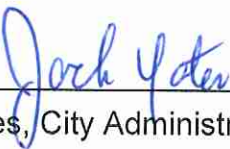


**NOTICE OF MEETING**  
**Montgomery Economic Development Corporation**  
**(MEDC)**

Notice is hereby given that the Board of Directors of the Montgomery Economic Development Corporation will hold a regular meeting at 6:00 p.m. on April 16, 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 March 19, 2018
4. Monthly Financial Report (March, 2018)
5. Consideration and possible action regarding recommendation to City Council of MEDC portion of sales tax in the 1% ESD shared area
6. Consideration and possible action regarding downtown improvements for McCown Street
7. Consideration and possible action regarding City Council Economic Development Report
8. Economic Development Report – Shannan Reid, Jack Yates
9. Adjournment

  
\_\_\_\_\_  
Jack Yates, City Administrator for  
Kirk Jones, 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 13th day of April, 2018 at 9:00 o'clock AM. 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.

MONTGOMERY ECONOMIC DEVELOPMENT CORPORATION  
MINUTES  
MARCH 19, 2018

Present were: Kirk Jones, Cheryl Fox, Randy Moravec, Bill Hanover, Bob Kerr and John Champagne. Amy Brown was absent. Also present were, Shannan Reid, Chris Roznovsky, Katherine Vu, Mike Muckleroy and Jack Yates

Call to Order - President Jones called the meeting to order at 6:10 p.m.

Open Public Comment – There was no public comment.

Approval of Minutes of February 19, 2018 –Motion by Moravec, seconded by Fox to approve the minutes as presented with the correction of the spelling of the name of Barbie Joerg. All in favor.

Monthly Financial Report (February, 2018) – Motion by Hanover, seconded by Fox to approve the report as presented. All in favor.

Request from China Chapel for Homecoming Event – Arnette Easley – Mr. Easley introduced the present Homecoming Committee who he said was committed to a productive and calm event. Mr. Hanover asked how much attendance was expected, Mr. Easley replied 300 to 1,000. Mrs. Fox asked about size of the parade, Mr. Easley replied that it varies depending on that day's participation. Mr. Jones asked about the reasons for the event, Mr. Easley said the event started in 1954 as a reunion gathering. Mr. Champagne asked who would receive the funds and the answer was the China Chapel.

Bob Kerr arrived at 6:31 PM

Mr. Jones asked about the future outlook for the event and Mr. Easley answered that he believed in the long-term it would become a community-wide event rather than only inviting the black churches. Mr. Moravec asked about the reason for the \$5000 and Mr. Easley replied that it was an estimate.

Motion by Champagne, seconded by Fox to grant \$3,000 and up to \$2,000 for actual expenses to be reimbursed based upon receipts provided to the city. All in favor.

Sidewalk placement along South. Clepper Street – Mrs. Fox asked about the wisdom of sidewalk expense versus McCown Street improvements, asking about priorities. Mr. Jones and Mr. Champagne said that they felt that people would use the sidewalk for general use and for special events when the parking is in the area around the school. Mrs. Fox reiterated her statement that funds would be better spent on downtown centered projects first. Mike Muckleroy answered a Board question about how the drainage will be handled, stating that the sidewalk project will not help but also would not hurt the drainage situation in either manner.

Motion by Champagne, seconded by Hanover to fund the project with the funds to be determined at a later date, possibly with a budget amendment. Board members Champagne, Hanover, Jones, Moravec and Kerr voted yes. Fox voted no. Motion passed.

Economic Development Report –Shannan Reid, Jack Yates and Katherine Vu—

Shannon Reed you gave a brief review of the marketing plan for Phases 1,2 and 3, She stated Phase 1 includes enhancing the existing website, promoting the event's, history and Historic District as the top three cause of action and to connect the features of website to social media and Distrix app. Phase 2 includes the launch of the Distrix app, Phase 3 includes the ongoing maintenance of the social media platform and the website and to print local rack cards and tourism guides that connect the dots for all the online materials that have been implemented.

She briefly gave a synopsis of her monthly report, noting the Montgomery Summit event of March 23.

Katherine Vu gave a brief summary of her written report to the Board, including that the Houston Street project was complete, that eight projects were actively in progress, eight projects were in design/review, the Buffalo Springs Bridge repair is still scheduled for June completion and the Lone Star Bend Road is expected to be completed by the end of the month. It was briefly discussed about having the City Engineer attendance at every meeting and Jack was directed that a written report every time should continue but the attendance could be monitored and managed by him.

Adjournment – Motion by Moravec, seconded by Hanover to adjourn at 7:37 p.m. All in favor.

