidewalks, trails, and cart paths. City Council and staff should actively plan to improve transportation conditions in the City as Montgomery develop grows.



SCENARIO AND SITE DESIGNS

On September 23, 2019, students from an undergraduate landscape architecture class visited the City of Montgomery and met with stakeholders from the City, Economic Development Corporation, and historic downtown merchants. They received a guided tour of the city and learned about areas of the community that needed help with site design. The students also took time to walk from historical areas of the community to the downtown to get a better idea of connectivity and improvements that could be made. The main goal of the Land 311 studio class was to create urban design strategies for the downtown area. The class decided to expand its scope to include health and active living, historic preservation, residential, and open spaces.

The students presented their final designs to the City in a public meeting on December 4, 2019.



GUIDING PRINCIPLES



Guiding principles reflect Montgomery residents and stakeholders needs and wants for their community. Stating these values ensures that the recommendations and actions in this plan reflect and support residents' and stakeholders' desires for the future and assures that, if implemented, the plan will move the city towards these collective goals.

The following guiding principles were established through citizen and stakeholder input and an online visual survey that the citizens participated in. They are grouped into four topic areas: Planned Growth and Sustainable Development, Transportation, Economy & Downtown Revitalization, and Quality of Life.

Planned Growth and Sustainable Development

- Ensure quality new development that is balanced to provide a healthy community
- Develop walkable neighborhoods and commercial centers
- Protect and enhance existing neighborhoods – create identity and a sense of pride in historic neighborhoods
- Provide clear direction on land use decisions
- Implement development standards to improve the quality of development
- Plan for additional residential growth
- Implement design standards to provide quality residential development
- Provide a range of housing types for people of all income levels from high-end to affordable

Transportation

- Improve safety throughout the city
- Create traffic calming and include pedestrian facilities
- Make streets safe and friendly for all modes of transportation (including golf carts)
- Parking

Economy & Downtown Revitalization

- Improve the Historic downtown's vitality
- Create and retain higher paying jobs (Primary Jobs)
- Promote more connections to the historic downtown

Quality of Life

- Have an excellent K-12 school system in Montgomery
- Maintain and connect existing parks, recreation facilities, and trails
- Recognize the quality of life, culture, diversity, and the friendly character of the city as crucial for future growth.

VISION

The City of Montgomery aims to be the home for families. We value our rich history as the birthplace of the Lone Star flag, small-town feel, and our numerous amenities. We want Montgomery to be a place for families to have opportunities to grow, live, work, play, and shop. We must look forward to emerging opportunities and challenges while honoring and strengthening our close-knit community, healthy environment, and history.

GOALS AND OBJECTIVES

From the results of the community meetings, residents identified plan themes and developed goals that aim to address their present needs and provide sustainable benefits for the future growth of the city. Each chapter has goals that correspond to its topic.

Goal 3.1 Encourage a cohesive and diverse range of land uses across Montgomery

Goal 3.2 Promote Development in the Downtown

Goal 3.3 Improve Drainage

Goal 4.1 Provide a safe and equitable city-wide transportation network for all users

Goal 4.2 Promote alternative transportation modes

Goal 5.1 Expand housing choices for all Montgomery residents

Goal 5.2 Improve resilience of current and future housing stock

Goal 6.1 Develop a resilient economy for residents of the city

Goal 6.2 Support existing Economic Assets

Goal 7.1 Provide equitable access to community services and facilities.

Goal 7.2 Ensure public facilities are safe and efficient.

Goal 7.3 Promote use community facilities as community gathering places for events and trainings

Goal 7.4 Signage and Wayfinding

The following chapters describe topics that include:

- **Land Use Planning**
- **Housing**
- **Transportation**
- **Economic Development**
- **Community Facilities**
- **Implementation and Funding Guide**

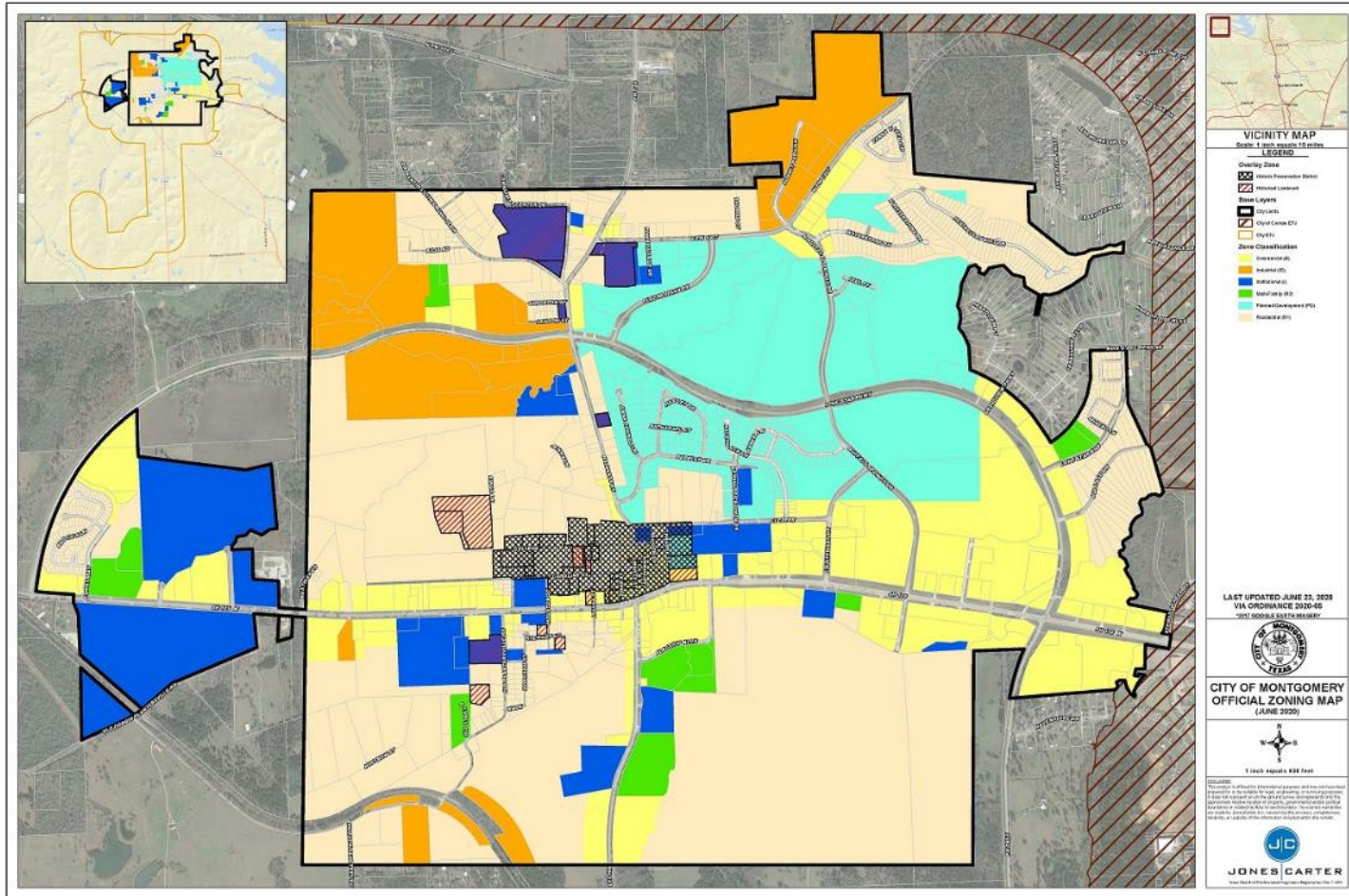


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Chapter 3 Land Use Planning

City of Montgomery Official Zoning Map *Adopted June 2020



Legend:

Tan = (R1) Single-Family Residential

Green = (R2) Multi-Family Residential

Orange = (ID) Industrial

Yellow = (B) Commercial

Cyan / Light Blue = (PD) Buffalo Springs Planned Development

Blue = (I) Institutional

INTRODUCTION

Land use planning involves the arrangement of land to ensure the compatibility of different land uses. The existing land use inventory, which classifies different types of land use activities, is an essential means of identifying current conditions and trends. Currently, the city follows the land use patterns that are covered in the zoning map. The City of Montgomery has divided land use into six different zoning districts. These districts include single-family residential (R1), multi-family residential (R2), commercial (B), industrial (ID), institutional (I), and planned development (PD). The city also has overlay zones for historical landmarks (HL) and historic preservation districts (HPD) to preserve the historic buildings in the downtown region.

CURRENT LAND USE

District R-1: Single-family residential district

Most of the area in the city has been zoned Single-family residential. This zone allows for Single-family dwellings, including structures that also provide housing to immediate relatives of the family (granny flats). It also allows for existing public buildings, parks, churches, and public amenities.

District R-2: Multi-family residential district

Multi-family developments only make up a small portion of the land use in the City of Montgomery. Currently, there are two senior care facilities, two apartment complexes, and one mobile home development. There are three vacant areas of land that are currently zoned for future Multi-family developments.

District B: Commercial district

The commercial district provides for a wide range of business uses within enclosed areas, as well as the other uses provided for in this category. The district allows for retail, restaurant, gas stations, and office spaces.

District ID: Industrial district

This zone can be used for industrial, manufacturing, and mechanical business.

District I: Institutional district

This district can be used for a wide array of uses that are related to public services and amenities. This includes city facilities, churches, schools, and parks.

District PD: Planned development district

This district makes up almost 1/5th of the land area within the city limits. This area provides significant design flexibility to encourage innovative and/or mixed-use developments within the city that would not otherwise be permitted in other zones. It is not intended for simple changes to the existing ordinance requirements that are established in the various zoning districts. The district allows for deviation from standard ordinance requirements as long as those deviations continue to meet the intent of this chapter. The district allows for an appropriate combination of uses, which may be planned, developed, or operated as integral land units, such as developments that incorporate various types of residential and nonresidential uses into the overall project.

Downtown

Montgomery city has a well preserved historic downtown region, which consists of buildings that were constructed in the 19th century (City of Montgomery, 2019b). The downtown region lies northeast of the intersection of SH105 (Eva Street) and FM 149 (Liberty Street). This area has mixed-use developments that mainly consist of restaurants, bars, churches, museums, coffee shops, and grocery stores. The presence of retail and commercial shops, along with the proximity to the Church of Christ and Living Savior Lutheran Church, makes the downtown region busy with lots of activities for the people. The downtown is the heart and cultural center of the city. It hosts multiple festivals and community gatherings.

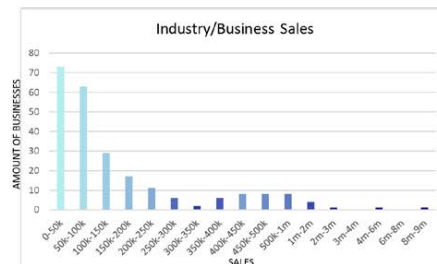
AN OVERVIEW OF GENERAL LAND USE TYPES

Residential

The city of Montgomery has divided the residential district into two subsections, single-family residential (R-1) and multi-family residential (R-2). The single-family residential districts constitute the highest share of the area compared to the other zones in the city. They are primarily located in the western and southern regions of the city and along with some parts of the northeastern side on the boundary of the city limits. Multi-family residential zones are located on the extreme ends of the city on the east, west, and south sides, next to the commercial and institutional zones.

Commercial

According to the official zoning map for the city, most of the commercial / businesses are located along the sides of SH 105. In total, commercial uses make up about 20% of the land use in the city. There are some businesses scattered along FM 149 in the south and along W FM 1097 on the north-east side of the city



Industry

There is no subdivision in the zoning for the different types of industries in the city. They are classified in one broad type and zoned as industrial. The industrial zones are located on the outskirts of the city, away from the city center. They are primarily located on the north and northwest of the city and along with some parts of the south-west region of Montgomery. Some of the industries found in Montgomery are farming & ranching and auto repair & restoration, primarily located along SH 105, and a storage facility along FM 1097.

Overlay

The city has adopted overlay zoning codes for Historic Landmark (HL) and Historic Preservation District (HPD) for preserving its downtown heritage buildings. This has helped develop the area by providing opportunities for mixed-use development such as retail shops, commercial businesses, and grocery stores to optimize the utilization of the downtown. There are specific standards established by the city to make the HPD a walkable mixed-use development, which is in line with the city's vision for a prosperous community living. The Historic Preservation Ordinance adopted by the City is a useful tool for the overall economic development of the City.

Community Input

With the information that we collected from the participants during the public meetings, we learned that the community was interested in possible development for the Planned development zone, increasing the number of housing options, improved flood control, and more connectivity. The community wants to have sidewalk connections to the downtown and parks.

DEVELOPMENT RECOMMENDATIONS

Vacant Lots

Promote infill! Not only around in and around the historic downtown, but throughout the city. Infill development encourages a more efficient investment in infrastructure because it encourages growth in designated growth areas where there is existing infrastructure. Promoting infill in the downtown is low hanging fruit for the community. It is a cultural center full of stores, restaurants, and gathering areas for people to gather and enjoy all the city has to offer. Increasing the amount of development in the downtown area requires striking a balance of protecting the historic downtown and at the same time allowing for change.

Mixed Use and Multi-Family Developments

Promote Mixed-use and Multi-family developments. The developments will not only help to increase the tax base but help to provide the density that supports business in the area. These developments need to have connections to the historic downtown and parks within the city.

Building Design Codes

Develop building design codes for the city. Having design codes in place makes sure that new development that not out of sync with existing development. This is very important when looking at new construction near and around the historic downtown. Promote a style that is appealing and stick with it! In the survey, the community favored the following style: a building with a brick facade with multiple layers.

An example of this being successful is the City of San Antonio. San Antonio created and enforced design codes for the exterior of the buildings that are located near The Alamo and other historical sites in the city. Having these regulations in place protects the significance of the historic downtown.

Prepare for Future Growth

The 5-year capital improvement plan should be updated to ensure funds are available for future infrastructure. The capital improvement plan needs to be updated periodically to correspond with the city's overall budget. While promoting growth and development, the city should review impact fees for new development to offset demand put on existing infrastructure. This can ensure funds are in place to upgrade needed infrastructure.

Improve Drainage

Promote infrastructure that is unobtrusive and improves drainage. Permeable paving, bioretention drainage, and green space are all ways to improve drainage and collect/redirect runoff. Encourage private property owners to incorporate green infrastructure into their site plans. At the same time, these improvements add shade, aesthetic appeal, and character to the city. When selecting plants for green infrastructure, consideration must be made for native plants. Using native plants reduces the amount of replanting and watering that will be required. The danger of new development is how it will affect the current infrastructure. A study is required to examine the drainage system before future development is permitted.



Paving Applications

Porous Pavements – a system used for surface paving that includes a subsurface gravel infiltration bed. The porous paving material (asphalt, concrete, or pavers) allows water to infiltrate through it and continue down through the gravel bed. This option can be used to detain runoff, thus saving land, and is particularly useful in urban redevelopment projects.

Selective Curb Treatment – eliminating curbs along the edges of paved areas or roads allows runoff to be directed into adjacent bioswales or rain gardens to provide water for vegetation. Alternatively, flat (ribbon) curb edges or curb cuts can be used to accomplish the same purpose.

Landscape Applications

Bioretention Areas – also called rain gardens – are shallow depressions that capture runoff. They are planted with a variety of trees, shrubs, and perennials that mimic upper canopy, middle story, and ground floor conditions. Native or native-adapted plants that possess the ability to form a dense root layer to cleanse pollutants from runoff and can withstand both drought and flood conditions should be chosen. Rain gardens can be used in residential lawns, in medians, along roadways, or in other areas adjacent to impervious surfaces.

Bioswales – used to convey runoff from paved areas to retention ponds. The use of bioswales to connect a series of rain gardens creates a green network effective at reducing the quantity and velocity of runoff. This can also result in increasing the time runoff is in a swale to allow for more significant infiltration and enhancing water quality.

Subsurface Infiltration Beds – a uniformly open-graded aggregate bed under a vegetated or paved surface. Provides storage for and infiltration of runoff. These beds are especially useful for athletic fields and parking areas.

Tree Trenches – a linear feature typically found along streets and sidewalks where runoff can be directed. These planted strips promote the health of street trees, especially when combined with structural soils designed to allow tree roots to penetrate more deeply than the compacted subsurface found beneath the pavement.

Street Bump-Outs – an extension of curbs that creates a widened landscape space to capture street runoff. Most effective when used at intersections, which increases their size and ability to handle more water. These bump-outs can be used in a retrofitting strategy for “greening” urban areas and traffic calming.

Flood Management

The city’s building codes and ordinances guide and regulate construction in floodplains. The Special Flood Hazard Area is the zone that FEMA designates as the 100-year floodplain or an area that has a 1% chance of flooding annually (Zones A and AE). The low-lying riparian areas in the northwest side of the city are in the “A” or “AE” zone. The 500-year floodplain designation can better be explained as an area having a .2% chance of flooding annually (Zones B and X).

COMMUNITY RATING SYSTEM

As part of this effort to inspire communities to make themselves less vulnerable, the Community Rating System (CRS) was introduced to encourage communities to exceed the minimum NFIP requirements in exchange for monetary incentives. The CRS uses a class rating system from 1 to 9, with the goal being to reach a lower class rating for maximum incentives. Texas Target Communities, Texas Sea Grant, and The Hazard Reduction & Recovery Center at Texas A&M offer free training and workshops on the Community Rating System.

To help reduce the impact of flooding of community structures, Montgomery should look to participate in the National Flood Insurance Program (NFIP). The purpose of the program is to provide affordable flood insurance to property owners while encouraging communities to utilize flood mitigation strategies, such as adopting minimum building and development standards. Although participation in NFIP can be daunting for smaller communities (because of the amount of effort and resources required), as the city and its resources grow, joining the program will become a goal to keep insurance affordable in the city. The program requires the city to enforce the adopted floodplain regulations based on the Flood Insurance Rate Maps.

RECOMMENDATIONS FOR THE HISTORIC DOWNTOWN

Off-Street Parking

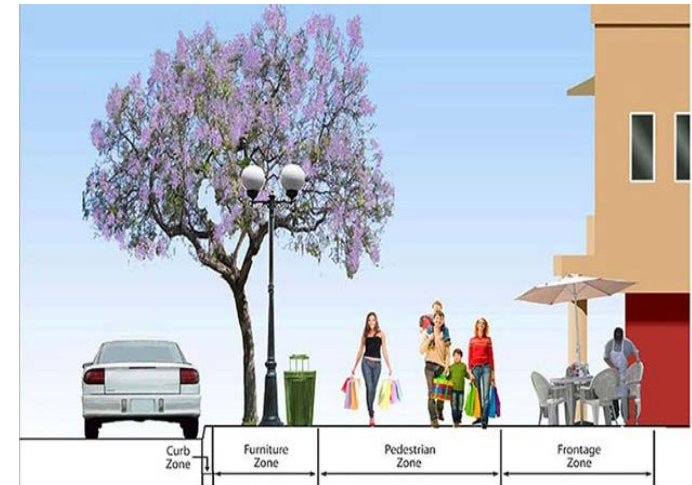
Additional Off-Street parking should be limited to parking structures and single-family homes in the area. On-street parking is essential along Liberty Street. On-street parking will help to act as a buffer between pedestrians and the street. Improving existing parking lots with signage and lines guide people into downtown.

Setbacks

A setback refers to how far back off the sidewalk or road a structure is. The zero-lot-line is the gold standard of walkability for areas around downtowns and business that require foot traffic. There is no off-street parking, aside from parking garages. In other words, no strip mall or big-box style parking.

Sidewalks

Sidewalks are essential for promoting commerce in the historic downtown. The more people you can attract to explore the downtown by foot, the greater the chance of them walking by a shop and becoming interested in their products. Because we want the downtown to be a social center of the city, the sidewalks should be no less than 7 feet wide! This width is considered wide enough for people to walk comfortably. If you want people to be window shopping and eating outside at cafes, the sidewalks need to have room for furniture, seating, and trees for shade. The more activity you want to happen on the sidewalk, the wider it needs to be. Bustling sidewalks can require 20 feet or more of width to accommodate all the activities without impeding traffic.



TEXAS MAIN STREET PROGRAM

This program is in line with the efforts to preserve the historic downtown that is already in place. Texas Main Street Program (TMSP) was created by the Texas Historical Commission in 1980 to revitalize and improve the economic health of historic resources with the help of local communities. Their mission is “to provide technical expertise, education, resources, and support to designated Main Street communities. The program guides communities through effectively preserving and revitalizing their historic downtowns, with the goal of improving the economy and stimulating job creation. The program utilizes the National Main Street Four-Point Approach™ of organization, design, economic vitality, and promotion. Their approach to downtown revitalization is:

- Organization
- Promotion
- Design
- Economic Vitality

There are 89 official Texas Main Street communities across Texas with populations ranging from less than 2,000 to more than 300,000.

STREETSCAPE

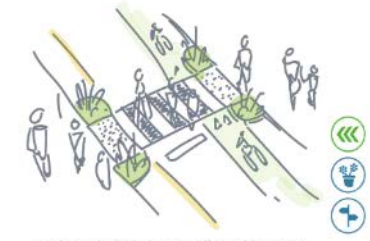
HIGH INVESTMENT



Accommodates all users safely with protected bike lane, noticeable crosswalks, and traffic calming measures.



Widen sidewalks to accommodate multiple pedestrian uses.



Implement needed crosswalks and improve existing ones. Add unprotected bike lanes.

Connectivity

- Pedestrian Oriented
- Traffic Mitigation
- Ecological Features
- Multi-use Paths
- Crosswalks

Adaptive Reuse

- Streetscape
- Parking
- Beautification
- Signage

Involvement

- Parks
- Active Space
- Festivals
- Healthy Eating
- Commercial
- Gathering Spaces

DOWNTOWN SITE PLAN

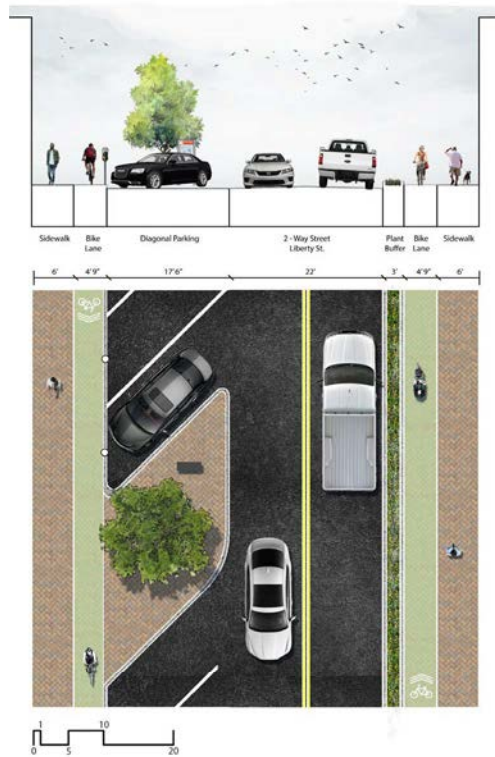
This design was based on community input to promote connectivity, safety, and increasing available parking in the historic downtown. A decision was made to stimulate commercial and residential growth in Montgomery's downtown area by creating an inviting, walkable experience that allows residents and visitors to shop, relax, work, and play in one central area. Focusing on pedestrian accessibility, mixed land use, and enhancing physical appearance are crucial elements that will support this goal. The design features consolidated parking, increased connectivity between amenities, and designates public green space, which makes use of underutilized amenities. Traffic calming strategies such as adding lighting, angled parking, bike lanes, sidewalks, signage, and plant buffers slow down the constant traffic passing through Montgomery. An art district implemented on the intersection of Liberty St. and Eva St./ Highway 105 promotes creativity within the community. Multiple business plazas were placed strategically throughout the downtown area to provide various gathering venues and income sources.



The figures show a closer look at Liberty Street and a proposed downtown square.

Highlights of this design include:

- Bike paths
- Sidewalks
- Improved parking
- Defined Crosswalks
- Bulb-outs
- Street Furniture
- Lighting



*Conceptual project by TAMU student

TAKING ANOTHER LOOK AT MCCOWN STREET

This design recommends the closure of McCown St. to vehicle traffic, effectively making it a pedestrian street. The design also includes an outside event venue for concerts and gatherings and an outside seating area with a fire pit for picnicking and nightlife.



*Conceptual project by TAMU student

POSSIBLE PLAN FOR THE PLANNED DEVELOPMENT ZONE

This design strives to emphasize connectivity, adaptive reuse, and involvement in the city of Montgomery by linking existing and proposed amenities to encourage health and active living. Key features of this Master plan are increasing mixed-use, multi-modal transportation, and preservation of green space. This design increases housing density and population that support the increase in office space and commercial space. The three key goals of this conceptual student master plan are listed to the right. Elected and appointed leaders should study the goals and details included in this project as a guide when considering the quality of life new development proposals offer.



CREATE GREENSPACE

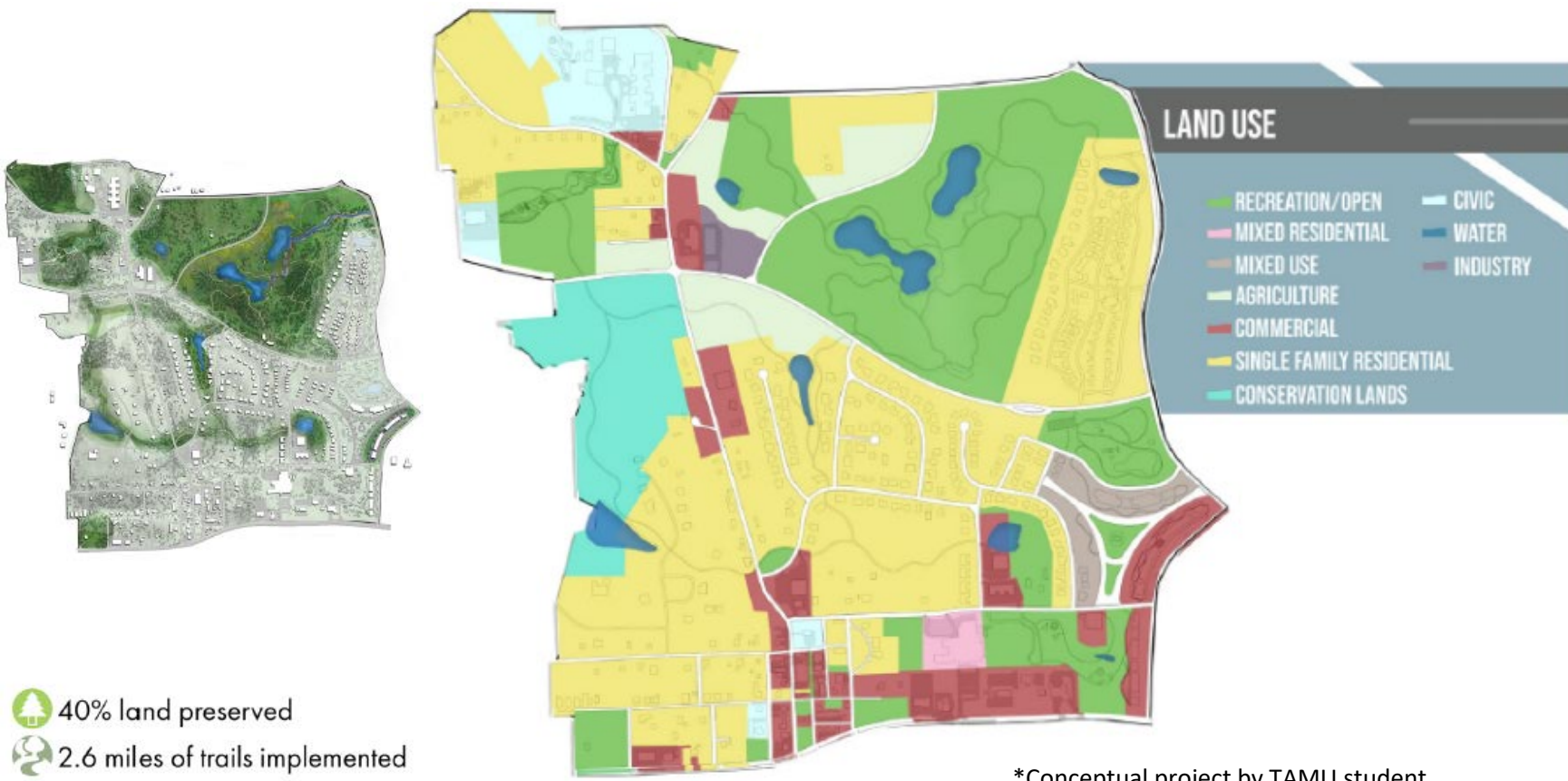


INCREASE FUNCTIONALITY



ECOLOGICAL PRESERVATION

Details in the master plan include a commercial plaza with multi-use green spaces, several residential areas, a nature preserve with an educational center, a community park, and an educational garden, all connected by an encompassing biking/walking trail. These designs will complement the existing tourism industry of Montgomery by bringing in visitors to the outdoor recreation area and encourage them to interact with nature via boating, gardening, shopping, or merely observing nature.





