

MEETING
Montgomery Economic Development Corporation
(MEDC)

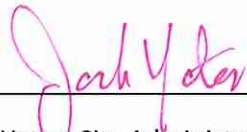
Notice is hereby given that the Board of Directors of the Montgomery Economic Development Corporation will hold a meeting at 6:00 p.m. on August 20, 2018 at the Montgomery City Hall, 101 Old Plantersville Road, in Montgomery, Texas.

1. Call to Order
2. Open Public Comment
3. Approval of Minutes of July 16, 2018
4. Monthly Financial Report (July, 2018)
5. Consideration and possible action regarding September, 2018 cancellation of the Montgomery Area Chamber of Commerce Agreement.
6. Consideration and possible action regarding calling a Public Hearing regarding the 2018-2019 budget.
7. Consideration and possible action regarding a Request for \$1,075 from the Montgomery Historical Society for brochure printing cost -- Bea Rouse
8. Consideration and possible action regarding the 2018-2019 Budget
9. Consideration and possible action regarding resignation of Bill Hanover as Secretary
10. Consideration and possible action regarding election of Secretary
11. Consideration and possible action regarding 1, 3, & 5-year goals and formal recommendation to present these goals and the previously accepted updated mission statement to Council before formal adoption
12. Discussion of Festivals guidelines
13. Discussion of Festivals calendar
14. Consideration and possible action regarding Tourism position & qualifications description
15. Discussion of Website decision

16. Economic Development Report – Shannan Reid, Jack Yates

17. Board Inquiry

18. Adjournment



Jack Yates, City Administrator for
Rebecca Huss, President of MEDC



I certify that the attached notice of meeting was posted on the bulletin board at City of Montgomery City Hall, 101 Old Plantersville Road, Montgomery, Texas, on the 17th day of August, 2018 at 2:45 o'clock p.m. I further certify that the following news media was notified of this meeting as stated above:
The Courier

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

MINUTES OF REGULAR MEETING
JULY 16, 2018
MONTGOMERY ECONOMIC DEVELOPMENT CORPORATION

CALL TO ORDER

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

Present: Rebecca Huss
 Bob Kerr
 Bill Hanover
 Amy Brown

Absent: John Champagne
 Randy Moravec
 Cheryl Fox

Also Present: Jack Yates
 Shannan Reid

OPEN PUBLIC COMMENT

No public comment.

APPROVAL OF MINUTES

Minutes of June 18, 2018 Regular Meeting –

President Huss asked for comments on the minutes as presented. Mr. Kerr made a motion to accept the minutes as presented, seconded by Mrs. Brown. All in favor. (4-0)

Minutes of July 9, 2018 Special Meeting –

President Huss asked for comments on the minutes as presented. Mrs. Brown requested that the list of attendees at the meeting be corrected by removing Shannan Reid and adding Mayor

Countryman. Mr. Hanover moved to approve the minutes subject to the amendments proposed by Mrs. Brown. All in favor. (4-0)

MONTHLY FINANCIAL REPORT

Report for June, 2018

Mr. Yates noted that there were few expenses for the month. Mrs. Brown asked Mr. Yates if Mr. Moravec, the Board Treasurer, made any comments on the report. Mr. Yates responded that Mr. Moravec had not sent him any comments. Motion by Mr. Kerr, seconded by Mr. Hanover to approve the June 2018 Financial Report as presented. All in favor. (4-0)

CONSIDERATION AND POSSIBLE ACTION

5. Presentation by the Historic Montgomery Business Association regarding the Antiques Festival.

Kambra Drummand, Vice-President of the HMBA, presented each Board member with a copy of the Antique Festival's financial summary. She stated that with booth rental, sponsorships and MEDC's contribution, the total gross income for the event was \$30,085.00. There was a total expenditure of \$18,717.20, leaving a net income of \$11,367.80. She said the promotion of the historic district is HMBA's primary goal, and that the annual Antiques Festival is HMBA's primary way to accomplish that goal. She added that this is not a fund-raiser, but an activity to bring people not only to the historic district but to the entire city. HMBA appreciates "the seed-money that MEDC has graciously given for the festival" and they do see "in the very near future where we don't need the support from MEDC to continue the activity." They "feel like the activity is going to eventually fund itself".

Mrs. Drummand spoke of the Sip-N-Stroll and other events being planned. The hope is that those events will eventually bring in the additional funds needed, so HMBA does not need to rely on "outsourced income" to support the Antique Festival.

Mrs. Drummand noted that next year's festival is the 20th consecutive year that the festival has been held. HMBA plans to do additional advertising for next year and advertise earlier in the year. They are also increasing their social media presence so it is stronger than what they have done in the past.

Mrs. Huss asked if HMBA is spending more money on social media or if it is more effort being put into that direction. Mrs. Drummand responded that it is more effort combined with a stronger group of people who know what they are doing in that area.

Mrs. Drummand spoke about expansion plans for next year with the addition of 13 new tents. She said some vendors at this year's festival have already paid in full for a booth at next year's festival.

Mrs. Huss asked what HMBA would like to see the EDC do to facilitate a larger event. Mrs. Drummand said the vendors have encouraged the thought of two festivals in Montgomery. One in September and one in May. She believes the market would support having two festivals.

Motion by Mr. Kerr, seconded by Mrs. Brown to accept the HMBA report. All in favor. (4-0)

6. Consideration and possible action regarding the Chamber of Commerce and Montgomery Economic Development Corporation Agreement notice of intention to not renew the joint service contract.

Mr. Yates reported that during the EDC Workshop on July 9, 2018, part of the discussion revolved around the majority of the Board's members wanting to primarily focus future city involvement on tourism. As such, it was discussed that the current agreement with the Chamber of Commerce was not the best way to accomplish this goal. Mr. Yates continued explaining that the majority of the Board felt that it would be in the Board's best interest to end the agreement with the Chamber and hire a permanent employee to manage marketing and tourism. Mr. Yates also stated that the Board did not view ending the contract with the Chamber as a total separation from working with the Chamber. The Board expressed a desire to cooperate with the Chamber on common goals in the future.

Mr. Hanover stated he did not feel that it was in the Board's best interest to terminate the contract, saying, "I don't think that Montgomery is quite ready to have a separate economic director or tourism director. I don't think that we are there yet. I think that we are getting our money's worth out of Shannan and what she is doing."

Mr. Kerr agreed it is a big step, but that he believes that the EDC is getting away from what it intended to do. He noted the Chamber does a good job, but to succeed, the Chamber needs more business than what is available in town. He stated the EDC needs to focus on the stores here in town, but not completely cut ties with the Chamber.

Mr. Hanover pointed out that the Antique Festival focuses on the businesses in town and other events have been tried in the past. He said, "I just don't think that we are quite ready for four or five big, major events in Montgomery. In order to support a new person to come in and pay them what you are going to have to pay them to do nothing but that, you are going to have to have more events."

Mrs. Brown stated she believed the position will deal with more than just events. That it will focus on tourism as opposed to focusing on businesses, and that the EDC needs someone who can focus on bringing tourists in, advertising, hotels and building up our parks.

Mr. Hanover replied that he believes that is a Chamber of Commerce function. He indicated that when he goes on vacation, if it is a new place, that he calls the Chamber to what Bed and Breakfast are available. He said, "You don't call City Hall to check on a Bed and Breakfast, you call the Chamber of Commerce."

Mrs. Huss responded that "We're talking about a position for the amount of money that brings value to the community and pays for itself with two or three extra festivals. And, we're talking

about, again, bringing people here and helping the businesses that are here. People don't call the Chamber of Commerce or City Hall to decide where to go, they look at our online presence. They look at what we have to offer when they are on their way here or when they are at home on their phones deciding where they are going to go. We don't have it, and if we want people here, we need to get it."

Mr. Yates pointed out the position would also be about promoting business throughout the city.

Discussion was held as to when the contract would actually end if the Board decides to end the contract. Mr. Yates stated the EDC needs to give the Chamber a 90-day notice, which would be the end of September and the contract would end December 31st, 2018. If the EDC were to give the Chamber a 90-day notice after this meeting, the Chamber could choose to end the contract at the end of the 90 days.

Mr. Hanover made a motion to table a vote on ending the contract with the Chamber until the August meeting when other members of the Board may possibly be in attendance and the matter could be discuss further. The motion died for a lack of a second.

Motion by Mr. Kerr, seconded by Mrs. Brown to let the Chamber know of our intention not to renew the joint service contract. Voting aye were Mr. Kerr, Mrs. Huss and Mrs. Brown. Voting no was Mr. Hanover. The motion passed. (3-1)

7. Discussion regarding the first draft of the budget emanating from the MEDC Workshop of July 9, 2018 and possible action regarding the calling of a second workshop to further refine the details of the budget.

Mrs. Huss asked Mr. Yates if he has received anything from Mr. Moravec on this item. Mr. Yates replied that he had not, but would like time to check his email again.

Mrs. Huss suggested the Board move on to the next item in order to give Mr. Yates the time that he needs to check his email, then returning to this item. The Board agreed to continue on to the next item and circle back to this item.

8. Consideration of amendments to the MEDC bylaws.

Mrs. Huss informed the audience this subject was brought up at the EDC Workshop on July 9, 2018, "in response to a desire to change the date of the annual meeting of the Board of Directors."

According to the bylaws, the annual meeting is scheduled in September. At the annual meeting, the Board votes on Officers for the Board of Directors.

Mrs. Huss believes that the annual meeting should take place in January, which is immediately after Council appoints the new board members or affirms the appointment of board members whose terms expire in December. Mrs. Huss explained this would eliminate any possibility of a

board member being elected to an office and, if he/she were not given another term by the City Council, having to hold another election in order to fill the vacancy of an officer.

Mrs. Huss asked if any of the Board members had any comment.

Discussion was held as to the possibility of changing section 3.02 to require "no more than two members may live outside of the city limits" instead of the current requirement that a "majority" live inside the city limits. The Board decided it was too insignificant of a change at this time to move forward with that item.

Mrs. Huss asked Mr. Yates to contact the city attorney concerning 5.03 to see if there should be an update that concerning conflict of interest in order to keep up current regarding Texas statutes. She addressed the fact that last year and the year before, the previous President had his brother-in-law receiving contracts from MEDC without reporting them. Any conflict of interest should be reported not only substantial interests.

Mrs. Huss reminded the Board that any changes to the bylaws must go to Council for approval, and presumably to the City Attorney for vetting before going to Council, and then they will come back to the EDC for a vote.

The Board agreed to request approval from City Council for the change of date of the annual meeting (3.04) and any changes suggested by Mr. Yates and/or the City Attorney concerning conflict of interests (5.03).

Mrs. Huss pointed out the additional responsibilities Mr. Yates has taken on concerning the EDC, especially the duties assigned to the Secretary. She requested Mr. Hanover, the Board Secretary, begin taking over the duty of providing the minutes of the meetings. She noted that the meetings have previously not been recorded and having a recording of each meeting will give the Board more accountability. Mrs. Huss also requested adding a 'To-Do List' at the end of the minutes to remind the Board of items that are not completed at the current meeting.

No other action was taken.

9. Consideration of amendments to MEDC Mission and Goals

This item was also previously discussed at the July 9, 2018 MEDC Workshop. Mrs. Huss asked if any Board members had any suggestions or comments. There were no suggestions or comments. Mrs. Huss that after reading the current Mission Statement and Goals, she felt they needed to be simplified and more goal oriented. She offered two options.

Option One: The mission of the MEDC is to use its resources to promote the high quality of life in Montgomery while Planning for a sustainable and vibrant future economy.

Option Two: Our mission is to promote and advance opportunities that strengthen the local economy, promote job creation, and enhance the city's quality of life while preserving Montgomery's rich history.

The Board unanimously preferred Option Two to replace the current Mission Statement.

Mrs. Huss asked the Board to review the current goals and suggest one, three and five-year goals with action items in order to help budget and have measurables for the Board to rank its success or failure. She requested each member send their suggested goals to Mr. Yates, and for Mr. Yates to forward those emails to either Mrs. Brown or Mrs. Huss to combine and return to Mr. Yates so they may be include in the August Agenda Packet.

No action was taken on this item. Council will need to approve the Mission Statement and any possible Goals before voting by the MEDC.

RETURN TO ITEM #7: Discussion regarding the first draft of the budget emanating from the MEDC Workshop of July 9, 2018 and possible action regarding the calling of a second workshop to further refine the details of the budget.

Mrs. Huss made known that during the Workshop on July 9, 2018, the Board did not discuss actual dollar amounts for each line item, but instead focused on the goals of MEDC. Mr. Yates explained that the proposed budget was achieved by combining the previous budget and the discussion at the Workshop.

Mrs. Huss asked Mr. Yates when the transfer to debt service for the sewer treatment plant would be concluded. Mr. Yates informed the Board that the transfer to debt service was not just for the sewer treatment plant but also other projects. Those payments will not be concluded for ten to fifteen years.

Mrs. Huss asked Mr. Yates if the Economic Development Grant Program was for the façade grants for downtown. Mr. Yates agreed the Economic Development Grant Program would pertain to the facades as apposed to the Downtown Enhancement projects. Mrs. Huss asked for an explanation of the difference between those two items and the Downtown Development Improvements Program. Mr. Yates explained that Downtown Development Improvements are for physical capital such as parking lots, where as Downtown Enhancement Project is intended to be the funding for the study that the Council is working on to create a master plan for the downtown historic district. The Economic Development Grant Program is for businesses looking for financial help on their building projects.

Discussion was held on individual line items and the required funding for each item.

Mrs. Huss inquired about the budget amount for the Downtown Signs. She asked if the line item was only to be used for the maintenance of the electronic sign on the corner of 105/149. Mr. Yates said that the City pays for the electronic sign and no funds were paid from that line item in the previous budget. Mrs. Brown suggested that some figure remain under that line item for possible parking lot signs or other directional signs as may be needed. Mr. Yates added he would like to put an additional \$4,000 to \$5,000 to the line item for more signage downtown.

