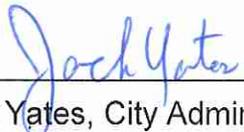


NOTICE OF MEETING
Montgomery Economic Development Corporation
(MEDC)

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 February 19, 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 January 15, 2018
4. Monthly Financial Report (January, 2018)
5. Consideration and possible action regarding Rendy Kerr application for façade grant and building improvement grant at 14387 Liberty Street
6. Consideration possible action regarding Montgomery Economic Development Corporation -- Mission and Goals
7. Economic Development Report –Shannan Reid, Jack Yates and Katherine Vu
8. 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 16th day of February, 2018 at 2:30 o'clock p.m. I further certify that the following news media was notified of this meeting as stated above: The Courier

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

MONTGOMERY ECONOMIC DEVELOPMENT CORPORATION
MINUTES
JANUARY 15 , 2017

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

Call to Order - President Jones called the meeting to order at 6:00 p.m.

Open Public Comment – There was no public comment

Approval of Minutes of October 16, December 5 and December 14, 2017 Motion by Moravec, seconded by Kerr to approve the October 16 minutes. All in favor.

Motion by Moravec, seconded by Brown to approve the December 5 minutes. All in favor.

Motion by Fox, seconded by Champagne to approve the December 14 minutes. All in favor.

Monthly Financial Report (November and December, 2017) -- Following brief discussion regarding sales tax, Motion by Moravec, seconded by Kerr to accept the November and December Financial Reports. All in favor

Consideration and possible action regarding Rendy Kerr Request for financial assistance for a parking area on College Street – Jack Yates gave a brief presentation stating that Ms. Kerr was given a variance from the City Council on October 9, 2012 that allowed her and her husband, at the time, permission to build on to the north edge of the property in return for paving of the street next to her location on College Street. They built the addition to the building but never paved the street. Jack said that he presented this information to Ms. Kerr and Ms. Kerr said that she wanted to ask the EDC for the cost of the paving and if denied that she would ask for a new variance.

After brief discussion, Motion by Champagne, seconded by Kerr to resend the variance agreement back to the City Council and to recommend that the property stay as is, in grass, and that she not be required to pave the area. All in favor.

Presentation of Development Report - Philip LeFevre – Mr. LeFevre said he wanted to take this opportunity to say that the MEDC can do certain things for the betterment of the City. He said that he did not foresee the City getting larger manufacturing growth and that retail development is a self-fulfilling item. So, what can the City/MEDC do to promote the City he asked. It is critical, he said, for the City to provide the quality of life more obscure items to generate interest for those looking to move to Montgomery. He recommended that the City consider these types of improvements that make people want to move here and added that if the MEDC did not have that opinion that the City Council would not.

Mr. Moravec questioned if Mr. LeFevre thought if he, Mr. Moravec, was opposed to the Soccer Club grant given at the last meeting, and if so, Mr. Moravec said that he was not opposed to the expense but only considering the expenses a consideration of many request made to the Board. Several Board members that they appreciated Mr. LeFevre's appearance and generally agreed with his opinion. No action was taken.

Consideration and possible action regarding funding for Wine and Music Festival-- Jack gave a report saying that the Montgomery Area Chamber of Commerce had given their report of the financial operations of the Wine and Music Festival in October and that he needed to confirm the approval of the Board for the Festival to receive their funding as already approved in the budget.

Ms. Brown said that she had requested several general expenses at categories, not the individual items. Following brief discussion Shannan Reid said that she could provide those general classifications and gave the following report:

\$20,000 for advertising and signage, \$24,000 for entertainment and sound technicians, \$12,000 for festival set up – tents – radios – security, \$10,000 for supplies – wine glasses – shirts – golf cart rentals – porta potty's and other rentals, \$26,000 for alcohol, \$1,000 for children's play area.

Motion by Moravec, seconded by Jones to fund the Wine Festival per the budget on the basis that the Chamber in future presentations provide general category expenditures. Kerr, Moravec, Fox, Jones, Champagne voted yes, Brown voted no. Motion passed 5-1.