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Municode (2019). Montgomery, Texas-Code of Ordinances. Chapter 98-Zoning, Article III-Districts and Zoning Map. Retrieved from https://library.municode.com/tx/montgomery/codes/code_of_ordinances?nodeId=COOR_CH98ZO_ARTIIIDIZOMA

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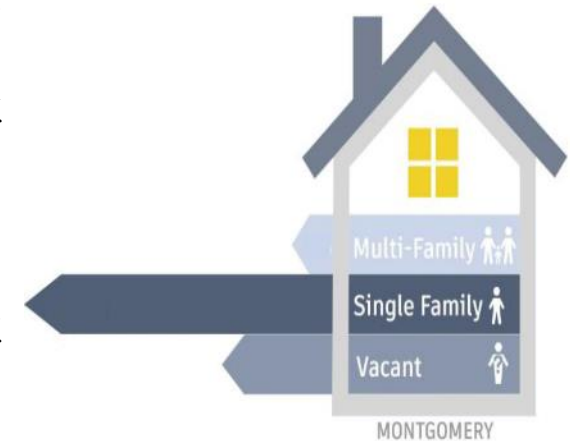


CHAPTER 4 HOUSING

2017 CONDITIONS

Housing is close to the heart of the American Dream. More than just a roof and shelter over someone's head, housing is safety, a place for family, love, and if done right, it is a home. This chapter examines the existing types of housing, the affordability of housing, and household characteristics. After this, the chapter discusses recommendations to meet the future needs of the community, promote quality housing, and safe environment for the community.

In 2017, the U.S. Census Bureau estimated that 441 households are located in Montgomery. Of those households, 51.61% are married-couple households, which is lower than the percentage in Montgomery County at 60.01%. Montgomery also has 60 single-parent households; 80 households of individuals living alone, and 25 households are composed of individuals who are unrelated but living together. (U.S. Census Bureau, 2017). These percentages indicate a lower number of single-parent households in Montgomery than Texas but slightly higher than Montgomery County.

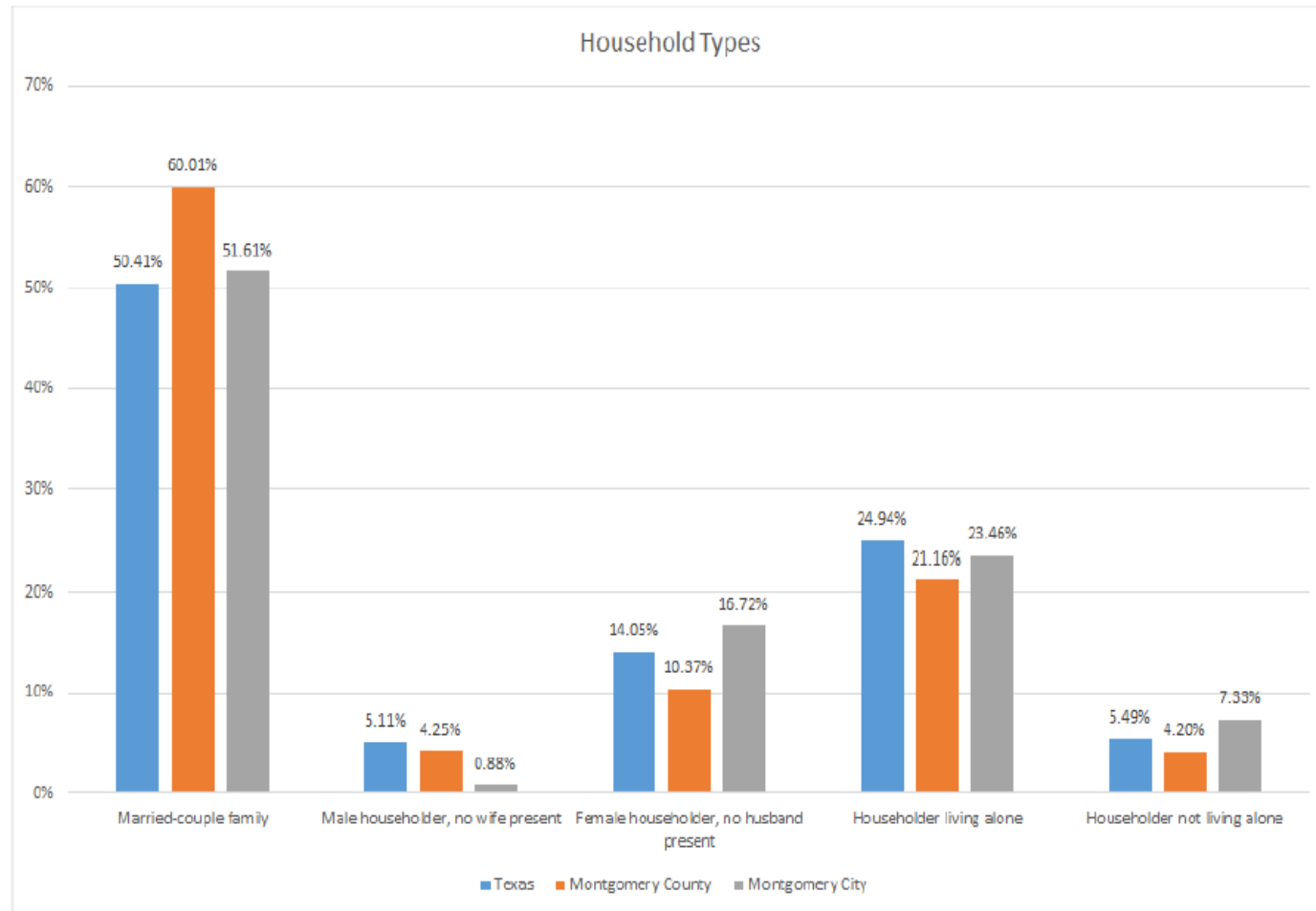


TYPES OF HOUSING

Montgomery is primarily a bedroom community where people own homes but travel elsewhere for work. The most substantial portion of available housing, 75.3%, units are single-family (1-unit detached houses). Out of the total 341 households in the city, about 176 are occupied by married couples, which contributes to 51.61% of the total households (U.S. Census Bureau, 2017j). According to the U.S. Census Bureau, Montgomery contains three male householders, 57 female householders, 80 householders living alone, and 25 householders living with people whom are not related to.

According to the U.S. Census Bureau, 2017, about 70.1% of the households are owner-occupied. This number has declined from the year 2000 (77.9%) and 2010 (75.9%) by about 7%. Despite this decline, Montgomery has a higher owner-occupancy rate than the Texas state average by about 8%. About 29.9% of the total housing units in Montgomery are renter-occupied housing units, which is a 6.8% increase from 2000. The data shows that there is an increase in the renter-occupied housing units by 7% from 2000 to 2017. This number reflects a decrease in owner-occupied housing units in the city. The percent of the population living on rent in Montgomery is almost equal to the county, which is 28.8% but is relatively less than the state, which is 38%.

Comparison between types of Household in Montgomery City, Montgomery County and Texas, 2017

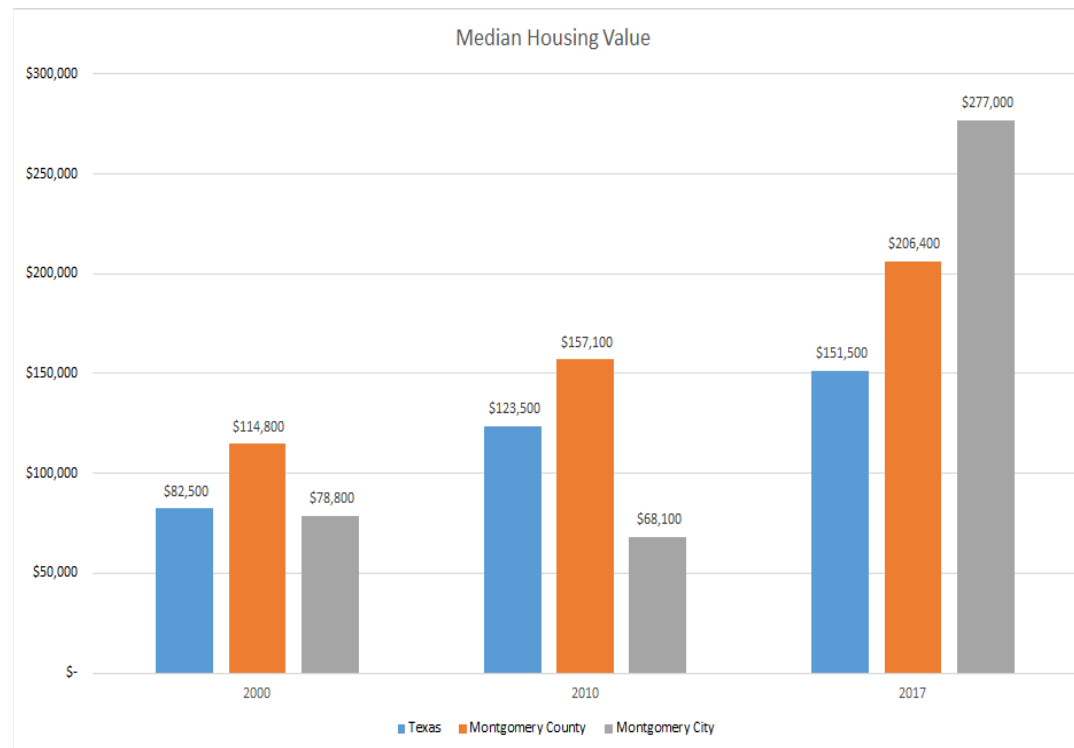


Source: U.S. Census Bureau, Table B11001, [2017j](#)

HOUSING PRICES & AFFORDABILITY

Over the history of the city, Montgomery has seen fast population growth followed by considerable decline. Currently, the city is experiencing a large amount of growth as the greater Houston area grows, which is coinciding with increased housing costs. Housing prices have seen a steep increase in 2017 from \$8,100 to \$77,000, which is almost four times the price in 2010 (U.S. Census Bureau, 2010d & 2017i). This value signifies that the cost of living in Montgomery is very high compared to the state and county, thus posing a risk for low-income families in need of more affordable housing in the city. Ensuring the availability of affordable housing is important to the overall vitality of the community.

Figure 4.1 Comparison of median housing values in the City of Montgomery, Montgomery County, and Texas, from 2000-2017



Source: U.S. Census Bureau, Table DP04, [2000b](#), [2010d](#), and [2017i](#)

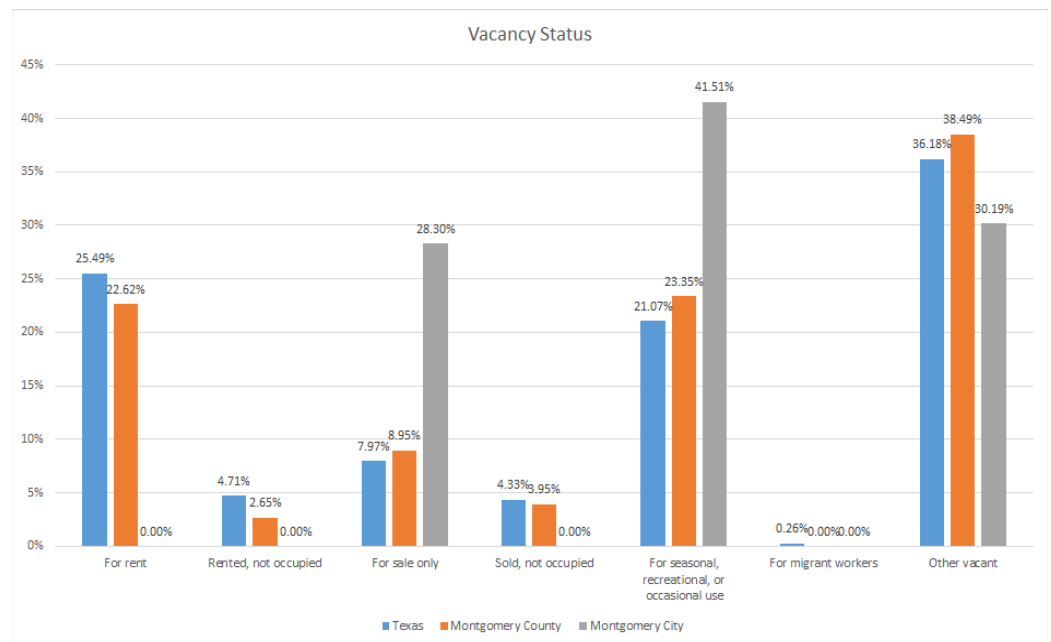
The housing affordability of a region is calculated based on the total household income and the monthly housing costs. The residents are termed to be living in an unaffordable house when the householder pays 30% or more of their income for housing costs (U.S Department of Housing and Urban Development (HUD)). In the U.S, renter-occupied housing units commonly cost 30% or more of the total income of the household, thus making it unaffordable for a large population in the city.

Renter-occupied households with an annual income of less than \$5,000 (i.e., about 15.54% of the population) spend, on average, 30% or more of their income on housing. This shows that a significant portion of the population has a high housing cost burden. Though the city has a small population, more affordable housing policies are necessary to mitigate the rising housing prices and improve the quality of the life of the people.

VACANCY STATUS

Vacancy status can help us determine the housing demand of current types of housing in a community. Figure 4.7 shows that the majority of the vacant houses are for seasonal, recreational, or occasional use. A large number of homes in the city that are vacant are for sale, which is 15 out of 53 vacant houses. According to the 2017 Census ACS data, only fifteen of the total 394 housing units are vacant in Montgomery. In 2017 the vacancy rate of housing units in Montgomery was 13.5%, which is higher than both Montgomery County (8.4%) and Texas (11.1%). About 53 of 394 housing units are vacant in Montgomery. In 2010, the vacancy rate was 11% (i.e., 36 out of 326 housing units were vacant) (U.S. Census Bureau, 2010e). The rising vacancy rate could be the result of AirBnB rental homes or renovations of older housing stock.

Figure 4.2 Vacancy status of houses in Montgomery City, Montgomery County, and Texas, 2017



Source: U.S. Census Bureau, Table B25004, [2017](#)

RECOMMENDATIONS

NUMBER OF HOUSING UNITS NEEDED

If the increase in population continues at the current rate, Montgomery will have demand for 500 new dwelling units over the 20-year planning period, which means that an annual average of 25 new dwelling units will be needed per year to replace older stock and meet future growth.

CREATING NEW RESIDENTIAL ZONING DISTRICTS

Residential lot sizes are determined by which residential zone the property is located. These zones control often have set limits, both mini and max, lot size and setback regulations. Creating new zones or overlay zones that allow for a variety of lot sizes and housing types. This gives citizens more housing choices.

TYPE OF UNITS NEEDED

As highlighted earlier, more affordable dwelling units of all types are needed in Montgomery. The city will continue to see demand increase as long as Montgomery's population grows. Demand for affordable rental housing is increasing as Baby Boomer households downsize and Millennials form new families. Having new homes that are connected to the historic downtown will promote community connection for years to come.

AFFORDABLE AND WORKFORCE HOUSING

Quality affordable housing is needed to attract teachers, police officers, nurses, firefighters, and other key service providers to the community. Growth in lower-wage jobs (i.e., employment in retail, hospitality services, food services, and some health care professions) will increase demand for affordable housing. People working in lower-wage jobs would be able to afford rental homes in the \$350-\$825 per month range. For a household with a single wage-earner in the lowest wage jobs, Montgomery has few housing options available. Families with two wage earners in lower-wage positions also experience much difficulty in finding housing for about \$850 per month in Montgomery. Cities that have affordable housing discover that it improves the quality of life of residents by growing the community fabric. Housing choices leads to better health, adequate jobs, financial stability, security, and population diversity.

RENTAL HOUSING

Increased development of duplexes, townhouses, or apartments, should loosen the rental market by increasing the supply. New rental housing is unlikely to be less expensive than the existing rental housing stock unless it is subsidized. However, the development of new rental housing may decrease the growth in rental costs, especially in the long run.

MULTI-FAMILY HOUSING

Multi-family units tend to be smaller and more affordable than single-family homes. These smaller units can be an asset for people who are scaling back or who have less income to spend on housing. Multi-family units are also primarily rented rather than owned. In recent years, multi-family housing options have increased in Montgomery, with approximately 350 units available for market-rate or subsidized rent. Additionally, duplexes can be a way of increasing the density of housing and can be built in a similar style as single-family houses.

ADDITIONAL HOUSING DEVELOPMENT STRATEGIES

High-Density Zoning or Density Bonuses require or encourage developers to include more units within a given area. Increasing density in low-risk areas can draw development out of hazardous zones. Increasing density can also increase accessibility in areas where there are community facilities and amenities such as stores, schools, parks, and medical centers.

Mixed-Use Zoning allows a variety of land uses within one area or development. The most common application is combining multi-family residential units with commercial and office units. Uses can be in separate buildings or can share buildings. These combinations allow residents greater access to community facilities and amenities, much like increased density.

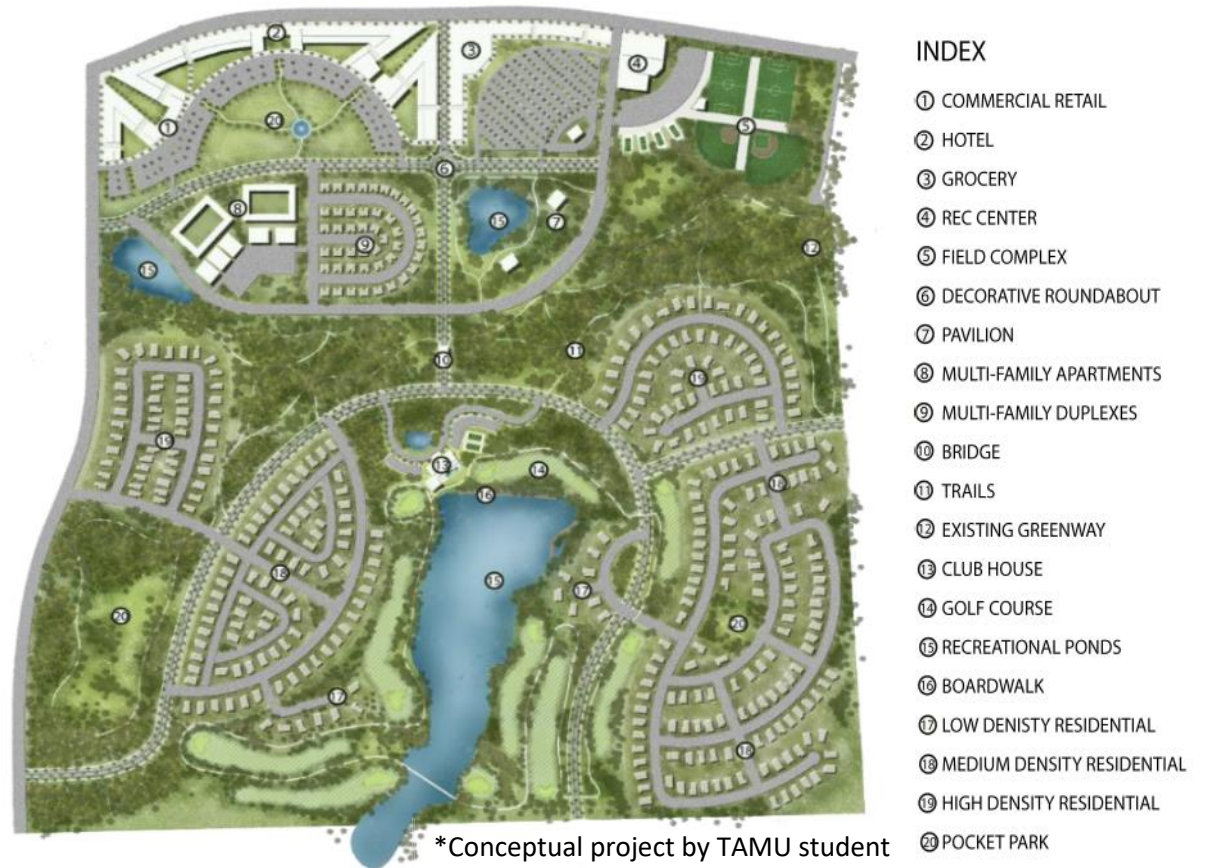
Inclusionary Zoning or Policies require or encourage there to be a certain percentage of affordable units within residential developments or mixed-use developments. The developments are commonly made up of multi-family units, but can also be for single-family units. The goal is to provide the same quality of housing and the same amenities to a variety of income levels and to eliminate the stigma associated with segregated “low income” or “affordable” developments.

Accessory Dwelling Units (ADUs) are typically smaller units constructed on lots with a larger primary housing unit, but the accessory unit can also be included in the primary structure. Most zoning ordinances restrict property owners from renting out accessory units. Communities that wish to accommodate more density, affordability, and rental units should include specific language in their ordinances for ADUs.

Tax Incentives or Abatements are exemptions, reductions, or delays in tax payments for developers. They can be granted when the property is purchased or while it is being developed. The developer benefits financially, but the city specifies how the incentives relate to increasing housing unit density or affordability.

POSSIBLE FUTURE MASTER PLAN RESEDINTAL DEVELOPMENT

This conceptual development is a family-focused community with an emphasis on healthy, active, and sustainable living, without the sacrifice of small-town charm. The location of this site is south 105 and east of FM 149 behind the existing shopping center. This area is currently undeveloped but is within one mile of the historic downtown and a public school.



- INDEX**
- ① COMMERCIAL RETAIL
 - ② HOTEL
 - ③ GROCERY
 - ④ REC CENTER
 - ⑤ FIELD COMPLEX
 - ⑥ DECORATIVE ROUNDABOUT
 - ⑦ PAVILION
 - ⑧ MULTI-FAMILY APARTMENTS
 - ⑨ MULTI-FAMILY DUPLEXES
 - ⑩ BRIDGE
 - ⑪ TRAILS
 - ⑫ EXISTING GREENWAY
 - ⑬ CLUB HOUSE
 - ⑭ GOLF COURSE
 - ⑮ RECREATIONAL PONDS
 - ⑯ BOARDWALK
 - ⑰ LOW DENISTY RESIDENTIAL
 - ⑱ MEDIUM DENSITY RESIDENTIAL
 - ⑲ HIGH DENSITY RESIDENTIAL
 - ⑳ POCKET PARK

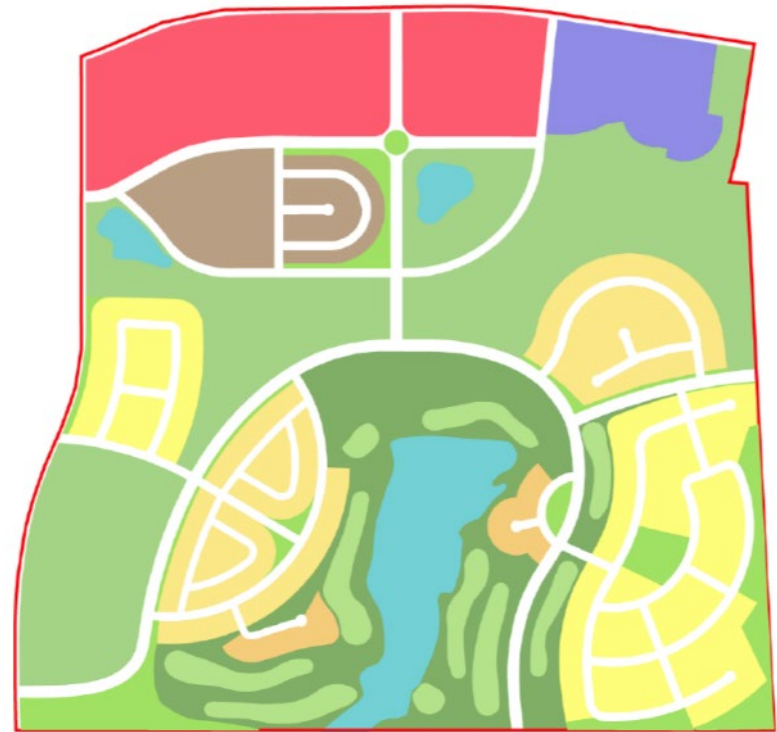


The goals of this site design are:

- Preservation of existing ecology
- Maintain greenspace
- Facilitate natural drainage
- Promote Activity Through Connectivity
- Increase sidewalks with buffers
- Promote Healthy and active lining
- Provide linkage to various amenities and downtown
- Appeal to Multiple Styles of Housing
- Mix of high and low-density lots
- Provide variations of single-family housing
- Increase property values with water frontage
- Promote Healthy relation between Natural and Build Environment
- Limit ecological footprint/impact
- Integrated designs that promote nature.

The master plan includes multiple land uses and residential types that will accommodate not only growing families but also has options for retirees that want to downsize. The development will help to residence active with a golf course, recreational ponds, rec center, and hiking trails.

*Conceptual project by TAMU student



LAND USE

- OPEN SPACE
- PARKS
- LOW DENSITY SINGLE FAMILY
- MEDIUM DENSITY SINGLE FAMILY
- HIGH DENSITY SINGLE FAMILY
- MULTI-FAMILY
- COMMERCIAL
- GOLF COURSE
- REC CENTER/SPORTS COMPLEX
- WATER

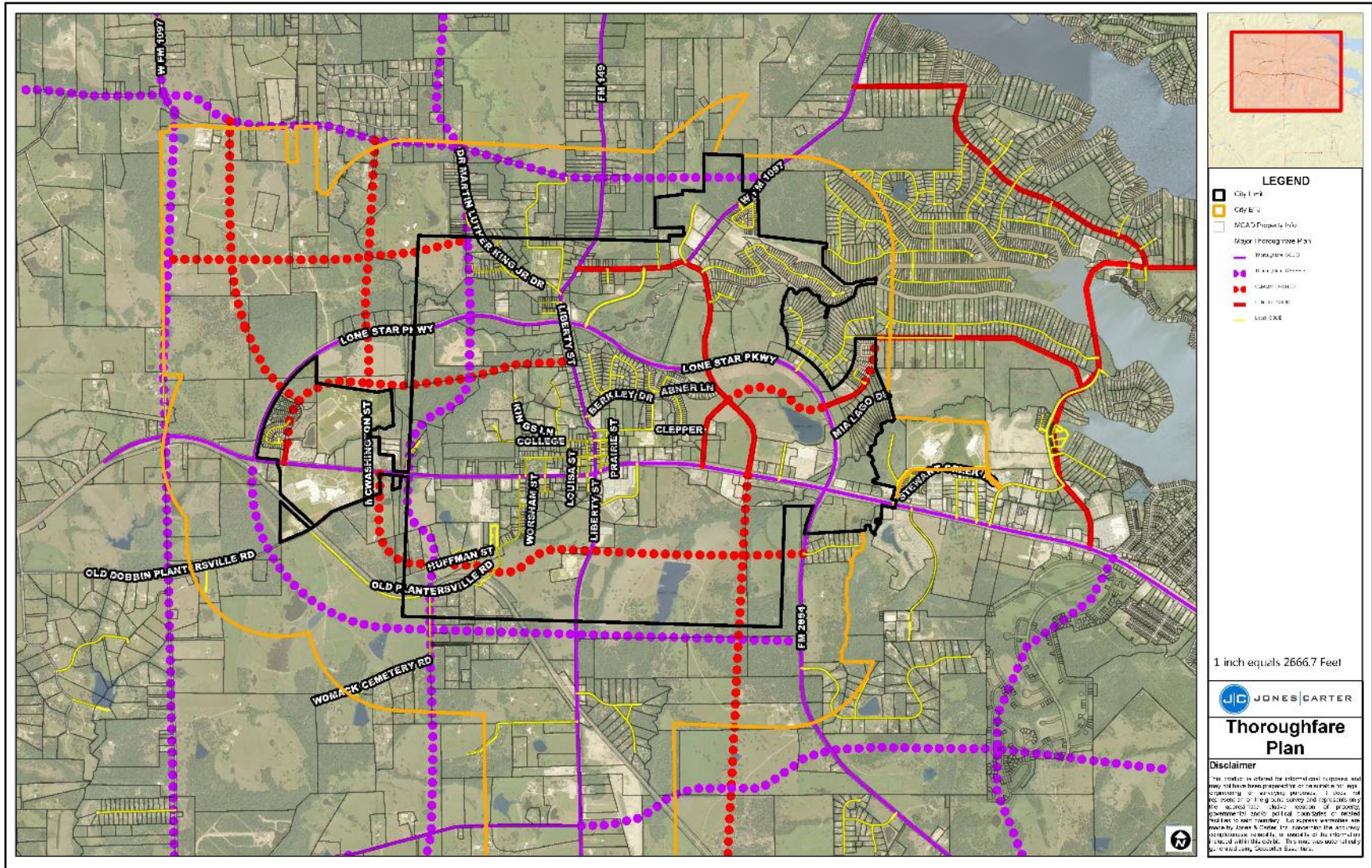


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Chapter 5 Transportation

City of Montgomery Thoroughfare Map



INTRODUCTION

Effective transportation planning eases movement and accessibility throughout the city. The influence of an adequate transportation system can also boost property values, build a cohesive community, and promote a healthy lifestyle. The chapter includes proposed improvements to existing highways, transit options, and investment in alternate modes of transportation such as walking and biking. Driving is a major factor in the everyday lives of many citizens as a sizable majority drive outside city limits for work.