Mrs. Huss suggested MEDC wait for Council's master plan for the downtown area before anything is purchased.

Mr. Yates explained he had grouped all of the festivals together after the discussion of doing so at the Workshop. Mrs. Huss asked Mr. Yates how MEDC would fund an event created by the new tourism employee and sponsored by MEDC. Mr. Yates responded that the amount in the Brochures/Printed Literature line item was increased to cover some of the upfront costs associated with such an event. He also suggested the line item be renamed to include the word "Promotions".

Mr. Yates stated the \$3,000 under the line item Website is intended to be used as a contribution towards the City's new website.

Mrs. Brown asked Mr. Yates if there were required percentages of the budget that must be used in each category. Mr. Yates said the only requirement is that no more than 10% may be used under the category Marketing and Tourism.

With no other discussion, and with the Board's acceptance, Mrs. Huss asked Mr. Yates to send the proposed budget to City Council for approval.

No further action was taken on this item at this time.

10. Presentation of Draft Quarterly Report – Shannan Reid

Mrs. Reid presented the Quarterly Report which is to be sent to City Council at the end of June. She reported that it was a "light month" and there was "No MEDC investments to speak of during this quarter."

Board members did not have any questions or any comments.

11. Economic Development report – Shannan Reid, Jack Yates

Engineer Report – Mr. Yates gave a summary of the report written by Jones and Carter which was included in the Agenda Packet. Mrs. Huss asked if the Board was okay with the decision to stop the expense of having Jones and Carter writing a separate report for MEDC and instead use the report that Jones and Carter send to City Council. The Board members agreed that it was the right decision.

Distrx Launch – Mrs. Reid informed the Board that the Distrx history beacons have been installed. She explained the Launch has been delayed because printed marketing materials should be available at the launch and there should be a companion URL on the materials. She advised that if the EDC has any anticipation of changing the URL, then the printing should be postponed.

Mrs. Huss asked who chose the businesses that are currently on the app. Mrs. Reid said the Distrx company entered those businesses as an example and found the companies listed by doing a Google search. The current businesses are “static listings” and the businesses do not have the power to edit them since they do not have a purchased beacon.

Mrs. Huss asked about location pins being in the wrong location and if they can be edited. Mrs. Reid explained she put a stop to any edits at this point, and when the EDC is ready to fix details, then the pins can be moved. Mrs. Huss pointed out this problem was identified several weeks ago when the tour beacons were installed and still has not been corrected. Mrs. Reid agreed.

Mrs. Huss noted there is “definitely a quality control problem” and the Distrx app is “another tourist product that is definitely not going to give our tourists a good impression.”

Mrs. Reid agreed, but added, “The skeletal framework is in place so that we can continue to build on it. Yes, it did get derailed, and so we need to get it back on track.”

Mrs. Huss asked what Mrs. Reid was doing to get the app launched. Mrs. Reid repeated the marketing materials should include a corresponding URL and that the original idea was a plan which “had Experience Montgomery URL at the heart of it.”

Mr. Kerr asked Mrs. Reid what third-party handles the Distrx app. Mrs. Reid said Distrx is the company that created and managed the app. Mr. Kerr stated he understood another party was going to manage the app for the EDC.

Mrs. Reid explained “We were pulling in Home Focus Magazine/Home Focus Publications. Barbie was going to work primarily on this project” but the fact that “it didn’t work out is unfortunate.” She added the EDC could go ahead and do this app, but “to have people circle back and have a full experience”, the project should be postponed until the EDC finalizes a website plan in case of a URL change.

Mrs. Reid was questioned twice as to who owns the URL Experience Montgomery. She repeatedly stated that the Chamber paid for it until 2019, and moving it over to the EDC has been put on hold.

Development Status Report – Mr. Yates said there were only a few additions this month and primarily about the downtown/149 project. Council has directed TxDot to move forward with the turn lanes on 149 as it approaches 105 on the north side and south side. Council also asked TxDot to proceed with the project north of Clepper.

Mrs. Brown asked if TxDot has responded on how much life is left on the current 149 road surface. Mrs. Huss stated the City Engineer advised her it would need to be replaced sometime in the next two years.

Mr. Yates also reported that the Memory Park video is now available on the Memory Park website and is available to the city, but it is not on the city website yet.

Mr. Yates informed the Board there is a building on Martin Luther King which the property owner wishes to be torn down. It is a mobile home with a collapsed roof.

BOARD INQUIRY

Mrs. Huss reminded the Board to bring their one, three, and five-year action items, which were previously requested, to the August meeting.

Mrs. Huss also reminded the Board Secretary to take minutes in the future.

Mrs. Huss asked for volunteers to work together to create a draft of responsibilities, qualifications and first year goals, for the new marketing and tourism employee. Mrs. Brown volunteered. Mrs. Huss asked Mrs. Brown to inquire if Mr. Champagne would be interested in also working on this project. Mrs. Brown stated that she would contact him.

Mrs. Huss asked for volunteers for a committee to create suggestions for criteria to be used when determining funding for festivals, both internal (city organized) festivals and external (non-city organized) festivals. Mrs. Huss said she has a particular interest in the project and asked Mr. Kerr if he would be willing to join her and any other stake holders in the audience.

Mrs. Huss requested backup information on all photos, logos, materials either created for or paid for by the City of Montgomery and MEDC, including Retail Coach information and presentations. She noted that when the website is discussed in August, those items will be valuable in populating the website. Mrs. Huss directed Mrs. Reid to gather the data before the August meeting.

ADJOURNMENT

Motion by Mr. Kerr, seconded by Mrs. Brown to adjourn the meeting. All in favor. (4-0)

Submitted by: _____

Amy Brown, Recording Secretary

CITY OF MONTGOMERY - MEDC
ACCOUNT BALANCES REPORT
Through July 31, 2018

	<u>MONEY MARKET ACCOUNTS</u>	<u>INVESTMENTS</u>	<u>TOTALS</u>
<u>MEDC</u>			
CHECKING ACCOUNT #1017938	\$ 242,059.51		\$ 242,059.51
TOTAL INVESTMENTS	\$ -	\$ 488,193.37	\$ 488,193.37
TOTAL MIDC	<u>\$ 242,059.51</u>	<u>\$ 488,193.37</u>	<u>\$ 730,252.88</u>

INVESTMENTS

	Issue Date	Maturity Date	Interest Rate	Balance
Texpool #00006			1.88%	\$ 238,193.37
Certificates				
Allegiance Bank	6/6/2018	6/6/2019	2.00%	\$ 100,000.00
Icon Bank CD #7731	1/27/2018	1/27/2019	1.25%	\$ 150,000.00
Total Investment Balance				<u>\$ 488,193.37</u>

City of Montgomery - MEDC

Cash Flow Report

As of July 31, 2018

Date	Num	Name	Memo	Amount	Balance
51100 - MEDC Checking					283,010.40
7/06/2018	1902	Home Focus	CB Stewart Hestory Video Inv #2310	-525.00	282,485.40
7/06/2018	1903	Jones & Carter, Inc.	W5841-0001-18 2018 MEDC INV 267298	-182.50	282,302.90
7/06/2018	1904	Montgomery Area Chamber of Comm...	Partnership Grant for Director Services & Office Space Inv 1428 7/18	-2,566.67	279,736.23
7/06/2018	1905	Rendy Kerr	Facade & Bldg Imp Grant - Portion Approved for 14387 Liberty St.(2/19/18)	-2,000.00	277,736.23
7/13/2018	1906	Laurel Paving	Jacobs Properties Parking Lot	-28,600.00	249,136.23
7/20/2018	1907	Bob Skinner	Mccoys 3221.06/United Rental 84.36/Jims Hardware 389.85	-3,695.27	245,440.96
7/20/2018	1908	Rotary Club of Lake Conroe	Dynamic Global Media- Spirit of Montgomery Memory Park Video	-3,000.00	242,440.96
7/27/2018	1909	Waste Manatement of Texas, Inc. 2	Acct 19-82565-53004 Inv 1422001-1792-7 Blight removal 7/1-7/15/18	-381.45	242,059.51
Total 51100 - MEDC Checking				-40,950.89	242,059.51
TOTAL				-40,950.89	242,059.51

City of Montgomery - MEDC
Actual to Budget Performance
 July 2018

	<u>Jul 18</u>	<u>Budget</u>	<u>\$ Over ...</u>	<u>Oct '17 - ...</u>	<u>YTD Bud...</u>	<u>\$ Over Bu...</u>	<u>Annual B...</u>
Income							
55000 · Taxes & Franchise Fees							
55400 · Sales Tax	38,289.20	37,905.13	384.07	466,675.32	427,318.47	39,356.85	530,000.00
Total 55000 · Taxes & Franchise Fees	38,289.20	37,905.13	384.07	466,675.32	427,318.47	39,356.85	530,000.00
55300 · Other Revenues							
55391 · Interest Income	381.67	98.07	283.60	3,151.01	635.97	2,515.04	950.00
Total 55300 · Other Revenues	381.67	98.07	283.60	3,151.01	635.97	2,515.04	950.00
Total Income	38,670.87	38,003.20	667.67	469,826.33	427,954.44	41,871.89	530,950.00
Expense							
56000 · Pub Infrastructure - Category I							
56000.6 · Downtown Dev Improvements	0.00	4,820.31	(4,820.31)	34,751.38	49,138.98	(14,387.60)	55,000.00
56000.8 · Utility Extensions	0.00	0.00	0.00	142,225.50	180,000.00	(37,774.50)	180,000.00
56000.9 · Flagship Dev Improvements	0.00	0.00	0.00	4,465.00	8,000.00	(3,535.00)	8,000.00
56430 · Tsf to Debt Service	0.00	0.00	0.00	80,000.00	160,000.00	(80,000.00)	160,000.00
Total 56000 · Pub Infrastructure - Category I	0.00	4,820.31	(4,820.31)	261,441.88	397,138.98	(135,697.10)	403,000.00
56001 · Business Dev & Ret -Category II							
56001.8 · Sales Tax Reimbursement	0.00	0.00	0.00	0.00	35,000.00	(35,000.00)	35,000.00
56423 · Economic Development Grant Prog	5,000.00	0.00	5,000.00	12,550.00	20,000.00	(7,450.00)	20,000.00
Total 56001 · Business Dev & Ret -Category II	5,000.00	0.00	5,000.00	12,550.00	55,000.00	(42,450.00)	55,000.00
56002 · Quality of Life - Category III							
56404 · Seasonal Decorations	0.00	0.00	0.00	1,261.45	6,000.00	(4,738.55)	6,000.00
56420.2 · Christmas Lighting(Civic Assn)	0.00	0.00	0.00	2,469.49	1,600.00	869.49	1,600.00
56423.1 · Walking Tours	0.00	0.00	0.00	4,718.00	4,000.00	718.00	4,000.00
56429 · Removal of Blight	381.45	2,142.86	(1,761.41)	5,413.49	12,857.14	(7,443.65)	15,000.00
56433 · Downtown Signs	0.00	0.00	0.00	0.00	1,000.00	(1,000.00)	1,000.00
56435 · Fernland Improvements	0.00	0.00	0.00	0.00	4,000.00	(4,000.00)	4,000.00
56439 · Downtown Enhancement Projects	0.00	0.00	0.00	0.00	20,000.00	(20,000.00)	20,000.00
Total 56002 · Quality of Life - Category III	381.45	2,142.86	(1,761.41)	13,862.43	49,457.14	(35,594.71)	51,600.00
56003 · Marketing & Tourism-Category IV							
56408.1 · Promotional Video	0.00	0.00	0.00	3,000.00	1,500.00	1,500.00	1,500.00
56409 · Antique Show & Fest	0.00	0.00	0.00	10,000.00	10,000.00	0.00	10,000.00
56413 · Brochures/Printed Literature	0.00	0.00	0.00	5,280.00	5,000.00	280.00	5,000.00
56414 · Wine & Music Fest	0.00	0.00	0.00	0.00	0.00	0.00	10,000.00
56415 · Texian/Heritage Festival	0.00	0.00	0.00	0.00	8,000.00	(8,000.00)	8,000.00
56418 · Christmas in Montgomery	0.00	0.00	0.00	5,000.00	5,000.00	0.00	5,000.00
56419 · Website	0.00	166.67	(166.67)	525.00	1,666.66	(1,141.66)	2,000.00
Total 56003 · Marketing & Tourism-Category IV	0.00	166.67	(166.67)	23,805.00	31,166.66	(7,361.66)	41,500.00
56004 · Administration - Category V							
56004.1 · Admin Transfers to Gen Fund	0.00	0.00	0.00	28,125.00	28,125.00	0.00	37,500.00
56004.2 · MACC Administration & Office	2,566.67	2,666.67	(100.00)	25,666.70	26,666.66	(999.96)	32,000.00
56004.3 · Miscellaneous Expenses	1,750.00	335.69	1,414.31	9,609.11	5,028.64	4,580.47	6,000.00
56004.5 · Internship Program	0.00	833.33	(833.33)	0.00	8,333.34	(8,333.34)	10,000.00
56327 · Consulting (Professional servi)	44.00	1,666.67	(1,622.67)	11,950.75	10,000.00	1,950.75	10,000.00
56354 · Travel & Training Expenses	0.00	560.00	(560.00)	840.00	2,800.00	(1,960.00)	2,800.00
Total 56004 · Administration - Category V	4,360.67	6,062.36	(1,701.69)	76,191.56	80,953.64	(4,762.08)	98,300.00
Total Expense	9,742.12	13,192.20	(3,450.08)	387,850.87	613,716.42	(225,865.55)	649,400.00
Net Income	28,928.75	24,811.00	4,117.75	81,975.46	(185,761.98)	267,737.44	(118,450.00)

Montgomery City Council
AGENDA REPORT

Meeting Date: August 20, 2018	Budgeted Amount:
Prepared By: Jack Yates City Administrator	Exhibits: Letter from Chamber Board
Date Prepared: August 16, 2018	

Subject

This is to act on a Chamber request to e September 30, 2018.