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Jack Yates, Recording Secretary

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

	<u>MONEY MARKET ACCOUNTS</u>	<u>INVESTMENTS</u>	<u>TOTALS</u>
<u>MEDC</u>			
CHECKING ACCOUNT #1017938	\$ 109,468.16		\$ 109,468.16
TOTAL INVESTMENTS	\$ -	\$ 486,787.65	\$ 486,787.65
TOTAL MIDC	<u>\$ 109,468.16</u>	<u>\$ 486,787.65</u>	<u>\$ 596,255.81</u>

**INVESTMENTS**

	Issue Date	Maturity Date	Interest Rate	Balance
Texpool #00006			1.43%	\$ 236,787.65
<b>Certificates</b>				
Allegiance Bank	12/17/2017	6/6/2018	0.85%	\$ 100,000.00
Icon Bank CD #7731	1/27/2018	1/27/2019	1.25%	\$ 150,000.00
<b>Total Investment Balance</b>				<u>\$ 486,787.65</u>

City of Montgomery - MEDC  
**Cash Flow Report**  
As of March 31, 2018

Date	Num	Name	Memo	Amount	Balance
<b>51100 · MEDC Checking</b>					
03/02/2018	1875	Distry, Inc.	VOID: 17 Self-Guided Historic Walking Tours - Inv 348566 (\$1718.00 Never Receiv...	0.00	122,223.25
03/02/2018	1876	Home Focus	50% Deposit balance for Website & 30H Consult - Inv 2092	-3,250.00	118,973.25
03/02/2018	1877	Jones & Carter, Inc.	Proj W5841-0001-18 2018 MEDC Montgomery Economic Development Committ...	-717.00	118,256.25
03/02/2018	1878	The Retail Coach, LLC	Completion of 2018 reports INV 2809	-1,500.00	116,756.25
03/20/2018	1879	Kelvin Arnsworth	Initial Payment as agreed - Removal of Blight	-2,500.00	114,256.25
03/23/2018	1880	Montgomery Area Chamber of Co...	Inv 1308, 1347 Lake Conroe Summit	-340.00	113,916.25
03/29/2018	1881	City of Montgomery- Utility Fund	2" Irrigation: Tap & Meter @ Soccer Field Utility Extension	-4,350.00	109,566.25
03/29/2018	1882	Waste Management of Texas, Inc.	INV 1419480-1792-8 Blight Removal	-98.09	109,468.16
Total 51100 · MEDC Checking				-12,755.09	109,468.16
<b>TOTAL</b>				<b>-12,755.09</b>	<b>109,468.16</b>

City of Montgomery - MEDC  
Actual to Budget Performance

March 2018

	Mar 18	Budget	\$ Over B...	Oct '17 - ...	YTD Budget	\$ Over Bu...	Annual Bu...
<b>Income</b>							
55000 · Taxes & Franchise Fees							
55400 · Sales Tax	37,491.08	39,612.96	(2,121.88)	287,717.33	260,161.77	27,555.56	530,000.00
<b>Total 55000 · Taxes &amp; Franchise Fees</b>	<b>37,491.08</b>	<b>39,612.96</b>	<b>(2,121.88)</b>	<b>287,717.33</b>	<b>260,161.77</b>	<b>27,555.56</b>	<b>530,000.00</b>
55300 · Other Revenues							
55391 · Interest Income	304.41	28.11	276.30	1,745.29	364.47	1,380.82	950.00
<b>Total 55300 · Other Revenues</b>	<b>304.41</b>	<b>28.11</b>	<b>276.30</b>	<b>1,745.29</b>	<b>364.47</b>	<b>1,380.82</b>	<b>950.00</b>
<b>Total Income</b>	<b>37,795.49</b>	<b>39,641.07</b>	<b>(1,845.58)</b>	<b>289,462.62</b>	<b>260,526.24</b>	<b>28,936.38</b>	<b>530,950.00</b>
<b>Expense</b>							
56000 · Pub Infrastructure - Category I							
56000.6 · Downtown Dev Improvements	0.00	0.00	0.00	6,151.38	27,154.75	(21,003.37)	55,000.00
56000.8 · Utility Extensions	4,350.00	0.00	4,350.00	142,225.50	25,006.26	117,219.24	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	80,000.00	0.00	160,000.00
<b>Total 56000 · Pub Infrastructure - Category I</b>	<b>4,350.00</b>	<b>0.00</b>	<b>4,350.00</b>	<b>232,841.88</b>	<b>140,161.01</b>	<b>92,680.87</b>	<b>403,000.00</b>
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	0.00	0.00	0.00	0.00	20,000.00	(20,000.00)	20,000.00
<b>Total 56001 · Business Dev &amp; Ret -Category II</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>55,000.00</b>	<b>(55,000.00)</b>	<b>55,000.00</b>
56002 · Quality of Life - Category III							
56404 · Seasonal Decorations	0.00	0.00	0.00	1,190.41	6,000.00	(4,809.59)	6,000.00
56420.2 · Christmas Lighting(Civic Assn)	0.00	0.00	0.00	2,295.89	1,600.00	695.89	1,600.00
56423.1 · Walking Tours	0.00	0.00	0.00	1,718.00	4,000.00	(2,282.00)	4,000.00
56429 · Removal of Blight	2,598.09	2,142.86	455.23	3,974.87	8,571.42	(4,596.55)	15,000.00
56433 · Downtown Signs	0.00	0.00	0.00	0.00	1,000.00	(1,000.00)	1,000.00
56435 · Fermland 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
<b>Total 56002 · Quality of Life - Category III</b>	<b>2,598.09</b>	<b>2,142.86</b>	<b>455.23</b>	<b>9,179.17</b>	<b>45,171.42</b>	<b>(35,992.25)</b>	<b>51,600.00</b>
56003 · Marketing & Tourism-Category IV							
56408.1 · Promotional Video	0.00	0.00	0.00	0.00	1,500.00	(1,500.00)	1,500.00
56409 · Antique Show & Fest	0.00	0.00	0.00	0.00	10,000.00	(10,000.00)	10,000.00
56413 · Brochures/Printed Literature	0.00	1,250.00	(1,250.00)	4,440.00	3,750.00	690.00	5,000.00
56414 · Wine & Music Fcst	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	0.00	0.00	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)	0.00	999.98	(999.98)	2,000.00
<b>Total 56003 · Marketing &amp; Tourism-Category IV</b>	<b>0.00</b>	<b>1,416.67</b>	<b>(1,416.67)</b>	<b>9,440.00</b>	<b>21,249.98</b>	<b>(11,809.98)</b>	<b>41,500.00</b>
56004 · Administration - Category V							
56004.1 · Admin Transfers to Gen Fund	0.00	0.00	0.00	18,750.00	18,750.00	0.00	37,500.00
56004.2 · MACC Administration & Office	0.00	2,666.67	(2,666.67)	15,400.02	15,999.98	(599.96)	32,000.00
56004.3 · Miscellaneous Expenses	0.00	366.44	(366.44)	2,830.00	3,621.25	(791.25)	6,000.00
56004.5 · Internship Program	0.00	833.33	(833.33)	1,500.00	5,000.02	(3,500.02)	10,000.00
56327 · Consulting (Professional servl)	0.00	0.00	0.00	7,754.50	4,999.99	2,754.51	10,000.00
56354 · Travel & Training Expenses	340.00	560.00	(220.00)	1,440.00	2,240.00	(800.00)	2,800.00
<b>Total 56004 · Administration - Category V</b>	<b>340.00</b>	<b>4,426.44</b>	<b>(4,086.44)</b>	<b>47,674.52</b>	<b>50,611.24</b>	<b>(2,936.72)</b>	<b>98,300.00</b>
<b>Total Expense</b>	<b>7,288.09</b>	<b>7,985.97</b>	<b>(697.88)</b>	<b>299,135.57</b>	<b>312,193.65</b>	<b>(13,058.08)</b>	<b>649,400.00</b>
<b>Net Income</b>	<b>30,507.40</b>	<b>31,655.10</b>	<b>(1,147.70)</b>	<b>(9,672.95)</b>	<b>(51,667.41)</b>	<b>41,994.46</b>	<b>(118,450.00)</b>