Presentation of Proposed Economic Development Report to City Council -- The draft report was presented. Mr. Moravec stated that while this report was for the entire year of 2017 that future reports would be on a quarterly basis. The report will be given by Mr. Moravec to the Council. Motion by Moravec, second by Champagne to approve the report as presented. All in favor

Consideration and possible action regarding paving of parking lot immediately south of College Street between Liberty Street and McCown Street – Jack Yates presented the information of the project saying that it would pave a parking lot the entirety of the property North of Larry Jacobs office and south of the College Street. He said the project for the parking lot itself was \$22,600 and for streetscape being and plantings he was requesting an additional amount up to \$6,000 for option B as presented to the Board. Motion by Fox, seconded by Champagne to approve the project as provided with the option "B". All in favor.

Consideration possible action regarding MEDC position: on Intergovernmental Agreement with ESD#2 – – Jack reported that the City Council was considering an Intergovernmental Agreement with the ESD #2 that would affect the sales tax received by the MEDC. Jack said he felt the reason for the intergovernmental agreement was in three points: First without an IGA, no sales tax would go to the city for any development not in the current city limits at any time in the future. Second, a strong fire department is good for city development – a better fire department means a lower ISO rating for every resident and business an excellent fire/rescue department promotes growth. Third without sales tax as a factor in the development of the city in the future would be very

haphazard and convoluted –meaning that without the sales tax as part of a city consideration that development could be based on utility extensions alone which would result in a very checkerboard type of development.

Following brief discussion, Motion by Moravec, seconded by Kerr to recommend that the City Council approve the ESD #2 Interlocal Agreement. All in favor.

Economic Development Report –Shannan Reid, Jack Yates and Katherine Vu – –
Shannon Reid gave a brief report stating that she had spoken with the Kroger store manager and that the manager had reported that the store was far exceeding the other stores in Montgomery County. She also said that she had spoken with the other new businesses in that immediate area also.

Jack said he had nothing that was not already reported on or would be reported on by the City Engineer.

Katherine Vu presented the engineers report as provided to the Board in their packet. President Jones asked about possible upcoming infrastructure projects and the answer was the Peter Hill water line size upgrade and the CVS store a water line upgrade extending south on FM 2854.

Convene to Closed Executive Session as authorized by the Texas Open Meetings Act, Chapter 551 of the Government Code, in accordance with the authority contained in the following:

- a. 551.087 (deliberation regarding economic development negotiations regarding commercial or financial information)

Reconvene into Open Session

President Jones called the Executive Session at 7:52 p.m.

The meeting was called back into session by President Jones at 8:03 p.m.

Possible action resulting from Executive Session – –There was no action taken following the Executive Session.

Adjournment– –Motion by Kerr, seconded by Fox to adjourn at 8:04 p.m. All in favor.

Jack Yates, Recording Secretary

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

	<u>MONEY MARKET ACCOUNTS</u>	<u>INVESTMENTS</u>	<u>TOTALS</u>
<u>MEDC</u>			
CHECKING ACCOUNT #1017938	\$ 123,268.88		\$ 123,268.88
TOTAL INVESTMENTS	\$ -	\$ 486,239.70	\$ 486,239.70
TOTAL MIDC	<u>\$ 123,268.88</u>	<u>\$ 486,239.70</u>	<u>\$ 609,508.58</u>

INVESTMENTS

	Issue Date	Maturity Date	Interest Rate	Balance
Texpool #00006			1.10%	\$ 236,239.70
Certificates				
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
Total Investment Balance				<u>\$ 486,239.70</u>