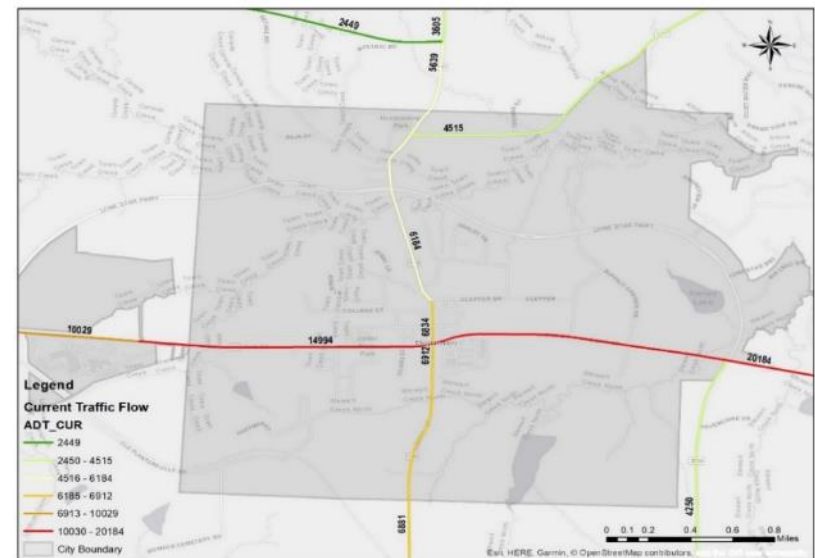
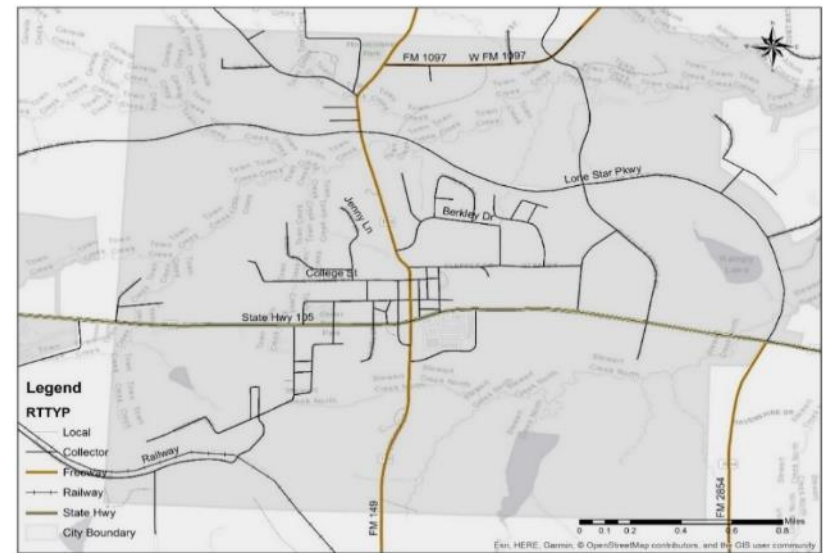
ROADWAY NETWORK

The roadway system in Montgomery is comprised of State Highways (SH), local collectors and arterial streets. Road transport is the essential mode of transportation here, and SH 105 and Farm-to-Market (FM) Road 149 form the skeleton of the road network. SH 105 stretches along the city center from west to east, serving as the main corridor of local traffic. The remaining roads that are also frequently used include FM 1097, FM 2854, and Lone Star Parkway, as seen in Figure 5.1.

MODES OF COMMUTE

The City of Montgomery is highly reliant on motor vehicles for transportation. According to a 2017 U.S. Census Bureau study, 72.64% of the commutes in the city were made by commuters driving alone. However, this is not as high when compared to the county and province averages where the city is located. The rate of driving alone is much lower than the county (82.07%) and state average (80.46%). This may be due to Montgomery's total area size. Also, more people in Montgomery City choose to carpool as their mode of transportation. As such, 14% of residents choose to carpool, which is 4.3% higher than the state and 5.56% higher than the county, respectively.

Figure 5.1 Road Networks in Montgomery, TX



ANNUAL AVERAGE DAILY TRAFFIC

The area with the highest road density is in the city crossroads at SH 105, and FM 149 intersect. The next high road density area is in the north of the city center, where the newly renovated Lincoln Elementary School is located. By measuring the annual average daily traffic data (AADT) from the Texas Department of Transportation (TxDOT), we have a better understanding of the current traffic volume. The study of traffic and the utilization of current traffic data helps to forecast future traffic demands and therefore satisfy the travel needs of the growing community in Montgomery. According to TxDOT (2018), as of 2015, the busiest road in the city is SH105, with a maximum AADT of 20,154. The western section of SH 105 is not as busy as the eastern section, with an average of only 10,029 vehicles passing through daily. The difference between the east section and the west section shows that there is a larger population in the Montgomery going to and from Conroe compared to the population that commuting westward to Navasota. The second busiest road is FM 149, with daily traffic of 6912 vehicles (Texas Department of Transportation, 2018). The southern section has a more significant traffic flow than the north.

ROADWAY CLASSIFICATION SYSTEM

The traditional classification model provides a list of design standards and a base from which we can evaluate current conditions and future improvements and expansions. This method has also been adopted by the Texas Department of Transportation (TxDOT), and therefore it is often required when applying for federal grants. The classification is defined by the following hierarchy:

- Principal arterial (freeway and other): Movement-focused (high mobility, limited access)
- Minor arterial: Connects principal arterials (moderate mobility, limited access)
- Collectors: Connects local streets to arterials (moderate mobility, moderate access)
- Local roads and streets: Access-focused (limited mobility, high access)

PRINCIPAL ARTERIAL

The main goal of principal arterial roads is to provide connection between all freeways crossing the County and lower-level roads. Roads classified as principal arterial are characterized by their high traffic volume and speed. They are responsible for carrying a major part of the traffic that enters and exits the County, including special freight.

MINOR ARTERIAL

Minor arterial roads are also responsible for carrying a large portion of traffic and providing connection between freeways and lower level roads. Roadways classified in this category are different from major arterial mostly because they are designed to support local traffic and land access. Yet, due to their high levels of speed and traffic volume, minor arterials should not allow direct access to local neighborhoods and highly dense regions.

MAJOR COLLECTOR

Major collector roadways are responsible for taking traffic from local roads and connecting them to arterial roads. They are supportive of traffic circulation and land access, especially in more rural environments. Hence, major collectors operate at medium speeds and are highly signalized.

MINOR COLLECTOR

Minor collectors provide the same function as major collectors, with more emphasis on access and generally with lower speed levels. Minor collectors are also shorter in length and have intersections more closely spaced.

LOCAL ROADS

Local roads are responsible for connecting traffic to their final destination. They offer the lowest level of mobility and provide direct access to adjacent land. Due to their design characteristics, local roads should carry no through traffic movement nor should they be used for bus routes.

MEANS OF TRANSPORTATION

- Public transportation & Transportation for Health Services
- The city does not currently offer Public transportation. Additionally, rideshare services like Uber and Lyft have limited availability in the area.
- Meals on wheels does offer Curb-to-curb services in Montgomery County called Senior Rides. This program offers—for elderly or disabled individuals that are too frail to drive—rides to the grocery store, the local community center, and doctor’s appointments. To qualify for this service, individuals must be 60+ years of age or have proof of disability and live in Montgomery county.
- Highways
- The transportation network in Montgomery contains one state highway, farm-to-market roads, park roads, and arterials (Figure 5.1). State Highway 105 runs east to west through the center of the city and it also serves as the leading collector of traffic.
- Railroads
- The Railroad only passes through the southwest corner of the city and is used only for freight. As such, it does not offer transportation opportunities for the community.
- The City of Montgomery does not have an airport within its city limits. Montgomery County has 14 airfields and airports, only two of which are open to the public. The closest major commercial airport, George Bush International Airport, is 50 minutes away. These public airports are available to Montgomery residents (Williams Airport - 9X1) (Lone Star Executive Airport – CXO)
- Regionally-Coordinated Transportation Plan



Montgomery County has been historically underserved by transit except for The Woodlands Express Park and Ride network and the relatively new fixed-route service inside the City of Conroe. Available federal funding for transportation has been especially challenging in the rural areas and locations that are part of the Houston Urbanized Area.

New service initiatives have occurred in the past few months as local officials, stakeholders, and current service providers have worked diligently in developing countywide coordination and connectivity in Montgomery County and improved community transit. Using the relatively new Conroe-Woodlands Transit UZA as the means to increase services countywide, Montgomery County has moved forward with efforts at county level coordination. Meeting bylaws were adjusted to facilitate extensive discussion of countywide mobility issues

besides matters relating to the UZA at its quarterly meetings. It is a unique practice designed to provide a forum for countywide mobility efforts. Recommendation # 9 – The initiation of a concerted attempt to improve transit/mobility service in Montgomery County is one of the identified regional best practices. Initial actions are only in the preliminary phase. Continued coordinated action is recommended.

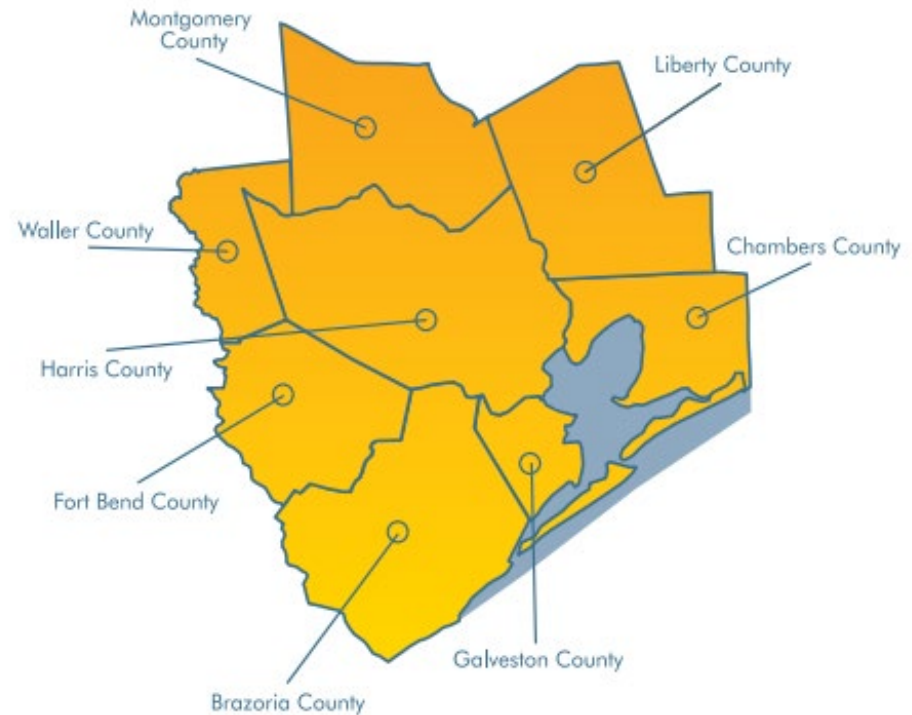
Montgomery County has a substantial rural population of about 150,000 (2010 census). However, the most significant component of its population is in the Conroe-Woodlands Urbanized Area (over 200,000 – 2010 census). Another portion of the county located near the Harris County border is part of the Houston UZA. Transit funding is challenging.

Montgomery County is part of the Houston Galveston Area Council and is included in the 2040 Regional Transportation Plan (RTP).

The 2040 RTP provides a responsible guide for maintaining and improving the current transportation system and identifies priority transportation investments. The 2040 RTP is the latest update to a continuous planning process involving the eight central counties of the thirteen county Houston-Galveston Area Council (H-GAC) region. The recommended investments in this plan total approximately \$88 billion.

These investments are guided by the plan’s goals to:

- Improve Safety
- Manage and Mitigate Congestion
- Ensure Strong Asset Management and Operations
- Strengthen Regional Economic Competitiveness
- Conserve and Protect Natural and Cultural Resources
- The investment priorities in the 2040 RTP represent priority investments within conservative estimates of



revenues available over the next 25 years. These investments are key steps toward the realization of the vision. These investments support one or more of the following strategies:

- Improve System Management and Operations (Maximizing reliability and efficiency of existing assets through Intelligent Transportation Systems, Traffic Incident Management, crash avoidance technology, etc.)
- Enhance State of Good Repair (Leveraging facility maintenance or scheduled replacement and with opportunities to improve facility design or operations)
- Expand the Multimodal Network (New or expanded facilities and services)
- Coordinate Development (Proactively planning for public/private partnerships advancing multimodal investments such as a regional extension of light rail, thoroughfare development, and a regional hike/bike trail system)

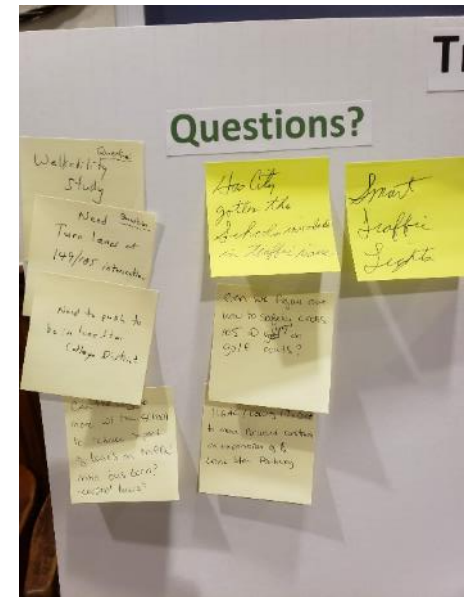
PUBLIC FEEDBACK

Access to safe and multi-modal transportation is key to the community's future. Results from public meetings show that the public desires more options for transportation. Most of the trips in the community are via their vehicles, but there is a demand for walkability, bike paths, and golf cart infrastructure.

Residents expressed interest in the City and Montgomery ISD partnering to evaluate and improve the logistics of bus transportation for students in the morning and afternoons. The geographic distribution of school campuses in Montgomery means a high number of bus trips across the City. Ensuring the efficiency of bus routes and timing will be instrumental in keeping traffic congestion to a minimum on school days. Key items are staggering school bus route times, the location of the current bus barn facility, and coordinating with MISD police for traffic control.

Safety is particularly important for residents. The traffic that flows through the town requires the development of traffic calming measures, especially in the historic downtown. While the community could be walkable, there is a limited number of sidewalks and crosswalks to do it safely.

Improved parking in the historic downtown is also a concern. During festivals and special events in the historic downtown exposes the problems with parking. Lack of wayfinding for parking, marked parking spots, and parking lot design are all things that can be addressed to improve the situation. Improving parking can make downtown more accessible and inviting to visitors.



RECOMMENDATIONS

With the population projected to increase by 300% by 2050, the traffic volume is expected to increase accordingly. In compliance with public demand and the desired future, the plan recommends a thoroughfare plan, expansion of sidewalks and bicycle routes in all parts of the city, golf carts, and a regional approach to serving the transportation needs of the community. Maintaining an effective partnership with Montgomery ISD will work to ensure school-related traffic challenges are addressed and mitigated.

SAFE AND EFFICIENT ROADWAY NETWORK

To maintain and enhance public safety, Montgomery needs to redesign critical roads and intersections to mitigate geometric and operational improvements. The city should maintain regular communication with TxDOT, the county transportation agencies, and local transportation stakeholders to update project needs and progress.

In areas of the city where crash severity is high, like the curve on FM 149 North at Martin Luther King, Jr. Blvd, studies (speed, traffic, and crash) need to be conducted to analyze traffic flow issues and promote the safety of travelers. Some things to implement near residential areas and community facilities are low-speed zones, chicanes, and diversions. Additionally, the city needs to provide adequate lighting, visibility, and wayfinding signage along major thoroughfares adjacent to commercial developments and public facilities. To ensure the quality and standard of the roads that get annexed, the city needs to coordinate street design standards with the county. The functional classification of roads needs to be updated based on the future thoroughfare plan.

FUTURE THOROUGHFARE PLAN

Thoroughfare planning plays a crucial role in public safety since it defines standards for road width, sidewalks, bicycle paths, and speed. It includes the functional classification of roads. The TxDOT functional classification of roads shows how different routes contribute to mobility and accessibility. The thoroughfare plan for Montgomery encompasses minor arterial, major collector, minor collector, and local roads. The arterial roads provide good mobility and are expected to have the right level of service. Collectors and local routes improve accessibility to publicly-used areas. Shared lanes and sidewalks cannot be part of arterial roads. Collectors need a moderate rate of movement and accessibility. Adopting a multi-modal connection helps to reduce traffic volume. Similarly, local roads need lower speed limits and adequate sidewalk space. Turn lanes need to be added and improved at the crossroads of FM149 and SH105.

Historic Downtown Street Design

Some projects will not only make the Historic Downtown aesthetically appealing but will also help support multi-modal transportation (pedestrians, bikes, cars). Furthermore, the inclusion of traffic calming measures will make this an environment that people will like to visit, congregate, and walk to/around. Traffic calming consists of physical design and other measures put in place on existing roads to reduce vehicle speeds and improve safety for motorists and especially pedestrians. Fixing the road and sidewalks should be one of the first steps for improving the downtown. The roads in the area desperately need their pavement markings repainted. This includes the areas for on-street parking. Sidewalks are lacking in many parts of the downtown area; where they do exist, they are only about 3 - 4 feet wide and are not connected throughout the area. Sidewalks need to be installed in the residential sections and connected to historic downtown. Suggested minimum width for sidewalks is 7 feet, but broader widths would be ideal.

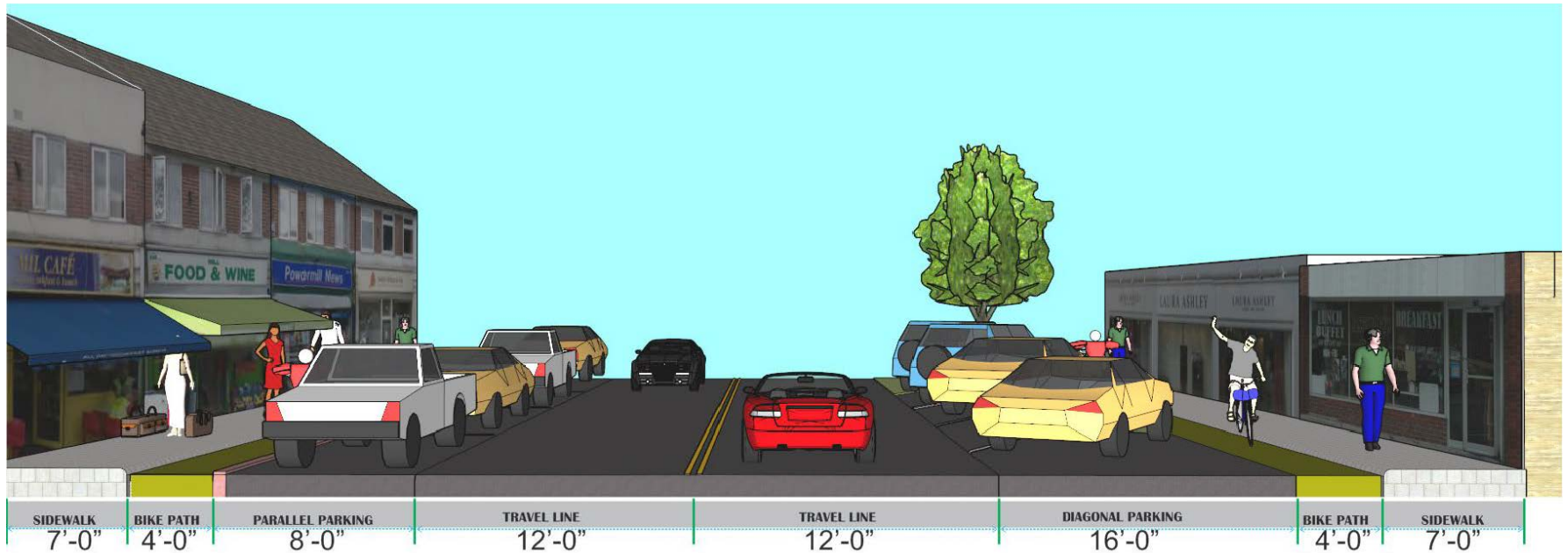
| TRANSPORTATION AND PARKING | | | | |
|----------------------------|-------------------|-----|----|----------------|
| Action Items | Timeline in years | | | Responsibility |
| | 1-3 | 4-5 | 6+ | |
| Repaint Street Makings | X | | | City |
| Expand Sidewalks | | X | | City |
| Install Bulb-outs | | X | | City |
| Traffic Calming Measures | | X | | City |

Creating Standards for Sidewalk and Bulb-outs. The intersection at FM149 & SH105 would be an ideal spot to introduce Bulb-outs. Bulb-outs can have the following benefits:

- Increased pedestrian visibility at intersections through improved sightlines
- Decreased pedestrian exposure to vehicles by shortening the crossing distance
- Reduced vehicle turns speeds by physically and visually narrowing the roadway
- Increased pedestrian waiting space
- Additional space for street furnishings, planters, and other amenities
- Reduced illegal parking at corners, crosswalks, and bus stops
- Facilitated ability to provide two curb ramps at each corner

The Historic downtown area is also in need of crosswalk markings at road intersections.

Creating new crosswalk designs can help with traffic calming and the safety of pedestrians. Making crosswalks with bright colors or different textures helps to make both drivers and pedestrians attentive at these street crossings.



PLAN INTEGRATION

STREET TREES AND LANDSCAPING

Develop a Tree Master Plan to use as a framework to help guide tree planting within public and private property. A tree inventory of the community would be a useful project to begin the master plan effort.

Provide strategic tree plantings in the downtown, at key intersections, on vacant lots, and along the streetscape to provide shade, visual appeal, and help capture stormwater. Planting trees downtown is possible through using urban forestry best practices and close coordination with underground utilities and Montgomery's public works department.

The city should consult an arborist or other landscaping professional to understand tree and plant selection that helps reduce the need for and costs of maintenance.

IMPROVE LIGHTING DOWNTOWN

Encourage (and financially support/incentivize) businesses to leave porch/facade lights and window display lights on in the evening hours. Provide mini-grants to businesses to add building facade and awning lighting to illuminate the sidewalks at night.

Incorporate pedestrian scale lighting into future streetscape engineering and design plans along the Liberty Street corridor.

Construct pedestrian scale lighting along the east and west sides of McCown Street along the sidewalks.

RESILIENCE AND GREEN STREETS

Develop a Tree Master Plan and Green Infrastructure Plan to use as a framework to help guide tree planting within public and private property.

Retrofit bulb-outs and provide strategic live oak tree plantings along Streets in the downtown, at key intersections, on vacant lots, and along the streetscape to provide shade, visual appeal, and help absorb stormwater.

PLAN INTEGRATION

SIDEWALKS, BIKE LANES, AND PEDESTRIAN SAFETY

Sidewalks are the most fundamental element of the walking network. They provide a dedicated space for pedestrian travel that is safe, comfortable, and accessible. The team recommends improving and expanding sidewalks in downtown including:

McCown St: Expand and fill in the gaps of sides of the street.

Caroline St: Expand sidewalks along both sides of the street to connect to the downtown. A crosswalk is needed to span across Liberty Street.

Liberty St: Expand and fill in the voids for sidewalks along both sides of the street, connect the two sections of the downtown together.

Bike Lanes: Provide on-street bicycle lanes along FM149 connecting to the parks, Historic downtown, and to the school.

Montgomery could consider a bike sharing program to encourage the use of bike lanes, decrease motor vehicle traffic, and provide more recreation options. Many different models exist. The city should conduct research to select the appropriate model and company.

Conduct a pedestrian/bicycle plan (scoping study) for Downtown Montgomery to identify gaps, destinations, alignments, and costs of the bicycle and pedestrian infrastructure improvements.

Systematically construct sidewalks and bike lanes along FM149 and SH 105, first filling in the gaps, and then expanding sidewalks and bike lanes to connect downtown to parks, city hall, and historical sites.

TRAFFIC CALMING AND INTERSECTION IMPROVEMENTS

Restripe crosswalk stripes on FM149 to improve visibility of crosswalk. Add public art murals on crosswalks.

Implement intersection improvements, including crosswalk treatments, improved bulb-outs, including brick pavers/stamped concrete, raised intersections, street trees, and lighting. Intersection and crosswalk improvements should be made in close coordination with new public or private development

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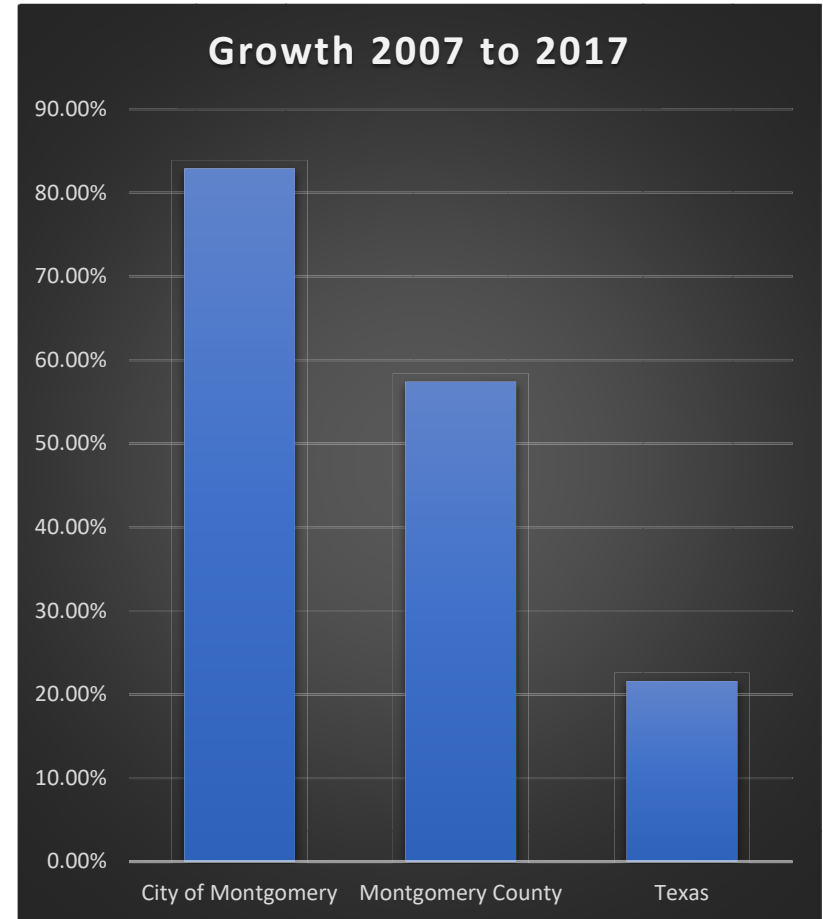


CHAPTER 6 ECONOMIC DEVELOPMENT

In this chapter, we will take a look at the economic characteristics of the city and compare it to the county and state to get a better understanding of the current conditions. The economic analysis will describe local industries, employment, and income of the community. Finally, recommendations will be made to address the future growth of Montgomery's economy.

CURRENT CONDITIONS

The City of Montgomery's economy is comparatively stable and is seen to be working towards development. About 686 people in total have their jobs in the city. Most people working in the City are employed in Accommodation and Food Services, Administration and support, waste management and remediation, and Retail Trade. Although the city is racing ahead in the accommodation and food services, it lacks in the Agriculture, Forestry, Fishing and Hunting, Information Services, Management of Companies and Enterprises Administration & Support services. One of the biggest strengths of Montgomery is the attraction of tourists in the city due to its historic downtown and community events. But on the other hand, the city should work on attracting more people by creating more job opportunities in the city. A large number of the population coming into the city for employment as well as the number of people going out of the city for jobs is a threat to the city as it may generate more significant problems such as traffic congestion and a rise in housing prices.