Montgomery City Council  
**AGENDA REPORT**

<b>Meeting Date: April 16, 2018</b>	<b>Budgeted Amount:</b>
<b>Prepared By: Jack Yates</b> <b>City Administrator</b>	<b>Exhibits: Memo</b>
<b>Date Prepared: April 10, 2018</b>	

**Subject**

This is an item for possible recommendation to the City Council regarding the City/MEDC split of the 1.0 cent sales tax that will be collected in the newly annexed areas of the city due to the recent ESD #2 Agreement with the City.

**Description**

A memo is attached that is informative on this item.

**Recommendation**

Make comments/act as you feel appropriate

**Approved By**

City Administrator

Jack Yates

Date: April 10, 2018

**Analysis of City Finances – In Consideration of How to Distribute the One Percent To Be Collected by the City in Newly Annexed Areas Due to ESD #2 Agreement**

**Base information** – The ESD agreement calls for the evenly splitting of the 2% sales tax in areas newly annexed beyond last month’s agreement execution date. Meaning that the City will receive one cent in the newly annexed areas.

The ESD agreement has no effect on the property taxes. The City will continue to receive 100% of the property tax in the newly annexed areas. The property tax is now distributed by maintenance and operation receiving .2043 cents and debt service receiving .2112. There exist proceeds available for debt service needs for approximately \$2 million of improvements.

The MEDC is contributing \$160,000 this year to the debt service of the entirety of the city. \$120,000 of this debt service is for the Catahoula well and \$40,000 is toward the TWDB loan. The MEDC also contributes annually to various infrastructure improvements, usually by paying a “gap” amount for items such as over sizing of utility lines or paying the final 5% or 10% of a development cost for a development.

The MEDC budget for 2017-2018 is \$530,950 in revenue and \$649,400 in expenses, with the difference coming from a fund balance of approximately \$700,000. The MEDC’s only revenue source is the sales tax, expected to be \$530,000 in 2017 – 2018. The MEDC range of expenses are limited and may only spend money for Public Infrastructure, Business Development and Retention, Quality of Life, Marketing and Tourism and Administration.

The decision is a local decision and has nothing to do with the State Comptroller’s Office distribution of the sales tax. The City receives all the sales tax in one lump sum and is then distributed by the City



finance department based upon Council direction. Currently the distribution of the 2.0 cents collected is 1.5 cents to the city and .5 cents to MEDC.

Financial needs of the city -- The 1.5 cents of the sales tax for the fiscal year 2017-2018 is \$1,810,800. The total revenue/expenditure of General Fund is \$3,069,091. Of which sales tax equals 59% of the revenue total. Other than inflation rising with income being roughly the same as the expenses, the only possible growth of the General Fund is the sales tax. Remember, not that it makes a difference to me in consideration of this question, but for your information, .5 cents of the City's 1.5 cents is a property tax allowance approved by the citizens to keep property taxes lower. Property tax growth, at its current split is thought to match the level of growth of city services.