City of Montgomery - MEDC

Cash Flow Report

As of January 31, 2018

Date	Num	Name	Memo	Amount	Balance
51100 · MEDC Checking					127,571.55
01/05/2018	1864	Conroe/Lake Conroe Chamber of Co...	Membership Renewal Inv 96336	-150.00	127,421.55
01/05/2018	1865	Houston Press	Weekly Digital Advertising - 12/17 Inv D10128225	-200.00	127,221.55
01/05/2018	1866	Jones & Carter, Inc.	Proj W5841-0001-17 -2017 Montgomery Economic Development Committee Inv 258904	-286.00	126,935.55
01/05/2018	1867	Montgomery Area Chamber of Comm...	Partnership Grant for Director Services & Office Space Inv 1175 - 1/18	-2,566.67	124,368.88
01/05/2018	1868	TEDC	2018 Membership fees Inv #7615	-500.00	123,868.88
01/12/2018	1869	Lone Star College	2018 Texas CDI - 3 year Registration - submitted 1.5.18 - for Shannan Reid	-600.00	123,268.88
Total 51100 · MEDC Checking				-4,302.67	123,268.88
TOTAL				-4,302.67	123,268.88

City of Montgomery - MEDC
Actual to Budget Performance

January 2018

	Jan 18	Budget	\$ Over Bu...	Oct '17 - J...	YTD Bud...	\$ Over Bu...	Annual Bu...
Income							
55000 · Taxes & Franchise Fees							
55400 · Sales Tax	43,621.78	41,178.69	2,443.09	183,067.25	164,740.70	18,326.55	530,000.00
Total 55000 · Taxes & Franchise Fees	43,621.78	41,178.69	2,443.09	183,067.25	164,740.70	18,326.55	530,000.00
55300 · Other Revenues							
55391 · Interest Income	260.36	11.38	248.98	905.46	245.32	660.14	950.00
Total 55300 · Other Revenues	260.36	11.38	248.98	905.46	245.32	660.14	950.00
Total Income	43,882.14	41,190.07	2,692.07	183,972.71	164,986.02	18,986.69	530,950.00
Expense							
56000 · Pub Infrastructure - Category I							
56000.6 · Downtown Dev Improvments	0.00	13,452.39	(13,452.39)	6,151.38	27,154.75	(21,003.37)	55,000.00
56000.8 · Utility Extensions	0.00	0.00	0.00	137,875.50	5,003.13	132,872.37	180,000.00
56000.9 · Flagship Dev Improvements	0.00	0.00	0.00	4,465.00	0.00	4,465.00	8,000.00
56430 · Tsf to Debt Service	0.00	0.00	0.00	0.00	0.00	0.00	160,000.00
Total 56000 · Pub Infrastructure - Category I	0.00	13,452.39	(13,452.39)	148,491.88	32,157.88	116,334.00	403,000.00
56001 · Business Dev & Ret -Category II							
56001.8 · Sales Tax Reimbursement	0.00	0.00	0.00	0.00	0.00	0.00	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
Total 56001 · Business Dev & Ret -Category II	0.00	0.00	0.00	0.00	20,000.00	(20,000.00)	55,000.00
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	0.00	4,000.00	(4,000.00)	4,000.00
56429 · Removal of Blight	0.00	0.00	0.00	1,376.78	4,285.70	(2,908.92)	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
Total 56002 · Quality of Life - Category III	0.00	0.00	0.00	4,863.08	40,885.70	(36,022.62)	51,600.00
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	0.00	0.00	10,000.00
56413 · Brochures/Printed Literature	0.00	1,250.00	(1,250.00)	3,350.00	1,250.00	2,100.00	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	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	666.68	(666.68)	2,000.00
Total 56003 · Marketing & Tourism-Category IV	0.00	1,416.67	(1,416.67)	8,350.00	8,416.68	(66.68)	41,500.00
56004 · Administration - Category V							
56004.1 · Admin Transfers to Gen Fund	0.00	0.00	0.00	9,375.00	9,375.00	0.00	37,500.00
56004.2 · MACC Administration & Office	2,566.67	2,666.67	(100.00)	10,266.68	10,666.64	(399.96)	32,000.00
56004.3 · Miscellaneous Expenses	150.00	337.84	(187.84)	2,830.00	2,834.52	(4.52)	6,000.00
56004.5 · Internship Program	0.00	833.33	(833.33)	0.00	3,333.36	(3,333.36)	10,000.00
56327 · Consulting (Professional servi)	0.00	0.00	0.00	3,787.50	4,999.99	(1,212.49)	10,000.00
56354 · Travel & Training Expenses	1,100.00	0.00	1,100.00	1,100.00	1,680.00	(580.00)	2,800.00
Total 56004 · Administration - Category V	3,816.67	3,837.84	(21.17)	27,359.18	32,889.51	(5,530.33)	98,300.00
Total Expense	3,816.67	18,706.90	(14,890.23)	189,064.14	134,349.77	54,714.37	649,400.00
Net Income	40,065.47	22,483.17	17,582.30	(5,091.43)	30,636.25	(35,727.68)	(118,450.00)