INCOME

The median family income for the City of Montgomery in the 2017 was \$80,000 per year, which is a 74% increase from \$46,000 per year in 2010 (U.S. Census Bureau, 2017m). The median household income for Montgomery (\$61,131) is lower than that of Montgomery County (\$74,323) but is higher than Texas (\$57,051) and United States (\$57,652). Montgomery County has a higher median household income than anticipated. Table 7.1 below compares the family, household, and per capita incomes for the City of Montgomery, Montgomery County, Texas, and the United States.

Table 7.1 Income Overview for Montgomery City, Montgomery County, Texas, and United States, 2017

| | Montgomery City | Montgomery County | Texas State | United States |
|-------------------------|-----------------|-------------------|-------------|---------------|
| Median Family Income | \$80,000 | \$87,145 | \$67,344 | \$70,850 |
| Median Household Income | \$61,131 | \$74,323 | \$57,051 | \$57,652 |
| Per Capita Income | \$31,814 | \$38,012 | \$28,985 | \$31,177 |

*2017 Inflation-Adjusted Dollars

Source: U.S. Census Bureau, Table DP03, [2017m](#)

ECONOMIC GROWTH

The city experienced significant economic growth from 2007 to 2017. During this time, the number of jobs in Montgomery increased by 82.9%, from 375 to 686. This growth rate is statistically higher than Montgomery County (57.4%) and Texas (21.6%). From the year 2007 to 2017, the two largest growing industries by the number of jobs are Accommodation and Food services, which added 123 new added jobs, which is a 121.78% growth, and Public Administration, which added 98 new jobs. This is consistent with growing bedroom communities. During this time, Montgomery has lost 16 jobs in construction and 36 Administration & Wastewater management. Table 6.5 below shows the absolute change in the total number of jobs in Montgomery from 2007 to 2017. But, overall jobs in Montgomery will grow at a similar rate as population growth.

EMPLOYMENT

In 2017, the total civilian labor force in Montgomery was 426. Out of these, eight are unemployed, which results in an unemployment rate of 1.8%. The unemployment rate is defined as the share of the population 16 and over in the civilian labor force who are jobless. This is much lower compared to 4.8% for Montgomery County, 5.8% for Texas, and 6.5% for the United States (U.S. Census Bureau, 2017m).

Where Workers Live - All Jobs

| | 2017 | |
|------------------------------|-------|-------|
| | Count | Share |
| Conroe city, TX | 100 | 14.6% |
| Houston city, TX | 34 | 5.0% |
| The Woodlands CDP, TX | 20 | 2.9% |
| Huntsville city, TX | 8 | 1.2% |
| San Antonio city, TX | 7 | 1.0% |
| All Other Locations | 517 | 75.4% |
| Total Jobs | 686 | 100% |

Jobs by NAICS Industry Sector

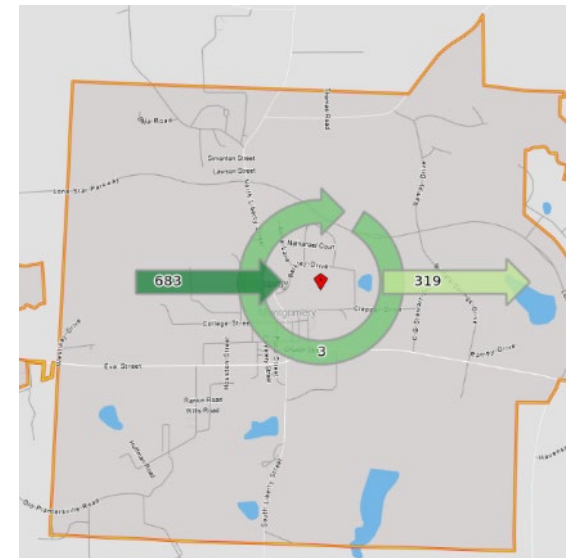
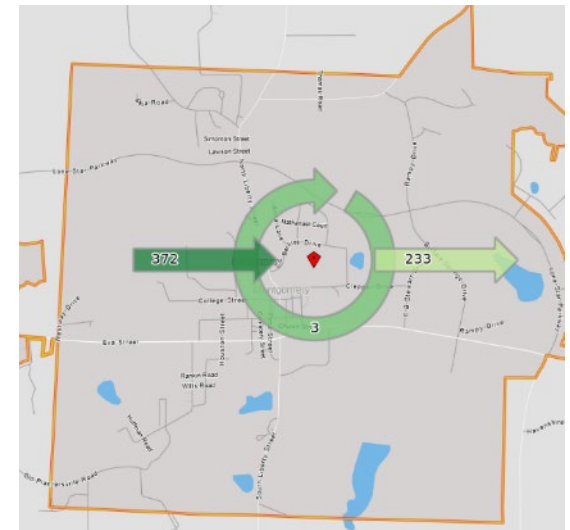
| | 2017 | | 2007 |
|---|-------|----------|-------|
| | Count | Growth | Count |
| Accommodation and Food Services | 224 | 121.78% | 101 |
| Public Administration | 114 | 612.50% | 16 |
| Retail Trade | 82 | 30.16% | 63 |
| Health Care and Social Assistance | 39 | 225.00% | 12 |
| Professional, Scientific, and Technical Services | 35 | 250.00% | 10 |
| Mining, Quarrying, and Oil and Gas Extraction | 31 | 3000.00% | 1 |
| Construction | 29 | -35.56% | 45 |
| Manufacturing | 29 | -35.56% | 45 |
| Finance and Insurance | 21 | 600.00% | 3 |
| Utilities | 19 | 1900.00% | 0 |
| Real Estate and Rental and Leasing | 17 | 750.00% | 2 |
| Other Services (excluding Public Administration) | 14 | 366.67% | 3 |
| Transportation and Warehousing | 11 | 57.14% | 7 |
| Administration & Support, Waste Management and Remediation | 11 | -80.70% | 57 |
| Arts, Entertainment, and Recreation | 7 | 700.00% | 0 |
| Wholesale Trade | 2 | -33.33% | 3 |
| Educational Services | 1 | -85.71% | 7 |

INFLOW OUTFLOW

The inflow-outflow analysis measures the inter-regional commute for jobs within the geographical area. It should be noted that the total employment count used for this analysis is incomplete and hence, has its limitations. For this report, the observations and comparisons have been carried out from 2017 and 2007.

In 2017, out of the total 686 jobs in the City of Montgomery, only 3 workers (0.1%) lived and worked in the city. This number has not increased since 2007, where only 3 workers (.4%) out of 372 lived and worked in Montgomery. There is a large population that is employed in Montgomery but lives outside the city, i.e., 683 workers in 2017, which was almost half in 2007 with 375 workers.

It must also be noted there are 319 people who live in the City of Montgomery but work out of town. Figure 6.6 and Figure 6.7 show the inflow/outflow of jobs in the City of Montgomery in 2007 and 2017, respectively. The high number of workers who travel to/from Montgomery for work is mainly due to the proximity of neighboring cities of Conroe and Houston other locations inside of Montgomery County. Conroe is one of the major cities where people live and travel to Montgomery for work. Even with the over 80% increase in jobs located in the city of Montgomery, it has not resulted in an increase in the number of people that both live and work in the city.



COMMUNITY INPUT

Promote a more diverse and resilient economy.

Many of the residents have expressed the importance of Montgomery moving towards a more robust and diverse economy in the future. To do so, the city must promote local businesses and help new businesses succeed. Helping established businesses thrive while welcoming more industrial and commercial businesses can help create more jobs and opportunities for the residents of Montgomery. Supporting small local businesses offers the opportunity to help boost the local economy, provide jobs for Montgomery residents, and strengthen the community as a whole. A business recognition program would be one way to highlight places that represent city values and have a positive impact in the community. By providing appreciation, Montgomery can create a sense of community and encourage other local businesses to adopt community-based strategies. Additionally, it is important to encourage local businesses to engage, participate, and assist in local events whereby the city can promote their presence. The city could provide tax incentives to women-owned and historically under-represented businesses. This can be done by levying tax incentives, providing counsel, and marketing aid to these emerging markets. By promoting diversity of the economy, as well as its participants, Montgomery can aim to increase total job employment while creating a more sustainable local industry.

Montgomery has an active Economic Development Corporation that helps to provide resources for existing businesses and enhances infrastructure in the City, but the EDC can only do so much. The city needs to further its partnerships with the area Chamber of Commerce to pursue new economic growth strategies. Strategies to attract higher-paying jobs require a multipronged approach that will need to include tax incentives and enhanced infrastructure to attract target industries.

ECONOMIC DEVELOPMENT POLICIES AND INCENTIVES

Tax Increment Financing (TIF) or Tax Increment Reinvestment Zone (TIRZ) are similar methods of using tax revenues for redevelopment. The methods start with the local government designating an area that is expected to accrue more tax revenue after redevelopment. The local government then borrows money from another entity or sells bonds to make improvements to the area (e.g. installing utilities and other infrastructure, purchasing properties, and demolishing or enhancing structures). After private development occurs in the area, and tax revenue increases to anticipated levels, the amount over the pre-development taxes pays off the loans or bonds.

Tax Abatement exempts a property owner from all or part of their property taxes as they develop/redevelop and the property value increases. The property owner and taxing entity agree on the length of contract, the conditions for improving the property, and the ultimate use of the property.

SUPPORT FOR EXISTING ECONOMIC ASSETS

The historic downtown is a huge asset for Montgomery's economy. More can be done not only by the city but by NGO's to revitalize the historic downtown. First step should be to create a downtown task force to help guide downtown revitalization efforts. Develop and incorporate streetscape guidelines into the planning process of future downtown development. Start programs that incentivize businesses to improve the appearance of building facades and landscaping in the downtown area. Make the area a place to gather by installing street furniture, such as benches and chairs, and public art that promote Montgomery and represent the community.

Businesses are currently reeling as a result of the current disaster that has forced many to close their doors. Montgomery EDC has been assisting local businesses during this troubling time. A business needs assessment study should be conducted to facilitate more business re-openings and a return to regular business hours considering the current COVID-19 pandemic. The Historic District Overlay Code could be reassessed and updated. The EDC and the Chamber of Commerce should arrange professional assistance for businesses to cultivate their merchandising and websites. Special events, like the Sip-N-Stroll, are even more critical in letting residents and visitors know that Montgomery is open and ready for business. New media campaigns should be developed to communicate specific, current information that small business are open.

STRATEGIES AND PROGRAMS TO FOSTER A SKILLED WORKFORCE

As the workforce grows over time with new or returning residents, marketing strategies and recruitment sessions should be developed to connect existing companies to potential employees. The City and the Economic Development Corporation (EDC) should identify new target industries and generate a stronger demand for workers. An assessment of the strengths and weaknesses in the existing workforce can help the city and the EDC establish professional training programs to advance local skill sets. Partnerships with the HGAC and local universities and organizations can create job fairs and seminars to encourage entrepreneurship and coach people on business trends, resumes, and interviews. Furthermore, it is important to get young people involved in the workforce, so mentorship and internship programs should be developed for high school students. Opportunities could be offered by the local government, nonprofits, and businesses.

CASE STUDY: ECONOMIC REVITALIZATION - DOUGLAS, GA

Douglas is a small town in Coffee County, Georgia with a population of about 12,000. Up until the 1950s, the economy was driven by agriculture, but over time the Douglas-Coffee County Economic Development Authority sought to diversify. After some initial successes with the manufacturing industry, jobs declined in the early 2000s.

Cooperation among the city, county, business community, education institutions and civic leaders has been the basis for Douglas' economic development strategy. In addition to bringing in manufacturing jobs, the city has focused on small and local businesses. Leaders in the community recognized that development of small business would support a more diverse economy and provide services that could attract industrial employers as well.

In the late 1980s, a Main Street Program was initiated and aimed to preserve the heritage and improve the aesthetics of Douglas' downtown area. Through a series of grants and matching funds, storefronts were restored and improved, and a streetscape project added trees, landscaping, lighting, and sidewalks with decorative brickwork. These improvements made the downtown area a community gathering place and spurred a "Second Saturday" market for artists, farmers, and other vendors. In 2007, when the city's comprehensive plan was updated, the plan included strategies to continue improvements, a mix of businesses, and redevelop vacant lots. Between 1995 and 2012, the vacancy rate in downtown dropped from 25% to 6%.

In 2002, a new director of entrepreneur and small business development, within the Chamber of Commerce, initiated a document outlining permitting and zoning processes, tax policies, business loans, and other resources. Additionally, the Chamber began offering programs for new business owners by connecting them with experienced business owners, providing training for workplace and community leadership skills, and encouraging community members to shop locally by giving discounts.

In 2004, Douglas and Coffee County were the first community in Georgia to be recognized by the state for its strategies and commitment to support local entrepreneurs. The decisions of the city and county to improve the economic environment for businesses and consumers helped Douglas become a more welcoming place for entrepreneurs and created nearly 800 new jobs.

CASE STUDY: DOWNTOWN REVITALIZATION - MOUNT MORRIS, NY

Mount Morris, New York is a small village south of Rochester in Livingston County with a population of 2,929. Historically, its economy was driven by farming, commercial agriculture, and milling. The local farms and businesses were able to ship goods directly to markets via the Genesee Valley Canal and, later, a new rail line. Yet, the village and many surrounding communities fell into decline when manufacturing jobs left the area. In the 1970s, a new expressway and competition from big box stores also drew attention away from downtown Mount Morris and left storefronts empty and falling into disrepair.

The Livingston County Development Group (LCDG) stepped in to help revitalize the economy. The group supported small businesses, encouraged entrepreneurship, and promoted downtown revitalization. LCDG began to provide instruction, technical assistance, relocation services, and a loan fund for start-ups or expansion expenses. They subsidized rent, put together a catalog of downtown businesses, and advertised the community to developers with the hopes of bringing in investments.

Greg O'Connell, a developer and a graduate of State University of New York (SUNY) - Genesee found Mount Morris to be a significant investment opportunity. He spent over \$2 million on purchasing and restoring 20 downtown buildings. He provided lower rent for businesses to help them get a head start and, in exchange, requested more dynamic downtown activities such as longer hours one night a week. Renting out second story apartments also gave O'Connell a return on his investment.

Mount Morris worked to get the whole community involved in the downtown revitalization efforts, so it took advantage of its proximity to SUNY-Genesee. By enlisting O'Connell's alma mater, the students helped with projects related to beautification and event publicity. O'Connell created and funded the position of Main Street Manager for which a SUNY student works to coordinate advertising and social media for downtown businesses.

The efforts of O'Connell and other community leaders have brought downtown Mount Morris back to life by filling vacant storefronts with new businesses such as a cafe and bakery, a barbershop, and antiques dealer. In 2010, the village received a "Restore NY" grant to preserve and repurpose an old downtown theater building. Some business owners have been successful enough to open new establishments as well.

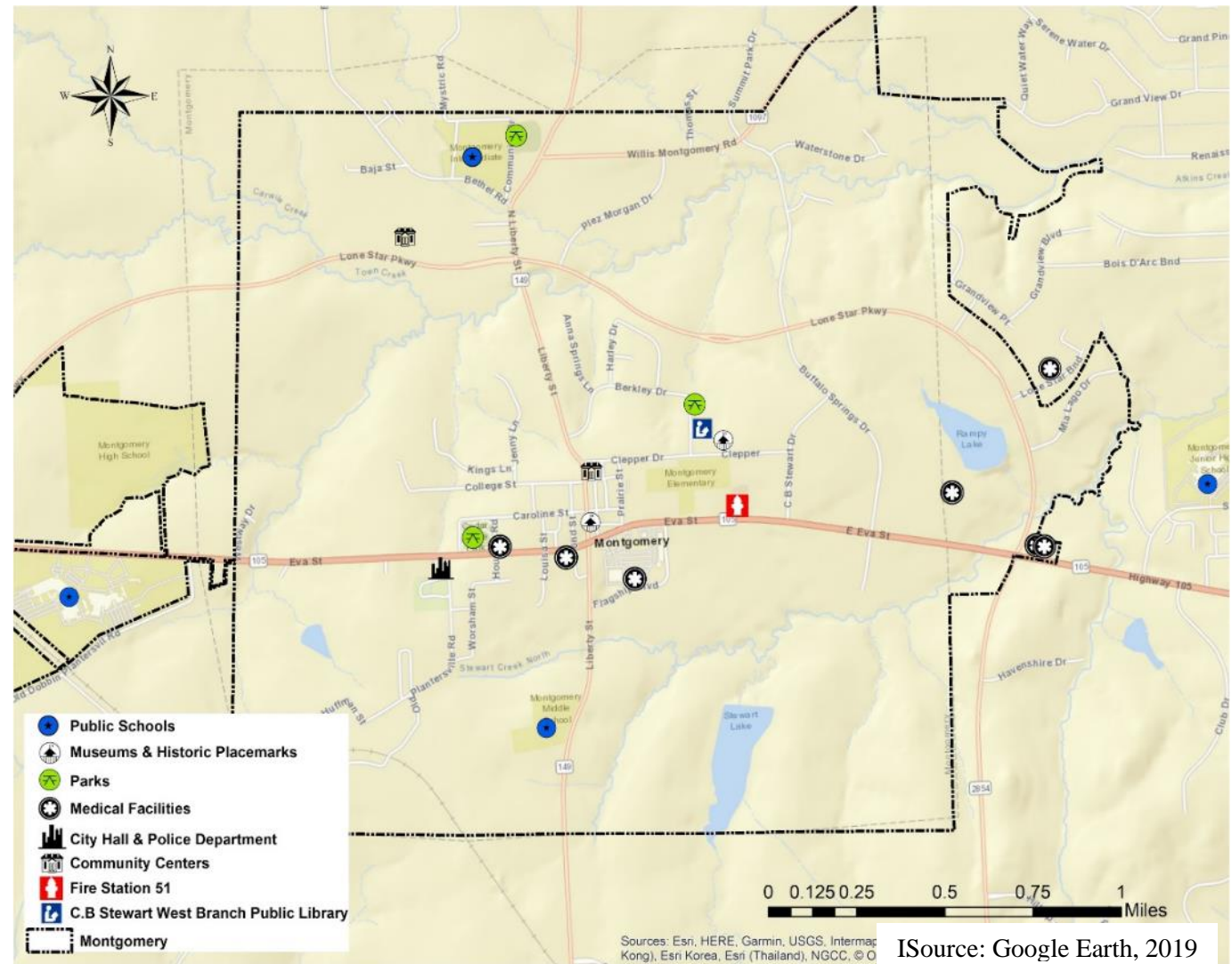
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CHAPTER 7 COMMUNITY FACILITIES

Community facilities give the public access civic services, education, and healthcare. These facilities can bring stability and investments into the neighborhoods making up a community. As a city grows and attracts new residents and businesses, the services and facilities will play a major part in the success and further development. We will look at the existing facilities and services in Montgomery and provide recommendations to maintain, improve, and expand these services for accommodating the needs of present and future residents.

Figure 7.1 Community Facilities in Montgomery, Texas



SCHOOLS

One thing that attracts young and growing families of Montgomery is the fact that it has four good public schools within in the city. Montgomery Independent School District (ISD) serves not only the city of Montgomery but also the surrounding county. For Montgomery ISD, from 2017 to 2018, there were 8,730 students enrolled within the school system. There are currently 10 schools within Montgomery County but only 4 of them are located inside of the city. The Texas Education Agency (TEA) 2018 Accountability Rating System broke down the standards met in the district as a whole and for each school, as seen in Table 7.1.

Table 7.1 Montgomery ISD and Campus Accountability Rating of 2018

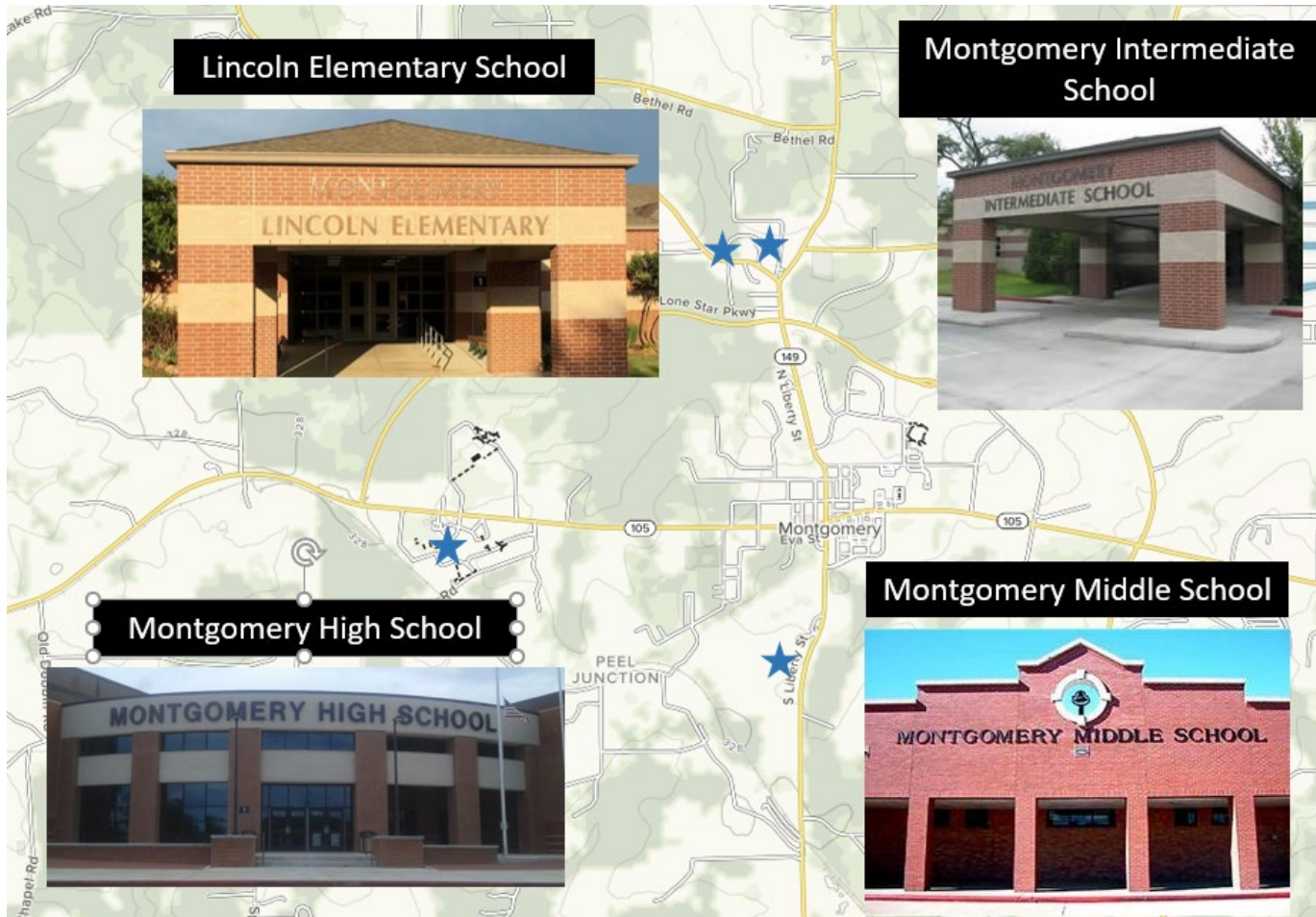
| District/Campus Name | School Type | Grades Served | 2018 Accountability Rating |
|--------------------------------|---------------|---------------|----------------------------|
| Montgomery ISD | | | B |
| Lincoln Elementary | Elementary | PK-04 | Met Standard |
| Montgomery Intermediate School | Intermediate | 5 | Met Standard |
| Montgomery Junior High | Middle School | 06-08 | Met Standard |
| Montgomery High School | High School | 09-12 | Met Standard |

Source: Texas Education Agency, [2018a](#)

In 2018, Montgomery ISD was graded a “B” for overall performance meaning the district has served many students well, encouraged high academic achievement, and created an opportunity for academic growth for most students (TEA, 2018b). All schools in Montgomery ISD met standard ratings for acceptable performance, as indicated by the Texas Education Agency. Two new schools, Lincoln Elementary and Lake Creek High School joined Montgomery ISD and welcomed new students in August 2018. Lincoln Elementary School, prior to its grand opening, was once known as Lincoln High School—during the time before desegregation—served as an institution for African

American students in Montgomery (Summer, 2018). Thus, the school represents the history of Montgomery as well as the bright future ahead for young students. As Montgomery and Montgomery County continue to grow in population, the two additional schools may help alleviate crowding that could occur within Montgomery ISD.

Figure 7.2 School in Montgomery, Texas



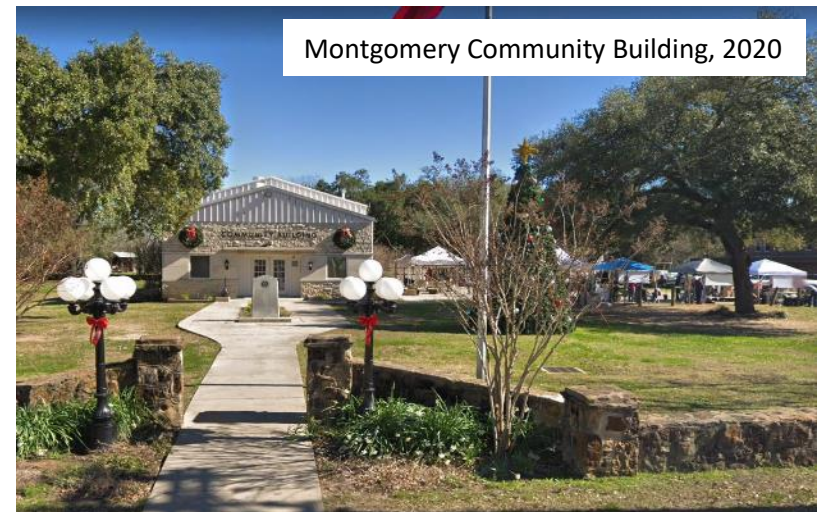
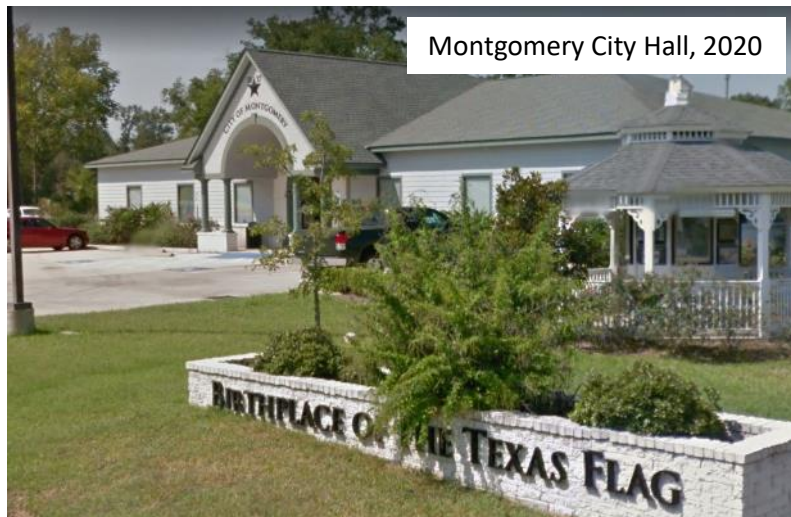
Source: Montgomery ISD, [2019](#)

HEALTH CARE & MEDICAL FACILITIES

It is crucial that all residents have convenient access to health clinics, acute care, and emergency services. Montgomery has available dental care facilities, primary care centers, and assisted living within its city boundaries. However, there are no hospitals in the city. For example, the Houston Methodist Primary Care Group, located near the center of Montgomery, helps residents with sick visits, physicals, flu shots, and preventative medicine. Although, if a resident needs intensive care, medical emergency care, or specialized medical treatments, they would need to visit facilities in surrounding areas such as Conroe, The Woodlands, or Houston.

GOVERNMENTAL INFRASTRUCTURE

The governmental facilities in Montgomery include its City Hall, two community centers (Lone Star Community Center operated by Montgomery County Precinct #1, and the Montgomery Community Building, a city-owned facility), Charles B. Stewart-West Branch Library, a police station, and a fire department, as seen in Figure 7.1. The Montgomery Community Building is in the heart of Montgomery. The Community Building is located on the site of the first Montgomery County Courthouse that was county seat until 1889 (Historical Marker Vagabond, 2018). Located on-site of the Montgomery Community Building is a display of the Montgomery County Jail used from 1855 until 1889 (Historical Marker Vagabond, 2018).



The Charles B. Stewart-West Branch Library opened in a donated, rent-free space in 1988. This location was later purchased, expanded, and opened to the public in 1992. A new location and construction became possible several years later, in part due to land donated by Philip and Holly LeFevre. The current location of the Charles B. Stewart-West Branch Library held its Grand Opening in the spring of 2006. Today, the branch serves more than 15,000 cardholders (Memorial Library System, 2020). In addition to books and movies, the Library offers computers, printing, Internet access, training classes, meeting/study rooms, and book clubs for all ages. Currently this branch of the Montgomery library system has 15 employees and has noticed an increase in the amount of people participating in children story times and work groups that have started to cause a strain on available space inside the library.