Using the projection of the budget doubling in 10 years, not a stretch of the imagination, that would mean that the City General Fund budget will be \$6,138,182 and sales tax will be, say 49% ( based on 1/10<sup>th</sup> of the total sales tax being in the 1. cents EST area) of that amount \$3,007,709 rather than keeping the 59% amount to be \$3,621,903 – leaving \$614,194 the City short of budget revenue to meet expenses.

Projections -- It is impossible to accurately predict the future sales tax receipts for the city, meaning the amount of MEDC funding for the future. If we were to project that 10 years from now the inside the current city limits, sales tax will double then the MEDC funding will be \$1,100,000 per year. With the limited expense choices/responsibilities of the MEDC, they should be able to continue funding the \$160,000 debt service present now as well as contribute toward future debt service needs that expand the utility service of the city, opening future economic development of the City.

The City through its property tax increase due to assessment and growth increases, along with the utility impact fees and rate increases should be able to fund most of the utility expansions of the city, with or without the MEDC's funding assistance.

Opinion – The City needs the full 1.0% of the newly annexed areas to help fund the full city operations compared to the limited expense realm of the MEDC.

### Options for the New Annexed Areas

Option One – Continue the existing sales tax split of .75% to the City and .25% to the MEDC.

Option Two -- Allow the City to receive the full 1.0%.

Option Three – Figure out a different percentage from the .75% to the City and .25% to the MEDC.

Montgomery City Council  
**AGENDA REPORT**

<b>Meeting Date: April 16, 2018</b>	<b>Budgeted Amount:</b>
<b>Prepared By: Jack Yates</b> <b>City Administrator</b>	<b>Exhibits:</b>
<b>Date Prepared: April 10, 2018</b>	

**Subject**

This is a report on the possibility of resurfacing McCown Street downtown as part of downtown improvements.

**Description**

The planning for downtown improvements is ongoing. The idea of the McCown Street is a thought from President Jones. Namely, to resurface the road, using existing drain inlets and re-striping the parking spaces and striping for a sidewalk that will be placed at some point in the future.

I do not have a projected cost, an engineering review of the resurfacing overlay or to check with County Commissioner Meador regarding his possible participation (often the city buys materials and he does the labor at no City cost)

A discussion on this subject, to my mind is fine, and is certainly a good idea and may be what eventually happens.

A decision to act, however, seems premature to me while still coming up with a downtown overall design and not knowing enough about the cost or the effect on downtown appearance in general, plus the businesses in the downtown area, especially on McCown should be approached before the project happens.

**Recommendation**

Make comments as you feel appropriate

Montgomery City Council  
**AGENDA REPORT**

<b>Approved By</b>		
City Administrator	Jack Yates	Date: April 10, 2018

Montgomery City Council  
**AGENDA REPORT**

<b>Meeting Date: April 16, 2018</b>	<b>Budgeted Amount:</b>
<b>Prepared By: Jack Yates</b> <b>City Administrator</b>	<b>Exhibits: Draft Report</b>
<b>Date Prepared: April 11, 2018</b>	

**Subject**

This is the proposed Report to the City Council from the MEDC as prepared by Shannan Reid.

**Description**

The Draft Report is attached.

**Recommendation**

Make comments/suggestions as you feel appropriate

**Approved By**

<b>City Administrator</b>	Jack Yates	Date: April 11, 2018
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Montgomery Economic Development Corporation  
2018 Q1 Review

DEVELOPMENTS

	Kroger Center	Apache Machine Solutions	Plaza @ Eva	Heritage Place II	Dusty's Car Wash	Liberty Street Business Park	NE Corner Strip Center	Town Creek Storage	Uncle Bob's BBQ
Status	Opened to public in 2018 Q1	Under construction	Opened to Public in 2018 Q1	Completed March 2018	Under Construction	Under Construction: Anticipating May opening	Completed Q3 2017	Under construction: Anticipating May opening	Under construction: Anticipating Q2 Opening
++Employment	<b>Halo Coiffure:</b> 5 FTE Stylist +Mgr <b>Everbright Dental:</b> 3 FT 2 dentist + 1 asst <b>Burger King:</b> 2 FT Mgrs + 15-20 PT. Only 6 students 10-15 carry 35+ hrs	8-10 FTE	<b>Lavender Nail Salon:</b> 5 FTE <b>Hometown Mattress:</b> 2 FTE	<b>Houston Methodist Primary Care Group:</b> 3 new FTE + interviewing new dr/nurse <b>Montgomery Dermatology:</b> TBD <b>Cheatham Mgmt:</b> (moving over from previous location)	TBD: anticipating August open	TBD: • Dog Trainer	<b>Pet Supplies Plus:</b> Now Hiring, 5 FTE, 10-12 PT scheduled opening mid May	FTE: 2	FTE: 5-8 PT: 15 anticipated
**Value of Buildings/ Contents	<b>Fill In Value:</b> <b>Halo Coiffure:</b> \$268K <b>Everbright Dental:</b> \$218K <b>Burger King:</b> \$602K <i>Source: Permit filings only</i>	\$937K <i>Source: Permit filings only</i>	<b>Fill In Value:</b> <b>Nail Salon:</b> \$95K <b>Mattress:</b> \$42K <i>Source: Permit filings only</i>	<b>Fill In Value:</b> <b>HouMethodist:</b> \$594 <b>Dermatology:</b> \$465 <b>Cheatham:</b> \$240 <i>Source: Permit filings only</i>	\$2M <i>Source: Permit filings only</i>	\$327K <i>Source: Permit filings only</i>	\$182K <i>Source: MCAD + Permit filings</i>	\$1.7M <i>Source: Permit filings only</i>	\$25K <i>Source: Permit filings only</i>
MEDC Participation	• No new investments	• NA	• NA	• \$55K Houston Street improvements	• NA	• NA	• NA	• NA	• NA
Notes	• 2 small + 1 large space remaining inline with Kroger • Coming soon ✓ Spirit of Texas Bank		• Space 4 not yet under contract. • 39Ksf • .904 acres	•	• 3 pad sites-front • 16Ksf bldg.-behind • 24Ksf bldg.-behind	• 12K sf • .279 acres	• 88K sf • 2.02 acres	• 66K sf • 1.52 acres	