Description

The letter acknowledges the MEDC's shift in the shared staffing. It also, in the last paragraph request to keep an open door to the city and the MEDC, future opportunities departure together is appropriate.

Recommendation

Motion to accept the chambers offered to end the MEDC/MACC agreement as of September 30, 2018.

Approved By

City Administrator	Jack Yates	Date: August 16, 2018
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MONTGOMERY
— Area Chamber of Commerce

July 18, 2018

Montgomery Economic Development Corporation has elected to shift the focus of their financial obligations toward a staff position within the city to handle promotions of retail and additional special events. As such, the contract to partner with Montgomery Area Chamber of Commerce for shared staffing has been voted to terminate at the end of December, 2018.

Over the course of the 6-year partnership, both organizations have grown and transitioned to manage the needs of their respective missions. During this window of time, the Chamber has come to a position to require the time and talents of the Executive Director full time without the shared obligations needed to carry both roles.

While the contract was intended to last through the calendar year, it may be mutually beneficial to end this contract early. Montgomery Area Chamber would like to propose ending the contract at the end of the city's fiscal year, on September 30, 2018.

Montgomery Area Chamber would like to keep an open door to the city and MEDC for future opportunities to partner together as appropriate, should the needs arise.

Montgomery Area Chamber of
Commerce Chairman


Signature

PATTI L. STAFFORD
Printed Name

8/9/2018
Date

Small Town. Networked for Big Business.

MontgomeryAreaChamber.com

P.O. Box 486
Montgomery, Texas 77356

Ph : (936) 597-5004 Fx : (936) 597-5048
Info@MontgomeryAreaChamber.com

Montgomery City Council
AGENDA REPORT

Meeting Date: August 20, 2018	Budgeted Amount:
Prepared By: Jack Yates City Administrator	Exhibits:
Date Prepared: August 16, 2018	

Subject

This is to follow the law and call public hearing before the adoption of the budget.

Description

The holding of a public hearing is required by law. The public hearing does not have to be before the City budget is approved, planned for September 11. Therefore, I recommend holding the public hearing at the next regular meeting of the MEDC, September 17.

Recommendation

Motion to call the public hearing for the MEDC budget for September 17th at 6:00 p.m. at City Hall 101 Old Plantersville Rd..

Approved By

City Administrator	Jack Yates	Date: August 16, 2018
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Montgomery City Council
AGENDA REPORT

Meeting Date: August 20, 2018	Budgeted Amount:
Prepared By: Jack Yates City Administrator	Exhibits: E-mail request, A blank MEDC Grant Application, Copy of pages of the brochure
Date Prepared: August 16, 2018	

Subject

This is a request for \$1,075 for publishing of the Montgomery Historic Society brochure. I did not request a completed Grant Application until August 16th, so there is no completed application – my fault, not the Society’s

Description

The email explains that the society wants to print 5000 of the brochure at a total cost of \$2,150, one-half of which is \$1,075. Earlier this year, \$2000 of MEDC funds was spent on the brochures for the Society, as part of the Brochures/Printed Material line of \$5,000 in the MEDC budget. This request will exceed the budget, so I did not feel like it was within my purview to approve.

Although this expenditure is beyond this line item budget amount, there certainly is enough funds city within the MEDC operational funds to fund this request.

The distribution of this excellent brochure is throughout Montgomery County and is the basic printed document for the Historic District.

Recommendation

Motion to approve the \$1,075 grant to the Montgomery Historic Society for the printing of 5000 brochures

Montgomery City Council
AGENDA REPORT

Approved By		
City Administrator	Jack Yates	Date: August 16, 2018

E-mails between Bea Rouse and Jack Yates

On Tuesday, July 31, 2018, Yates, Jack <jyates@ci.montgomery.tx.us> wrote:

The MEDC does not have available funds in the budget for the expenditure. As you remember the MEDC spent \$2,000 on the first printing and at that time I said that amount might be all for this year.

If you want you can request me to place this request on the August 20th agenda and I, or you if you want to appear, will ask the MEDC to exceed the budget for that line item. What you have written below is fine as the request letter, I just need to be told that you want to make the request.

My suggestion is to request one-half of the 5,000 order below, but request as you think best.

Jack

On Sun, Jul 29, 2018 at 3:11 PM, Bea Rouse <brouse0122@aol.com> wrote:

After I deliver the last few brochures tomorrow, we will be totally out, unless there are some at Fernland... I'll check. I am only updating the events in town, What I think would be more cost effective is to narrow the distribution sites and only distribute the full brochures as follows:

- In Montgomery shops, restaurants, museums, city hall, library;
- The 5 timehares on this side of the lake;
- The RV/Camping areas here and around the lake;
- Libraries in Conroe & The Woodlands;
- Hotels on 105, Conroe and Willis, plus the Woodlands Marriott
- Chamber & Visitor's Center in Conroe

Here is the quote from JK Graphics. for maybe 2,500 copies this time--1/2 the number we've gotten in the past. We can ask the MEDC to reimburse or share the cost. Here is the price breakdown:

"Here is the quote for the brochures-

100# gloss text

full color 2 sided

double fold with saddle stitch staple

final size 3.5x8.5

2000 \$1696.00

2500 \$1750.00

3000 \$1825.00

5000 \$2150.00

Graphics - if needed - will be additional"

(No graphics would be needed.)

What are your recommendations on the number to order?

I have to get the order printed and distribute what I can by Friday. I work at the Emporium Saturday, and we leave to go out of town until around August 26.

Since the hotels along I-45 N & S of Conroe won't be getting the full brochures, I would supplement with a 1/3rd pg, vertical card stock (3.5" w), 2-sided--with historic photos/flag info/Dr.Stewart, and reference to the full brochure can be obtained--mail, email (but we'll need a MHS website), and place to sign up for emails to receive detailed info and event, etc. (We can build a database to send event notifications. A stack of 40-or-so could be left to last awhile. That cost would be a lot cheaper, but we'd need maybe 5,000, in full color to attract attention. I'd ask JK to provide graphics to dress it up. I would suggest displaying them at these places:

- I-45 intersections in Spring, Splendora, Shenandoah, Woodlands to Willis,
- Some of the hotels in The Woodlands
- A strategic location in Tomball, Magnolia, Navasota, College Station, Bryan Huntsville

We would need the City to fund this to get it done effectively. While I'm out of town, I can create a draft for the Board and City to consider.

Later ~

The city could consider next year, after the FM149 work is done, and Texas flags are displayed, etc., ---if the MEDC could support it--- could look into subscribing to the Certified Folder Display Service for a few months only, and, *if it can severely pinpoint the locations that will bring attention to Montgomery's rich history and get people to turn off I-45 and 105 to see what it's all about.* As Shirley knows, this would take at least 10,000 copies to start.

Thanx,
Bea Rouse

**City of Montgomery, TX
Economic Development Corporation
Grant Application**



Company Name:	
Company Contact:	Title:
Best Phone:	Alt. Phone:
Email Address:	
Physical Address:	City, State, Zip:
Mailing Address (if different):	City, State, Zip:
Applicant's years of experience in this business:	How long has his business been located in Montgomery?

Do you own or lease this facility?	If leased, please provide owner information and a copy of lease agreement.	
<input type="checkbox"/> OWN <input type="checkbox"/> LEASE	Owner Name:	Owner Phone:

Provide a detailed description of the proposed project as "Exhibit A" attached

What is the estimated total cost of the project? (Include supporting information, ie estimates/quotes as "Exhibit B" attached)	\$
---	----

How much funding are you requesting from the MEDC for this project? (Typical grants are awarded at 1/3 the total project cost or up to \$5,000)	\$
--	----

Are you requesting an exception for additional funding on this project? (Please provide additional supporting evidence for this request as "Exhibit C")	\$
--	----

When will this project begin?	What is the estimated completion date?
-------------------------------	--

Attach all drawings of planned improvements as "Exhibit D"

Include a description of expected commercial revitalization impact & sales tax revenue impact as "Exhibit E"

If this project will employ Montgomery vendors, please supply details as "Exhibit F"

Applicant's Signature: _____
Title: _____
Date: _____

OFFICE USE:

Date Application Received:	Date Presented to Board:	<input type="checkbox"/> APPROVED	<input type="checkbox"/> DECLINED
Performance Agreement Received:	Project Completion Date:	Funding Date:	Check Number:

**Montgomery Economic Development Corporation Grant
PERFORMANCE AGREEMENT**

THIS PERFORMANCE AGREEMENT is made and entered into as of _____,(date) by and between THE MONTGOMERY ECONOMIC DEVELOPMENT CORPORATION (MEDC) and _____(Grant Awardee), whose business address is _____.

In consideration of the mutual covenants herein contained and, intending to be legally bound hereby, the MEDC and Grant Awardee agree as follows:

1. Grant Awardee will complete the grant application.
2. MEDC will notify Grant Awardee by U.S. Mail.
3. In the event that the property covered by the grant is leased, the Grant Awardee must provide the city with a letter of approval from the property owner for said improvements to commence.
4. Grant Awardee must submit plans to city for proper approvals and proper city permits.
5. A proposed project must start after grant approval and be completed within six (6) months of the date of this agreement or according to the terms of this agreement.
6. When the project is complete, the Grant Awardee must request the MEDC to verify completion and costs.
7. Grant Awardee must agree to maintain said enhancements/improvements for a period of time not less than twelve (12) months.
8. Upon notification by staff that the project has been completed and a satisfactory Performance Agreement has been executed by both parties, the MEDC will transfer awarded funds to the Grant Awardee for reimbursement of costs up to the awarded amount at the specified matching ratio.
9. Only costs from a vendor for purchased labor or materials will be recognized for matching funds. Costs for the applicant's employee labor or in-stock materials are not eligible for reimbursement.
10. MEDC may, at its sole discretion, extend the period of performance.
11. The MEDC Representative will verify start of work and completion of work.
12. No grant reimbursement funds will be paid until the project is complete. Cost incurred prior to the date of the grant approval may not be recognized for matching funds.

Date of Completion. The date of completion of the project is established as _____.

Payment. At completion of project MEDC agrees to make the following payment in U.S. funds to Grant Awardee, provided Grant Awardee complies with all of the covenants and stipulations contained in this Agreement.

A set fee of up to _____.

Grant Awardee

MEDC President

The Story of the Goat

The first public water well for Montgomery was dug in 1844 by Col. Joseph Bennett at a cost of \$202.50 and was paid for by Commissioner's Court. The well is in the stone fence on the south side of what is now the Community Center on College Street.

To commemorate the following incident, the figure of goat has been installed on the stone fence.

On a hot, dusty day in 1906, a goat wandered into town. Whether it belonged to someone or was on the loose is not known. The goat soon realized that if he hung around the well long enough, some kind soul would haul up a bucket of water and give him a drink. As time went on, the goat also learned that if he went to the saloon, he would be given beer and food handouts. Other businesses around town would also give him handouts.

It is said, that after a handout, he would let his long beard be pulled. The billy goat seemed to realize his celebrity status and would station himself at the well waiting for attention.

Many times, he would jump on top of the well door and wait for someone to arrive to draw water. It is not known if the goat was ever given a name or exactly how long he stayed in town.

Shared by Billy Ray Duncan, Pres.
Montgomery Historical Society

Cemetery Tale

This story starts December 1, 1868. On that day, Peter and Richard Willis, wealthy Montgomery merchants, donated seven acres on the Plantersville Road to the town of Montgomery to be used as a "New Cemetery."

From December 1, we fast forward to December 28 that year. This first Monday after Christmas, four men riding into Bear Bend, east of Montgomery, steal a horse and head for town. The four men ride into Montgomery and begin to terrorize the town's people, riding their horses into stores, shooting their guns, robbing people in the street and, in general, creating chaos.

What the outlaws didn't know was that men from Bear Bend were riding into town after the horse thieves. Upon reaching the town, the Bear Bend men joined outraged businessmen of the town and went after the outlaws, and a running gun battle ensued.

The gun battle raged from the center of town, west down College Street, where the youngest outlaw ran into the Chilton home. There the armed citizens coaxed the youngest boy out of the house where one of the outraged citizens stabbed him with a Bowie knife.

When the dust settled, the four outlaws were dead and awaiting burial, but burial in the "old" cemetery was refused. Even though the "old" cemetery was public, it was considered a church cemetery and the townsfolk refused the outlaws' burial. This is where the "new" cemetery came into play, with the first burials being three of the outlaws. The fourth was buried nearby, exactly where, is unknown. So ends one of the best-known tales in the town's history...

Shared by Donald Duncan,
Local Montgomery Historian

Schedule of Events

experiencemontgomery.com

LONE STAR FIRST SATURDAYS

1st Sat., Every, Month 10a-2p
Market Days, Acoustic Jam Sessions

ANTIQUÉ FESTIVAL

1st Weekend in May
Fine antiques from all over Texas,
Collectibles ~ Repurposed
Wine ~ Food ~ Music ~ Shops

FREEDOM FEST

1st Saturday in July
Parade ~ Crafters Market ~ Kids Zone

WINE & MUSIC FEST

3rd Saturday in September
Discover Texas Wines
& Great Texas Music
Experience Montgomery in a new way!