FIRE & POLICE SERVICES

The Montgomery Fire Department, Fire Station 51, is located next to Hwy 105 and is the only fire station in the city boundary. Fire Station 51, seen in Figure 7.5, is part of Montgomery County Emergency Service District (MCESD) #2, a government agency that oversees fire prevention, fire suppression, rescue, and emergency services (Montgomery-Fire, 2019). The Montgomery County ESD #2 currently caters to the City of Montgomery, Dobbin, and surrounding communities such as Walden and Bentwater.

The Montgomery Police Department is located within Montgomery City Hall. There are currently twelve full-time sworn peace officers with one reserve officer (City of Montgomery, 2019b). The department currently has a total of 11 patrol units in operation. Montgomery PD provides protection of life, property, maintaining peace, high visibility, criminal and drug interdiction, and community building.



PARKS WITHIN MONTGOMERY

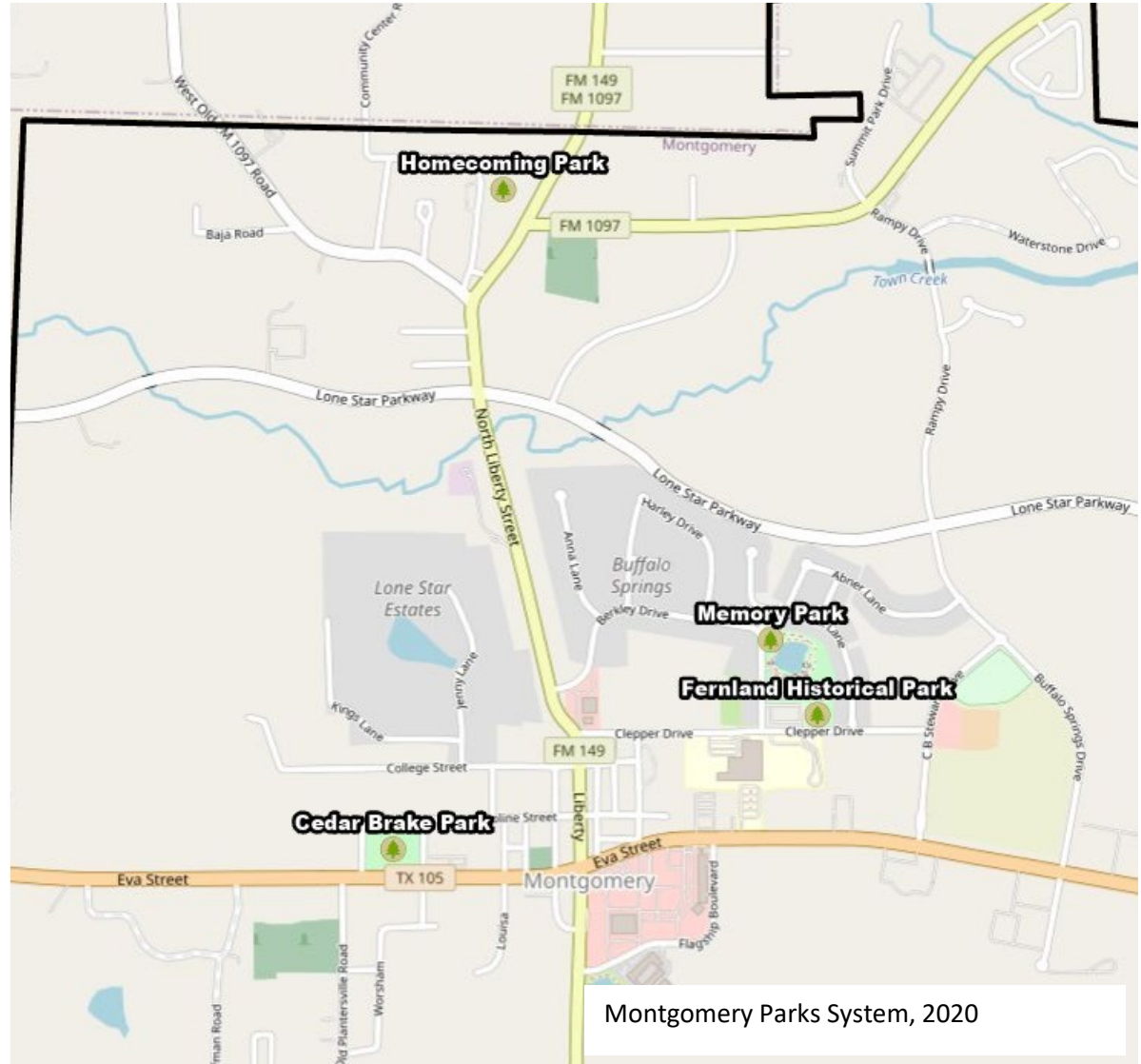
Montgomery has four parks in its park system; each park reflects the support and spirit of community members.

Two of the City’s parks feature outdoor recreation equipment and attract a number of community residents to each for walking, basketball, sand volleyball, and playgrounds—Homecoming Park and Cedar Brake Park.

Cedar Brake Park is a 5-acre park along SH 105 located in the historic residential neighborhood west of downtown. The park gets its name from the stand of century-old cedar trees that can be found throughout the park.

Homecoming Park is located on Community Center Drive next to Lincoln Elementary School. The land for Homecoming Park was purchased by the City in 2002.

Memory Park and Fernland Historical Park are adjacent to one another and located behind the Charles B. Stewart Library with a variety of park features such as gardens, ponds, and walkways; public interest and community input brought forth the need to continue development of features that reflect the community, such as a children’s wall (Meyer, 2011).



MUSEUM AND HISTORICAL LANDMARKS

Montgomery caters to a variety of historical landmarks and sites due to its rich history dating back to the 1800s. The N.H. Davis Pioneer Complex & Museum, located in the center of Montgomery, displays an array of period memorabilia within a pioneer house (Texas Forest Trail, 2019).

The Fernland Historical Park, located adjacent to the C.B. Steward West Branch Library, houses many restored and preserved historic buildings that represent early Texas architecture (Fernland, 2019). Many buildings were relocated to Montgomery, for example, the Jardine Cabin, which was built in 1826 and moved from Walker County to Montgomery County in 1976, seen in Figure 7.7 (Fernland, 2019).



Photos of Fernland Historical Park, 2019

PUBLIC WORKS

Public Works Department oversees water and sewer utilities, street repair and maintenance, drainage maintenance, building facility maintenance, parks maintenance, and ROW mowing. The department currently has 6 public works employees. One director, one foreman, and 4 crewmembers. Because the department is small, the city utilizes contractors for water and sewer operations, and ROW mowing. The public works department has access to four crew trucks, a backhoe, mini excavator, a 6-yd. dump trailer, one lowboy trailer, a single equipment trailer dedicated for a mini excavator, a pressure washer trailer mounted rig, and a line striping machine.

COMMUNITY EVENTS

Festivals and events are great ways to make use of the community facilities while promoting community wellbeing. Montgomery has 11 different events and festivals that not only serve its community but also bring in tourists.

Antique Festival: The Annual Antique Festival occurs in downtown Montgomery each May and it is free to the public. This festival shows off Montgomery's historic downtown and its local businesses.

Freedom Fest: This festival, put on in July by the Montgomery area Chamber of Commerce, celebrates Independence Day. The festival includes a parade, BBQ cook-off, a baking contest, and vendors.

Sip-n-Stroll Farmers Market: Located in the heart of historic Montgomery each Thursday of the month from 4:30 pm to 7:30pm. The farmers market offers homegrown produce, fresh artisan foods, local wine, and live music.

Other events include, but are not limited to: Water Party at the Community Center (July), Snowballs with the Mayor (August), Wine Fest (September), Texas Flag Celebration (October), Light up the Park (First Saturday in December), Christmas Parade & Cookie Walk with Home Tour (Second Saturday in December), Lone Star First Saturday, and Movie Night in the Park.



PUBLIC FEEDBACK

As Montgomery continues to grow, residents and tourists will desire places for recreational activities. Parks provide quality-of-life and can impact whether residents and businesses move to a community. Public feedback shows that there is a section of the community that desires better use of and updates to the Community Building. Community members also are requesting more sidewalk and bike path connections from residential areas to these parks and historical sites. There is also a desire for more amenities in these parks. The lack of basketball courts, tennis courts, splash pads, and other sports fields was repeatedly brought up. While there are sports facilities in the community, they are often located within the school grounds and not available to the public. City facilities such as City Hall will have to accommodate additional staff to handle the additional workload of a growing city. City leaders should consider facilities planning as part of a long term strategy to respond to growth.

RECOMMENDATIONS

Montgomery is a beautiful historic community that offers excellent parks and a historic downtown. Investments in public parks and spaces to increase the number of recreational facilities will better meet the needs of future and current residents. The city should leverage funding for park maintenance and green infrastructure projects. It is recommended that the city adopt a trail dedication ordinance that requires land dedication (or fee-in-lieu) for trails, parks, and improvements. This ordinance needs to require developers to dedicate and construct trails or to invest in public spaces.

The city needs to increase the number of public facilities to meet the needs of current and future residents of all ages. The city needs to collaborate with Montgomery ISD to provide neighborhood parks by considering keeping school playgrounds open after hours for the use of residents in neighborhoods near schools. The city should also partner with the Nature conservancy groups to identify future parkland and open space in the floodplain suitable for wildlife habitat, floodplain mitigation, or wetland banking.



AMENITIES AND BEAUTIFICATION

Montgomery needs to enhance and maintain its small-town charm, which is a sure-fire way to attract investment and tourists. Installing branding and wayfinding signs will let passers-by know they have entered someplace special. This could be gateway signs along HWY 149 letting people know they have just crossed into Montgomery’s historical downtown “The Birthplace of the Lone Star Flag”. The city can also create ways to promote increased activity McCown Street and in community parks during the day. This can be done by providing movable tables, chairs, and umbrellas. Moveable furniture provides maximum flexibility by allowing users to sit alone, in groups, in the sun, or shade. If there are concerns of theft, chairs and tables can be secured with long-locked cables that still allow portability within a certain distance. Ideally, the tables and chairs would only be secured overnight to ensure maximum flexibility. Montgomery should continue to provide public restrooms in any public park improvements, and in the downtown area. Give tourists more reasons to stay! The City could also consider setting aside funding for public artwork and historical programming. One could even envision the development a one percent-for-art-ordinance in Montgomery. A “one percent for the arts” program specifies that one percent of eligible city capital improvement project and private development funds be set aside for the commission, purchase, and installation of artworks, including art-related events and creative place making in Historical markers and downtown. Finally, all these amenities will require the requisite infrastructure to connect them to historical building and homes.

WATER FEATURE



STREET PLANTER



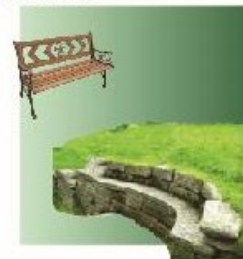
NATIVE PLANTINGS



BENCH SEATING



SEATING

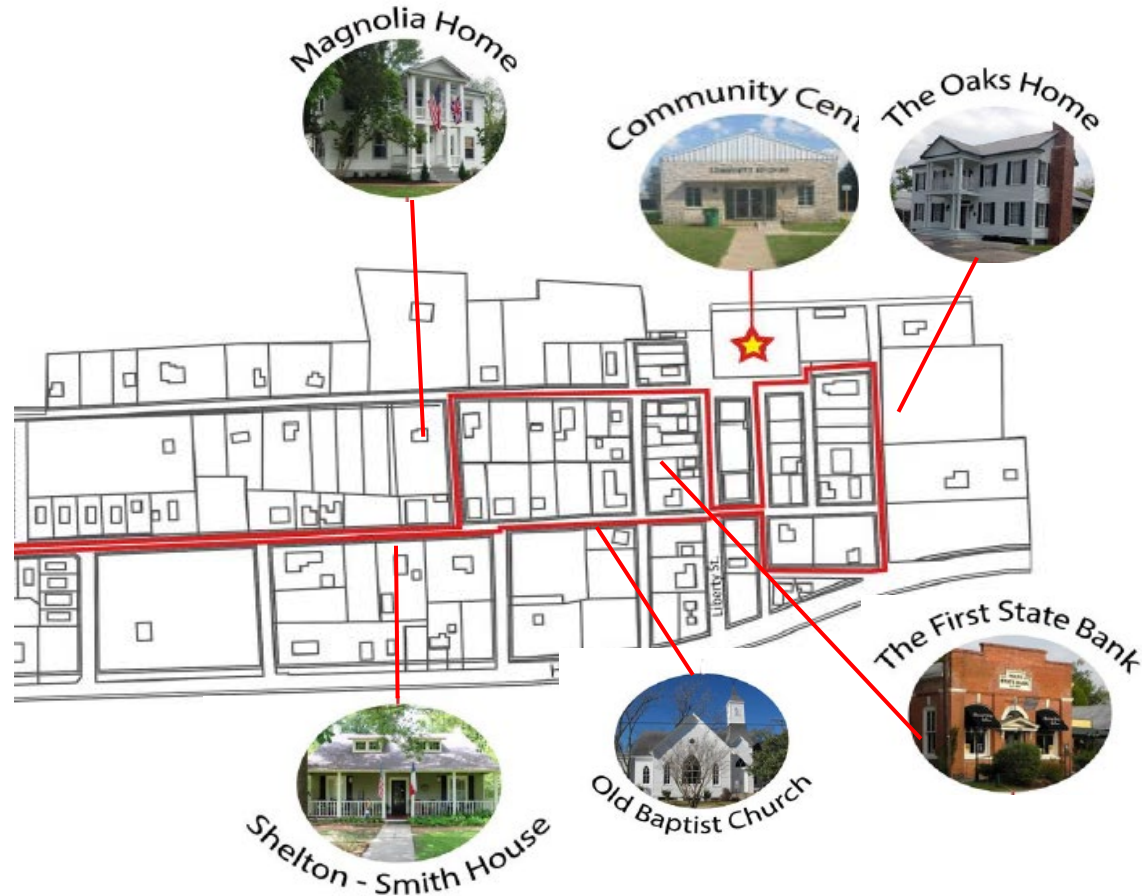


SEATING PLANTERS



SIDEWALKS & CULTURAL TRAILS

Sidewalks need to be implemented as part of the cities land use, housing, transportation, and community facilities plans. The City lacks proper sidewalks and walking trails, particularly those connecting the downtown and retail areas to the residential areas on the north side of the City. Additionally, developing a Montgomery historic or cultural trail that connects its many historical sites to the downtown is crucial. Create as many reasons as possible for people to be involved and engaged with the City's many resources and shops. This should build upon existing festivals and events that occur throughout the year.



FUTURE PARK DESIGNS

One of the design plans proposed by the TAMU landscape architecture students is the creation of a historic park located near the downtown and historic home that builds upon the history of Montgomery. It includes gardens, water features, and flagpoles (for the six flags that are part of Texas's history). The park will provide a peaceful location for people to gather, exercise and to enjoy nature. These elements could also be incorporated into one of the existing city parks.



ECOLOGY PARK DESIGN

This proposed park concept considers the importance of protecting ecological diversity, wetlands, and reducing development into the floodplain. The Ecology Park recommends the creation of a boardwalk, multi-use trails, and a water retention lake. This will bring in visitors and encourage them to interact with the outdoors via boating, gardening, or observing nature. The design also includes a commercial district with space for retail, restaurant space, and an urban plaza.



*Conceptual project by TAMU student

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CHAPTER 8 GOALS, ACTIONS, AND FUNDING GUIDE

IMPLEMENTATION

The items in this chapter are not just a list of ‘to-dos’, they are an outline for the process that requires various leaders and coordination within the community to achieve the goals and objectives to make the community the best it can be.

The Comprehensive Plan is meant to be a ‘living document’ that is visited regularly. The Implementation Table specifies recommended policy changes, goals, objectives and actions, along with an annotated timeline with responsible parties involved. It also identifies potential opportunities to finance implementation of actions or projects, outlining potential grant opportunities. Comprehensive Plans are living documents that need ongoing evaluation and monitoring to ensure the relevance and effectiveness for the City.

PLAN MAINTENANCE

Stakeholders and those responsible for certain action items should continue to ensure that their action items are being fulfilled in order to continue to be an asset to the community’s needs. The city can amend the Comprehensive Plan in order to respond to changes in conditions or needs of the community, to improve or clarify content, or to incorporate other documents or plans. To help evaluate Montgomery’s progress, an agreed upon time frame is needed. The Implementation Table contains information regarding the suggested time frame for each of the Action Steps, separated into four categories:

Short-term: 0 - 5 years

Medium-term: 5 - 10 years

Long-term: 10 - 20 years

Continuous (“On-going”)

city.

Action Leaders

To achieve the goal of building a better Montgomery community, the following is a list of presumable action leaders corresponding to certain action items. This would help Montgomery authorities to maintain transparency and create consistency across all associated departments and organizations.

Entities are classified as follows:

MEDC: Montgomery Economic Development Corporation

CC: City Council

CS: City Staff

P&Z: Planning & Zoning Commission

MACC: Montgomery Area Chamber of Commerce

HMBA: Historical Montgomery Business Association

Action Type

The action type is classified based on the general character of the recommendation.

| Term | Description |
|------------------------|---|
| Development Regulation | Zoning, site-planning and development regulations. |
| Systems/Support | Expansions, adjustments, or revisions to existing tools or systems |
| Program/Organization | Programmatic changes, development of tools, programs or institutions. |
| Study/Plan | Studies, plans, evaluations, and data collection. |
| Financial | Funding and financing issues |
| Coordination | Strategizing, coordination, and communication among different agencies. |

| Land Use Actions | Timeframe | | | Action Items | | | | | | Action Leaders | Funding |
|--|------------|----------|-----------|------------------------|-----------------|----------------------|------------|-----------|--------------|----------------|--------------|
| | Short-term | Mid-term | Long-term | Development Regulation | Systems/Support | Program/Organization | Study/Plan | Financial | Coordination | | |
| Goal 3.1 Encourage a cohesive and diverse range of land uses across Montgomery. | | | | | | | | | | | |
| Objective 3.1.1 Maintain updated current land use map and ensure the map reflects existing land uses. | | | | | | | | | | | |
| Action 3.1.1.1 Expand land use categories to include categories such as open space and Mixed use. | x | | | | √ | | | | | CS | City budget. |
| Action 3.1.1.2 Revise current land use map to reflect these new land use categories. | x | | | | √ | | | | | CS | |
| Action 3.1.1.3 Ensure land use maps are updated as changes occur. | Ongoing | | | | √ | | | | | CS | |
| Objective 3.1.2 Ensure zoning and development standards align | | | | | | | | | | | |
| Action 3.1.2.1 Expand zoning categories to include categories such as open space and civic space in the city's zoning map. | x | | | √ | | | | | | CS P&Z | City budget. |
| Action 3.1.2.2 Update zoning map as changes occur to accurately reflect the current zoning of parcels in Montgomery. | Ongoing | | | √ | | | | | | CS P&Z | |
| Action 3.1.2.3 Amend Zoning Regulations in the city code of | x | | | √ | | | | | | CS P&Z | |

| | | | | | | | | | | | | |
|--|---------|---|--|--|---|--|--|--|--|--|--------------------|---|
| ordinances to add civic, open space, and other new land use categories as zoning districts. | | | | | | | | | | | | |
| Goal 3.2 Promote Development in the Downtown. | | | | | | | | | | | | |
| Objective 3.2.1 Gather Support | | | | | | | | | | | | |
| Action 3.2.1.1 Ensure participation from diverse individuals' representative of the community. | Ongoing | | | | √ | | | | | | CS | Rural Business Investment Program; Rural Community Development Initiative; Texas Enterprise Zone Program; Texas Leverage Fund (TLF) Tax increment financing (TIF) |
| Action 3.2.1.2 Seek partnerships with organizations and agencies that can offer aid and guidance in the planning and development of the downtown vision, such as H-GAC, or Scenic Houston. | x | | | | | | | | | | CS P&Z MEDC | |
| Action 3.2.1.3 Determine existing community assets that can be used to anchor growth and develop a vision unique to Montgomery and its people. | x | | | | | | | | | | CS MEDC HMBA | |
| Action 3.2.1.4 Promote a downtown district by incorporating input from community members and different stakeholders. | x | | | | √ | | | | | | CS P&Z | |
| Action 3.2.1.5 Create a downtown task force to help guide downtown revitalization efforts. | | | | | | | | | | | CS CC | |
| Objective 3.2.2 Promote Streetscaping & Beatification | | | | | | | | | | | | |
| Action 3.2.2.1 Incorporate streetscape guidelines into the planning process of future downtown development. | | x | | | √ | | | | | | CS P&Z CC | MainStreet Program H-GAC Montgomery Area Chamber of Commerce Rural Business Investment Program; |
| Action 3.2.2.2 Prioritize the construction of sidewalks connecting the different amenities | x | | | | √ | | | | | | CS CC | |

| | | | | | | | | | | |
|---|---------|---|---|---|--|---|--|---------------------|--------------------|---|
| Action 3.2.2.3 Incentivize businesses to improve the appearance of building facades and landscaping in the downtown area. | Ongoing | | | √ | | | | | CC MEDC HMBA | Rural Community Development Initiative; Texas Enterprise Zone Program; Texas Leverage Fund (TLF) Tax increment financing (TIF) |
| Action 3.2.2.4 Incorporate street furniture, such as benches and chairs. | x | | | | | √ | | CS | | |
| Action 3.2.2.5 Incorporate murals and other public art that promote Montgomery and represent the community. | Ongoing | √ | | | | | | CS; MACC MEDC | | |
| Objective 3.2.3 Promote compact land use patterns by incentivizing infill development. | | | | | | | | | | |
| Action 3.2.3.1 Offer an expedited the permit review process for infill development proposals. | | √ | | | | | | | CS P&Z | |
| Goal 3.3 Improve Drainage | | | | | | | | | | |
| Action 3.3.1 Conduct a City-wide drainage study | x | | | | | √ | | | CS | HGAC |
| Action 3.3.2 Select areas where porous pavement will help with drainage in the urbanized areas. | | x | √ | | | | | | CS P&Z | |
| Action 3.2.3 Develop and implement green storm-water infrastructure to reduce storm-water runoff through water conservation and retention practices in public spaces. | | x | √ | | | | | | CS P&Z CC | |
| Action 3.2.4 Create and add a conservation overlay district to the city's zoning map in areas located in the floodplain/wetland | x | | √ | | | | | | CS P&Z CC | |

| Transportation Actions | Timeframe | | | Action Items | | | | | | Action Leaders | Funding |
|---|------------|----------|-----------|------------------------|-----------------|----------------------|------------|-----------|--------------|----------------|---|
| | Short-term | Mid-term | Long-term | Development Regulation | Systems/Support | Program/Organization | Study/Plan | Financial | Coordination | | |
| Goal 4.1 Provide a safe and equitable transportation network for all users of the Montgomery. | | | | | | | | | | | |
| Objective 4.1.1 Conduct roadway inventory assessment and establish maintenance schedule. | | | | | | | | | | | |
| Action 4.1.1.1 Appoint responsibility for the maintenance schedule to a staff member. | x | | | | | √ | | | | CS | Surface Transportation Program - Transportation Enhancement Highway Safety Improvement Program; |
| Action 4.1.1.2 Create an inventory of current citywide transportation conditions. | | x | | | | | √ | | | CS | |
| Action 4.1.1.3 Hold annual workgroup meetings to keep the inventory up to date. | Ongoing | | | | | | | | √ | CS | |
| Objective 4.1.2 Evaluate speed limits across the city to serve various users and different modes. | | | | | | | | | | | |
| Action 4.1.2.1 Retain professionals to conduct necessary studies to assess the speed limits and traffic calming techniques along SH 105, and FM 149 | x | | | | | | √ | | | CS | Highway Safety Improvement Program; Surface Transportation Program - Transportation Enhancement; Transportation, Community & System Preservation. |
| Action 4.1.2.2 Coordinate with state and regional agencies to perform changes needed. | x | | | | | | | | √ | CS | |
| Objective 4.1.3 Incorporate traffic calming measures along specific major corridors and intersections. | | | | | | | | | | | |
| Action 4.1.3.1 Identify high crash locations. | x | | | | | | √ | | | CS | Highway Safety Improvement Program; |

| | | | | | | | | | | | |
|--|---------|---|--|--|--|---|---|---|--|-----------------|---|
| Action 4.1.3.2 Retain professionals to study the feasibility and perform necessary studies and design for different traffic calming elements. | x | | | | | √ | | | | CS | Surface Transportation Program - Transportation Enhancement; Pedestrian and Bicycle Safety Program; Public Lands Highways; Transportation Planning Capacity Building Program (TPCB) |
| Action 4.1.3.3 Create traffic calming devices to reduce speeds and increase safety on SH 105 around the high school. | x | | | | | √ | | | | CS | |
| Objective 4.1.4 Improve the existing local street conditions. | | | | | | | | | | | |
| Action 4.1.4.1 Organize a local task force focused on transportation-related matters. | Ongoing | | | | | √ | | | | CS P&Z CC | Transportation Planning Capacity Building Program (TPCB); Transportation Infrastructure Finance and Innovation Act. |
| Action 4.1.4.2 Maintain an annual inventory of mobility and accessibility issues and prioritize them. | x | | | | | | √ | | | CS | |
| Action 4.1.4.3 Fix intersection at SH 105, Prairie St and John A. Butler St. | x | | | | | √ | | | | CS | |
| Objective 4.1.5 Improve access management on major streets. | | | | | | | | | | | |
| Action 4.1.5.1 Retain professionals to conduct access management studies on SH105, and HWY 149. | | x | | | | √ | | | | CS | Public Lands Highways; Highway Safety Improvement Program; Transportation Planning Capacity Building Program (TPCB). |
| Action 4.1.5.2 Perform access management improvements on SH105, and HWY 149 | | x | | | | √ | | | | CS | |
| Objective 4.1.6 Improve transportation design guidelines. | | | | | | | | | | | |
| Action 4.1.6.1 Conduct research on existing grants, resources and partnerships that can assist in the development of transportation design guidelines. | x | | | | | | | √ | | CS | City budget; Transportation Planning Capacity Building Program (TPCB); Rural Transit Assistance Program (5311b3); Transportation, Community & System Preservation. |
| Action 4.1.6.2 Appoint staff to apply for grants, and memberships applicable to design guidelines. | x | | | | | | | √ | | P&Z CC | |

| | | | | | | | | | | | |
|--|---------|---|---|--|--|---|---|--|--|----|--|
| Action 4.1.6.3 Retain professionals to create transportation design guidelines specific to the city of Montgomery. | | x | | | | | √ | | | CS | |
| Action 4.1.6.4 Implement and maintain transportation design guidelines. | Ongoing | | | | | √ | | | | CS | |
| Goal 4.2 Promote alternative transportation modes. | | | | | | | | | | | |
| Objective 4.2.1 Develop an active transportation system plan for walking, biking, and golf carts. | | | | | | | | | | | |
| Action 4.2.1.1 Identify local individuals and groups to serve as champions for active transportation. | x | | | | | | √ | | | CS | Pedestrian and Bicycle Safety Program; Bicycle Friendly Community (BFC) Program; Veterans Transportation and Community Living Initiative Grant Program; Transportation Infrastructure Finance and Innovation Act; Surface Transportation Program - Transportation Enhancement; Transportation, Community & System Preservation; Safe Routes to Schools-Infrastructure (SRTS) Program; Transportation Alternatives Set-Aside (TA) Program. |
| Action 4.2.1.2 Identify agencies and funding sources in support of active transportation at the national, state and regional level. | x | | | | | | √ | | | CS | |
| Action 4.2.1.3 Discern destinations where people have a desire to access by walking, biking, and golf carts such as parks, economic centers, among others. | | x | | | | | √ | | | CS | |
| Action 4.2.1.4 Establish a bicycle and pedestrian network master plan that identifies the existing sidewalk locations and conditions, as well as potential shared-use lanes and paths. | | | x | | | | √ | | | CS | |
| Action 4.2.1.5 Continue revising thoroughfare based on public meeting feedback. | Ongoing | | | | | √ | | | | CS | |
| Objective 4.2.2 Improve existing sidewalk conditions. | | | | | | | | | | | |
| Action 4.2.2.1 Conduct pedestrian infrastructure inventory assessment. | x | | | | | | √ | | | CS | Pedestrian and Bicycle Safety Program; Walk Friendly Community (WFC); |
| Action 4.2.2.2 Apply for grants and memberships applicable to the design, | x | | | | | | √ | | | CS | |

| | | | | | | | | | | | | | | | | |
|---|---------|--|---|--|--|---|---|---|--|--|--|--|---|--|-----------|--|
| construction, and maintenance of sidewalks. | | | | | | | | | | | | | | | | Transportation Investments Generating Economic Recovery (TIGER); Public Lands Highways; Transportation Infrastructure Finance and Innovation Act; Safe Routes to School. |
| Action 4.2.2.3 Prioritize improvements needed along existing roads, taking into consideration routes to school, existing infrastructure, desired paths, economic development and considerations specific to Montgomery. | x | | | | | | | | | | | | | | CS | |
| Objective 4.2.3 Improve transit service. | | | | | | | | | | | | | | | | |
| Action 4.2.4.1 Encourage regional transit providers to include Montgomery in transit routes. | Ongoing | | | | | √ | | | | | | | | | CS | Veterans Transportation and Community Living Initiative Grant Program; |
| Action 4.2.4.2 Identify options for medical transit service for non-emergency trips to health providers. | | | x | | | | √ | | | | | | | | CS | Grants For Transportation of Veterans in Highly Rural Areas; Transportation for Elderly Persons and Persons with Disabilities; |
| Action 4.2.4.3 Establish partnerships with local and regional groups concerned with improving conditions for the elderly and people with disabilities. | Ongoing | | | | | | √ | | | | | | | | CS | Transportation, Community & System Preservation. |
| Objective 4.2.4 Collaborate with regional authorities to develop a long-term functional network system. | | | | | | | | | | | | | | | | |
| Action 4.2.4.1 Identify coalitions and partnerships to provide resources to improve transportation network conditions. | Ongoing | | | | | | | | | | | | √ | | CS P&Z | Public Lands Highways; TxDot H-GAC |
| Action 4.2.4.2 Monitor transportation needs by assessing population growth. | Ongoing | | | | | | | √ | | | | | | | CS | |
| Action 4.2.4.3 Establish partnerships with neighboring cities to assess common needs and potential solutions. | Ongoing | | | | | | | | | | | | √ | | CS P&Z | |

| Housing Actions | Timeframe | | | Action Items | | | | | | Action Leaders | Funding |
|---|------------|----------|-----------|------------------------|-----------------|----------------------|------------|-----------|--------------|----------------|---|
| | Short-term | Mid-term | Long-term | Development Regulation | Systems/Support | Program/Organization | Study/Plan | Financial | Coordination | | |
| Goal 5.1: Expand housing choices for all Montgomery residents. | | | | | | | | | | | |
| Objective 5.1.1 Promote flexible and inclusive housing options throughout the city. | | | | | | | | | | | |
| Action 5.1.1.1 Conduct a Housing Needs Assessment to determine current housing needs, as well as project future housing needs. | x | | | | | | √ | | | CS | City budget; Rural Community Development Initiative. |
| Action 5.1.1.2 Incentivize development of multifamily housing by connecting developers and local non-profits to funding sources such as Housing Tax credits, Multifamily bonds, and Multifamily Direct Loans. | Ongoing | | | | | | | √ | √ | CS | |
| Action 5.1.1.3 Expedite permit review process for mixed density housing developments. | Ongoing | | | √ | | | | | | CS | |
| Action 5.1.1.4 Allow for mixed use housing. | x | | | √ | | | | | | CC P&Z | |
| Action 5.1.1.5 Conduct outreach to connect residents with available federal and state financial resources that assist homeowners, renters, and developers in rural areas. | Ongoing | | | | | | | √ | √ | CC | |