AGENDA REPORT

Meeting Date: February 19, 2018	Budgeted Amount:
Department:	
Prepared By: Jack Yates City Administrator	Exhibits: Letter of request, MEDC application, Hand written explanation
Date Prepared: February 15d, 2018	

Subject

This is a request from Rendy Kerr, owner of The Rancher's Daughter business located at 14387 Liberty Street. The request is for a \$5000 façade grant in the separate \$11,400 interior rehabilitation grant.

Description

The reason given in the letter of request of the façade grant is adding new commercial front doors, front exterior paint and improvements to the landscaping. These improvements will cost more than the \$5000 grant that she is requesting.

The rehabilitation funds for interior improvements include paint, spray foam insulation, new LED track and fluorescent lighting. All these improvements for long-term improvements and she is estimating the cost at \$11,400.

The only other interior improvement MEDC grant was given to the Historical Society for approximately \$d9,500 for their work on the old post office building.

Recommendation

Motion to approve the façade grant and give consideration to the interior improvements and act as you think appropriate.

Approved By

City Administrator	Jack Yates	Date: February 15, 2018
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February 13, 2018

Dear MEDC Board members;

I am asking for a façade grant to improve the exterior and front doors of my building. I am going to add new commercial front doors, front exterior paint and re-do landscaping. All of this will cost more than the \$5,000 façade grant that I am asking for.

I am also asking for rehabilitation money for interior improvements including; painting, spray foam insulation, new LED track in fluorescent lighting. All of these improvements will be long-term improvements I am estimating the cost of this to me:

Insulation	\$ 5,400	
Paint	2,000	
Lighting	<u>3,500</u>	- \$4,000 waiting on more bids
Total	\$ 11,400	

I would appreciate any help you can provide to help me make the best possible business for the Rancher's Daughter and for the City of Montgomery.

Thank you so much for your consideration.



Rendy Kerr

Owner, Rancher's Daughter

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



Company Name: <i>Rancher's Daughter</i>	
Company Contact: <i>Rendy Kerr</i>	Title: <i>Owner</i>
Best Phone: <i>713-824-4040</i>	Alt. Phone:
Email Address: <i>rendyratekerr@yahoo.com</i>	
Physical Address: <i>14387 Liberty St</i>	City, State, Zip: <i>Montgomery, Tx 77356</i>
Mailing Address (if different): <i>1114 Legacy Creek Ct</i>	City, State, Zip: <i>Montgomery TX 77316</i>
Applicant's years of experience in this business:	How long has his business been located in Montgomery? <i>11 years</i>

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

Provide a detailed description of the proposed project as "Exhibit A" attached *See Request Letter*

What is the estimated total cost of the project?
(Include supporting information, ie estimates/quotes as "Exhibit B" attached) \$ *16,400*

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) \$ *5,000 facade*
11,400 Interior

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

When will this project begin? *April, 2018* What is the estimated completion date? *October, 2018*

Attach all drawings of planned improvements as "Exhibit D" *No detailed drawings*