\*\* More accurate accounting of building and contents will be available in 2019 MCAD appraisals

++Totals jobs: 52 FT

35 PT



## DIRECTOR / ADMINISTRATOR ACTIVITIES

- 2 RFP's received, 0 qualified responses submitted
  - ✓ Typical proposal includes key criteria identified for site selection, utilities proposal as required, detailed site plan, Montgomery Area demographics, maps of the area/region
- Site selector/developer coordination for a large mixed used retail/professional project including windshield tour, City admin visit, property owner visit, conference calls
- City Administrator / Developer Meetings: 25 total, 20 Commercial + 5 Residential
- Calling on new businesses + active projects around the city = 20
- Shifting Boundaries Economic Update event – Navasota, Montgomery, Magnolia – February 1, 2018 *Keynote*
- Lake Conroe Summit Economic Development Conference – March 23, 2018 *Organizer*
- Attended Community Development Institute (CDI) Year 3 toward earning Professional Community Economic Developer Certification (PCED) – March 5-8, 2018 *Participant*  
\*\*Received Scholarship for free tuition for the 3<sup>rd</sup> time

## MEDC ACTIVITIES + ACTUAL EXPENSES

- Façade grant for Rancher's Daughter improvements not to exceed **\$2K approved**
- Paving for Larry Jacobs Parking Lot **\$29K approved**
- Purchase of Historic Beacons + initiation of merchant beacons to launch Distrx Mobile App for city tourism initiative **\$1718**
- Grant awarded to Homecoming Celebration organized by Arnett Easley and local churches. Growing event to be community wide during Memorial Weekend **\$3K grant approved + up to \$2K reimbursed with receipts**

## FUTURE CONSTRUCTION CONTEMPLATED

- CVS Pharmacy (beginning construction Q2)
- Completion of Plaza @ Eva Leasing – 1 space remaining
- Lone Star Bend Street Construction – Q2 opening
- 3 additional in-line retail spaces remaining in Kroger Center
- Kenrock Properties between Pizza Shack and Care Now Strip

## PERMITS ISSUED + VALUE

- Residential: 19 issued      Total Permit Value: **\$19,859**
- Commercial: 13 issued      Total Permit Value: **\$14,287**

## LEGEND

FT = Full Time = 40 hours per week

PT = Part Time = below 40 hours per week/ avg 20-30 hours per week

RFP = Request for Proposal

MCAD = Montgomery County Appraisal District



# **CITY OF MONTGOMERY**

## **Development Status Report**

**By: Jack Yates, City Administrator**

*April 2, 2018*





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. Their zoning is to be on the April 23<sup>rd</sup> Planning Commission agenda April 23<sup>rd</sup> and the City Council on the April 24<sup>th</sup>, to be zoned "B" Commercial.

**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 expected before the end of April.

**Lone Star Pkwy. -- Road Reconstruction** -- Also a part of the County bond package, Lone Star Pkwy. is now resurfaced from SH 105 to FM 149. The project is now complete.

I intend to make the recommendation to the City Council that, upon completion of a Lone Star Parkway turn lane widening that wide loads and trucks w/ trailers be "suggested" to be directed ( I do not think it can be made a requirement, because we would be directing them off a state highway onto a local street) to use Lone Star Parkway as their through route in the city, since it will help traffic on SH 105 and will be a quicker route for those vehicles than using SH105 through the middle of the city. It will also prevent four stop light crossings.

**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 Nails of America, Aveda Salon, Great Clips, Massage Envy, a Dentist Office, an Asian restaurant, and a Stoney's Liquor.

**Kroger Water, Sewer and Road Development** - The water/sewer and street construction on the west side of the Kroger was paid for, in part, by a \$750,000 Texas Capital Fund grant, which is received based upon the hiring, by Kroger, of approximately 38 jobs that are for low and moderate-income persons - within two years of store opening.

**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 are expected to start construction work in April.

The City's 380 Agreement includes relocation of the Lift Station #1 and getting about  $\frac{3}{4}$  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.

**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 site 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 will be happening during next week.

**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.

**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 just 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 will be going in at the current Pizza Shack location and is expected to open mid-April.

A nail salon was added November. A mattress sales business is now open. The building is a fine-looking addition to the frontage area in front of the Shopping Center.

**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 June/July of 2018.

**Blight Removal in the Northwest Area** – Over the past two years eight structures have been torn down and removed. 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 9<sup>th</sup> meeting approved an application to be made for the state of Texas HOME project. This will fund up to four 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.

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): start taking applications in March/April, verify qualified awardees in May, coordinate house design in July/August, take bids for house builders in August, finish building in November, move-in of residents in December, paperwork compilation/project closeout in January, 2019.