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| Objective 5.1.2 Encourage housing in proximity to public amenities serving residents of Montgomery. | | | | | | | | | | | |
| Action 5.1.2.1 Regularly update current land use and zoning maps to include civic space and parks or open spaces. | Ongoing | | | | √ | | | | | CS | City budget; Rural Community Development Initiative. |
| Action 5.1.2.2 Waive permit review fees for equitable housing proposals accessible to public amenities. | Ongoing | | | √ | | | | | CS | | |
| Action 5.1.2.3 Consider applying for the Rural Community Development Initiative Grant to fund future projects that enhance the housing, community facilities, or economic development of Montgomery. | | x | | | | | √ | √ | CS | | |
| Goal 5.2 Improve resilience of current and future housing stock. | | | | | | | | | | | |
| Objective 5.2.1 Establish minimum safe building standards for areas in the floodplain. | | | | | | | | | | | |
| Action 5.2.1.1 Research best practices for minimum safe building standards in special flood hazard areas. | x | | | √ | | | | | CS | City budget. | |
| Action 5.2.1.2 Amend the city code of ordinances to establish minimum requirements for residential construction within special flood hazard areas, as defined by FEMA. | | | | √ | | | | | CS P&Z | | |
| Objective 5.2.2 Encourage building of new housing units away from floodplain. | | | | | | | | | | | |
| Action 5.2.2.1 Research building code and design standard best practices employed by other cities to increase homeowner safety. | x | | | √ | | | | | CS | City budget. | |
| Action 5.2.2.3 Adopt FEMA's most updated floodplain map and align | x | | | √ | | | | | CS P&Z | | |

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| new building codes and design standards with these boundaries. | | | | | | | | | | | |
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| Economic Development Actions | Timeframe | | | Action Items | | | | | | Action Leaders | Funding |
|---|------------|----------|-----------|------------------------|-----------------|----------------------|------------|-----------|--------------|----------------|---|
| | Short-term | Mid-term | Long-term | Development Regulation | Systems/Support | Program/Organization | Study/Plan | Financial | Coordination | | |
| Goal 6.1 Develop a resilient economy for residents of the city. | | | | | | | | | | | |
| Objective 6.1.1 Create more jobs for residents of Montgomery by attracting more employers. | | | | | | | | | | | |
| Action 6.1.1.1 Continue partnerships with local financial institutions to promote the opening of more businesses in the city. | Ongoing | | | | | | | | √ | MEDC | Self Sufficiency Fund; Rural Community Development Initiative. |
| Action 6.1.1.2 Expand Business Retention & expansion program to better accommodate local needs. | | x | | | | √ | | | | MEDC | |
| Action 6.1.1.3 Promote Business Retention & expansion program among local citizens by employing social media, radio, and other communication means. | | x | | | | √ | | | | MEDC CS | |
| Objective 6.2.1 Develop and support a skilled and competitive workforce. | | | | | | | | | | | |
| Action 6.2.1.1 Collaborate with neighboring cities, H-GAC, and state level agencies and organizations to provide workshops to the job seekers. | Ongoing | | | | | | | | √ | MEDC | Texas Workforce Commission's Skill Development Program; |

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| Action 6.2.1.2 Continue to work with Texas Workforce Solutions to identify job training opportunities. | Ongoing | | | | | | | √ | MEDC | Texas Workforce Commission (TWC) Skills for Small Business program. |
| Objective 6.2.2 Create and promote new professional development programs. | | | | | | | | | | |
| Action 6.2.2.1 Provide a high quality of professional programs such as auto mechanic training and people can get a certificate when they finish the required courses. | x | | | | | | | √ | MEDC | |
| Objective 6.2.3 Connect young people to job opportunities. | | | | | | | | | | |
| Action 6.2.3.1 Seek partnerships with businesses and individuals to create networking and career finding opportunities such as local career fairs, seminars, workshops, and other events. | Ongoing | | | | | | | √ | CS MEDC | Texas Workforce Commission's Skill Development Program; Texas Workforce Commission (TWC) Skills for Small Business program. |
| Action 6.2.3.2 Advocate for networking opportunities that connect employers and local citizens. | | x | | | | | | √ | MEDC CS | |
| Action 6.2.3.3 Promote business owners to participate in career fairs and other local opportunities. | Ongoing | | | | | | | √ | MEDC CS | |
| Action 6.2.3.4 Promote High School students to participate in activities related to job finding and collaborate with local schools to help promote such events. | Ongoing | | | | | | | √ | MEDC CS | |
| Action 6.2.3.5 Assist career finding opportunities such as local career fairs, seminars, workshops, and other events by allowing the use of existing local facilities and resources. | Ongoing | | | | | | | √ | MEDC CS | |
| Goal 6.2 Support existing Economic Assets | | | | | | | | | | |

| Objective 6.2.1 Promote local businesses. | | | | | | | | | | | | |
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| Action 6.2.1.1 Start a business recognition program to highlight places that represent city values and have positive economic and cultural impacts in the city. | x | | | | | √ | | | | | MEDC MACC | Business & Industry Program; Product Development and Small Business Incubator Fund; Rural Business Investment Program; Rural Community Development Initiative; Texas Enterprise Fund. |
| Action 6.2.1.2 Encourage city departments to purchase and contract with local businesses. | Ongoing | | | √ | | | | | | | CC | |
| Action 6.2.1.3 Provide tax incentives to women-owned and historically underutilized businesses. | Ongoing | | | | | | | √ | | | MEDC | |
| Action 6.2.1.4 Promote local vendors and producers at local events. | Ongoing | | | √ | | | | | | | CC MEDC | |
| Action 6.2.1.5 Encourage local businesses to engage, participate and assist in local events | Ongoing | | | √ | | | | | | | MEDC MACC | |
| Objective 6.2.2 Establish a community-based vision for downtown. | | | | | | | | | | | | |
| Action 6.2.2.1 Create a downtown task force to help guide downtown revitalization efforts. | x | | | | | √ | | | | | CC CS | Rural Business Investment Program; Rural Community Development Initiative; Texas Enterprise Zone Program; Texas Leverage Fund (TLF) |
| Action 6.2.2.2 Ensure participation from diverse individuals representative of the community. | Ongoing | | | | | | | | √ | | CS | |
| Action 6.2.2.3 Seek partnerships with organizations and agencies that can offer aid and guidance in the planning and development of the downtown vision, such as H-GAC, or Scenic Houston. | x | | | | | | | | √ | | CS MEDC | |
| Action 6.2.2.4 Determine existing community assets that can be used to | x | | | | | | √ | | | | CS | |

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| anchor growth and develop a vision unique to Montgomery and its people. | | | | | | | | | | | | |
| Action 6.2.2.5 Conduct a market analysis to help develop a realistic vision. | | x | | | | | √ | | | | CS | |
| Action 6.2.2.6 Draft a community-based vision for downtown that represents the values of the community, promotes the city and guide future efforts. | | x | | | | | √ | | | | CC P&Z | |
| Action 6.2.2.7 Create a plan to strategize steps towards the realization of the downtown vision. | | x | | | | | √ | | | | CC P&Z | |
| Objective 6.2.3 Create and implement design standards for development in the downtown area. | | | | | | | | | | | | |
| Action 6.2.3.1 Create a Downtown Zoning Overlay that encompasses the area delineated as downtown by the community. | x | | | √ | | | | | | | P&Z CC | Economic Impact Initiative Grants; Rural Business Investment Program; Rural Community Development Initiative; Texas Enterprise Zone Program; Texas Capital Funds (Rural); Texas Leverage Fund (TLF). |
| Action 6.2.3.2 Identify funding sources to be accessed and used for the planning, development, and implementation of the design standards. | Ongoing | | | | | | | √ | | MEDC CS | | |
| Action 6.2.3.3 Seek organizations and agencies that could provide assistance or guidance in the development of design guidelines. | Ongoing | | | | | | | | √ | MEDC CS | | |
| Action 6.2.3.4 Create design guidelines that improve the area and reflect the community-based vision for downtown. | x | | | | | | √ | | | CS | | |
| Action 6.2.3.5 Reach different members of the community and stakeholders to ensure the downtown | Ongoing | | | | | | | | √ | CS MEDC | | |

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| plan reflects the values and ideals of the community. | | | | | | | | | | | | |
| Action 6.2.3.6 Adopt design guidelines appropriate for the area. | x | | | √ | | | | | | | P&Z CC | |
| Objective 6.2.4 Improve conditions in Downtown Montgomery. | | | | | | | | | | | | |
| Action 6.2.4.1 Identify streetscape guidelines that could be beneficial for use in Montgomery. | | x | | | √ | | | | | | CC CS P&Z | Economic Impact Initiative Grants; Rural Business Investment Program; Rural Community Development Initiative; Texas Enterprise Zone Program; Texas Capital Funds (Rural); Texas Leverage Fund (TLF). |
| Action 6.1.4.2 Incorporate streetscape guidelines into the planning process of future downtown development. | | x | | | √ | | | | | | CS MEDC | |
| Action 6.1.4.3 Prioritize the construction of sidewalks connecting the different amenities of Downtown. | x | | | | | √ | | | | | CS | |
| Action 6.2.4.4 Incentivize businesses to improve the appearance of building facades and landscaping in the downtown area. | Ongoing | | | | | | | | √ | | CC MEDC | |
| Action 6.2.4.5 Incorporate street furniture, such as benches and chairs. | x | | | | | √ | | | | | CS | |
| Action 6.2.4.6 Incorporate murals and other public art that promote Montgomery and represent the community. | Ongoing | | | | | √ | | | | | CS MEDC MACC | |

| Community Facility Actions | Timeframe | | | Action Items | | | | | | Action Leaders | Funding |
|---|------------|----------|-----------|------------------------|-----------------|----------------------|------------|-----------|--------------|----------------|--|
| | Short-term | Mid-term | Long-term | Development Regulation | Systems/Support | Program/Organization | Study/Plan | Financial | Coordination | | |
| Goal 7.1: Provide equitable access to community services and facilities. | | | | | | | | | | | |
| Objective 7.1.1 Ensure there is sufficient police and fire protection for current residents | | | | | | | | | | | |
| Action 7.1.1.1 Routinely monitor necessary increases in staff and/or related resources, such as police cars to meet the needs of residents. | | | x | | | √ | | | | CC; CS | Rural Business Investment Program; Rural Community Development Initiative; Texas Enterprise Zone Program; Texas Leverage Fund (TLF) |
| Objective 7.1.2 Define standards for adequate response/service levels for community facilities and service, such as the following: Municipal departments, Police protection, and Utilities/infrastructure and solid waste management. | | | | | | | | | | | |
| Objective 7.1.3 Ensure there is a proper location, design, and maintenance of government infrastructure system including: water and sewer systems, fire station, etc. | | | | | | | | | | | |
| Action 7.1.3.1 Routinely check the government infrastructure system and ensure they are prepared to deal with emergency cases. | | | x | | √ | | | | | CC; CS | City Budget TWDB |

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| Action 7.1.3.2 Conduct regular inspections and street sweeping to minimize pollutants and waste entering stormwater drainage system. | | | x | | | √ | | | | CC; CS | |
| Action 7.1.3.3 Consider establishing additional impact fees for city parks, Parking, and community facilities to accommodate the additional demand | | x | | | | √ | | | | CC | |
| GOAL 7.2 Ensure public facilities are safe and efficient. | | | | | | | | | | | |
| Objective 7.2.1 Assess all public facilities to ensure they are safe, structurally sound, and available for use or rental. | | | | | | | | | | | |
| Action 7.2.1.1 Inspect all municipally owned structures to ensure structural stability and safety for users every month. | | | x | | | √ | | | | CC; CS | City Budget |
| Objective 7.2.2 Provide for sufficient public facilities and service capacity to support land use buildout. | | | | | | | | | | | |
| Action 7.2.2.1 Improve existing public facilities and update public facilities according to the community's needs every three years. | ON-GOING | | | | | √ | | | | CC; CS | City Budget |
| Action 7.2.2.2 Improve access to parks and facilities | ON-GOING | | | | | √ | | | | CC; CS | Rural Community Development Initiative; City Budget |
| Action 7.2.2.3 Work with Montgomery ISD to gain access to Sport facilities | x | | | | | | | | √ | CC; CS | Texas A&M Law School might be able to provide legal help if needed. |
| Action 7.2.2.4 Create a Historic Walk, Hiking Paths, Trail System | | x | | √ | | √ | √ | | | CC; CS; MEDC; | Rural Business Investment Program; Rural Community Development Initiative; City Budget |

| Goal 7.3 Promote use community facilities as community gathering places for events and trainings | | | | | | | | | | | | |
|---|---|---|--|--|--|---|--|---|--|--------------------|--|--|
| Objective 7.3.1 Create a community center to provide a meeting place and educational area for residents. | | | | | | | | | | | | |
| Action 7.3.1.1 Renovate the Montgomery Community Building | | x | | | | | | √ | | | | Rural Business Investment Program; |
| Action 7.3.1.1 Provide space for community activities such as vocational programs, holiday activities, etc. | x | | | | | √ | | | | CC; CS; P&Z | | Rural Community Development Initiative; City Budget |
| Action 7.3.1.2 Provide information to community residents through the city government website, newspapers, etc. | x | | | | | √ | | | | CC; CS | | |
| Goal 7.4 Signage and Wayfinding | | | | | | | | | | | | |
| Action 7.4.1.1 Create a gateway to the city and the historical downtown | x | | | | | √ | | | | MEDC, CC, CS, MCOC | | Rural Business Investment Program; Rural Community Development Initiative; |
| Action 7.4.1.2 Create Wayfinding for parking | x | | | | | √ | | | | MEDC, CC, CS, MCOC | | City Budget Main street American |

FUNDING

Many funding sources, both internal and external, are available to help Montgomery accomplish its goals. Internal resources refer to taxes and fees to support the action item. External resources are numerous and may also include public-private partnerships with external partners such as developers. The Funding column in the Action Tasks table provides suggestions for funding sources or grants for each of the action items

LAND USE

Industrial Revenue Bonds

Grantor: Texas Economic Development Division

Purpose: provide a source of tax-exempt or taxable bond finance for projects involving significant private activity that promote new and existing businesses, encourage employment, and expand the tax base of a community.

Eligibility: Industrial Development Corporations (IDCs) or equivalent bodies

Limitations: Rolling application period.

More information: <https://gov.texas.gov/business/page/industrial-revenue-bonds>

Tax Increment Financing (TIF) or Tax Increment Reinvestment Zone (TIRZ)

Grantor: City; County

Purpose: A TIRZ can construct needed public infrastructure in areas with little development or lacking adequate development to attract businesses; encourage development, thereby increasing property values and long-term property tax collections; and reduce the cost of private development by providing reimbursement for eligible public improvements.

Eligible Public Costs: Publicly owned infrastructure within public rights-of-way; Public transit stations and right-of-way; Public school construction; Public beautification (lighting, streetscape, landscaping, etc); Public parking structures; Municipal building construction; Other public buildings (e.g. police, fire stations); Land/building acquisition by a public body; Interest costs on public financing obligations; Site preparation, demolition, cleanup of publicly owned land; TIF administration costs; Planning, engineering, and other redevelopment-related “soft costs”; Cost of remediation of conditions that contaminate public land or buildings; Cost of preservation of facade of public buildings.

Eligible Private Costs: Rehab of existing buildings; Private design, planning, architecture, or engineering costs; Demolition, site prep, cleanup of privately owned land; Development costs can be covered by the agreement, but are subject to clawback provisions; Cost of remediation of conditions that contaminate private land or buildings; Cost of preservation of facade of private buildings.

Funding Limitations: A base value is determined by the existing taxable value of real property within the TIRZ at the time the TIRZ is created. The taxing entities (i.e. the city, county and school district) continue to receive the base year value of the property taxes throughout the life of the 30-year zone. The increment, the portion of the incremental increase in real property tax revenue above the base year resulting from increases in taxable value of property, is captured for the TIRZ.

Qualified Types of Projects: Commercial; Industrial

Financing Options: TIF Revenue Notes; Pay As You Go; Loans

More Info: <https://comptroller.texas.gov/economy/local/ch311/faq.php>

TRANSPORTATION

Better Utilizing Investments to Leverage Development (BUILD) Transportation Grants Program (formerly TIGER)

Grantor: Department of Transportation

Purpose: Provides funds for investments in transportation infrastructure, including transit. This program will give special consideration to projects which emphasize improved access to reliable, safe, and affordable transportation for communities in rural areas, such as projects that improve Infrastructure condition, address public health and safety, promote regional connectivity or facilitate economic growth or competitiveness

Eligibility: State, local, and tribal governments, including U.S. territories, transit agencies, port authorities, metropolitan planning organizations (MPOs), and other political subdivisions of State or local governments.

Funding limitations: \$1000,000/\$25,000,000

More information: <https://ops.fhwa.dot.gov/Freight/infrastructure/tiger/>

Capital Investment Grants (CIG) Program

Grantor: Federal Transit Administration

Purpose: Provides funding for fixed guideway investments such as new and expanded rapid rail, commuter rail, light rail, streetcars, bus rapid transit, and ferries, as well as corridor-based bus rapid transit investments that emulate the features of rail.

Eligibility: State and local government agencies, including transit agencies.

Limitations: 2,3 Billion Appropriated annually.CIG funding provides a portion of the total project cost that includes the cost of project development, engineering, and construction. Maximum CIG share allowed in law for New Starts 60%, & Small Starts and Core Capacity 80%.

More Information: <https://www.transit.dot.gov/funding/grant-programs/capital-investments/about-program>

Discretionary Bus and Bus Facilities (Section 5309): State of Good Repair Initiative

Grantor: Department of Transportation

Purpose: Provide funding to rehabilitate bus and bus facilities.

Eligibility: intermodal facilities must have adjacent connectivity with bus service.

Limitations: will prioritize the replacement and rehabilitation of intermodal facilities that support the connection of bus service with multiple modes of transportation, including but not limited to: rail, ferry, intercity bus, and private transportation providers.

More Information: <https://www.transit.dot.gov/funding/grants/state-good-repair-grants-5337>

Enhanced Mobility of Seniors & Individuals with Disabilities

Grantor: Department of Transportation

Purpose: Provides formula funding to states to assist private non-profit groups in meeting the transportation needs of older adults and people with disabilities when the transportation service provided is unavailable, insufficient, or inappropriate to meeting these needs. The program aims to improve mobility for seniors and individuals with disabilities by removing barriers to transportation services and expand the transportation mobility options. This program supports transportation services planned, designed, and carried out to meet the special transportation needs of seniors and individuals with disabilities in all areas – large urbanized (over 200,000), small urbanized (50,000-200,000), and rural (under 50,000).

Eligibility: States and designated recipients are direct recipients; eligible subrecipients include private non-profit organizations, states or local government authorities, or operators of public transportation.

Funding limitations: Funds are available to the states during the fiscal year of apportionment plus two additional years (total of three years).

More information: <https://www.transit.dot.gov/funding/grants/enhanced-mobility-seniors-individuals-disabilities-section-5310>

Grants for Buses and Bus Facilities Formula Program

Grantor: Department of Transportation

Purpose: Provides funding to states and transit agencies through a statutory formula to replace, rehabilitate, and purchase buses and related equipment and to construct bus-related facilities.

Eligibility: Designated recipients that operate fixed-route bus service or that allocate funding to fixed-route bus operators; and State or local governmental entities that operate fixed-route bus service.

Funding limitations: Funds are available the year appropriated plus three years.

More information: <https://www.transit.dot.gov/funding/grants/busprogram>

Grants for Rural Areas to Support Public Transportation- 5311

Grantor: Department of Transportation

Purpose: The Formula Grants for Rural Areas program provides capital, planning, and operating assistance to states to support public transportation in rural areas with populations of less than 50,000, where many residents often rely on public transit to reach their destinations. The program also provides funding for state and national training and technical assistance through the Rural Transportation Assistance Program.

Eligibility: Designated recipients that include planning, capital, operating, job access and reverse commute projects, and the acquisition of public transportation services.

Funding limitations: Funds are available the year appropriated plus two additional years. Funds are appropriated based on a formula that includes land area, population, revenue vehicle miles, and low-income individuals in rural areas. Must spend no less than 15 percent of its annual apportionment for development and support of intercity bus transportation.

More information: <https://www.transit.dot.gov/rural-formula-grants-5311>

National Trails Training Partnership

Grantor: American Trails and NTTP

Purpose: for planning, building, designing, funding, managing, enhancing, and supporting trails, greenways, and blue ways.

More information: <http://www.americantrails.org/resources/funding/>

Safe Routes To School

Grantor: Department of Transportation

Purpose: The Program's objectives are 1) to enable and encourage children in grades K-8, including those with disabilities, to walk and bicycle to school; 2) to make bicycling and walking to school a safer and more appealing transportation alternative, thereby encouraging a healthy and active lifestyle from an early age; and 3) to facilitate the planning, development, and implementation of projects and activities that will improve safety and reduce traffic, fuel consumption, and air pollution in the vicinity of schools.

Eligibility: Eligible applicants for infrastructure projects include state agencies and political subdivisions (a city or county within the State of Texas). Applications should present a unified solution for improving the safety of pedestrian or bicycle routes to schools within a community and may involve more than one partner.

Funding limitations: Safe Routes to School is a 100 percent federally funded cost-reimbursement program managed through the Texas Department of Transportation (TxDOT), Traffic Operations Division (TRF). Projects are funded through a statewide competitive process with funds limited to those authorized in the SRTS program. Cost-reimbursement means that sponsors will front the cost of the project and will be reimbursed through various stages of the project. In some cases, there will be no up-front funds required from the applicant.

More information: <http://ftp.dot.state.tx.us/pub/txdot-info/ptn/programs/tasa-2017/2019-program-guide.pdf>

Surface Transportation Block Grant Program (STBG)

Grantor: Department of Transportation

Purpose: The Surface Transportation Block Grant program (STBG) provides flexible funding that may be used by States and localities for projects to preserve and improve the conditions and performance on any Federal-aid highway, bridge and tunnel projects on any public road, pedestrian and bicycle infrastructure, and transit capital projects, including intercity bus terminals.

Eligibility: State, local, and tribal governments, including U.S. territories, transit agencies, port authorities, metropolitan planning organizations (MPOs), and other political subdivisions of State or local governments.

Funding limitations: N/A

More information: <https://www.fhwa.dot.gov/specialfunding/stp/>

The Bicycle Friendly Community (BFC) Program

Grantor: League of American Bicyclists.

Purpose: The program provides a roadmap to communities to improve conditions for bicycling and offers national recognition for communities that actively support bicycling.

Eligibility: Communities.

Information on applying to become a recognized Bicycle Friendly Community

More information: <http://bikeleague.org/bfa>

The Highway Safety Improvement Program (HSIP)

Grantor: U.S. Department of Transportation Federal Highway Administration.

Purpose: The goal is to achieve a significant reduction in traffic fatalities and serious injuries on all public roads.

Limitations: The HSIP requires states to develop and implement a Strategic Highway Safety Plan (SHSP). \$2.407 bn

More Information: <https://www.fhwa.dot.gov/map21/funding.cfm>

Transportation for Elderly Persons and Persons with Disabilities

Grantor: Department of Transportation

Purpose: provides formula funding to States for the purpose of assisting private non-profit groups in meeting the transportation needs of the elderly and persons with disabilities when the service provided is unavailable, insufficient/ inappropriate to meeting these needs.

Eligibility: States are direct recipients. Eligible sub recipients are private non-profit organizations, governmental authorities where no non-profit organizations are available to provide service and governmental authorities approve to coordinate services

Limitations: State allocated

More information: <http://www.reconnectingamerica.org/resource-center/federal-grant-opportunities>

Walk Friendly Community (WFC)

Grantor: U.S. Department of Transportation Federal Highway Administration.

Purpose: helps to promote safe walking environments in cities.

Eligibility: Individual cities and towns. Applications due June 15 and December 15.

Limitations: By applying will receive specific suggestions and resources on how to make needed changes for pedestrian safety.

More information: <http://walkfriendly.org/>

COMMUNITY FACILITIES

Community Facilities Direct Loan & Grant Program

Grantor: U.S. Department of Agriculture

Purpose: assist in the development of essential community facilities in rural areas and towns.

Eligibility: public entities such as municipalities, counties, and special-purpose districts, as well as non-profit corporations and tribal governments. Towns of up to 20,000 in population.

Limitations: Development Financing, Construction

Deadline: Open

More information: <https://www.rd.usda.gov/programs-services/community-facilities-direct-loan-grant-program>

Community Development Fund (Rural)

Grantor: Texas Department of Agriculture

Purpose: Grants to rural Texas cities and counties for basic infrastructure projects such as water/wastewater facilities, street improvements and drainage.

Eligibility: non-entitlement cities and counties whose populations are less than 50,000 and 200,000 respectively, and are not participating or designated as eligible to participate in the entitlement portion of the federal Community Development Block Grant Program.

Limitations: \$275,000-800,000, biennial basis and competition against 24 planning regions in the State.

Deadline: rolling

More information: [http://www.texasagriculture.gov/GrantsServices/RuralEconomicDevelopment/RuralCommunityDevelopmentBlockGrant\(CDBG\)/CommunityDevelopment.aspx](http://www.texasagriculture.gov/GrantsServices/RuralEconomicDevelopment/RuralCommunityDevelopmentBlockGrant(CDBG)/CommunityDevelopment.aspx)

Community Disaster Loan (CDL) Program

Grantor: FEMA

Purpose: Provides operational funding to help local governments that have incurred a significant loss in revenue, due to major disaster.