TEXIAN HERITAGE FESTIVAL

October-See Web Site for Exact Day
TexianHeritage.org ~ \$5 Donation
1800's Re-enactors ~ Kids Area ~ Food

CHRISTMAS IN HISTORIC MONTGOMERY

2nd Sat. in Dec.
"Where The Holidays Begin!"
Candlelight Home Tour
Parade ~ Cookie Walk

Historic Montgomery

Birthplace of the Texas Flag



N. H. Davis Pioneer Complex & Museum



Spend the day or several days in one of the oldest cities in Texas!

*Antiques, Gifts, Boutiques, Decor
Restaurants ~ Wineries
Bed & Breakfasts ~ Wedding Facilities
Museums ~ Historic Parks
Year-Round Events
Beautiful Lake Conroe Nearby!*

Helpful Hint

When visiting our city, please stop by any of our merchants or restaurants and ask for a Shopping Guide to make your visit even more enjoyable. They are also available at the N. H. Davis Pioneer Complex & Museum

Lake Creek Settlement

by The Montgomery County
Historical Commission

Most everyone has heard about Stephen F. Austin's First Colony established in 1823, now known as San Felipe, Texas, but it is less well-known that a Second Colony was thriving before the Texas Revolution in what is now Montgomery County.

After Austin obtained from the government of the Mexican State of Coahuila and Texas a contract for the introduction of 500 families, he signed this Empresario contract for his second colony on June 4, 1825. The colony was to be completed within six years. By 1831, 16 of the early settlers qualified to receive leagues of land, and within two years the settlement became known as the Lake Creek Settlement, which was the earliest Anglo-American settlement in what is today Montgomery County.

In 1835, William W. Shepperd, a colonist originally from North Carolina, purchased a 200-acre tract of land located in the John Corner League. He established a store in the growing settlement near three important trails: the Coushatta Trace, the Contraband Trace and the Grimes Road. Shepperd's store quickly became the meeting place and community center of the Lake Creek Settlement. In 1835-36, men from the Lake Creek Settlement fought in many of the battles of the Texas.

Just prior to the Texas Revolution, Lake Creek Settlement, found itself located in Washington County, which was divided into six very large precincts, one of which the Lake Creek.

In July of 1837, Shepperd founded the town of Montgomery in the Lake Creek Settlement at the site of his home and store. A petition was made to the Congress of the Republic of Texas to create a new county, and on December 14, 1837, Pres. Sam Houston signed the Act creating Montgomery County. In early 1838, the town became the county seat of Montgomery County and served as such until 1889.

Kameron K. Searle, J.D.

To access this article and for more information, see: lakecreeksettlement.info. The Montgomery County Historical Commission thanks Dr. Searle for providing research on Lake Creek Settlement. More of this history can be found in his book, *The Early History of Montgomery County, Texas, (Montgomery, Texas: The City of Montgomery, 2012)*.

Historic Montgomery Birthplace of the Texas Flag

Prior to being chartered in 1837, Montgomery had been known as Lake Creek Settlement and some say also known as Montgomery Settlement.

In July of 1837 an ad in the *Telegraph and Texas Register* had advertised the sale of lots in the newly organized town of Montgomery. The article stated that a new county was expected to be created and Montgomery, from its central position, would be selected as the seat of justice. Montgomery remained the seat of government until 1889, when the records were moved to Conroe.

In its early days, Montgomery was the trade center for a large farming area, where stagecoach and telegraph lines crossed. Civic and religious organizations came early to Montgomery, as well as the first school in 1839. In 1848, the City was incorporated, and in 1842 the first Protestant parsonage in Texas was built here.

In the 1850's, Montgomery experienced a building boon. Some of the fine homes built at that time remain today with descendants of the original owners or early owners occupying them.

The Civil War stopped all progress in Montgomery, but by 1900, numerous mercantile establishments were in business, as well as three cotton gins, railroad active with freight and passengers, five hotels and boarding houses, doctors, dentists, and lawyers. But later with the railroads by-passing the town and the county seat moving to Conroe, Montgomery reverted back to the little town it is today--quiet, peaceful, and rich in history.



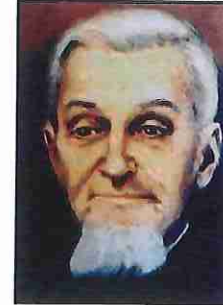
Dr. Charles B. Stewart

The Lone Star Flag with its vibrant fields of red, white, blue and a single inset 5-pointed star has served as a proud symbol of Texas. The design truly is the embodiment of the spirit and will of the people of Texas.

At the request of Mirabeau B. Lamar, President of the Republic of Texas, Dr. Charles Bellinger Stewart of Montgomery created this inspirational banner. After winning approval by a committee of signers six of the Texas Declaration of Independence and the Republic of Texas Congress, the Lone Star Flag was officially adopted in 1839, and since that time has graced flagpoles across the State of Texas and is now highly recognized throughout the U.S.

His drawing signed by President Lamar is in the State Archives in Austin. A copy of the original drawing can be seen in our N.H. Davis Pioneer Complex & Museum. Dr. Stewart is buried in the New Montgomery Cemetery.

The House of Representatives of the 75th Texas Legislature, on May 30, 1997, officially commemorated Montgomery County as the Birthplace of the Lone Star Flag.



Notable Facts About Dr. Stewart

- ✓ First to sign the Texas Declaration of Independence on March 2, 1836
- ✓ First Secretary of State for the State of Texas
- ✓ Introduced a resolution in the State Legislature in 1875 for the equal rights of women
- ✓ Introduced a variety of new plants to Texas such as the Cherokee Rose and the Texas Bluebell
- ✓ One of the first doctors in the U.S. to recognize the significance of the sun's ultraviolet rays
- ✓ Was an interpreter between General Sam Houston and General Antonio Lopez de Santa Anna

"Montgomery, Texas, holds a very special and dear place in my heart. As the great, great, great-granddaughter of Dr. Charles B. Stewart, our family rejoices to see how the citizens of Montgomery are keeping history alive through the many celebrations and special events honoring our ancestor and the many other patriots who have made their place in Texas history."

Pat Spackey

Montgomery Historical Society

(An Historic Non-Profit)

P.O. Box 513 - 936-597-4360

Montgomery 77356

The Montgomery Historical Society was established in 1954 when Anna Weisinger first opened her newly-renovated home, The Magnolia. The Society now owns and maintains seven historic buildings.

The Society receives public donations and grants, plus funds raised at the annual Christmas in Historic Montgomery event and a portion of proceeds from the annual Texian Heritage Festival.

The Davis Cottage is open Wed.-Sat., 11a-3p, free admission, docent on duty. Docents are needed to work one day a month to extend the days to be open.

For Special Tours of 10 or more,

call the number above,
Tour + Lunch + Shopping

Historical Sites

Nat H Davis Museum Complex, Comprised of Nos. 1, 2 and 3 below: 14272 Liberty. 936-597-4360.

- 1 Nathaniel H. Davis Law Office.** Built while Texas was still a Republic (1845), also served as Mr. Davis' living quarters until 1851 when he married Sarah Elizabeth White and built the log house next door.
- 2 N.H. Davis Cottage.** Nathaniel Hart Davis built the original section in 1851 of logs cut in 1831 and received in payment of a legal fee. The south wing was added in 1895, contains wood-graining done by a German itinerant carver, "Mr. Patch".
- 3 McCall Law Office.** Built in the 1880's in Willis, used by Screven A. McCall while he was lawyer, District Attorney, County and District Judge in Montgomery County.
- 4 First State Bank of Montgomery 14343 Liberty.** One of the first state banks in Texas, chartered Dec. 11, 1906. The present building was completed in 1908. This bank served this cotton-farming area until voluntary liquidation in 1934—the oldest existing commercial building in Montgomery, home to Petz.
- 5 Old Post Office & Drug Store 14356 Liberty.** Was Smith's "Drug Store," and from 1936-1972. the U.S. Post Office. Now Modern Farm House Antiques.
- 6 14360 Liberty St. Building.** This building replaced the original structure after fire in 1920. Was Berkley Grocery and Weisinger Washateria, now home to Liberty Bell Antiques.
- 7 Old School House Bldg. 21012 Eva Street.** School for black students in Dobbin until 1965, moved to Montgomery in 1994, now home to The Farmhouse Boutique & Decor.
- 8 Old Baptist Church 301 Pond St.** The Baptist Church in Montgomery was organized Dec. 28, 1850, with 31 charter members. Completed in March 1902 and for the next 77 years, was the place of worship for the Baptists, now the Church of Christ in Montgomery.
- 9 The Methodist Church 309 Pond St.** Organized by Littleton Fowler Dec. 1838, original congregation administered by "Circuit Rider." Present building completed 1908, and stands on site of first Protestant parsonage in Texas (1842). Now home to Living Savior Lutheran Church.
- 10&(O) Arnold-Simonton Home 770 Clepper Street.** Built in 1845 by Dr. E.J. Arnold. It is of typical cottage construction with dentil trim, wide hall and wainscoting. The only building in this county listed in the National Register of Historic Places owned by the Montgomery Historical Society.
- 11&(O) Fernland Historical Park 770 Clepper Street.** A unique collection of historic log cabins and frontier homes leased to the City, owned by Sam Houston University. www.fernland.org.
- 12 Conner-Gibbs House 301 Prairie.** Originally part of Brantley Settlement, southeast of Montgomery on Old Montgomery Road (FM 2854). Now home to Lena's Attic Antiques.

- 13 Addison-Gandy House 104 Prairie Street.** Built in 1892 for J.B. and Martha Davis Addison, Martha Gandy's grandparents. Hearthstones are hand-cut, native sandstone with mantles and doors, wood-grained painted by a German itinerant carver, "Mr. Patch," owned by the Montgomery Historical Society.
- 14 China Chapel United Methodist Church 14738 Liberty St.** Founded in 1865 when slaves were freed. The original building was rebuilt under the leadership of Rev. J.E. Starks with help from the community.
- 15 Mt. Pleasant Missionary Baptist Church 15155 Liberty St.** Organized September 1865 by Rev. C.L. McPherson Sr. Services were held in a brush arbor until a church was built in 1897, then held there for over eighty years. A new church was erected in September 1979.
- 16 Mt. Sinai Baptist Church 611 Dr. Martin Luther King Jr.** Was organized in 1897 in the Dupree School building near the present church site. The original building was erected in 1898. This building was replaced in 1982 with the current church building.
- 17 Montgomery Memorial Cemetery On FM 1097 at Liberty.** Founded circa 1865, approximately ten acres were set aside for the African American community for burials after the Civil War.
- 18 Old Water Tower CB Stewart Dr.** Erected in 1950, originally on College St. near Liberty St, was part of the city's earliest water system until 1970, when a well was drilled on Pond Street.
- 19 Pecan Shadows * 504 Caroline.** Built in 1850's for Dr. Bell, brother of Judge Bell, owner of Bell's Grove. Its walls are hand-hewn and joined with square nails and rests on long cypress logs.
- 20 Social Circle * 602 Caroline.** Built in 1908 by W.C. Whitehead, who came to the Montgomery planning to develop a town to name for his hometown, Social Circle, Georgia. This post-Victorian structure features a porch cupola and remains virtually unchanged.
- 21 The Parsonage * 902 Caroline.** The first Baptist Parsonage in Montgomery was built next to the Baptist Church on Pond Street in 1909.
- 22 Rabon-Fullen Home * 315 Caroline.** Built circa 1890, became the home of Vol and Florence Burden Rabon. In 1937, Rabon heirs sold to the Horace Fullen family. Now Garrett House Antiques.
- 23 Belle's Grove * 708 Caroline.** A Texas Greek Revival Structure, was built by John E. Shelton and sold to Judge Henry R. Bell in 1855, was the scene of political rallies and conventions. The name Bell's Grove came from the once-wooded adjoining area.
- 24 Shelton-Smith House- 811 Caroline.** Site purchased by John E. Shelton in 1855. He built main portion of house in 1858 for Capt. Thomas W. Smith, whose family owned it until 1924.

*** Please Do Not Disturb Private Homes**

- 25 Gay-Miller-Reasner Home * 816 Caroline.** Built circa 1900 for William B. and Anna Griffith Gay, with a two-story sleeping porch added in the 1920's.
- 26 Old Methodist Parsonage * 705 College.** Built in the 1860's. The first Protestant parsonage in Texas (1842) was destroyed and in 1886, the church bought this home. The west wing, a pre-Civil War house was moved from Willis and added in 1977.
- 27 Davis-Jackson Cottage 708 College.** Built in 1895 by Llai C. and Ida Morris Davis, of native pine lumber from Davis' mill.
- 28 Chilton Home * 709 College.** Was home of first fulltime pastor, Baptist Church, Rev. Thomas Chilton, until his death in 1854. The picket fence built in 1890's by David Dean, from heart pine cut at his mill.
- 29 Magnolia * 801 College.** Home of Anna Davis Weisinger family, was built for the P.J. Willis family by John E. Shelton in 1854, and purchased by llai C. Davis in 1868 complete with furnishings.
- 30 Morris Farmstead * 902 College.** Built 1856 by A.W. Morris, a former Montgomery County Sheriff (1856-1861) and Tax Assessor (1864-1866). The foundation under the original two rooms made of hand-hewn beams with wooden pegs.
- 31 The Prairie House * 905 College.** Built in early 1900's as a one-room board and batten house was in Richards, other rooms were added over the years.
- 32 Liberty Building * 907 College.** (Circa 1907). Originally built on Liberty Street, it has housed a post office, cafe, and barbershop through the years until her death in 1999 at the age of 102.
- 33 Waters-Wood Home * 415 Houston.** A Victorian "gingerbread" cottage built in 1893 for Dr. Henry and Cherrie Dean Waters, it remained the home of their daughter, Lockett (Mrs. W.B.) Wood until the 1970's.
- 34 Hardesty-Shockley House * 623 Old Plantersville Rd.** Built in late 1880's for the Richard Hardesty family, used as a boarding house for employees of their sawmill/timber business.
- 35 The Oaks 202 Prairie Street.** Built in 1876 for Nat Hart Davis by craftsman John Bishop from Thomas Godden's plans. Now, The Oaks Consignment of Montgomery, added over the years.
- 36 Melrose 300 Prairie Street.** Built in 1854 for Richard S. Willis, was named for his home back East. It has been occupied by leading citizens of Montgomery, including the Phil H. Berkley family and Dr. John L. Irion. It was the birthplace of Gray I. Morris, grandson of Dr. Irion, of the American Legion. Now, Hodge Podge Lodge B&B, Weddings, Events.
- 37 Homewood * 303 Mason.** Built in 1887 by William Baker Wood and wife, Amelia Davis Wood. A typical modified Victorian mansion, with square nails, still relatively unchanged except for attaching the kitchen wing. The Woods' maiden daughter, Valda, inherited the home and lived there until her death in 1999 at the age of 102.