Include a description of expected commercial revitalization impact & sales tax revenue impact as "Exhibit E" *I think this will increase my bus. by up to 20% holiday more*

If this project will employ Montgomery vendors, please supply details as "Exhibit F" *No*

Applicant's Signature: *Rendy Kerr*
Title: *Owner*
Date: *February*

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:

To everyone considering this letter I am
Rendy Kerr with The Ranchers Daughter.
I have had a retail shop in Montgomery since
2006 where I rented space from Western Winery
when Debbie decide to close I purchased the
shop from her at 202 McCowan St in 2009 at
that time I changed the name of the shop
to The Ranchers Daughter. Was in that
location for 2 years. Then was able to purchase
my building at 14387 Liberty St. Many of
you may remember it was Hbl Pink and Zebra.
building. We redid the building inside and
out with a total remodel of 40k

I provide parking for anyone in town. Not
just TRD customers when we are open or
closed. I keep literature in my shop in Montgomery
to promote our city. I also spend thousands
of dollars a year advertising to bring people
to Montgomery.

I help with events that happen in our city. Festivals
and meetings. Wine fest Antiques fest. We
also donated all the roof tin material some of
the lumber. Yall paid for the cedar post? a small
amount of lumber. All of my husbands labor
the labor that was paid was with zero mark up.

I am concerned about the construction of 149 the down time of how it will effect my business.

Montgomery is my heart and I will be here for the long run. I love the feel of our town.

Thank you for considering this
Dudley

AGENDA REPORT

Meeting Date: February 19, 2018	Budgeted Amount:
Department:	
Prepared By: Jack Yates City Administrator	Exhibits: MEDC Missions and Goals
Date Prepared: February 15d, 2018	

Subject

This is on the agenda at the request from President Kirk Jones. He felt like since the Mission and Goals had not been recently discussed that, with this light of an agenda, it would be a good time to review the Mission and Goals.

Description

No comment, the Mission and Goals was last revised in September of 2017.

Recommendation

Motion to amend, if desired.

Approved By

City Administrator	Jack Yates	Date: February 15, 2018
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Montgomery Economic Development Corporation

Mission and Goals

est. 2012

rev. April 2016

rev. September 2017

MISSION STATEMENT: The mission of MEDC is to (a) preserve and promote the quality of life in the Montgomery Area and (b) plan for a sustainable and vibrant local economy.

GOAL 1 **Preserve the small-town atmosphere and quality of life while promoting Montgomery as a convenient location for businesses serving the Houston Metropolitan Area.**

Objective 1A: Maintain and improve aesthetic quality of city by supporting city and business efforts to create high standards of development and projects supporting the hometown lifestyle of Montgomery.

Objective 1B: Support projects that would remove or repair blighted buildings, enhance the Historic District area, and preserve historic buildings.

GOAL 2 **Use incentives to encourage investments that create wealth in the Montgomery area while preserving and promoting its quality of life.**

Objective 2A: Develop specific criteria for recruiting and incentivizing businesses to expand or relocate to Montgomery.

Objective 2B: Develop Existing Business Program to receive input and provide support to existing Montgomery businesses.

Objective 2C: Encourage and promote special events that attract visitors to become aware of the benefits of the Montgomery community and businesses.

Objective 2D: To quantify the progress of economic development efforts, the MEDC will report to the Montgomery City Council, no less frequently than once per calendar quarter, economic development activities and the estimated number and types of jobs brought into or retained by those activities.

GOAL 3

Continue to encourage the maintenance and enhancement of Montgomery area infrastructure, particularly infrastructure associated with business investment.

Objective 3A: Continue support of existing financial obligations and new projects related to the expansion of the water and sewer system to serve commercial areas in the city.

Objective 3B: Prepare effective outreach program to communicate with prospective businesses about the water, sewer, streets, and drainage infrastructure that is available in Montgomery.