Eligibility: Local Governments

Funding limitations: max loan of \$5,000,000

Deadline: Rolling

More information: <https://www.fema.gov/media-library/assets/documents/176527>

Community Facilities Direct Loan & Grant Program

Grantor: U.S. Department of Agriculture

Purpose: assist in the development of essential community facilities in rural areas and towns.

Eligibility: public entities such as municipalities, counties, and special-purpose districts, as well as non-profit corporations and tribal governments. Towns of up to 20,000 in population.

Limitations: Development Financing, Construction

Deadline: Open

More information: <https://www.rd.usda.gov/programs-services/community-facilities-direct-loan-grant-program>

Disaster Relief Fund (Rural)

Grantor: Texas Department of Agriculture

Purpose: Cities and counties may apply following a disaster declaration or for qualifying urgent infrastructure needs.

Eligibility: Non-entitlement cities under 50,000 in population and non-entitlement counties that have a non-metropolitan population under 200,000 and are not eligible for direct CDBG funding from HUD may apply for funding through any of the Texas CDBG programs.

Limitations: \$50,000-350,000, official disaster status declaration

Deadline: Rolling

More information: [http://www.texasagriculture.gov/GrantsServices/RuralEconomicDevelopment/RuralCommunityDevelopmentBlockGrant\(CDBG\)/DisasterRelief.aspx](http://www.texasagriculture.gov/GrantsServices/RuralEconomicDevelopment/RuralCommunityDevelopmentBlockGrant(CDBG)/DisasterRelief.aspx)

Event Trust Funds Program

Grantor: Texas Economic Development Division

Purpose: Event-specific trust funds created to help pay for qualified expenses associated with an event, to which both the State and applicant must contribute.

Eligibility: A municipality, county, or non-profit local organizing committee endorsed by a Texas municipality or county which has been selected to host a qualified event, if the event location in that Texas municipality or county.

Limitations: Applicants must contribute \$1 in local tax gains for every \$6.25 the State contributes to the fund.

Deadline: Rolling

More information: <https://gov.texas.gov/business/page/event-trust-funds-program>

Farm to School Grant Program

Grantor: USDA

Purpose: to assist implementation of programs that improve access to local foods in eligible schools, particularly farm to school programs.

Eligibility: Eligible Schools; State and Local Agencies; Indian Tribal Organizations Agricultural Producers or Groups of Agricultural Producers; and Non-Profit Entities

Limitations: provides at least 25% of funding costs

More information: <http://www.fns.usda.gov/farmtoschool/farm-school-grant-program>

Farmers Market Promotion Program

Grantor: U.S. Department of Agriculture

Purpose: to increase domestic consumption of, and access to, locally and regionally produced agricultural products, and to develop new market opportunities for farm and ranch operations serving local markets by developing, improving, expanding, and providing outreach, training, and technical assistance to, or assisting in the development, improvement, and expansion of,

domestic farmers markets, roadside stands, community-supported agriculture programs, agritourism activities, and other direct producer-to-consumer market opportunities.

- Eligibility: Agricultural businesses, Agricultural cooperatives, Community Supported Agriculture (CSA) networks, CSA associations, Economic development corporations, Local governments, Non-profit corporations, Producer networks, Producer associations, Public benefit corporations, Regional farmers' market authorities and Tribal governments

- More information: <https://www.ams.usda.gov/services/grants/fmpp>

Grants to USA Libraries, Agencies, Schools, and Nonprofits for Rural Library Improvements

Grantor: Texas Grant

Purpose: Grants ranging from \$10,000 to \$50,000 to USA and territories libraries, agencies, schools, and non-profits for improvements to rural and small libraries.

Eligibility: Required registrations may take several weeks to complete

Limitations: Funding is intended for enhancements

More information: <https://texas.grantwatch.com/grant/184904/grants-to-usa-libraries-agencies-schools-and-nonprofits-for-rural-library-improvements.html>

Humanities Texas Grants

Grantor: Humanities Texas

Purpose: Enable communities throughout the State to develop programs of local interest promoting heritage, culture, and education. To support a wide range of public programs: lectures, panel discussions, and conferences; teacher institutes; reading- and film-discussion groups; interpretive exhibits; television and radio programming; film production; and interactive multimedia programming.

Eligibility: Non-profit organizations and state and local governmental entities

More information: <https://www.humanitiestexas.org/grants>

Public Assistance Grant Program

Grantor: FEMA

Purpose: to support communities' recovery from major disasters by providing them with grant assistance for debris removal, life-saving emergency protective measures, and restoring public infrastructure.

Eligibility: Local Governments, states, tribes, territories and certain private non-profit organization

Limitations: The federal share of assistance is not less than 75 percent of the eligible cost. The Recipient determines how the non-federal share (up to 25 percent) is split with the sub-recipients (i.e. eligible applicants).

Deadline: Rolling

More information: <https://www.fema.gov/public-assistance-local-state-tribal-and-non-profit>

Robert Wood Johnson Foundation Pioneering Ideas Brief Proposals

Grantor: Robert Wood Johnson Foundation

Purpose: The Texas Reads Grant funds public library programs to promote reading and literacy within local communities.

Eligibility: Eligible public libraries, must be members of the Texas Library system

Limitations: Maximum grant award is \$10,000. Grant will fund costs such as materials, professional services, and other operating expenses.

Deadline: Opens February 14, 2020

More information: <https://www.rwjf.org/en/how-we-work/submit-a-pioneering-ideas-brief-proposal.html>

Rural Health Network Development Planning Program

Grantor: Health Resource & Services Administration

Purpose: The purpose of the Network Planning program is to assist in the development of an integrated health care network, specifically with network participants who do not have a history of formal collaborative efforts. Network Planning goals are: (i) to achieve efficiencies; (ii) to expand access to, coordinate, and improve the quality of essential health care services; and (iii) to strengthen the rural health care system as a whole.

Eligibility: Eligible applicants must be rural non-profit private or rural public entities that represent a consortium/network composed of three or more health care providers.

Limitations: N/A

More information: <https://www.hrsa.gov/grants/fundingopportunities/default.aspx?id=d69c77dc-272b-4bdc-af32-85fa2de10542>

Rural LISC - Community Facilities Fund

Grantor: National Center for Mobility Management

Purpose: to provide capital to help develop and improve essential community facilities in rural areas. Rural LISC utilizes this fund to provide permanent and construction-to-permanent financing for rural community facilities, including health care centers, hospitals, educational facilities, and other nonprofit and public facilities in rural communities with populations under 20,000.

Eligibility: Non-profits or public entities

Limitations: \$100,000 - \$8,000,000.

Deadline: Assigned every two years. 2021

More information: <https://nationalcenterformobilitymanagement.org/challenge-2019/School>

Texas Capital Fund (Rural)- Infrastructure/ Real Estate Development Programs

Grantor: Texas Department of Agriculture

Purpose: Supports rural business development, retention and expansion by providing funds for public infrastructure, real estate development, or the elimination of deteriorated conditions. Provides grants or zero-interest loans for infrastructure and building improvements to create or retain permanent jobs.

- Application Deadline: February, May, August & November 2020
- Funding Limitation: \$1,000,000
- More information: <http://texasagriculture.gov/GrantsServices/RuralEconomicDevelopment/TexasCapitalFund.aspx>

Texas Reads Grants

Grantor: Texas State and Library Archives Commission

Purpose: The Texas Reads Grant funds public library programs to promote reading and literacy within local communities.

Eligibility: Eligible public libraries, must be members of the Texas Library system

Limitations: Maximum grant award is \$10,000. Grant will fund costs such as materials, professional services, and other operating expenses.

Texas Treasures Grants

Grantor: Texas State and Library Archives Commission

Purpose: Designed to help libraries make their special collections more accessible for the people of Texas and beyond.

Eligibility: Eligible public libraries, must be members of the TexShare Library Consortium.

Limitations: Maximum grant award is \$7,500. Grant will fund costs to increase accessibility such as organizing, cataloging, indexing, or digitizing local materials.

Deadline: March 8, 2020

Urgent Need Fund (Rural)

Grantor: Texas Department of Agriculture

Purpose: Grants that will restore rural infrastructure whose sudden failure poses an imminent threat to life or health.

Eligibility: Non-entitlement cities under 50,000 in population and non-entitlement counties that have a non-metropolitan population under 200,000 and are not eligible for direct CDBG funding from HUD may apply for funding through any of the Texas CDBG programs.

Limitations: \$25,000-250,000, requires assessment.

Deadline: Applications are accepted by invitation.

More information: [http://www.texasagriculture.gov/GrantsServices/RuralEconomicDevelopment/RuralCommunityDevelopmentBlockGrant\(CDBG\)/UrgentNeedFund.aspx](http://www.texasagriculture.gov/GrantsServices/RuralEconomicDevelopment/RuralCommunityDevelopmentBlockGrant(CDBG)/UrgentNeedFund.aspx)

ECONOMY

Community Advantage Program

Grantor: U.S. Small Business Administration

Purpose: Loans are primarily designed for newer, veteran-owned, and underserved businesses that have difficulty securing traditional financing and can benefit from management and technical assistance.

Eligibility: small businesses

Max loan amount: \$ 250,000

Interest rate: prime + 6%

Terms: up to 25 years of real estate, 10 years for equipment and working capital

Guarantee: 75 to 90%

More information: <https://fitsmallbusiness.com/sba-community-advantage-loan-program/>

High Demand Job Training Program

Grantor: Texas Workforce Commission (TWC)

Purpose: to provide high-demand occupational job training in local workforce areas; to support Boards in partnering with local EDCs that use their local economic development sales taxes for high-demand job training.

Eligibility: Local Workforce Development Board

Limitations: one million dollars. Funds will be available through August 30, 2020.

More information: <https://twc.texas.gov/high-demand-job-training-program>

Jobs & Education for Texans (JET) Grant Program

Grantor: Texas Workforce Commission (TWC)

Purpose: provides grants to eligible educational institutions to defray the start-up costs associated with developing career and technical education programs; Supports new, emerging industries or high-demand occupations; Offers new or expanded dual credit career and technical educational opportunities in public high schools.

Eligibility: Public community, State or technical colleges; Independent school districts (ISD) entered into a partnership with a public community, State or technical college

Limitations: \$10 million each biennium. Rolling Applications.

More information: <https://twc.texas.gov/partners/jobs-education-texans-jet-grant-program>

Rural Business Development Grants

Grantor: USDA

Purpose: The RBEG program provides grants for rural projects that finance and facilitate the development of small and emerging rural businesses help fund distance learning networks, and help fund employment related adult education programs.

Eligibility: Rural public entities (towns, communities, State agencies, and authorities), Indian tribes and rural private non-profit corporations are eligible to apply for funding.

Limitations: Generally grants range \$10,000 up to \$500,000.

Deadline: April (annually)

More Information: <http://www.rd.usda.gov/programs-services/rural-business-development-grants>

SBA 7(a) Loan

Grantor: U.S. Small Business Administration

Purpose: to help small businesses to purchase real estate, equipment, working capital, or inventory.

Eligibility: small businesses

Max loan amount: \$ 5 million

Interest rate: generally prime + a reasonable rate capped at 2.75%

Terms: loan term varies according to the purpose of the loan, generally up to 25 years of real estate, 10 years for other fixed assets and working capital

Guarantee: 50 to 90%

More information: <https://www.sba.gov/partners/lenders/7a-loan-program>

SBA Disaster Loan Assistance (Business Physical Disaster Loans)

Grantor: U.S. Small Business Administration

Purpose: If you are in a declared disaster area and have experienced damage to your business, you may be eligible for financial assistance from the SBA. Businesses of any size and most private non-profit organizations may apply to the SBA for a loan to recover after a disaster. These loan proceeds may be used for the repair or replacement of Real property, Machinery, Equipment, Fixtures, Inventory and Leasehold improvements.

Eligibility: A business of any size or most private non-profit organizations that are located in a declared disaster area and has incurred damage during the disaster may apply for a loan to help replace damaged property or restore its pre-disaster condition.

Loan amount: up to \$2 million to qualified businesses or most private nonprofit organizations.

More information: <https://disasterloan.sba.gov/ela/Information/BusinessPhysicalLoans>

SBA Export Express Loan

Grantor: U.S. Small Business Administration

Purpose: for business purposes that will enhance a company's export development. Export Express can take the form of a term loan or a revolving line of credit. As an example, proceeds can be used to fund participation in a foreign trade show, finance standby letters of credit, translate product literature for use in foreign markets, finance specific export orders, as well as to finance expansions, equipment purchases, and inventory or real estate acquisitions, etc.

Eligibility: Any business that has been in operation, although not necessarily in exporting, for at least 12 full months and can demonstrate that the loan proceeds will support its export activity.

Loan amount: up to \$500,000

More information: <https://www.sba.gov/offices/headquarters/oit/resources/5715>

SBA Express Loan

Grantor: U.S. Small Business Administration

Purpose: to buy real estate, refinance debt, and access working capital.

Eligibility: small businesses

Max loan amount: \$ 350,000

Interest rate: for loans less than \$50,000, prime + 6.5%; for loans of \$50,000 and greater, prime+4.75%.

Terms: loan term varies according to the purpose of the loan, generally up to 25 years of real estate, 10 years for other fixed assets and working capital

Guarantee: 50%

More information: <https://www.fundera.com/business-loans/guides/sba-express-loan>

SBA International Trade Loan

Grantor: U.S. Small Business Administration

Purpose: provides small businesses with enhanced export financing options for their export transactions, to help small businesses enter and expand into international markets and, when adversely affected by import competition, make the investments necessary to better compete. The ITL offers a combination of fixed asset, working capital financing and debt refinancing with the SBA's maximum guaranty— 90 percent— on the total loan amount.

Eligibility: small businesses

Loan amount: \$5 million

More information: <https://www.sba.gov/offices/headquarters/oit/resources/14832>

SBA Microloan Program

Grantor: U.S. Small Business Administration

Purpose: Loans are primarily designed for newer, veteran-owned, and underserved businesses that have difficulty securing traditional financing and can benefit from management and technical assistance.

Eligibility: small businesses

Max loan amount: \$ 500 to \$ 50,000

Interest rate: loans less than \$10,000, lender cost + 8.5%; loans \$10,000 and greater, lender cost + 7.75%;

Terms: lender negotiated, no early payoff penalty

More information: <https://www.sba.gov/loans-grants/see-what-sba-offers/sba-loan-programs/microloan-program%20>

SBA Working Capital Program

Grantor: U.S. Small Business Administration

Purpose: to purchase inventory to make the products you export or to finance receivables.

Eligibility: small businesses

Loan amount: \$5 million

Interest Rate: negotiated between lender and business, fixed or variable rate.

Terms: typically one year, cannot exceed three years

Guarantee: up to 90%

More information: <https://www.sba.gov/business-guide/grow-your-business/export-products>

Skills for Small Business

Grantor: Texas Workforce Commission (TWC)

Purpose: supports businesses with fewer than 100 employees, emphasizes training for new workers, and helps upgrade the skills of incumbent workers.

Eligibility: small businesses

Limitations: funds tuition and fees up to \$1,800 per newly hired employee and up to \$900 per incumbent employee. An individual employee can participate once per 12-month period. Funding for training is for full-time employees.

More information: <https://twc.texas.gov/programs/skills-small-business-program-overview>

Small Business Administration Loan programs

Grantor: U.S. Small Business Administration

Purpose: works with lenders to provide loans to small businesses. The agency doesn't lend money directly to small business owners. Instead, it sets guidelines for loans made by its partnering lenders, community development organizations, and micro-lending institutions. General Small Business Loans, Microloan Program, Real Estate & Equipment Loans, and Disaster Loans.

Eligibility: small businesses

More information: <http://www.sba.gov/loanprograms>

The Texas Workforce Commission's Skill Development Program

Grantor: Texas Workforce Commission through Texas Legislature

Purpose: provides grants to community and technical colleges to provide customized job training programs for businesses who want to train new workers or upgrade the skills of their existing workforce.

Eligibility: A business, a consortium of businesses, or trade union identifies a training need, and then partners with a public community or technical college.

Limitations: Texas Administrative Code, Title 40, Part 20, Chapter 803 and Texas Labor Code, Chapter 303.

More Information: <http://www.twc.state.tx.us/partners/skills-development-fund>

The Trade Adjustment Assistance Community College and Career Training (TAACCCT) Grant Program

Grantor: U.S. Department of Labor and Department of Education

Purpose: provides community colleges and other eligible institutions of higher education with funds to expand and improve their ability to deliver education and career training programs

Eligibility: are suited for workers who are eligible for training under the TAA for Workers program, and prepare program participants for employment in high-wage, high-skill occupations.

Limitations: have to be completed in two years or less

More information: <http://www.doleta.gov/taaccct/>

DOWNTOWN AND HISTORIC PRESERVATION

Business Improvement Districts

Grantor: Housing and Economic Development

Purpose: for a range of services and/or programs, including marketing and public relations, improving the downtown marketplace or city/town center, capital improvements, public safety enhancements, and special events

More information: <http://www.mass.gov/hed/community/planning/bid.html>

Certified Local Government Grants (CLG)

Grantor: U.S. Department of the Interior

Purpose: Support and strengthen local preservation activities by encouraging communities to develop an action plan. CLG are mainly grants for the development of historic preservation programs, but they can also be used for the preparation of architectural drawings, façade studies, and condition assessments.

Eligibility: Local, State, and Federal governments

Limitations: States receive annual appropriations from the Federal Historic Preservation Fund.

More information: <https://www.nps.gov/clg/>

Community Development Block Grants (CDBG)

Grantor: U.S. Department of Housing and Urban Development

Purpose: Formula grants for local governments to carry out community and economic development activities.

Eligibility: State allocated Limitations: Apportioned to the States by a formula

More Information: <http://www.reconnectingamerica.org/resource-center/federal-grant-opportunities/>

Community Facilities Direct Loan & Grant Program

Grantor: U.S. Department of Agriculture

Purpose: assist in the development of essential community facilities in rural areas and towns.

Eligibility: public entities such as municipalities, counties, and special-purpose districts, as well as non-profit corporations and tribal governments. Towns of up to 20,000 in population.

Limitations: Development Financing, Construction

Deadline: Open

More information: <https://www.rd.usda.gov/programs-services/community-facilities-direct-loan-grant-program>

Community Restoration and Resiliency Fund

Grantor: Keep America Beautiful (KAB)

Purpose: provides immediate and long-term support for initial and ongoing cleanup efforts and helps rebuild vital public spaces: parks, greenways, community gateways, Main Street/downtown areas, open spaces and more.

Eligibility: KAB certified affiliates.

More Information: <https://www.kab.org/resources/community-restoration-and-resiliency-fund>

Federal Historic Preservation Tax Incentives

Grantor: National Park Services

Purpose: encourage private sector investment in the rehabilitation and re-use of historic buildings. The community revitalization program is one of the nation's most successful and cost-effective community revitalization programs.

Limitations: a 20% tax credit for the certified rehabilitation of certified historic structures; a 10% tax credit for the rehabilitation of non-historic, non-residential buildings built before 1936.

More information: <http://www.nps.gov/tps/tax-incentives.htm>

Hart Family Fund for Small Towns

Grantor: National Fund for Historic Preservation

Purpose: intended to encourage preservation at the local level by providing seed money for preservation projects in small towns.

Eligibility: Competition.

Limitations: range from \$2,500 to \$10,000.

More Information: <https://forum.savingplaces.org/build/funding/grant-seekers/specialprograms/hart-family-fund>

National Environmental Policy Act and/or the National Historic Preservation Act Review

Grantor: National Endowment for the Arts

Purpose: The grant will fund, The commissioning and installation of temporary or permanent outdoor furnishings such as benches or market structures or art such as a sculpture or mural, an arts festival in a park, design planning and services for projects that may involve a historic site, structure, or district.

Eligibility: A project involving or occurring near a district, site, building, landscape, structure or object that is 50 years old and therefore eligible for inclusion in the National Register of Historic Places (please note that in some instances, buildings or structures may be included in or eligible for inclusion in the National Register of Historic Places that are less than 50 years old).

More Information: <https://www.arts.gov/grants-organizations/art-works/> arts-education

Preservation Technology and Training Grants

Grantor: U.S. Department of the Interior

Purpose: provides funding for innovative research that develops new technologies or adapt existing technologies to preserve cultural resources. Grant recipients undertake innovative research and produce technical reports which respond to national needs in the field of historic preservation.

Eligibility: federal agencies, states, tribes, local governments, and non-profit organizations.

Funding Limitation: Up to \$30,000

Deadline: February 14, 2020

More information: <https://www.ncptt.nps.gov/grants/preservation-technology-and-training-grants/>

Texas Capital Fund (Rural)- Main Street/ Downtown Revitalization Programs

Grantor: Texas Department of Agriculture

Purpose: Supports rural business development, retention and expansion by providing funds for public infrastructure, real estate development, or the elimination of deteriorated conditions. Provides grant funds for public infrastructure to eliminate deteriorated conditions and foster economic development in historic main street areas and rural downtown areas.

Application Deadline: October 2019

Funding Limitation: \$350,000

More information: <http://texasagriculture.gov/GrantsServices/RuralEconomicDevelopment/TexasCapitalFund.aspx>

The Cynthia Woods Mitchell Fund for Historic Interiors

Grantor: National Fund for Historic Preservation

Purpose: to assist in the preservation, restoration, and interpretation of historic interiors.

Eligibility: Only Organizational Level Forum members or Main Street America members of the National Trust are eligible to apply for funding from the Cynthia Woods Mitchell Fund for Historic Interiors. Competition.

Limitations: range from \$2,500 to \$10,000

More Information: <https://forum.savingplaces.org/build/funding/grant-seekers/specialprograms/cynthia-woods-mitchell-fund>

The Federal Historic Preservation Tax Incentives program

Grantor: The National Park Service and the Internal Revenue Service in partnership with State Historic Preservation Offices.

Purpose: Encourage private sector investment in the rehabilitation and re-use of historic buildings. The community revitalization program is one of the nation's most successful and cost-effective community revitalization programs.

Limitations: a 20% tax credit for the certified rehabilitation of certified historic structures; a 10% tax credit for the rehabilitation of non-historic, non-residential buildings built before 1936.

• More information: <https://www.nps.gov/TPS/tax-incentives.htm>

The Peter H. Brink Leadership Fund

Grantor: National Fund for Historic Preservation

Purpose: to support the leadership and effectiveness of staff and board members of preservation organizations to fulfill their mission and to create a stronger, more effective preservation movement.

Limitation: reimburse travel costs and provide an honorarium for the mentor up to a maximum total of \$2,500. Applications are accepted on a rolling basis throughout the year.

More Information: <https://forum.savingplaces.org/build/funding/grant-seekers/specialprograms/brink-fund>

The Southwest Intervention Fund

Grantor: National Fund for Historic Preservation

Purpose: provides support for preservation planning efforts and enables prompt responses to emergency threats or opportunities in the eligible states.

Eligibility: Southwest region, exclusively in Arizona, Colorado, New Mexico, West Texas* and Utah.

Limitations: Grants generally range from \$2,500 to \$10,000.

Deadlines: February 1, June 1, October 1 annually.

More Information: <https://forum.savingplaces.org/build/funding/grant-seekers/specialprograms/southwest-fund>

PARKS

Acres for America

Grantor: Wells Fargo and National Fish and Wildlife Foundation Chloe Elberty (Coordinator) Chloe.Elberty@nfwf.org 202-595-2434

Purpose: Grant - "The Resilient Communities program will award approximately \$ 3 million in grants to projects in 2019. Each grant will range from \$200,000 to \$500,000 depending on category and will be awarded to eligible entities working to help communities become more resilient. This program has one round of applications per year and awards approximately 4 to 8 grants annually."

Eligibility: Eligible applicants include non-profit 501(c) organizations, local governments, Native American tribes.

Limitations: \$200,000 to \$500,000 The ratio of matching funds offered is one criterion considered during the review process and projects that meet or exceed a 1:1 match ratio will be more competitive.

Deadline: Assigned annually

More information: Description of Acres for America- <https://www.nfwf.org/acresforamerica/Pages/home.aspx> ; Request for proposal information- <https://www.nfwf.org/acresforamerica/Pages/2019rfp.aspx>

Agricultural Water Conservation Grant and Loan Programs

Grantor: Texas Water Development Board (TWDB)

Purpose: Provides financial assistance for agricultural water conservation projects in Texas.

Eligibility: State agencies, Political Subdivisions.

Funding limitations: up to \$600,000 annually; Low-interest loans with fixed interest rates, up to 10-year repayment terms.

Deadline: Rolling

More information: <http://www.twdb.texas.gov/financial/programs/AWCL/index.asp>

Building Blocks for Sustainable Communities

Grantor: Environmental Protection Agency

Purpose: Building Blocks for Sustainable Communities provides quick, targeted technical assistance to selected communities using a variety of tools that have demonstrated results and widespread application. The purpose of delivering these tools is to stimulate a discussion about growth and development and strengthen local capacity to implement sustainable approaches.

Eligibility: states, territories, Indian Tribes, interstate organizations, intrastate organizations, and possessions of the U.S., including the District of Columbia; public and private universities and colleges, hospitals, laboratories, and other public or private non-profit institutions.

Limitations: Selected communities receive assistance in the form of a facilitated process that includes a one- or two-day in the community with a team of national experts in disciplines that match the community's needs. Application required.

Deadline: Application: Rolling

More Information: <http://www2.epa.gov/smartgrowth/building-blocks-sustainable-communities>

Clean Water State Revolving Fund (CWSRF)

Grantor: Texas Water Development Board (TWDB)

Purpose: This program provides low-interest loans that can be used for planning, design, and construction of wastewater treatment facilities, wastewater recycling and reuse facilities, collection systems, storm water pollution control, nonpoint source pollution control, and estuary management projects.

Eligibility: The program is open to a range of borrowers including municipalities, communities of all sizes, farmers, homeowners, small businesses, and nonprofit organizations. Project eligibility varies according to each State's program and priorities. Loans for wastewater treatment plant projects are only given to political subdivisions with the authority to own and operate a wastewater system.

Funding limitations: The program offers fixed and variable rate loans at subsidized interest rates. The maximum repayment period for a CWSRF loan is 30 years from the completion of project construction. Mainstream funds offer a net long-term fixed interest rate of 1.30% below market rate for equivalency loans (project adheres to federal requirements) and 0.95% for non-equivalency (project adheres to state requirements) loans. Disadvantaged community funds may be offered to eligible communities with principal forgiveness of 30%, 50%, or 70% based upon the adjusted annual median household income and the household cost factor.

Deadline: Rolling application

More information: <http://www.twdb.texas.gov/financial/programs/CWSRF/>

Community Development Block Grant Mitigation Funds

Grantor: Texas General Land Office

Purpose: These funds were allocated to Texas by the U.S. Department of Housing and Urban Development (HUD) for mitigation programs, projects, and planning in the areas affected by Hurricane Harvey as well as 2015 and 2016 Floods

Eligibility: Areas affected by Hurricane Harvey or other floods

Deadline: Rolling

More information: <https://recovery.texas.gov/public-notice/index.html> Community Outdoor Outreach Program (CO-OP) Grants

Grantor: Texas Parks and Wildlife Department

Purpose: The CO-OP grant helps to introduce under-served populations to the services, programs, and sites of Texas Parks & Wildlife Department.

Eligibility: Grants are awarded to non-profit organizations, schools, municipalities, counties, cities, and other tax-exempt groups.

Limitations: This is not a land acquisition or construction grant; this is only for programs.

Deadline: December 4, 2020

More information: <https://tpwd.texas.gov/business/grants/recreation-grants/community-outdoor-outreach-program-co-op-grants>

Community & Recovery Tree Planting Grants

Grantor: Keep America Beautiful (KAB)

Purpose: reducing levels of carbon dioxide (CO₂) and greenhouse gas emissions through strategic plantings; emphasizing the importance of native trees; or planting fruit trees to produce fruit for local consumption, planting trees that have a greater likelihood of withstanding disasters (e.g., roots hold soil and prevent erosion, lessen runoff to mitigate flooding).

Eligibility: KAB certified affiliates.

Limitations: \$5,000

Deadline: October 22, 2020

More information: <https://www.kab.org/resources/community-grants>

Drinking Water State Revolving Fund (DWSRF)

Grantor: Texas Water Development Board (TWDB)

Purpose: Provides low-cost financial assistance for planning, acquisition, design, and construction of water infrastructure.

Eligibility: Publicly and privately owned community water systems, including non-profit water supply corporations and non-profit, non-community public water systems. Both below market interest rate loans and loan forgiveness (similar to grants) is offered.