Museums & Parks

1-3 N.H. Davis Pioneer Complex & Museum
 Located on 14264 Liberty Street (F.M. 149) On the site are the Davis Cottage, originally a log cabin built in 1851, the Mr. Davis' Law Office, and the McCall Law Office. (See Historic Sites Nos. 1-3). The Complex is owned and maintained by the Montgomery Historical Society, which receives public donations and historical grants, plus funds raised at the annual Christmas in Historic Montgomery and a portion of proceeds from the Texian Heritage Festival. The Davis Cottage is open Wednesday-Saturday, 11am-3pm, free admission, docents on duty. (936-597-4360) *Docents are needed to work one day a month to expand the number of days the museum is open. Special tours may be arranged for groups of 10 or more by calling the Davis Museum at 936-597-4360.*

(O) Cedar Brake Park

Located on Eva at Houston Streets. Enjoy a quiet scenic park with the family, or a take a brisk walk around the 1/3-mile walking path. Cedar Brake Park is host to the Pioneers of Montgomery Statue featuring Dr. Charles B. Stewart, designer of the Texas Flag. Enjoy a family gathering or birthday party by renting the John A. Butler Pavilion. www.patronsocedarbrakepark.org.

(P) Fernland Historical Park

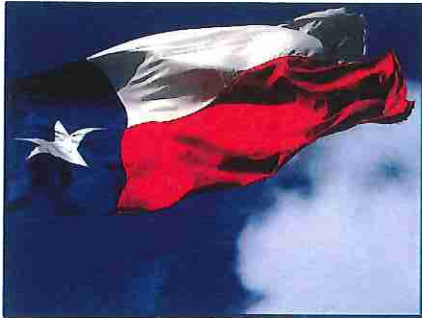
Located at 770 Clepper Street in Buffalo Springs Development. Step back in time to discover life in the early days. Enjoy a quiet visit on your own, or take an official tour with the docent on duty. Staffing hours are posted at MontgomeryTexas.gov, call 936-597-7764 or email fernland@ci.montgomery.tx.us to schedule a tour.

(Q) Memory Park

Located on Bessie Owens Dr., North of C. B. Stewart West Branch Library. This beautiful park is a community project coordinated by the Rotary Club of Lake with Scouts and other groups. Many sections have been donated in memory of loved ones. The park is open year-round.

(R) Homecoming Park

Located on Community Center Rd. North of Downtown. Small residential park has a pavilion, playground, volleyball and basketball courts. This community park is a great location for hosting family gatherings, maintained by the City.



Texas Flag Etiquette

The Lone Star Flag should not:

- Be displayed outdoors earlier than sunrise or later than sunset (unless illuminated)
- Be displayed in inclement weather (unless weatherproof)
- Be dipped to anyone or anything, except the United States Flag
- Be draped over a vehicle, train, boat or aircraft
- Be displayed beneath any other flag except the United States Flag

The Lone Star Flag should:

- ✓ Be flown at equal height and size with the United States Flag
- ✓ Be flown with the white stripe uppermost (except in case of distress)
- ✓ Be hoisted briskly and lowered ceremoniously
- ✓ Be displayed on all state holidays and on special occasions of historical significance
- ✓ Be destroyed in a dignified way, preferably by burning

The Texas Flag Code assigns the following symbolism to the colors of the Texas flag: blue stands for loyalty, white for purity, and red for bravery.

The code also states that single "Lone Star" represents ALL of Texas and stands for our unity as one for God, State, and Country.

Flag of Texas - Wikipedia
https://en.wikipedia.org/wiki/Flag_of_Texas

Texas Pledge of Allegiance

*"Honor the Texas Flag:
 I pledge allegiance to thee,
 Texas, one and indivisible."*



**Bluebonnets & Indian Paintbrush
 in March, Bluebells in July**

Additional Historical Information:

Heritage Museum of Montgomery County
 1506 I-45 N in Conroe – 936-539-6873
www.heritagemuseum.us



Montgomery City Council
AGENDA REPORT

Meeting Date: August 20, 2018	Budgeted Amount:
Prepared By: Jack Yates City Administrator	Exhibits: Draft Budget
Date Prepared: August 16, 2018	

Subject

This is to discuss, but not act on/approve the 2018-2019 MEDC Budget

Description

Attached is the draft budget as a result of the Work session and discussion at last month's meeting. The two items marked on the budget is the result of Randy Moravec being able to follow my notes to him—whereby he thought that the employment development officer had a budget of \$80,000- but that is not the case so to balance the budget the Utility Extension line item went to \$129,000- which balances this year's income with issues expenditures, leaving a beginning and ending balance of \$748,730.

Recommendation

This is a discussion item not an action item, however it would be good to get to an endpoint on the discussion regarding the budget.

Approved By

City Administrator	Jack Yates	Date: August 16, 2018
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Montgomery Economic Development Corporation
Statement of Income, Expenditures, and Changes in Net Assets

	2016-17 Actual	2017-18 Amended Budget	2017-18 Estimated	2018-19 Proposed Budget
Beginning net assets (fund balance)	\$ 834,815	\$ 786,030	\$ 786,030	\$ 748,730
Income				
Sales tax (one-half of one percent)	500,557	575,000	575,000	590,000
Interest income	2,979	950	3,000	1,300
Miscellaneous	-	-	-	-
Total income	<u>503,536</u>	<u>575,950</u>	<u>578,000</u>	<u>591,300</u>
Total Appropriable Funds	<u>1,338,351</u>	<u>1,361,980</u>	<u>1,364,030</u>	<u>1,340,030</u>
Expenditures				
Public Infrastructure (Category 1)				
Downtown development improvements	83,295	66,000	66,000	60,000
Utility extensions	159,987	180,000	150,000	41,900
Flagship development improvements	9,800	5,000	4,500	-
Transfer to debt service	130,500	160,000	160,000	160,000
Total infrastructure	<u>383,582</u>	<u>411,000</u>	<u>380,500</u>	<u>261,900</u>
Business development and retention (Category 2)				
Sales tax reimbursement	-	47,500	47,500	76,900
Economic development grant program	-	20,000	20,000	15,000
Total business development	<u>-</u>	<u>67,500</u>	<u>67,500</u>	<u>91,900</u>
Quality of life (Category 3)				
Seasonal decorations	9,940	6,000	1,300	7,600
Christmas lighting, civic association	2,543	1,600	2,500	-
Walking tour	500	6,000	6,000	6,000
Downtown enhancement projects	-	20,000	10,000	20,000
Removal of blight	10,791	15,000	12,000	15,000
Downtown signs	-	1,000	-	-
Fernland improvements	-	4,000	-	-
Heritage village detention pond improvements	10,450	-	-	-
Park improvements	-	-	-	-
Total quality of life	<u>34,224</u>	<u>53,600</u>	<u>31,800</u>	<u>48,600</u>
Marketing and tourism (Category 4)				
Promotional video	1,900	3,000	3,000	-
Website	7,976	5,000	3,000	3,000
Brochures / printed literature	5,626	7,500	7,500	10,000
Events	-	-	-	35,000
Christmas in Montgomery	5,000	5,000	5,000	-
Wine and music festival	9,500	10,000	10,000	-
Antique show and festival	10,000	10,000	10,000	-
Texian heritage festival	16,000	8,000	-	-
Other minor festivals	-	7,500	7,500	-
Total marketing and tourism	<u>56,002</u>	<u>56,000</u>	<u>46,000</u>	<u>48,000</u>
Administration (Category 5)				
Reimbursement of General fund expenses	37,500	37,500	37,500	107,500
Economic development office	-	-	-	80,000
Montgomery area chamber of commerce office	30,800	32,000	32,000	-
Internship program	-	10,000	2,500	10,000
Miscellaneous expense	4,372	6,000	1,000	1,000
Consulting (professional services)	2,667	10,000	15,000	10,000
Travel and training	3,174	2,800	1,500	2,000
Total administration	<u>78,513</u>	<u>98,300</u>	<u>89,500</u>	<u>210,500</u>
Total expenditures	<u>552,321</u>	<u>686,400</u>	<u>615,300</u>	<u>660,900</u>
Net income (loss)	<u>(48,785)</u>	<u>(110,450)</u>	<u>(37,300)</u>	<u>(69,600)</u>
Ending net assets (fund balance)	<u>\$ 786,030</u>	<u>\$ 675,580</u>	<u>\$ 748,730</u>	<u>\$ 679,130</u>

121,000

0

591,300

0

748,730

Montgomery City Council
AGENDA REPORT

Meeting Date: August 20, 2018	Budgeted Amount:
Prepared By: Jack Yates City Administrator	Exhibits:
Date Prepared: August 16, 2018	

Subject

This is to active on the verbal resignation of Bill Hanover as Secretary of the MEDC Board

Description

Mr. Hanover offers his resignation as Secretary because of the boards insistence that the Secretary write and prepare the minutes of the Board.

Mr. Hanover verbally said to me that he wanted to resign rather than prepare the minutes.

Recommendation

Motion to accept the resignation of Bill Hanover as Secretary of the MEDC.

Approved By

City Administrator

Jack Yates

Date: August 16, 2018

Montgomery City Council
AGENDA REPORT

Meeting Date: August 20, 2018	Budgeted Amount:
Prepared By: Jack Yates City Administrator	Exhibits:
Date Prepared: August 16, 2018	

Subject

This is to elect a Secretary for the MEDC Board, a required position.

Description

On acceptance of Mr. Hanover's resignation an opening exists. I believe Amy Brown is willing to serve in this capacity. Ms. Brown provided the minutes for the July 16th meeting included in this packet.

Recommendation

Hold an election for Secretary of the MEDC.

Approved By

City Administrator	Jack Yates	Date: August 16, 2018
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Montgomery City Council
AGENDA REPORT

Meeting Date: August 20, 2018	Budgeted Amount:
Prepared By: Jack Yates City Administrator	Exhibits: 1,3 and 5 year Goals as <i>Received</i>
Date Prepared: August 16, 2018	

Subject

This is to discuss the 1, 3 and 5 year goals of the MEDC and to discuss previous Mission Statement updates.

Description

This is to discuss the 1,3, and 5 year goals of the MEDC. The only change in the Bylaws is that the annual meeting be held in October (or was it January, I do not remember). If the regular meeting is the only change in the bylaws, that can be prepared and approved at your October meeting.

Recommendation

Discuss the goals and bylaws of the MEDC.

Approved By

City Administrator

Jack Yates

Date: August 16, 2018

MEDC GOALS

ONE YEAR

- Increase sales tax revenue 5% through marketing/tourist position efforts
- Consider downtown financial assistance through front foot assessments/special district
- Review and create 2-3 new festivals/events
- Generate income for marketing/tourism position by administering events/fundraisers
- Identification of major festival schedule
- Development of minor event/promotion ideas – downtown and with all city groups
- Master streetscape plan for Historic District
- Construction mitigation strategy committee with HMBA and downtown merchants
- Annual review of tourism position and MEDC Board
- Continue infrastructure support for prospective business/city support
- Set up tourism website and updated EDC page on the City's website
- Research other tax abatement districts
 - Set physical parameters and goals of our district
 - Approach taxing entities

THREE YEAR

- Increase sales tax revenue 5-10% each year based on promotion/tourism position generating sales throughout city
- Join Main Street program
- Get ingrained in promotion/tourism activities so there are steady customers downtown
- Have 1/3 of the Master Streetscape Plan constructed/in place
- Develop and establish city brand as “Birthplace of the Texas Flag” through efforts such as marketing/public relations and streetscape.
- Determine and have in place a financing mechanism for Historic District improvements/activities
- Full implementation of expanded festival schedule
- Review effectiveness of tourism position and determine whether to redirect efforts in any way
- Help city in effort in pay-as-you-go financing of major capital improvements
- Cohesive marketing materials, updated tourism brochures
- Develop medium term marketing strategy based on assessment of our target markets
- Full implementation of tax abatement district
- Create a Visitor Center downtown

FIVE YEAR

- Increase sales tax revenue 5-10% each year based on promotion/tourism position generating sales throughout city
- Identify and acquire “whale”
- Acquire northern festivals facility
- Amphitheater – large festival area
- Complete Master Streetscape Plan
- Splash pad/dog park/another park
- Have adequate sales tax revenue and property tax growth so city can lower property taxes to low .3000’s and still fund MEDC and City operations fully
- Downtown East
- South loop project to divert large trucks
- Improve usage of parks
- Improve drivability and walkability of all point of interest in town

Montgomery City Council
AGENDA REPORT

Meeting Date: August 20, 2018	Budgeted Amount:
Prepared By: Jack Yates City Administrator	Exhibits: Festival Grant Program Draft
Date Prepared: August 16, 2018	

Subject

This to discuss the proposed Festival funding grant program.

Description

This is to discuss the encouragement of organizations to bring new festivals and events to the city or to substantially improve existing festivals. This draft of a festival funding guideline was developed by Bob Kerr and Rebecca Huss.