A meeting date has been set for Thursday, April 19 at the City Hall for all that are interested in applying for the new homes. Prior to the meeting, the 30-day open application period will start on Tuesday, March 20. A Press Release of this information is planned for March 19<sup>th</sup>.

On February 5<sup>th</sup> I received the Agreement that approves up to eleven new houses for qualified applicants. Each house is approximately \$100,000 in funding, due to administration, cost of legal work, site preparation and construction of the house. A public notice will be distributed letting people know they can apply for the houses on March 20<sup>th</sup>.

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

There will be meetings with TxDOT, individual property owners and businesses over the next month. I expect to take the proposed plans to the City Council at the second meeting in April.

**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 14<sup>th</sup> meeting. Construction started in early January and will take approximately five months. The bridge decking will be before the ending of the project, so the road should be opened by mid-May with completion of the total project by June.

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 will be 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 Plaza II** - This is the medical building being built by Chris Cheatham at the corner of Houston and State Highway 105.

Houston Street is widened and repaved from S H 105 north to Caroline Street with support from Co. Commissioner Mike Meador with a city portion of cost at \$67,000 and \$17,500 cost to Mr. Cheatham. The city share is coming from MEDC funds. Occupancy is now happening.

**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. I have prepared a draft plan that was presented to the City Council on February 27. The plan is now getting individual reviews by each of the City Council members and is available to the public also. I will be writing a press release regarding the Plan in early March to let the public know about the Plan and their ability to review the Plan.

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.

I'm sure the plan will need many revisions through the planning and public consideration process. Now it will go through the public review and approval process.

**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 just got a Final Plat approved for Section II, with 48 more lots.

**Shannon Salsbury New Office at Waterstone** – Mr. Salsbury is planning to place a new office building for his insurance office with two additional for lease spaces. He 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 2 more office buildings just North of his current project. Both projects will be directly in front of the Waterstone Subdivision on the same side of Buffalo Spring Road.

**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. The subdivision just cleared its one-year maintenance period.

**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 April 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.

**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 which we think will happen in early 2018.

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

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

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

**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 manhole 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 April for completion of the design and construction to be begin mid-summer. The reason for the March 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 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.

The easements are being prepared, with expectation that everything will be complete with the new billing process to start in April.

**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 of 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 will be 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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April 11, 2018

Montgomery Economic Development Corporation  
City of Montgomery  
101 Old Plantersville Road  
Montgomery, Texas 77316

Re: Engineering Development Report  
Montgomery EDC Meeting: April 16, 2018  
City of Montgomery

Board Members:

The following information summarizes the current status of development throughout the City:

**Montgomery EDC Projects:**

- 1) **Houston Street Rehabilitation** – We are coordinating with the contractor to address the final punch list item and establish sufficient vegetation growth.

**Development Projects Under Construction** – Below is a list of the developments under construction:

- 1) **Heritage Medical Plaza** – 18,000 SF Medical Office Building
- 2) **Villas of Mia Lago, Section 2** – 42 Single Family Homes
- 3) **Hills of Town Creek, Section 3** – 49 Single Family Homes
- 4) **Town Creek Storage** – 29,000 SF Storage Facility
- 5) **Apache Machine Shop Expansion**
- 6) **Emma's Way Extension** – Public Road Extension
- 7) **Dusty's Car Wash** – Self Service Car Wash
- 8) **Madsen & Richards Development (610 Liberty St)** – 5,000 SF Mixed Use Commercial
- 9) **Montgomery First Phase I**

**Development Projects Under Design/Review** – Below is a list of the developments that are currently in the design and approval phase:

- 1) **BlueWave Express Car Wash** – Self Service Car Wash
- 2) **The Shoppes at Montgomery** – 27.68 Ac Mixed Use Commercial
- 3) **5.7-Acre Peter Hill Commercial Tract** – Mixed Use Commercial
- 4) **Samdana Investments Development (Eva St)** – Mixed Use Commercial
- 5) **CVS Pharmacy**
- 6) **ProCore Developments Retail Center**
- 7) **Montgomery First Phase II**

**Developments in Feasibility Process** – Below is a list of the developments that are currently undergoing a feasibility study:

There are currently no active feasibility studies.

**Capital Projects:**

- 1) **FM 149 Widening (TxDOT)** – We await final plans from TxDOT, which are expected to be complete by early May.
- 2) **Buffalo Springs Drive Bridge Repair (FEMA)** – The contractor is proceeding with construction, but has been delayed due to the recent rains.
- 3) **Lone Star Bend (Montgomery County)** – It is our understanding construction is underway and is expected to be complete by the middle of May.
- 4) **Lift Station No. 1 Replacement (Texas Water Development Board “TWDB”)** – We are proceeding with the design of the project, and expect to be complete with the design and receive all approvals by the end of May 2018.
- 5) **Lift Station No. 3 Force Main Re-Route (TWDB)** – We expect to complete the design by the end of the month and receive approvals in May 2018. We expect construction to begin in August 2018.
- 6) **SH-105 and Downtown Waterline Replacement (TWDB)** - We expect to complete the design and receive plan approval in May 2018. We expect construction to begin in August 2018.
- 7) **Water Plant No. 3 Improvements (TWDB)** - We expect to complete the design and receive plan approval in July 2018 and we expect construction to begin in September 2018.
- 8) **18” Gravity Sanitary Sewer Extension (Developer)** – We are proceeding with the design of the project, and expect to be complete with the design and receive all approvals by the end of May 2018.
- 9) **Buffalo Springs Drive Waterline Extension (General Funds/Developer)** – We continue to receive and review submittals from the contractor. It is our understanding the contractor is prepared to begin construction once the bridge construction has progressed sufficiently.
- 10) **2017 FM 149 Cleaning & Televising (General Funds)** – The contractor has submitted the outstanding items and we are finalizing our review and recommendations. We will present a report of our findings to City Council upon completion.
- 11) **Water Plant No. 2 Ground Storage Tank Backfill (General Funds)** – We plan to receive bids in August 2018, and we expect construction to begin in September 2018.