Limitations: Loan - additional subsidies available for disadvantaged communities, green projects, very small systems, and urgent need situations. 2.15% Loan origination fee.

Deadline: Rolling application

More information: <http://www.twdb.texas.gov/financial/programs/DWSRF/index.asp>

Economically Distressed Areas Program

Grantor: Texas Water Development Board (TWDB)

Purpose: This program provides financial assistance for water and wastewater services in economically distressed areas where present facilities are inadequate to meet residents' minimal needs. The program also includes measures to prevent future substandard development.

Eligibility: Projects must be located in an area that was established as a residential subdivision as of June 1, 2005, median household income less than 75% of the median state household income, has an inadequate water supply or sewer services to meet minimal residential needs and a lack of financial resources to provide water supply or sewer services to satisfy those needs. All political subdivisions, including cities, counties, water districts, and non-profit water supply corporations, are eligible to apply for funds. The applicant, or its designee, must be capable of maintaining and operating the completed system.

Funding limitations: Financial support is in the form of grant or combination of a grant and a loan. The program does not fund ongoing operation and maintenance expenses, nor does it fund new development.

Deadline: Rolling

More information: <http://www.twdb.texas.gov/financial/programs/EDAP/>

FEMA Flood Mitigation Assistance (FMA) Grants

Grantor: Texas Water Development Board (TWDB)

Purpose: The Flood Mitigation Assistance (FMA) program provides grants to assist communities in implementing measures to reduce or eliminate the long-term risk of flood damage to buildings, manufactured homes, and other structures insurable under the National Flood Insurance Program (NFIP).

Eligibility: Political subdivision (including any Indian or authorized tribal or native organization) that has zoning and building code jurisdiction over a particular area having special flood hazards and is participating in the NFIP.

Funding Limitations: FEMA may contribute up to 75 percent of the total eligible costs. At least 25 percent of the total eligible costs must be provided by a nonfederal source.

Deadline: January 31, 2020

- More information at <http://www.fema.gov/flood-mitigation-assistance-grant-program>

Hazard Mitigation Grant Program

Grantor: FEMA

Purpose: provides grants to states and local governments to implement long-term hazard mitigation measures after a Major Disaster Declaration.

Eligibility: state, territorial, and local governments, Federally-recognized tribes or tribal organizations, and certain non-profit organizations. Individual homeowners and businesses may not apply directly to the program; however, a community may apply on their behalf.

Deadline: The applicant must submit all HMGP sub applications to FEMA within 12 months of the date of the Presidential Major Disaster Declaration.

More information: <https://www.fema.gov/hazard-mitigation-grant-program-guide-state/local-governments>

Landowner Incentive Program (LIP)

Grantor: Texas Parks and Wildlife Department (TPWD)

Purpose: The program offers project cost-sharing for projects that positively impact the valuable riparian areas and watershed in Texas. Projects showing the greatest benefit to targeted watersheds will receive priority as do projects offering long-term protection, long-term monitoring and greater than the required minimum landowner contribution.

Eligibility: Eligible parties include private, non-federal landowners wishing to enact good conservation practices on their lands in targeted eco-regions. Targeted eco-regions may change from year to year.

Funding limitations: Contracts will require a minimum of 25% landowner contribution (in-kind labor, materials, monetary, etc.).

Deadline: Rolling application

More information: <http://www.tpwd.state.tx.us/landwater/land/private/lip>

Outdoor Recreation Grants

Grantor: Texas Parks and Wildlife Department

Purpose: This grant provides 50% matching grant funds to acquire and develop parkland or to renovate existing public recreation areas.

Eligibility: For municipalities, counties, MUDs and other local units of government with populations less than 500,000. Eligible sponsors include cities, counties, MUDs, river authorities, and other special districts.

Limitations: Projects must be completed within three years of approval. The master plans submission deadline is at least 60 days prior to the application deadline.

Deadline: December 4, 2020

More information: For complete information on this grant, please download the Outdoor Recreation Grant Application; <http://www.nps.gov/lwcf/index.htm>

Recreation Grants

Grantor: Texas Parks and Wildlife Department

Purpose: This grant was created to meet recreation needs. The grant provides 50% matching grant funds to eligible municipalities and counties. Funds must be used for development or acquisition of parkland.

Eligibility: Must be a small Texas community with a population of 20,000 and under. Eligible projects include ball fields, boating, fishing, and hunting facilities, picnic facilities, playgrounds, swimming pools, trails, camping facilities, beautification, restoration, gardens, sports courts and support facilities.

- Deadline: December 4, 2020
- More information: <https://tpwd.texas.gov/business/grants/recreation-grants>

Recreational Trail Grants

Grantor: Texas Parks and Wildlife Department

Purpose: TPWD administers the National Recreational Trails Fund in Texas under the approval of the Federal Highway Administration (FHWA). This federally funded program receives its funding from a portion of federal gas taxes paid on fuel used in non-highway recreational vehicles.

Eligibility: Funds can be spent on both motorized and non-motorized recreational trail projects such as the construction of new recreational trails, to improve existing trails, to develop trailheads or trailside facilities, and to acquire trail corridors.

Limitations: The grants can be up to 80% of project cost with a maximum of \$200,000 for non-motorized trail grants and currently there is not a maximum amount for motorized trail grants (call 512-389-8224 for motorized trail grant funding availability).

Deadline: February 1, 2020

More information: <https://tpwd.texas.gov/business/grants/recreation-grants/recreational-trails-grants>;

Recreational Trails Program (RTP)

Grantor: Department of Transportation's Federal Highway Administration (FHWA)

Purpose: provides funds to the States to develop and maintain recreational trails and trail-related facilities for both non motorized and motorized recreational trail uses

More information: https://www.fhwa.dot.gov/environment/recreational_trails/

Resilient Communities Program

Grantor: Wells Fargo and National Fish and Wildlife Foundation Carrie Clingan (Director) carrie.clingan@nfwf.org

Purpose: Grant - "Grants will be offered once a year to support priority projects in states and communities associated with Wells Fargo operations. Additional priorities and funding guidelines may be found within the program's Request for Proposals."

Eligibility: Eligible applicants include non-profit 501(c) organizations, local governments, Indian tribes.

Funding Limitations: \$200,000 to \$500,000 (The ratio of matching funds offered is one criterion considered during the review process and projects that meet or exceed a 1:1 match ratio will be more competitive.)

Deadline: November 1, 2020

More information: Description of Resilient Communities Program- [https:// www.nfwf.org/resilientcommunities/Pages/home.aspx](https://www.nfwf.org/resilientcommunities/Pages/home.aspx) ; Request for Proposal Information- <https://www.nfwf.org/resilientcommunities/Pages/2019rfp.aspx>

Rivers, Trails and Conservation Assistance (15.921)

Grantor: Department of the Interior

Purpose: will help create local, regional and State networks of parks, rivers, trails, greenways and open spaces by collaborating with community partners and National Park areas in every State.

Eligibility: Private non-profit organizations and Federal, State and local government agencies. Private non-profit organizations and Federal, State and local government agencies. Not applicable. OMB Circular No. A-87 applies to this program

Limitations: Range \$3,000 to \$237,000; Average \$45,000.

More Information: <https://www.cfda.gov/index?s=program&mode=form&tab=core&id=0eb58e82a9a678d4d621062e2ea27978>

Rural Water Assistance Fund (RWAF)

Grantor: Texas Water Development Board (TWDB)

Purpose: To assist small rural utilities to obtain low-cost financing for water and wastewater projects. The program also offers tax-exempt equivalent interest rate loans with long-term finance options.

Eligibility: “rural political subdivisions”- non-profit water supply corporations, districts, municipalities serving a population of 10,000 or less, and counties in which no urban area has a population exceeding 50,000.

Funding limitations: Only loans offered

Deadline: Rolling

- More information: <http://www.twdb.texas.gov/financial/programs/RWAF/index.asp>

Rural Water & Waste Disposal Loan & Grant Program

Grantor: U.S. Department of Agriculture (USDA)

Purpose: Provides funding for clean and reliable drinking water systems, sanitary sewage disposal, sanitary solid waste disposal, and storm water drainage to households and businesses in eligible rural areas.

Eligibility: Rural areas, cities, and towns with a population up to 10,000

Limitations: quarterly interest rates, maximum repayment period 40 years

Deadline: Rolling

More information: <http://www.rd.usda.gov/programs-services/water-waste-disposal-loan-grant-program>

Rural Water & Waste Disposal Loan Guarantees

Grantor: U.S. Department of Agriculture (USDA)

Purpose: To help private lenders provide affordable financing to qualified borrowers to improve access to clean, reliable water and waste disposal systems for households and businesses in rural areas.

Eligibility: Rural areas, cities, and towns with a population up to 10,000

Limitations: 90% private lender

Deadline: Rolling

More information: <http://www.rd.usda.gov/programs-services/water-waste-disposal-loan-guarantees>

Smart Growth Implementation Assistance (SGIA) program

Grantor: Environmental Protection Agency

Purpose: focuses on complex or cutting-edge issues, such as stormwater management, code revision, transit-oriented development, affordable housing, infill development, corridor planning, green building, and climate change.

Eligibility: Tribes, states, regions, local governments, as well as non-profits that have a partnership with a government entity.

Limitations: Applicants can submit proposals under 4 categories: community resilience to disasters, job creation, the role of manufactured homes in sustainable neighborhood design or medical and social service facilities siting.

Deadline: Rolling

More Information: <http://www2.epa.gov/smartgrowth/smart-growth-implementation-assistance>

State Participation Program- Regional Water and Wastewater Facilities

Grantor: Texas Water Development Board (TWDB)

Purpose: Provides funding and assume a temporary ownership interest in a regional water, wastewater, or flood control project when the local sponsors are unable to assume debt for an optimally sized facility. Allows for the “right sizing” of projects in consideration of future needs.

Eligibility: Political subdivision of the State, including a water supply corporation, that can sponsor construction of a regional water or wastewater project

Funding limitations: Loans offered. The State Participation program has no available funding until appropriations are received from the Legislature.

Deadline: Rolling

More information: <http://www.twdb.texas.gov/financial/programs/SPP/index.asp>

State Water Implementation Fund for Texas (SWIFT)

Grantor: Texas Water Development Board (TWDB)

Purpose: This program helps communities to develop cost-effective water supplies by providing low-interest loans, extended repayment terms, deferral of loan repayments, and incremental repurchase terms.

Eligibility: Any political subdivision or non-profit water supply corporation with a project included in the most recently adopted state water plan.

Funding limitations: Financial support is in the form of a variety of loans and is available twice a year. A priority rating process applies. Grants are not available.

Deadline: September 27, 2020

More information: <http://www.twdb.texas.gov/financial/programs/SWIFT/index.asp>

Texas Water Development Fund (DFund)

Grantor: Texas Water Development Board (TWDB)

Purpose: This program enables the TWDB to fund projects with multiple purposes (e.g., water and wastewater) in one loan.

Eligibility: Political subdivisions (cities, counties, districts, and river authorities) and non-profit water supply corporations.

Funding limitations: Loans offered.

Deadline: Rolling application

More information: <http://www.twdb.texas.gov/financial/programs/TWDF/index.asp>

The Conservation Fund

Grantor: "A non-profit organization that operates with an entrepreneurial culture" Reggie Hall (Director) rhall@conservationfund.org 703-908-5825

Purpose: Conservation Loan - to conserve America's legacy of land and water resources

Eligibility: Non-profit, municipal and tribal organizations in good standing

Funding Limitations: Minimum Loan Amount: \$200,000 (extraordinary exceptions considered).

Interest: Contact for current rate.

Term: Minimum of 90 days and a maximum of 3 years (extraordinary exceptions considered). If a loan is needed for less than 90 days, 90 days' worth of interest will be due at maturity.

Payment Schedule: To be negotiated.

More information:

Description of the conservation fund program- https://www.conservationfund.org/images/resources/Conservation_Loans_Program.pdf

Application and specifics- https://www.conservationfund.org/images/programs/files/Loan_Application_2017.pdf

The Lorrie Otto Seeds for Education Grant Program

Grantor: Donations

Purpose: For more than 20 years, this Wild Ones donor-funded program has provided small grants ranging from \$100 to \$500 for naturally landscaped projects throughout the United States. Youth participate directly in the planning, planting, and care of the native plant gardens.

Limitation: These funds are designated for native plants and seeds for outdoor learning areas that engage children, preschool to high school.

Deadline: October 15, 2020

More information: <http://www.wildones.org/seeds-for-education/>

The Texas Parks and Wildlife Department (TPWD) Grants and Assistance

Grantor: Texas Parks and Wildlife

Purpose: to support planning efforts that help cities increase access to high-quality parks within a 10-minute walk.

Eligibility: largest metroplex to the smallest rural community

Also provides an extensive database of grant opportunities for outdoor recreation, indoor recreation, small communities, outdoor outreach programs, and recreational trails. CO-OP grants

Recreational Trail Grants

Boating access grants

Landowner Incentive Program

Section 6 Grants

Education and Technical Assistance Programs

Sportfish Restoration Program

- Clean Vessel Act (CVA) Grants
- Local Parks Grants
- Target Range Grants
- Game Bird Habitat Management Grants
- Pastures for Upland Bird Program
- Pittman-Robertson Wildlife Research Grants
- Conservation License Plate Grant Program
- State Wildlife Grants
- Zebra / Quagga Mussel Research
- Vendor Invoice Template
- Texas Farm and Ranch Lands Conservation Program
- Deadlines: Different Grants range throughout the year
- More information: <http://www.tpwd.state.tx.us/business/grants/>

Water and Environmental Programs

Grantor: United States Department of Agriculture (USDA)

Purpose: This program provides financial assistance for drinking water, sanitary sewer, solid waste and storm drainage facilities in rural areas and cities and towns of 10,000 or less. Technical assistance and training is also available to assist rural communities with their water, wastewater, and solid waste problems.

Eligibility: Public bodies, non-profit organizations and recognized Indian Tribes

Funding limitations: Financial assistance is provided in various ways including direct or guaranteed loans, grants, technical assistance, research and educational materials. Different amounts of assistance exist depending on the project type and financial tool the participant is seeking.

Deadline: Rolling

More information: <https://www.rd.usda.gov/programs-services/all-programs/water-environmental-programs>

Wetlands Reserve Program

Grantor: Natural Resources Conservation Service (NRCS)

Purpose: Provides technical and financial support to landowners with their wetland restoration efforts. The programs aims to offer landowners the opportunity to protect, restore, and enhance wetlands on their property.

Eligibility: Lands that are eligible under this program include: wetlands farmed under natural conditions; farmed wetlands; prior converted cropland, farmed wetland pasture; certain lands that have the potential to become a wetland as a result of flooding; rangeland, pasture, or forest production lands where the hydrology has been significantly degraded and can be restored; riparian areas which link protected wetlands; lands adjacent to protected wetlands that contribute significantly to wetland functions and values; and wetlands previously restored under a local, state, or federal Program that need long-term protection.

Funding limitations: For permanent easements, 100% of the easement value and 100% of the restoration costs will be funded. For 30-year easements, 75% of the easement value and up to 75% of the restoration costs are funded. For an agreement to restore wetlands without an easement, up to 75% of the restoration costs will be funded. A 30-year contract is available for tribal land and funding allocation is up to 75% of the restoration costs.

More information: <http://www.nrcs.usda.gov/wps/portal/nrcs/main/national/programs/easements/wetlands>

10-Minute Walk Planning Grant and Technical Assistance

Grantor: National Recreation and Park Association with support from The JPB Foundation

Purpose: Provide grants and technical assistance to support planning efforts that help cities increase access to high-quality parks within a 10-minute walk. In the third round of grants 10 cities will receive \$40,000 to work alongside NRPA, The Trust for Public Land (TPL), and the Urban Land Institute (ULI) to develop their highest, best, and measurable commitment to the 10-Minute Walk Campaign.

Eligibility: The main applicant must be a local government agency that builds and/or operates parks (e.g., municipal park and recreation department, tribal recreation department, public works department that manages parks etc.) or affiliated 501c(3) non-profit organization. The Mayor of the city applying must be signed on to the 10-Minute Walk Campaign and provide a statement of support for this application. At least 2 partners (outside of parks and recreation) must partner with you on this project and provide signed statements of support.

More information: <https://www.nrpa.org/our-work/partnerships/initiatives/10-minute-walk/grants-technical-assistance/>

Housing

Capacity Building for Community Development and Affordable Housing Grants

Grantor: U.S. Department of Housing and Urban Development

Purpose: for intermediary organizations to assist HUD in providing technical assistance to community development corporations and community housing development organizations to carry out community development and affordable housing activities that benefit low-income families.

Eligibility: Community development financing institutions (CDFIs)

Limitations: \$49.4 million

Deadline: Rolling

More information: <http://portal.hud.gov/hudportal/HUD?src=/hudprograms/capacitybuilding>

Choice Neighborhoods Implementation Program

Grantor: U.S. Department of Housing and Urban Development

Purpose: to revitalize severely distressed public and/or HUD-assisted multifamily housing in distressed neighborhoods into viable, mixed-income communities with access to well-functioning services, high quality educational programs, public transportation, and jobs.

Eligibility: \$110 million

Limitations: Public housing authorities (PHAs), local governments, nonprofits, tribal entities and for-profit developers that apply jointly with a public entity. Preferred Sustainability Applicants receive an additional two bonus points.

More Information: https://www.hud.gov/program_offices/public_indian_housing/programs/ph/cn/grants

Choice Neighborhoods Initiative Planning Grant

Grantor: U.S. Department of Housing and Urban Development

Purpose: to revitalize severely distressed public and/or HUD-assisted multifamily housing in distressed neighborhoods into viable, mixed-income communities with access to well-functioning services, high quality educational programs, public transportation, and jobs.

Eligibility: Public housing authorities, local governments, non-profits, and for-profit developers that apply jointly with a public entity. Preferred Sustainability Applicants receive an additional two bonus points.

Limitations: \$ 5 million

Deadlines: Annual

More Information: https://www.hud.gov/program_offices/public_indian_housing/programs/ph/cn/planninggrants

Community Development Block Grant (CDBG)

Grantor: U.S. Department of Housing and Urban Development (HUD).

Purpose: Provides communities with resources to address a wide range of unique community development needs. Assists urban, suburban and rural communities to improve housing and living conditions and expand economic opportunities for low- and moderate-income persons.

Eligibility: States and local governments.

Limitations: Apportioned to States and local governments by a formula

Deadline: Annually apportioned

More Information: http://portal.hud.gov/hudportal/HUD?src=/program_offices/comm_planning/communitydevelopment/programs

Community Development Block Grant Disaster Recovery (CDBG-DR)

Grantor: U.S. Department of Housing and Urban Development

Purpose: to help cities, counties, and States recover from Presidentially declared disasters, especially in low-income areas, subject to availability of supplemental appropriations. It serves to address job losses, impacts on tax revenues, and impact to business.

Eligibility: cities, counties and States.

Limitations: \$4.383 billion for Texas

Deadline: Rolling

More information: <https://www.hudexchange.info/programs/cdbg-dr/>

Community Development Block Grant (TxCDBG) Program for Rural Texas

Grantor: Texas Department of Agriculture

Purpose: develop viable communities by providing decent housing and suitable living environments, and expanding economic opportunities principally for persons of low- to moderate-income.

Eligibility: non-entitlement cities and counties whose populations are less than 50,000 and 200,000, respectively, and are not participating or designated as eligible to participate in the entitlement portion of the federal Community Development Block Grant Program.

- Limitations: Population 50,000 city and 200,000 county.
- Deadline: Annually Apportioned.

- More information: [http://www.texasagriculture.gov/GrantsServices/RuralEconomicDevelopment/RuralCommunityDevelopmentBlockGrant\(CDBG\).aspx](http://www.texasagriculture.gov/GrantsServices/RuralEconomicDevelopment/RuralCommunityDevelopmentBlockGrant(CDBG).aspx)

Community Facilities Direct Loan & Grant Program

Grantor: U.S. Department of Agriculture

Purpose: assist in the development of essential community facilities in rural areas and towns.

Eligibility: public entities such as municipalities, counties, and special-purpose districts, as well as non-profit corporations and tribal governments. Towns of up to 20,000 in population.

Limitations: Development Financing, Construction

Deadline: Open

More information: <https://www.rd.usda.gov/programs-services/community-facilities-direct-loan-grant-program>

Community Development Block Grant Mitigation Funds

Grantor: Texas General Land Office

Purpose: These funds were allocated to Texas by the U.S. Department of Housing and Urban Development (HUD) for mitigation programs, projects, and planning in the areas affected by Hurricane Harvey as well as 2015 and 2016 Floods

Eligibility: Areas affected by Hurricane Harvey or other floods

Limitations:

Deadline: Rolling

More information: <https://recovery.texas.gov/public-notices/index.html>

Distressed Cities Technical Assistance

Grantor: HUD

Purpose: To build the administrative capacity of smaller distressed communities recently impacted by a natural disaster. The focus of this TA includes financial management, economic development, and disaster recovery planning.

Eligibility: Eligibility is three-fold Distressed Community: unemployment rate of 9% or more over the past 3 years; poverty rate of 20% or more among individuals not enrolled in higher education; population decline of 5% or more between the 2010 Decennial Census and the most recent ACS 5-year Estimates

Impacted by Natural Disaster: community in a county that experienced a Presidentially declared disaster from 2015 onward

Population Size: less than 40,000

More information: <https://www.hudexchange.info/programs/distressed-cities/>

Housing Preservation & Revitalization Demonstration Loans & Grants

Grantor: U.S. Department of Agriculture

Purpose: provide affordable multi-family rental housing

Eligibility: for very low-, low-, and moderate-income families; the elderly; and persons with disabilities.

Deadline: April 30, 2020

More Information: <http://www.rd.usda.gov/programs-services/housing-preservation-revitalization-demonstration-loans-grants>

Housing Preservation Grants (HPG)

Grantor: U.S. Department of Agriculture Rural Development

Purpose: provides grants to sponsoring organizations for the repair or rehabilitation of housing owned or occupied by low- and very-low-income rural citizens.

Eligibility: Most State and local governmental entities, nonprofit organizations, Federally Recognized Tribes. Individual homeowners are not eligible. Rural areas and towns with 20,000 or fewer people.

Limitations: USDA will award a total of \$15,888,420 in Housing Preservation Grant Program funding for the repair and rehabilitation of rural housing units.

Deadline: Rolling

More information: <https://flh.fhwa.dot.gov/programs/erfo/>

LEED for Cities and Communities Grant

Grantor: U.S. Green Building

Purpose: building smart cities and resilient communities, provide support to a cohort of local governments pursuing certification under the LEED for Cities and Communities rating system.

Eligibility: local governments

Limitations: \$25,000

Deadline: March 22, 2020

More Information: <https://www.usgbc.org/articles/apply-leed-cities-and-communities-grant>

Low Income Housing Tax Credit (4%)

Grantor: HUD

Purpose: Generate equity capital for the construction and rehabilitation of affordable rental housing.

Eligibility: Determined by state housing finance agency

If the projects involve the acquisition and substantial rehabilitation expenditures and are funded with Tax-Exempt Bonds only qualify for 4%.

Deadline: Rolling Application

More information: <https://tdhca.state.tx.us/multifamily/housing-tax-credits-4pct/index.htm>

Low Income Housing Tax Credit (9%)

Grantor: Department of the Treasury

Purpose: Generate equity capital for the construction and rehabilitation of affordable rental housing.

Eligibility: Determined by state housing finance agency

9% LIHTC are possible if the projects are not funded by federal Tax-Exempt Bonds, and meet the other basic qualifications of LIHTC.

Deadline: Rolling Application

More information: <http://www.tdhca.state.tx.us/multifamily/housing-tax-credits-9pct/>

Low-Income Housing Tax Credit (LIHTC)

Grantor: U.S. Treasury Department via the Internal Revenue Code

Purpose: directing private capital toward the development and preservation of affordable rental housing for low-income households.

Eligibility: Private for-profit and nonprofit developers. Tenants earning up to 60% of the area median family income (AMFI), which varies by area.

Deadline: Rolling

More information can be found at <http://www.huduser.org/portal/datasets/lihtc.html>

Neighborhood Stabilization Program (NSP)

Grantor: U.S. Department of Housing and Urban Development

Purpose: to stabilize communities that have suffered from foreclosures and abandonment by providing funds to purchase and redevelop distressed residential properties.

Eligibility: States, territories and local governments

Limitations: Varies

More Information: <https://www.hudexchange.info/programs/nsp/> Rural Community Development Initiative Grant

Grantor: U.S. Department of Agriculture, Rural Development

Purpose: RCDI grants are awarded to help non-profit housing and community development organizations, low-income rural communities and federally recognized tribes support housing, community facilities and community and economic development projects in rural areas.

Eligibility: Rural communities

Limitations: Improve housing, community facilities, and other development. Matching funds is a requirement to equal the amount of grant.

Deadline: Annually apportioned

More Information: <https://www.rd.usda.gov/programs-services/rural-community-development-initiative-grants/tx>

SBA Disaster Loan Assistance (Home and Personal Property Loans)

Grantor: U.S. Small Business Administration

Purpose: If you are in a declared disaster area and have experienced damage to your home or personal property, you may be eligible for financial assistance from the SBA — even if you do not own a business. As a homeowner, renter and/or personal property owner, you may apply to the SBA for a loan to help you recover from a disaster.

Eligibility: Secondary homes or vacation properties are not eligible for these loans. However, qualified rental properties may be eligible for assistance under the SBA business disaster loan program.

Loan amount: Homeowners may apply for up to \$200,000 to replace or repair their primary residence. Renters and homeowners may borrow up to \$40,000 to replace or repair personal property — such as clothing, furniture, cars and appliances — damaged or destroyed in a disaster.

Deadline: Rolling

More information: <https://disasterloan.sba.gov/ela/Information/HomePersonalPropertyLoans>

Section 202 - Supportive Housing for the Elderly

Grantor: U.S. Department of Housing and Urban Development\

Purpose: Provide capital advances to finance the construction, rehabilitation or acquisition of properties that will serve as supportive housing for very low-income elderly persons.

Eligibility: Private nonprofit organizations and nonprofit consumer cooperatives

Limitations: \$371 million

More Information: <http://www.reconnectingamerica.org/resource-center/federal-grant-opportunities/>

The Multi-family (Rental Housing) Development Program

Grantor: provides funding to units of General Local Governments, Public Housing Authorities, nonprofits, and for-profit entities towards the new construction or rehabilitation of affordable multifamily rental developments.

Eligibility: Development funds are awarded on a first-come, first-served basis through an application process.

Deadline: Rolling

More information: <http://www.tdhca.state.tx.us/multifamily/home/index.htm>

The Multifamily Mortgage Revenue Bond Program

Grantor: Texas Bond Review Board and the Texas Department of Housing and Community Affairs (TDHCA)

Purpose: issues mortgage revenue bonds to finance loans

Eligibility: qualified nonprofit organizations and for-profit developers.

Limitations: developers financed through this program are subject to set-aside restrictions for low-income tenants and persons with special needs, tenant services, maximum rent limitations and other requirements.

Deadline: Rolling

More information: <http://www.tdhca.state.tx.us/multifamily/bond/index.htm>

The Public Housing Agency's Housing Choice Voucher program

Grantor: U.S. Department of Housing and Urban Development

Purpose: Allows a very low-income family to receive a housing voucher. The family must pay 30% of its monthly adjusted gross income for rent and utilities.

Eligibility: very low-income families.

Limitations: Housing Authorities may establish local preferences for selecting applicants from its waiting list.

Deadline: Rolling

More information: https://www.hud.gov/program_offices/public_indian_housing/programs/hcv/about/fact_sheet

Montgomery City Council
AGENDA REPORT

| | |
|--|--|
| Meeting Date: November 10, 2020 | Budgeted Amount: N/A |
| Prepared By: Dave McCorquodale | Exhibits: Design Contract to be provided before meeting |

Subject

Discuss and consider Authorizing MEDC Expenditure of Budgeted Funds to Contract for Services for the Downtown Design and Streetscape Improvements Project.

Description

The MEDC has been working toward developing a downtown design for several years. Recently, the MEDC issued a Request for Qualifications for the project and the review committee selected the Gunda Corporation as the design firm from the submitted proposals.

The City Council approves the since the contract amount exceeds \$10,000. The MEDC has a total of \$112,000 budgeted for downtown streetscape improvements. The design contract was not finalized at the time of the agenda packet being sent out, and it will be provided before the meeting.

Recommendation

Consider proposed project and contract and act as you see fit.

Approved By

| | | |
|--------------------------|-----------------------------|------------------|
| Asst. City Administrator | Dave McCorquodale <i>DM</i> | Date: 11/06/2020 |
| City Administrator | Richard Tramm <i>RT</i> | Date: 11/06/2020 |