Regarding the proposed requirement that it be a “free admission event”. To my mind the reason for the grant is to entice as many visitors to an event, regardless of what their charge is for the event. The other way of looking at the issue is public funds going toward a profit-making operation. Give this careful consideration, please.

Recommendation

Discuss the Festival Grant Guidelines.

Approved By

City Administrator

Jack Yates

Date: August 16, 2018

Montgomery Economic Development Corporation

The MEDC festival grant program is designed to encourage organizations to bring new festivals and events to the city or to substantially improve existing ones

External Festival Guidelines

- A new application must be submitted each year, with a maximum of 3 years of funding for the same festival
- Application information is to include: project summary, grant request, use of funds, target audience and public benefit, expected number of visitors, advertising budget and plan, required city resources, additional funding sources.
- Festivals must be free admission events.
- All marketing material for festivals must include City of Montgomery logo and grantees must distribute Montgomery brochures at their event.
- Grants will not be used for fundraising events, prize money, or scholarships.

Montgomery City Council
AGENDA REPORT

Meeting Date: August 20, 2018	Budgeted Amount:
Prepared By: Jack Yates City Administrator	Exhibits:
Date Prepared: August 16, 2018	

Subject

This to discuss the festivals and planned festivals in the city.

Description

This is to discuss the number of Festivals. I think that this was requested to be on the MEDC agenda as a continuation of the goals and for funding preceding items on the agenda. To get an idea of how many festivals there are and when they are in order to get a handle on the amount of funds available to put toward the festivals.

Recommendation

Discuss the Festival Calendar.

Approved By

City Administrator

Jack Yates

Date: August 16, 2018

Montgomery City Council
AGENDA REPORT

Meeting Date: August 20, 2018	Budgeted Amount:
Prepared By: Jack Yates City Administrator	Exhibits: Proposed Job Description
Date Prepared: August 16, 2018	

Subject

This to consider the proposed job description for the director of marketing and tourism being funded by MEDC, beginning October 1, 2018.

Description

This is a proposed job description for this new position. The job description entails everything that I have thought of for this position. I would suggest adding to the First Year Goals:
“To generate programs to entice sales within the City. “

I suggest this because I see this person as a promotions person who will work with businesses throughout the City to attract continuous increases in sales through many cooperative efforts, some of which the promotions person will be in total charge of, but many that are of a cooperative manner with groups/consortiums of groups/non-profits groups to “promote” activity in the city through a variety of methods.

The thought, I believe, is to approve the job description and to start advertising. I believe that paying what you have discussed paying for this type of work that we will attract a very qualified person who has done this type of work successfully elsewhere.

My thought about selection is to get one or two MEDC board members to work with me to review the applications, sit in on interviews and jointly we would decide who to hire.

Recommendation

Montgomery City Council
AGENDA REPORT

Motion to approve the job description and to direct the City Administrator to advertise for the position..

Approved By		
City Administrator	Jack Yates	Date: August 16, 2018

Position: Director of Marketing and Tourism

Reports to: Economic Development Corporation

Job Description

JOB SUMMARY

The purpose of this position is to plan and oversee the development, implementation, and administration of tourism marketing programs. This is accomplished by coordinating tourism operations, administering elements of the hotel occupancy tax budget as assigned, implementing and managing marketing programs, managing the City's visitor brand identity, and developing partnership/relationships to advance marketing goals. Other duties include providing responsible and complex administrative support to the Montgomery Economic Development Corporation.

ESSENTIAL FUNCTIONS

Marketing Program Management:

- Create and manage the City's visitor brand identity and visibility, ensuring strong branding elements are integrated into all tourism marketing assets.
- Oversee design/printing of marketing publications.
- Manage the marketing/advertising budget and provide monthly reports to the EDC.

Social Media Management

- Oversee the development, review and distribution of advertising, media releases, etc. on tourism-related subjects including attractions, activities, events, facilities, marketing and public relations.
- Provide current and updated information to the press.
- Contribute to and monitor the flow of new web content.

- Maintain the tourism website, distribute monthly e-newsletters, and update social media.

Tourism Program Management

- Work with local business, historical and volunteer associations, to develop strategies, programs, and policies to promote tourism and foster economic development.
- Develop and implement a marketing plan for the EDC working closely with restaurants, wineries and city attractions
- Promote attractions and community events to visitors
- Gather data and prepare tourism analysis for the EDC, City Council and Downtown Associations as required.
- Prepare and present monthly reports on advertising, creative initiatives as well as activities to the EDC Board of Directors.
- Manage the Tourism office/Visitor Center.

Event Coordinator

- Create, coordinate, and manage special events that increase tourism, enhance downtown development, and promote community involvement.
- Design, develop and implement in-service training programs for staff volunteers.
- Develop and maintain relationships with the Chamber of Commerce, Historical Committee, local business associations, and other local organizations.
- Write and apply for funding through grants, sponsorships and cooperative marketing programs.
- Attend board meetings and assist in planning and execution of special and annual events.

MINIMUM QUALIFICATIONS

- Bachelor's degree in advertising, marketing, hospitality and tourism, public relations or closely related field or four years of experience in advertising, marketing, hospitality and tourism, public relations or closely related field. Knowledge of special event management, economic development, writing, graphic design, and media relations.
- Job has no regular responsibility for the direction or supervision of others but may involve direction of volunteers, interns, part-time or temporary staff.
- Superior verbal and written communications skills for grant writing, presentation of Board reports, promotional materials, newsletters, press releases and appearances and other presence sources.

JOB PARAMETERS

- Work is in an office setting but will require mobility during special events and conferences.
- It is necessary that the hours and days of the week be flexible.
- Position will be full-time, salaried, over-time exempt, and include benefits.
- Some travel may be required.

FIRST YEAR GOALS

- Distrx launch event
- New festivals
- Tourism website and EDC page on the city's new website
- Create tourism/visitor brochure

Montgomery City Council
AGENDA REPORT

Meeting Date: August 20, 2018	Budgeted Amount:
Prepared By: Jack Yates City Administrator	Exhibits:
Date Prepared: August 16, 2018	

Subject

This is a report from Amy Brown and Sarah Countryman regarding the website that the city is in the process of deciding upon.

Description

My understanding is that this will be a report from Amy Brown and Sara countryman regarding the website decision that the city is in the process of making—that the MEDC will be able to tie into.

Recommendation

Make comments as you think appropriate...

Approved By

City Administrator

Jack Yates

Date: August 16, 2018

Montgomery City Council
AGENDA REPORT

Meeting Date: August 20, 2018	Budgeted Amount:
Prepared By: Jack Yates City Administrator	Exhibits: Development Report, City Engineer's Report
Date Prepared: August 16, 2018	

Subject

These are the various Reports.

Description

I have a thumb drive of MEDC and General Economic Development items that is very comprehensive given to me from Shannan Reid.
My Development status Report is the same as last month, This months Report has not been completed.
The City Engineer's Report is attached

Recommendation

Make comments as you think appropriate.

Approved By

City Administrator	Jack Yates	Date: August 16, 2018
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CITY OF MONTGOMERY

Development Status Report

By: Jack Yates, City Administrator

July 12, 2018

Peter Hill Annexation – This is a 3.22-acre tract that is immediately south of SH 105 across from Pizza Shack. The total property is approximately 5 acres but 1.8 acres of the property is in the Conroe ETJ, and Conroe would not give up their right to annex.

That left the 3.22 to be annexed into the City of Montgomery. The plan is for businesses to be located on the total 5 acres. In the 3.22 portion located in the City, what is planned is an exercise gym and a tire repair/replacement shop. The owner is saying he is anxious to get started, but as of this date they have not obtained a building permit. The zoning of this property was approved for “B” Commercial at the March 24 Council meeting.

Lone Star Bend -- Road construction -- This is the connection between existing Lone Star Bend and Bois d’Arc Road. This will open up the Walden area to be more easily accessible to the Montgomery area. Work on the road has begun, with completion in early- May. The road is now open.

Kroger Site - They have approximately six pad sites on their property near Highway 105 and Lone Star Parkway. A Burger King restaurant is in the Kroger Center. The other businesses that is in the retail center next to Kroger is Great Clips, Halo and Coiffure,, Malibu Nails and Spa, Massage Envy, Everbright Dental, Taste of China restaurant, and a Stoney’s Liquor. There are two empty spaces remaining.

West of Kroger/East of Buffalo Springs Road - The developers have placed their interior water and sewer and other interior property utilities now. Blu-Wave Car Wash will be the first building at the southeast corner of the tract. Otherwise the site plan shows a strip center similar to the Kroger strip center and three pad sites up closer to SH 105.

Southwest corner of FM 2854 and State Highway 105- This 26-acre property Developer just reached approval of a development agreement with the City Council. A CVS drugstore will be going to one of the pad sites. They started construction work in July.

The City’s 380 Agreement includes relocation of the Lift Station #1 and getting about ¾ of an acre of land for an addition to the Sewer Treatment Plant. That will probably be part of a 380 Agreement between the Developer and the city with their utility feasibility study amount of approx. \$430,000 with the Developer paying \$200,00 toward the relocation of L.S. #1 to open up more developable property since the LS is roughly in the middle of their property now. All totaled, the city is rebating one-half of one cent of the two cents sales tax generated by the entire development

to total 1.1 million dollars, or ten years whichever comes first, while the city is receiving approximately \$850,000 of payments from the Developer. A major announcement regarding a much-anticipated restaurant is expected in July for this tract of land.

South Loop around State Highway 105 – As the city continues to grow, traffic on Highway 105 and FM 149 will continue to get more congested. The City and Montgomery County Commissioners agreed late this past summer to pay for a Mobility Study for the City and the immediate area. The Mobility Study was accepted by the City Council in late-January. One of the items in the Study is the need for a south loop extending from 2854 to Highway 105 west of the city. The loop would probably be outside the city south of the present city limits but could be annexed into the city as time/circumstances allow. The reason to do the planning for the loop now is as development occurs in area of the loop land can be set aside for the right-of-way for the ultimate paving of the road.

Co. Commissioner Meador and Commissioner Riley joined with the city to pay for the preparation of the Plan.

North Loop around SH 105 -- The City Council at its December, 2017 meeting directed the City Administrator and Jones/Carter Engineering to start coordination work with the Houston Galveston Area Council to get either the northern loop and/or the southern loop on the Transportation Improvement Program (TIP) that will provide either 80% funding or 90% funding for these projects. Getting on the TIP involves probably several years of planning to get into the multiyear planning program. The TIP program is how major funding happens for major roads in the region. The first of this this coordination work will began in late-February this week with a meeting at the Houston regional office with TxDOT, HGAC, Montgomery County and City representatives at the first planning meeting.

The first meeting went well with very broad discussions toward what will probably be a four-year program of planning and funding arrangements

Expansion of Sewer Plant Area – The City has received State Department of Environmental Quality approval of a discharge permit for the sewage treatment plant located at the end of Buffalo Springs Road south of Highway 105. At the same time a discharge permit was approved for what is called the Stewart Creek Treatment Plant, the former treatment plant side that has been taken out of operation for about 10 years.

The Sewer Master Plan completed in March 2016 - presented a scenario to where the Stewart Creek Plant was put back in operation. By applying for both discharge permits that leaves that option open.

The need for additional treatment capacity we think is 3 to 5 years away -- allowing time to make a decision about whether or not to expand the Buffalo Springs site or to put the Stewart Creek Plant back into operation.

Part of the Texas Water Development Board borrowing that happened summer, 2017, is to improve lift station number one that now feeds all the city sewage into the Buffalo Springs site. The decision regarding the sewer plant expansion/Stewart Creek operating will probably be in the next 1 to 2 years.

Right now, the sewer plant has a permitted capacity of 400,000 gallons per day with a current usage of approximately 135,000 gallons per day. However, state regulations say that you need to be in the planning/designing stage at 60% of capacity (240,000 gallons per day) and in construction and 80% of capacity (320,000 gallons per day).

With the addition of approximately 75 houses per year plus all the commercial development is not hard to imagine us doubling our flow in the next 3-4 years. How that will be paid for is another entirely different subject.

McCoy's Lumber Development – McCoy's opened on October 8th. Their development has three pad sites in addition to the McCoy's building.

Development speculation is a Jack-in-the-Box restaurant. Nothing else is known on the other pad sites.

Ransom's Area Development- Phillip LeFevre has developed an area for soccer fields immediately north of the Ransom's Restaurant. He plans on having tournaments and league play there. The Montgomery Soccer Club, in November, 2017 received \$9,900 toward purchase of a \$16,500 irrigation system that will allow placement of a safer and more durable turf that will also allow tournaments and heavier use. The MEDC Board made the grant based upon the heavy visitation to the city from outside area residents coming to the practices, games and tournaments.

Ferland Historic Park - The Park is getting more and more popular. I am in discussions with the Ferland Inc. Board regarding a separation between the new housing subdivision on the east side of the park. I am proposing a vegetative barrier of bushes and small trees. Extensive sidewalk improvements were placed in late

March. Part of the sidewalk concrete was donated by Cajun Ready Mix who have also assisted/contributed to several public projects inside the city over the last year- so keep them in mind for your concrete needs.

Memory Park – The Lake Conroe Rotary Club continues to do an excellent job with making improvements, maintaining and essentially managing the Park. They continue to put tens of thousands of dollars into the park every year with the City funding the park maintenance/overall expenses of approximately \$20,000 per year. They just completed a promotion film about the Park – you can view the film on Rotary Club of Lake Conroe website.

Downtown Walk Ability/Improvement Plan – This will be an effort to plan for sidewalks, drainage, parking, landscaping with the ornamental lights and overall making it easier to park and get around downtown. Downtown is thought to be the heart and soul of the city and what will keep the Montgomery atmosphere after all of the new development happens. The plan is under way now, funded by the Montgomery Economic Development Corporation. Upon receipt of a plan the intention is to meet with the downtown property owners, the general public and others to decide on a street by street detailed plan of action.