- 12) Baja Road Water and Drainage Improvements (CDBG)** – We are proceeding with the design of the project, and expect to be complete with the design and receive all approvals by the end of May 2018.
- 13) GLO Projects (General Land Office)** – It is our understanding the application package is under review by the General Land Office. It is also our understanding the earliest funds will be available is July 2018.

Please contact Ed Shackelford, Katherine Vu, or myself if you have any questions.

Sincerely,



Chris Roznovsky, PE  
Engineer for the City

CVR/kmv

Enclosures: Project Schedule  
Active Developments Map  
Active Capital Projects Map

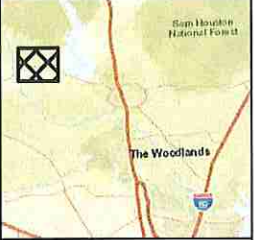
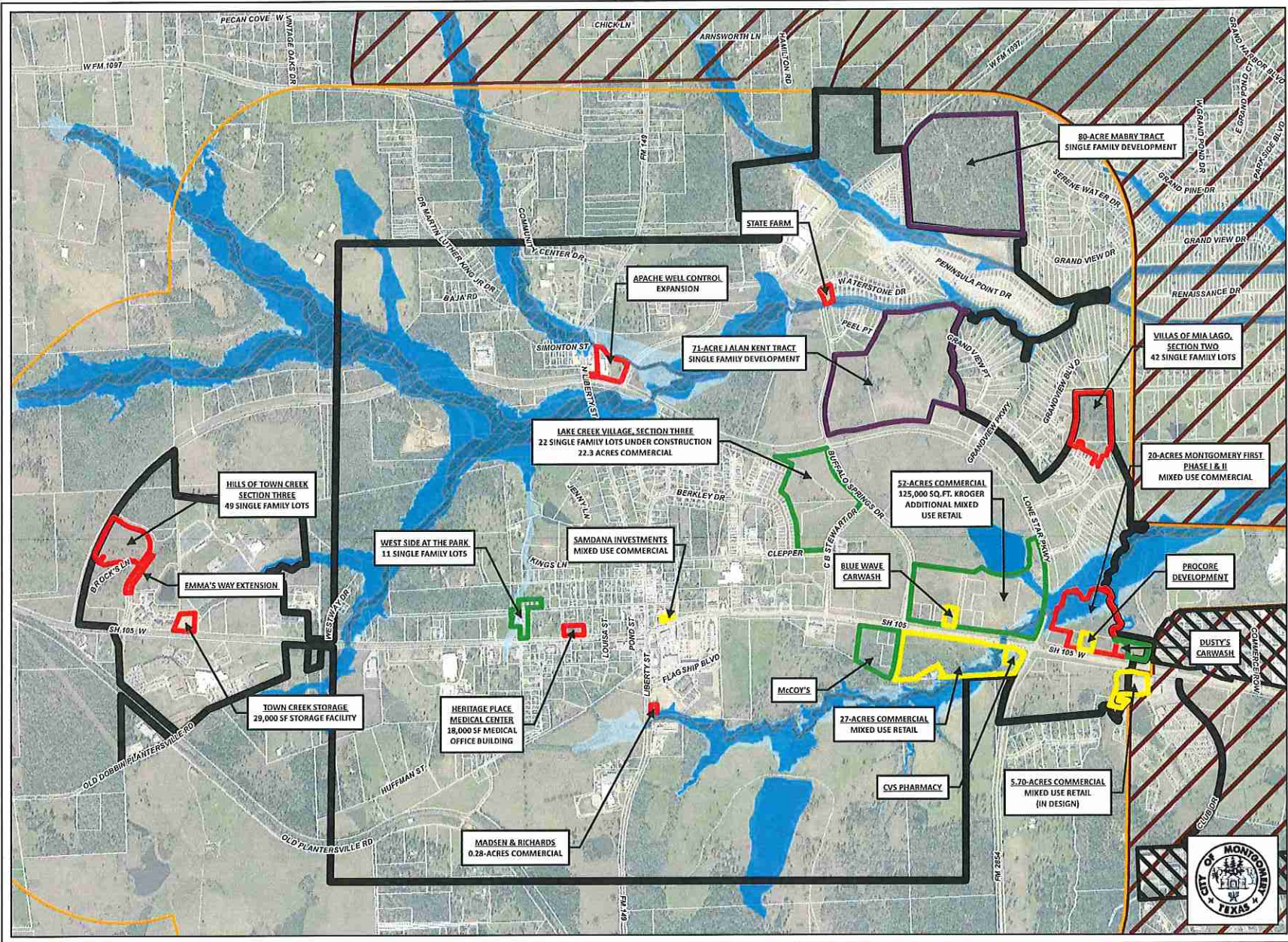
cc (via email): Mr. Jack Yates – City of Montgomery, City Administrator  
Ms. Susan Hensley – City of Montgomery, City Secretary  
Mr. Larry Foerster – Darden, Fowler & Creighton, LLP, City Attorney  
Ms. Shannan Reid – Montgomery EDC – Director of Economic Development