Objective 3C: Coordinate maintenance and expansion of streets and highways with Montgomery County and the Texas Department of Transportation to facilitate the optimal movement of vehicular and pedestrian traffic.

Objective 3D: Coordinate the maintenance and expansion of the electrical transmission and distribution system with Entergy to ensure reliable electric power and encourage the undergrounding of electric utilities.

GOAL 4

Engage in a strategic and long-term marketing campaign for the Montgomery area. The marketing campaign shall include local community involvement and input, accentuate positive aspects of the Montgomery area and be disseminated to target audiences outside the Montgomery area.

Objective 4A: Prepare and maintain high quality platforms such as website, social media and brochures to communicate the business and development community about the rich cultural, lifestyle, and business amenities in Montgomery.

Objective 4B: Conduct market and demographic studies to provide information to existing and prospective businesses or residents regarding labor force, customer base, and retail needs of the area.

Objective 4C: Utilize relationship with Historic Montgomery Business Association, Montgomery Independent School District, and other local organizations to develop and implement tourism, business recruiting, and marketing plan.

Objective 4D: Utilize existing community events and functions to showcase Montgomery lifestyle and business opportunity.

February 15, 2018

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

Re: Engineering Development Report
Montgomery EDC Meeting: February 19, 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** – The contractor has substantially addressed all punch list items identified at the final inspection. We are working with Montgomery County Precinct 1 to schedule the installation of the asphalt pavement. Approximately 1-2 weeks of dry weather is needed before the asphalt can be placed.

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

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) **Madsen & Richards Development (610 Liberty St)** – 5,000 SF Mixed Use Commercial
- 6) **CVS Pharmacy**

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 resumed the regularly scheduled meetings with TxDOT on February 8th. We plan to meet with TxDOT and individual property and business owners of the downtown area on February 28th to discuss their concerns regarding the project. Enclosed with this report are minutes from the February 8th coordination meeting.
- 2) **Buffalo Springs Drive Bridge Repair (FEMA)** – The contractor is proceeding with construction, but has been delayed due to the recent rains.
- 3) **Plez Morgan Drive Repair and Resurfacing (FEMA)** – The project information has been submitted to FEMA for approval for funding.
- 4) **Lone Star Bend (Montgomery County)** – It is our understanding construction is underway and is expected to be complete by the end of March.
- 5) **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.
- 6) **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 April 2018. We expect construction to begin in June 2018.
- 7) **SH-105 and Downtown Waterline Replacement (TWDB)** - We expect to complete the design and receive plan approval in April 2018. We expect construction to begin in June 2018.
- 8) **Water Plant No. 3 Improvements (TWDB)** - We expect to complete the design and receive plan approval in May 2018 and we expect construction to begin in July 2018.
- 9) **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.
- 10) **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.
- 11) **2017 FM 149 Cleaning & Televising (General Funds)** – We are coordinating with the contractor to obtain all final documentation for the project. Once all documents are received, we will complete our analysis and present a report of our findings to City Council.

- 12) Water Plant No. 2 Ground Storage Tank Backfill (General Funds)** – We plan to receive bids in May 2018, and we expect construction to begin in July 2018.
- 13) Baja Road Water and Drainage Improvements (CDBG)** – The project is currently undergoing environmental review through the Texas Department of Agriculture (TDA).
- 14) GLO Projects (General Land Office)** – We continue to work with GrantWorks to complete the application package.

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

Sincerely,



Chris Roznovsky, PE
Engineer for the City

CVR/kmv

Enclosures: Meeting Minutes – February TxDOT Coordination Meeting
cc/enc.: 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

City of Montgomery, TX
Monthly TxDOT Coordination Meeting
Meeting Minutes

February 8, 2018, 8:00 AM

Present: City of Montgomery – Jack Yates
TxDOT – Abraham (Abe) Guzman, Matt Hensarling
Jones|Carter – Katherine Vu

Next scheduled meeting: February 28, 2018, 10:00 AM – walk around with downtown business owners