The first of these projects is the downtown parking area South of the Cozy Grape Restaurant. The city recently leased the area all the way from Cozy Grape Restaurant South to Caroline Street with the MEDC paying for the parking paving and landscaping around the area.

Hodge Podge Lodge – The owner is no longer planning a 3200 sq. ft. addition on the north side of the present building. He received a building permit to improve and enlarge his kitchen area for what is becoming an event center and has hired the Chef away from the Walden Yacht Club.

Montgomery Trace Shopping Center – The Center recently was sold to another investor. Brookshire Brothers has renewed its lease and also just received a sizeable building permit for several instore upgrades. I think we are all glad that they are able to carve out a market for themselves with Kroger so they can continue their excellent business that they have supported Montgomery with for all these years. An Uncle-Bob's Barbecue Restaurant opened mid-May.

Montgomery on Eva Strip Center --A nail salon was added November, to the existing T-Mobile shop. A mattress sales business is now open, filling in the Center. The building is a fine-looking addition to the frontage area in front of the Shopping Center.

Madsen Commercial building—This is the new building that is going up on South FM 149 adjacent to the pond north of the MISD bus barn. The building will have as dog training business (open now) and an auto repair shop (planning on being open by September, 2018).

Senior Housing Development – Lone Star Senior Housing, that has 11 other locations, and Blazer Development Company, developer of the Heritage Place Apartments, South of Brookshire Brothers Grocery -- the City Council, at its January 23rd meeting, gave support to both of their applications that they intend to make this year. The development would be for over 55 years of age occupancy only.

Baja Street Project - A Community Development Block Grant has been awarded from the state for repaving of Baja Street, replacing a water line and improving the ditches along Baja - and replacing some water line on Martin Luther King Blvd. \$26,000 cash match is required for the \$350,000 our grant. We expect to start work on the project in September/October of 2018.

Blight Removal in the Northwest Area – Over the past two years eight structures have been torn down and removed. One more removal is being planned now. All of these were with the permission of the owner and demolition costs were paid for by the Montgomery Economic Development Corporation, to the furthering of removal of blight for the overall economic improvement to the city.

HOME Grant --The City Council, at its May 9th meeting approved an application to be made for the state of Texas HOME project. This will fund up to eleven new replacement houses or major renovation) for those who qualify. The qualifications are: have income below the 80% of the average income for the area, be the owner of the house where the person now lives, have a clear title to the property where the new house would go. Preliminary review of the applications have eight that may qualify for the new houses.

The grant has no local match, but MEDC has said that they will front any incidental costs and any cost required by the grant.

The timing of the project is (approximately - remember this is the government and there is lots of coordination that needs to happen): verify qualified awardees in July, coordinate house design in August/September, take bids for house builders in October, finish building in January, move-in of residents in February, paperwork compilation/project closeout in January, 2019.

A meeting was held Thursday, April 19 at the City Hall for all that had applied for the new homes. Prior to the meeting, the 30-day open application period started on Tuesday, March 20.

Each house involves approximately \$100,000 in funding, administration, and cost of legal work, site preparation and construction of the house.

FM 149 Road Improvement – The city staff has been having monthly meetings with TxDOT design engineers.

There have been meetings with TxDOT, individual property owners and businesses over the past several months.

The Council passed a Resolution on July 10th asking TxDOT to proceed as quickly as possible on the SH 105 to Caroline Street section that includes the addition of right hand and left-hand turn lanes only FM 149 as it approaches 105, and to start on the FM 149 project from Clepper St., North to FM1097/FM 149 intersection. For the Caroline Street to Clepper section of the project the Council is requesting TxDOT to wait on this portion of the project until a downtown development streetscape plan is approved by the Council. The Council has directed the city planning commission to work with the community to develop the streetscape plan.

State Highway 105 Widening to Four Lanes West of City Hall – The first planning session was held February 28, 2017 at the Stewart Creek Junior High. This project is probably several years away from construction.

Buffalo Springs Bridge – The status of the bridge repair is that the City Council accepted the bid of Glenn Fuqua, Inc. for \$1,023,747.90 at its November 14th meeting. Construction started in early January (25 days of construction time has been added to the contract due to weather delays) take approximately five months. The bridge decking will come slightly before the ending of the project, so the road should be opened by early-August with completion of the total project by mid – August.

The project includes four inlet drains at the four corners of the bridge and substantial dirt and concrete work to support the four drainage entry ways of water getting to the four corners then down to the receiving channel. The project is funded by FEMA based on FEMA share of 75% of the actual contract price of the project.

A Disaster Relief Community Development Block Grant application for \$300,000 has been awarded that will go towards the city's 25% share of the bridge repair.

Heritage Medical Plaza II - This is the medical building being built by Chris Cheatham at the corner of Houston and State Highway 105. The business is now operating fully.

Land-Use Plan - A land-use plan is an overall broad – based view of how the land use in and around the city in the ETJ area is to be planned. It is not a zoning map although it is often used as a basis for zoning. The City Council approved the Plan on April 24.

Another reason to do this process is to plan for where low density versus high density residential properties may be developed in the city. The Planning Commission and Council have discussed a pre-planned determination of where in the city they would be with agreeable to low density development. By doing this pre-planning the Council and the developer has an idea about how the area should be developed rather than on a one by one application/determination basis.

Town Creek Addition Sections One and Two- This is the new 48 lot addition immediately west of Town Creek Apartments off Emma's Way. Style Craft builders did an excellent job of constructing the subdivisions water, sewer, streets and other improvements. The same group that built Town Creek Addition recently had approval of a Final Plat for Section III, with 48 more lots.

Terra Vista Addition - This is the new 36 lot addition immediately south of Summit Business Park on FM 1097. This addition was completed and accepted by the city in January. There are now 8 housing starts in the subdivision.

Rezoning of Property inside the City - This is an action of the Planning and Zoning Commission to rezone five properties inside the city, primarily on the S Hi105, where the current zoning does not fit the current need for the development of the property.

A joint City Council and Planning and Zoning Commission was held in late July, 2017. The Planning Commission has an idea of what they intend to rezone, but they are going to invite the property owners of the properties being considered to a discussion before starting the formal public hearing process. This discussion is planned for their June meeting. Then determining on the result of those discussions, the Commission will decide which properties to actually initiate rezoning.

Historic Markers – Funded by Montgomery Economic Development

Corporation - The MEDC offers to pay for historic markers as designated by the County or State Historic Societies. This means that anyone with a property with historic enough significance to receive a County or a State approved plaque marker, that the MEDC as part of its promotion and marketing function will pay for the marker and will place the marker on the right-of-way in front of the location involved. This should have significant effect on keeping historic Montgomery in the forefront of people's minds adding to the ambiance and character of the City.

Town Creek Self Storage Units Completed -- The Town Creek Self Storage Unit complex will be open for use by May 1st. Chris Cheatham is the builder/owner of the units.

The Units have 251 rental spaces available (165 climate controlled and 86 nonclimate controlled), sizes ranging from 5' x 5' up to 10' x 30' with 24-hour high tech security and gated access code. In the convenient location on 22852 SH 105 and next to the Town Creek Apartments, across the street from Montgomery High School.

Emma's Way –Extension to Lone Star Pkwy. -- The thought here is for Emma's Way to get another extension with the next subdivision—then at some point the city and the MISD pay for the balance of the extension all the way up to Lone Star Pkwy. The cost of the city/school extension is estimated at \$600,000.

The discussion up to now has been that the school and the city would roughly split that \$600,000. With the basis for that being that Emma's Way will serve the football stadium facility running alongside their Western boundary. The City's desire is simply to get a through street direct from the high school to encourage traffic to Lone Star Pkwy. to relieve some traffic on State Highway 105. The discussions for this project will probably come back up after the subdivision's extension of Emma's Way that is happening now, with completion expected in August.

An extension to Emma's Way of approximately 600' is nearing approval for the purpose of serving Town Creek Subdivision Section III.

Shannon Salsbury New Office at Waterstone – Shannon is planning to place a new office building for his insurance office with two additional for lease spaces. Mr. Salsbury is building immediately north and east of the Buffalo Springs Bridge on Buffalo Springs Road. He now offices in the Montgomery Trace Shopping Center. He is expecting to be in the new Buffalo Springs location by the end of 2018. His long-range plan, he told me, calls for another strip office space center on the north side of Buffalo Spring Road across from his new office.

Texas Water Development Board – Funding -- The TWDB has provided funding of 2.8 million for water and sewer work. The projects are-- for water; connection of the 12-inch line north of Clepper to the 12-inch line immediately west of Cedar Brake Park (which should help the water pressure on the western side of the city and eliminates the six-inch bottleneck in the system), improvements at Well #3 the Catahoula well (that we think will increase production about 25%). For sewer: Lift Station #1 upgrades (all the sewage in the city goes through this station which is already operating beyond design capacity), Lift Station #3 Force Main Reroute will serve to eliminate the need for another lift station and secures capacity in the system). All of the projects are in engineering design now, with a start date of June for completion of the design and construction to be begin mid-summer. The reason for the May to mid-summer period is because TWDB requires their approval of the plans.

Monty West - Plans for retail/office park – Mr. West is planning a U-shaped office and retail space on the west side of FM 149 and Clepper Street. He is working with TxDOT regarding driveways and planning on requesting several variances from the City, so he is not ready for formal presentation.

Cedar Crest Mobile Home Park – An Agreement has been reached with the owners of the Park. A Master water meter will be placed at the entrance to the Park. The city will continue to bill the residential meters inside the park and read the Master meter monthly with the difference being charged to the Owner. The owner will be putting up a large deposit. The city will also acquire an easement for a water line that will be placed by the city to a resident adjacent to the Park that now gets their water through the Park's lines.

This was needed because now there is a supply line on the property of the Park that supplies the individual residents that is not metered, so leaks on that supply line were not being billed by the city.

General Land Office possible grant – In late May we found out about a 22-million-dollar grant that had been offered to Montgomery County from the Texas General Land Office (GLO) for flood related damages. Montgomery was one of six Counties in the state that the GLO had selected because of having the worse flood damages in the past two years. The county organized the GLO offer within the county for how the funds should be allocated. The County, after discussing with the cities in the County and two or three housing groups in the County, decided that the funds should be distributed based on the amount of FEMA damages and the amount of low income in the area involved. The city of Montgomery had the most damage of any city in the County.

As such Montgomery was “allocated” \$2.2 million dollars of GLO dollars. This “allocation” is not a grant, the actual application is made by the City to the GLO, but the money set aside for the City so long as we apply for “correct” type of projects. The GLO grant funds can be used for drainage, water and sewer, generators, and the 25% City match monies spent already on FEMA projects.

The GLO application is prepared and was filed at the end of March. GrantWorks will be the grant writer and administrator of the grant and Jones/Carter is the engineer on the project.



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July 19, 2018

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

Re: Engineering Report
Council Meeting: July 24, 2018
City of Montgomery

Dear Mayor and Council:

The following information summarizes our activities on your behalf since the June 26, 2018 Council Meeting:

Status of Previously Authorized Projects:

All projects discussed below are included in the enclosed master schedule and maps of active developments and capital projects.

a) Buffalo Springs Drive Bridge Repair (FEMA)

The contractor is proceeding with installation of storm sewer along both the north and south embankments, and is continuing construction of the south embankment wall. The contractor is now on schedule for an end of August completion. We are working with the contractor to prepare Change Order No. 2 to include additional days due to rain delays. We will provide photos, an updated schedule, and summary of work completed since last meeting at the meeting.

b) Geographic Information System (GIS) Build

We are substantially complete with the Geographic Information System for the City. We plan to present the system to the public and distribute individual login information for City Staff at your July 24th Council meeting. We plan to provide the City with updated maps following this presentation.

c) FM 149 Sanitary Sewer Cleaning and Televising

We are working with the City to finalize a letter to be sent to MagnaFlow regarding payment for the work completed, less the cost of repairs for damages to Lift Station No. 3. We plan to send the letter out next week and provide a copy of the letter at the meeting.

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

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

Status of Previously Authorized Projects (cont.):**e) Water Distribution System Analysis and Master Plan - CP No. 2, 12-inch Waterline Across Town Creek Bridge**

We anticipate the contractor will begin work this month, weather permitting. As a reminder, you approved Change Order No. 1 at your June 26th Council meeting to extend the contract to August 16th.

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

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

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

As a reminder, this project is included in the TWDB DWSRF loan. We expect to complete the design and receive all plan approvals in Fall 2018.

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

As a reminder, this project is included in the TWDB Clean Water State Revolving Fund (“CWSRF”) loan. We expect to complete the design by the end of July 2018 and submit the design for approvals.

i) Sanitary Sewer System Analysis and Master Plan – CP No. 10 – Lift Station No. 3 Force Main Re-Route

As a reminder, this project is included in TWDB CWSRF loan. We expect to complete the design by the end of July 2018 and receive plan approval in September 2018. We expect construction to begin in November 2018.

j) 18” Gravity Sanitary Sewer Extension

Bids were received at City Hall for this project on July 17th. Enclosed under separate cover is a letter to Council regarding the receipt of bids for Phase I of the 18” Gravity Sanitary Sewer Extension.

Action Item – Consideration and possible action regarding award and execution of construction contract documents for the 18” Gravity Sanitary Sewer Extension, Phase I.

k) Baja Road Water and Drainage Improvements (CDBG)

We are continuing to work with the GrantWorks to obtain environmental clearance for the project. We expect to complete the design and receive all approvals in August 2018. We expect construction to begin in October 2018.

l) Baja Road Paving Repairs (FEMA)

We are preparing a scope and schedule for the project, which will take place following the completion of the Baja Road Water and Drainage Improvements (CDBG) project.