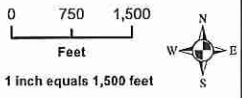


**VICINITY MAP**  
Scale: 1 inch equals 20 miles

**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

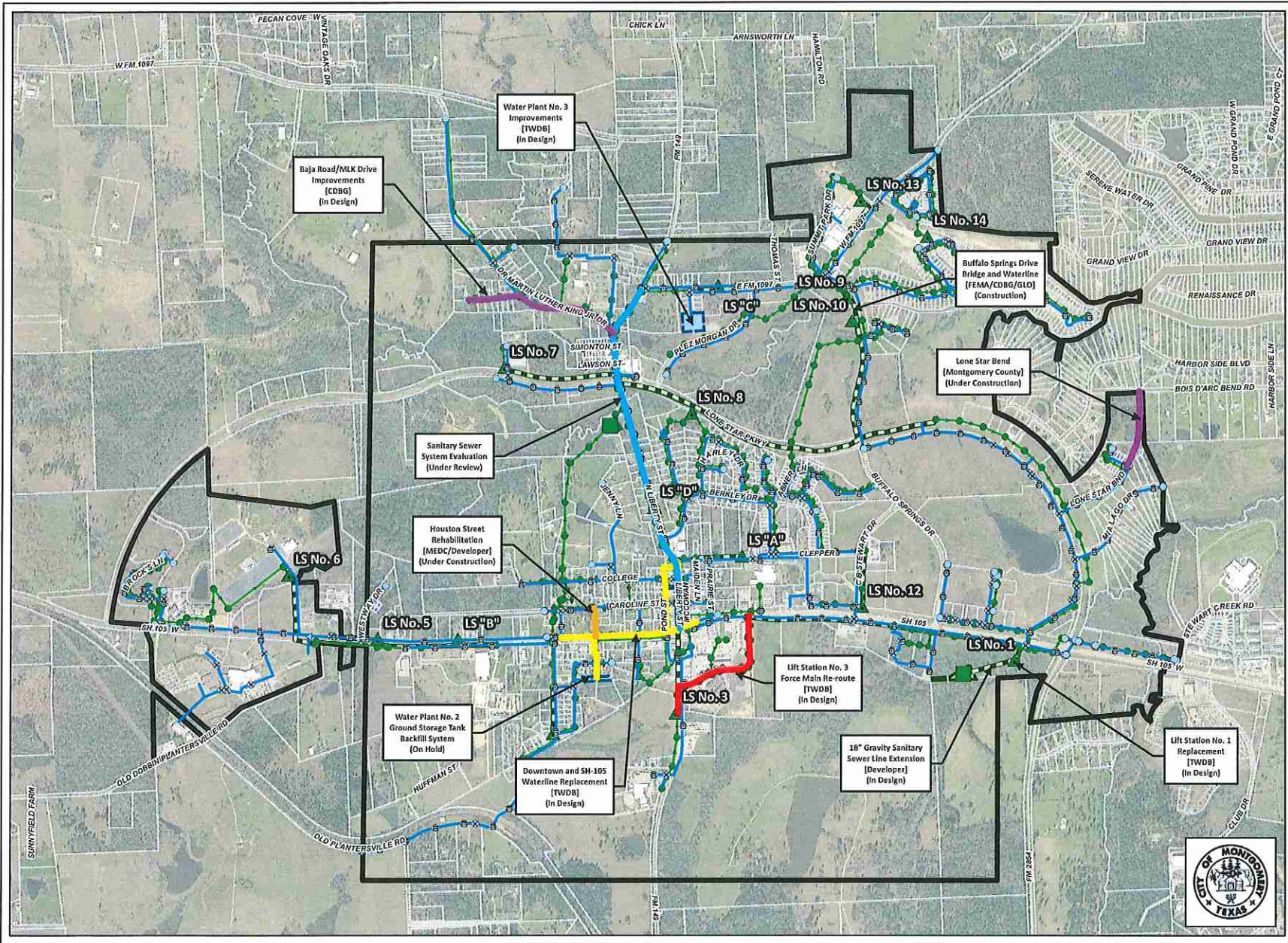
**ACTIVE DEVELOPMENTS**  
(APRIL 2018)



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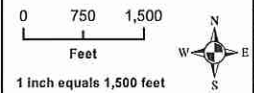


**VICINITY MAP**  
Scale: 1 inch equals 20 miles

**LEGEND**

- Blowoff/Plug
- Flush Valve
- Main Valve
- Reducer
- Waterline
- WP Boundary
- Cleanout
- Manhole
- Lift Station
- WWTP
- Force Main
- Abd Force Main
- Gravity Main
- LS/WWTP Boundary
- City Limits
- MCAD Parcels

**ACTIVE CAPITAL PROJECTS (MARCH 2018)**



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