I. Announcements

- N/A

II. Topics of Discussion

Turn Lanes at SH-105/FM 149 Intersection

Jack began the conversation by stating the City is getting serious about acquiring property to provide the necessary right-of-way for a northbound right turn lane. Abe stated in order to have a left-turn lane on southbound FM 149, the Exxon parking lot would need to be redone. He advised the City may have to purchase a corner clip of the property to allow for a more appropriate turn radius. Abe stated the City would need to acquire a 10-foot easement on the northeast side of the intersection to allow for 10-foot lanes with a 1-foot offset. Abe advised it is likely his superiors will want to see the construction of a southbound left turn lane as a separate project. Abe said he will say the small radius at the Exxon is temporary and will be replaced with a larger radius at a later date.

Updated Construction Plans

Abe presented new, updated construction plans to include phasing and traffic control plans, as well as plans of where pavers and landscaping will be placed. Abe explained it will be possible to construct the road in phases, closing down FM 149 from SH-105 to College St. first and then from College St. to Berkley in the second phase. Jack asked and Abe confirmed that the road can be open to local traffic only once construction is substantially complete to allow access to local businesses while restricting truck access along FM 149. Abe emphasized that the plans are still preliminary, and have not been signed, but have been through their internal review process with minimal issues.

Walkaround Meeting

Jack proposed walking around to visit with property owners on either February 21st or 28th, suggesting the downtown area be broken up into groups of approximately 1.5 hours per group. Abe expressed his concern about meeting with property owners in groups and the potential for them to feed on each other's negativity toward the project. Jack advised he does not think this will be an issue, as he believes there are sufficient property owners in favor of the project that it will balance itself out. Jack then went through the property owners to identify who he thinks will or will not have an issue with the project. Jack asked if the

fence in front of the historic building would be an issue for the project. Abe said TxDOT is not allowed to touch the fence, even if it is in the existing right-of-way, because it has been deemed historical and cannot be moved. Jack stated he would prefer to meet on February 28th to allow time for him to talk to all the property owners. Abe confirmed he is free that day. Katherine asked who all from TxDOT will attend, and Abe confirmed it will be himself and Matt.

Jack asked if the project is in a position to still meet the original September let date. Abe replied TxDOT is only allowed to delay construction 90 days from the date of letting, so a September let date would require construction to begin in December, which would conflict with the Christmas in Montgomery festivals. He explained a November let date would allow construction to begin as late as February, and be complete by the time Montgomery's late spring festivals come around. Katherine asked if the November let date is still feasible, and Abe confirmed it is. Abe stated the only information they are waiting on to finalize design is the sanitary sewer layout from Jones|Carter and correct information from AT&T, who has been very unresponsive. Katherine advised the sanitary sewer layout has been held up due to issues with the cleaning & televising contractor, but she said she will provide the updated layout as soon as it is available. Katherine asked what the hold up is with AT&T. Abe said their representatives have been slow to respond regarding the location of their lines and typically take a lackadaisical attitude toward locating lines prior to construction. He explained that if a line is hit during construction, AT&T has a tendency to become very difficult to work with, so they want to make sure they have all the necessary information before completing the design. Katherine asked if another utility meeting will be scheduled as it does not seem the agencies have been responsive. Abe confirmed a 95% utility meeting will need to be held soon.

Jack asked what kind of landscaping TxDOT had in mind, whether grass, flowers, or stabilized dirt. Abe admitted he did not know what kind of landscaping options exist, but advised he will have their landscaper, Clint, contact Jack with options.

Katherine asked what time the walkaround visit will begin on the 28th. Jack advised most businesses open around 10:00 AM, so that would be the best time to start. The group went through the businesses and grouped them based on proximity on a block, and assigned approximate meeting times for each group, estimating completion at approximately 4:00 PM. Katherine advised she will send a calendar invitation to all attendees for the day and advised Abe and Matt to come with as much explanation as possible to provide to the business owners during the meetings.

Having no further items to discuss, the meeting ended.