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

We provided the City with a contract for our engineering services and await receipt of an executed contract to begin design.

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

We submitted the required documentation to GrantWorks to complete the review package on March 15th. As a reminder, the projects submitted include the remaining estimated portion of the Buffalo Springs Drive Bridge; sanitary sewer, drainage, and paving improvements along Martin Luther King, Jr. and Baja Road including improvements to a tributary of Town Creek; the addition of a generator at Water Plant No. 3; and improvements to Lift Station No. 3. It is our understanding funding for these projects will not be available until September 2018 at the earliest.

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

- i. **Star of Texas Seniors** – As a reminder, at the June 12th meeting of the City Council, we were authorized to proceed with a Utility and Economic Feasibility Study for the 5-acre multifamily Star of Texas Seniors Development on Lone Star Parkway. We will present a report of our findings at the council meeting.

Agenda Item – Presentation of Utility and Economic Feasibility Study for the Star of Texas Seniors Development.

- ii. **Louisa Lane Single Family Development** – As a reminder, at the June 26th meeting of the City Council, we were authorized to proceed with a Utility and Economic Feasibility Study for the Louisa Lane Single Family Development. We plan to present our findings at the August 28th meeting of the City Council.

b) Plan Reviews

- i. **BlueWave Express Car Wash** – We received revised plans on July 13th and returned comments on July 17th.
- ii. **ProCore Developments** – We received revised plans on June 29th and returned comments on July 3rd. We received an additional set of revised plans on July 18th and will return comments or plan approval next week.
- iii. **Peter Hill Public Infrastructure** – We received revised plans on July 3rd and await the deposit of funds from the developer before proceeding with our review.
- iv. **Spirit of Texas Montgomery** – We received revised plans on June 27th and returned plan approval on June 28th, contingent upon the execution of an encroachment agreement for their proposed lighting and sign.
- v. **Lone Star Cowboy Church** – We received plans on July 5th and returned comments on July 17th.

c) **Plat Reviews**

- i. **Samdana Investments Minor Plat** – We did not receive a revised plat this month.
- ii. **Lone Star Parkway North, Sections 1 & 2 Vacating Plat** – We did not receive a revised plat this month.

d) **Ongoing Construction**

- i. **Villas of Mia Lago, Section 2** – It is our understanding the contractor is working to address the punch list items identified at the final inspection.
- ii. **Hills of Town Creek, Section 3** – Construction is proceeding on the public improvements to serve the development.
- iii. **Emma's Way** – It is our understanding the contractor is continuing to install the public waterline and sanitary sewer lines. Per the City's request, our construction inspection services are on hold pending the receipt of an executed escrow agreement and deposit from the developer.
- iv. **Montgomery First Phase I, II, & III** – Construction is proceeding on the private paving, private drainage, and public waterline and sanitary sewer line.

e) **One-Year Warranty Inspections**

- i. **Lift Station No. 14** – We are working with Public Works and Gulf Utilities to bring the lift station to the proper specifications with the funds deposited by the developer for the replacement pumps. Upon completion and final inspection of the lift station, we will recommend the City release the remaining funds to the developer.
- ii. **McCoy's Public Water and Sanitary Sewer Extensions** – We are scheduled to conduct a one year warranty inspection for the public infrastructure installed by McCoy's on July 25, 2018.

Meetings and Ongoing Activities:

- a) **2018 GRP Amendment** – We plan to submit the GRP Amendment Application to Lone Star Groundwater Conservation District to request additional permit capacity for the Catahoula Well permit to accommodate current demands and future growth within the City based on updated projections based on the June 9th Council workshop.
- b) **Lone Star Parkway Transportation Improvement Plan (TIP)** – We are working with the H-GAC to discuss planning for the possible acceptance Lone Star Parkway by TxDOT in the future.

Meetings and Ongoing Activities (cont.):

- g) **Development Handbook and Approval Process** – We completed the development handbook and provided a final copy to the City Secretary and City Administrator on June 29th.
- h) **2018-2019 Budget** - We are working with City staff to identify potential capital projects including estimated costs for studies to plan for future improvements, additional waterline loops, sanitary sewer extensions, and additional evaluation and repairs to the sanitary sewer system to include in the 2018-2019 budget.
- i) **Weekly Operations Conference Call** – We continue hosting a weekly conference call with representatives from Gulf Utility Service, Inc. and City Staff. Items of note discussed during the previous month included cooling tower operations at Water Plant No. 3, updates on various warranty inspections, general updates on all active design and construction projects, and general operations of the City's water and sanitary sewer facilities.
- j) **Technical Operations Review Committee (TORC)** – We met with the Technical Operations Review Committee on July 10th to discuss updated water and wastewater usage projections.

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

Sincerely,



Chris Roznovsky, PE
Engineer for the City

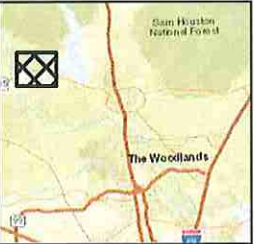
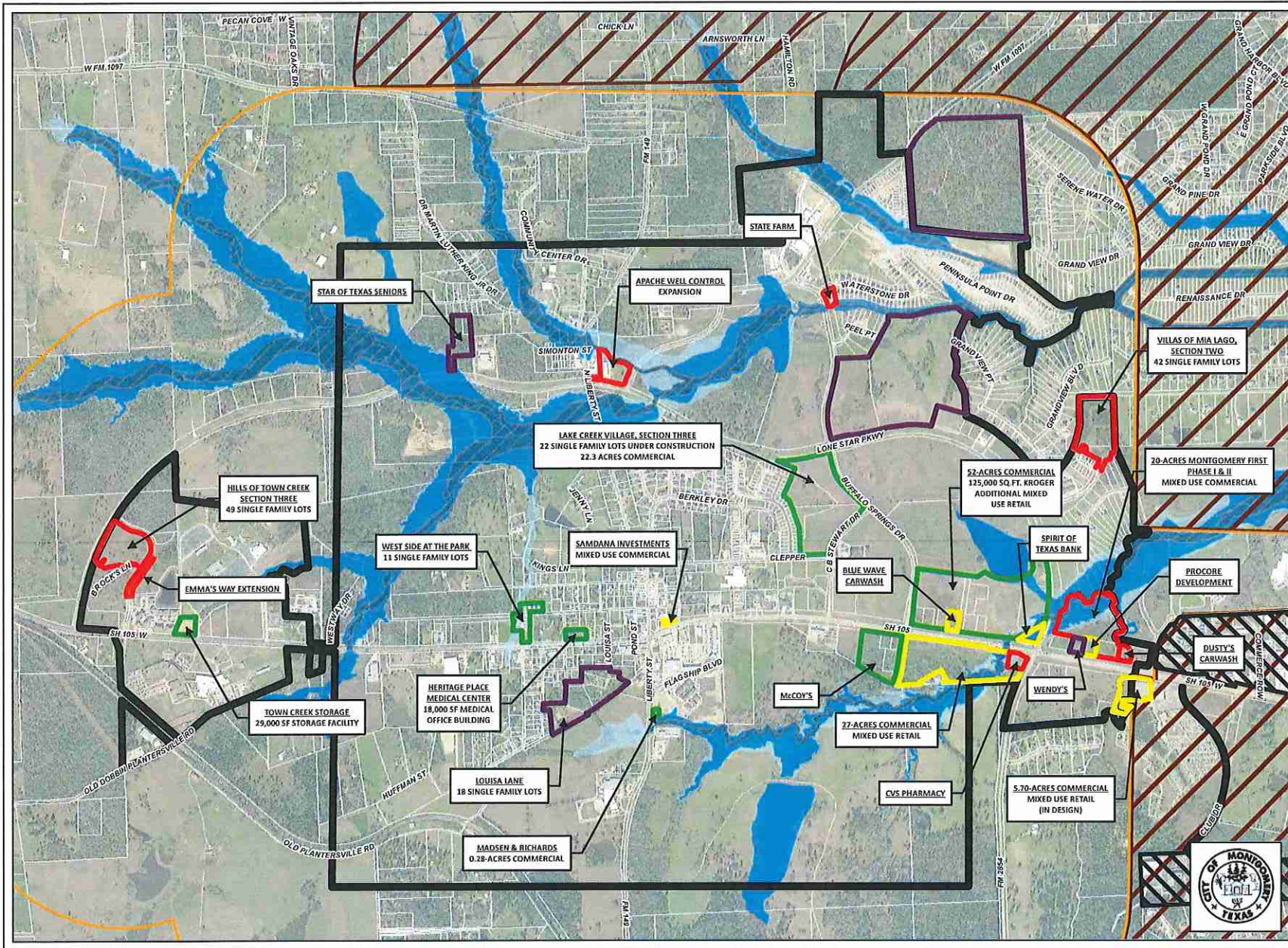
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Enclosures:

Project Master Schedule
Active Developments Map
Active Capital Projects Map

Cc (via email):

The Planning and Zoning Commission – City of Montgomery
Mr. Jack Yates – City of Montgomery, City Administrator
Ms. Susan Hensley – City of Montgomery, City Secretary
Mr. Larry Foerster – Darden, Fowler & Creighton, LLP, City Attorney

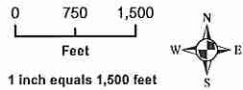


VICINITY MAP
Scale: 1 inch equals 20 miles

LEGEND

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

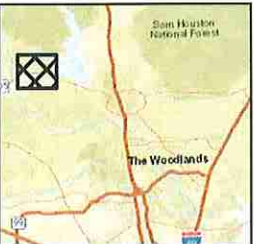
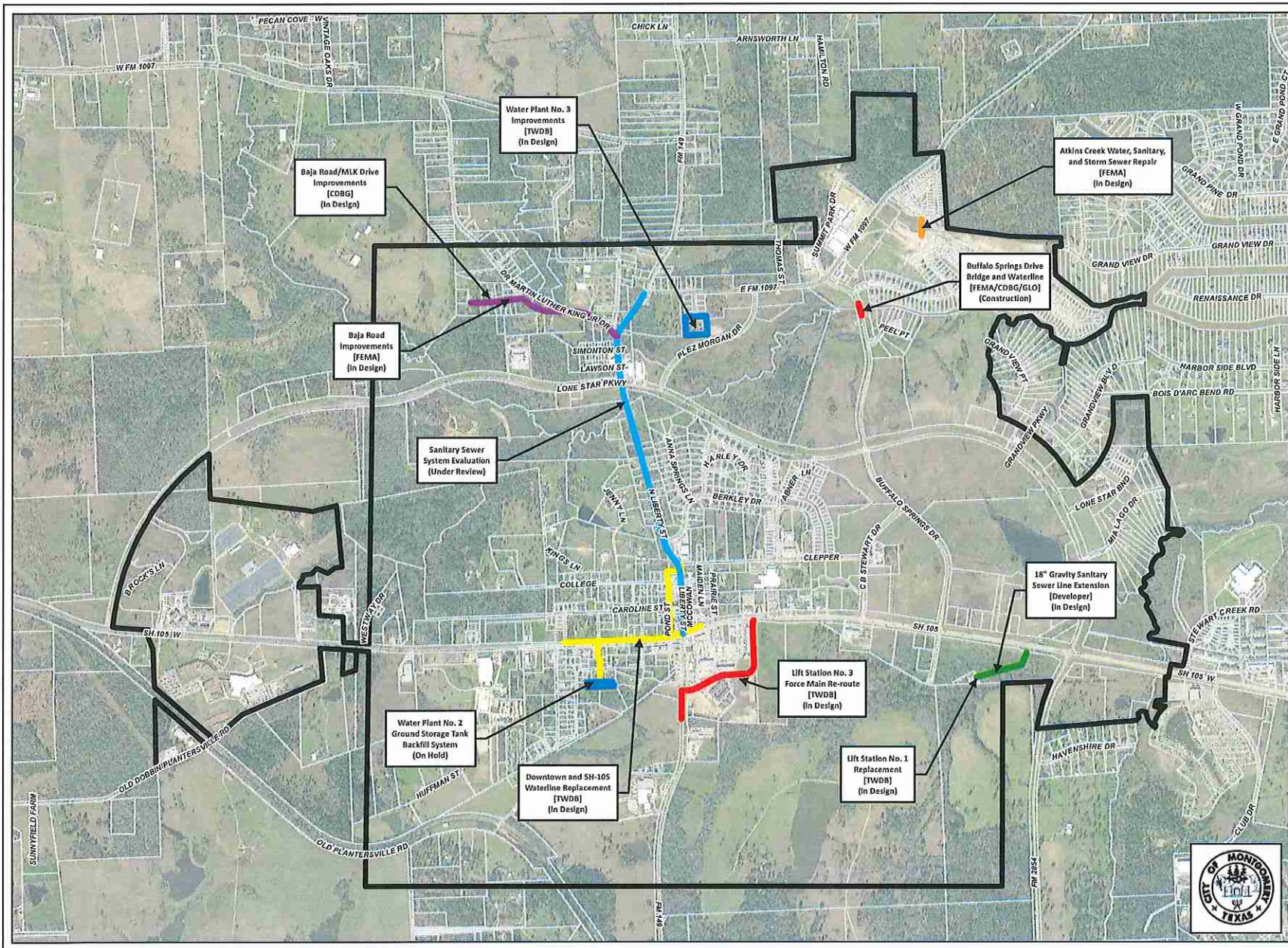
ACTIVE DEVELOPMENTS (JULY 2018)



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Project Number: W0881-0006-18
 Date: 7/17/2018
 User: Name: CH

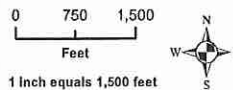


VICINITY MAP
Scale: 1 inch equals 20 miles

LEGEND

- City Limits
- MCAD Parcels

ACTIVE CAPITAL PROJECTS
(JULY 2018)



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