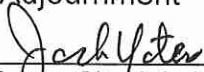


**NOTICE OF MEETING**  
**Montgomery Economic Development Corporation**  
**(MEDC)**

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 17, 2017 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 February 20, 2017
4. Monthly Financial Report (February, March 2017)
5. Economic Development Report – Shannan Reid and Jack Yates ---TxDOT, Downtown Parking Lot, Misc. Updates
6. Discuss/take action regarding Marketing/Tourism Position
7. Discuss/take action regarding Heritage Medical Plaza II funding of Houston Street and Water Line on State Highway 105 and Water Line on Houston Street
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 13th day of April, 2017 at 12:40 o'clock p.m. I further certify that the following news media was notified of this meeting as stated above: The Courier

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



MONTGOMERY ECONOMIC DEVELOPMENT CORPORATION  
MINUTES  
February 20, 2017

Present were: Kirk Jones, Randy Moravec, Bill Hanover, Amy Brown, Bob Ken and Cheryl Fox. John Champagne was absent. Also present were Shannan Reid, Ed Shackelford, Chris Roznovsky 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 January 16, 2017 - Motion by Moravec seconded by Kerr to approve the minutes as presented. All in favor.

Monthly Financial Report (January , 2017) - Motion by Moravec seconded by Fox to approve the financial report as presented. All in favor.

Discuss/take action regarding Downtown Parking Lot South of Cozy Grape Restaurant and North of Caroline Street -- Jack Yates gave a brief review of the situation saying that he had one estimate of \$74,000 for the project and that public bidding law requires public advertising and bidding when the project is \$75,000 or more. Discussion followed as to the bidding requirement and whether to advertise for the entirety of the lot or for only the long-term lease portion with Tom Cronin. It was decided that Jack would advertise for bids for the Cronin portion with an alternate bid for the Colonel Laughter portion.

Discuss/take action regarding Chris Cheatham re: grant request for Heritage Medical Plaza II as submitted by Chris Cheatham – Chris Cheatham said Houston Street is important to this project. Jonathon White was present and discussed that a 24 foot curb radius for turning improvement for Houston Street at Highway 105 is being proposed. The widening of the road is approximately 200 foot north of Highway 105. The present road width is 18 feet wide at the curb radius. Cheryl Fox asked if the planned width was wide enough for historic traffic use. Mr. Cheatham said he thought it was enough and would certainly be better than the present situation and that too wide of an intersection might negatively affect the look of the city if carried forward through other intersections of fronting onto Highway 105. President Jones said that he thought the driveway was needed for safety and that for the condition of Houston Street was partly an issue the city to repair.

Jonathon White said that the request now is to include all the way from Highway 105 north to Caroline Street at a total cost of \$160,000 and that they are requesting

\$120,000 from the MEDC with the Mr. Cheatham paying \$32,500 and the city contributing \$7500.

Motion by Moravec seconded by Hanover that following a new grant request being submitted to fund not to exceed \$120,000 for resurfacing and widening of Houston Street. All in favor.

Discuss/take action regarding Houston Galveston Area Council application – landscaping for Heritage Medical Plaza II as submitted by Chris Cheatham --- Shannan Reid gave a brief presentation saying that Mr. Cheatham was requesting the MEDC to apply to the HGAC for a Community Enhancement Grant that would not cost MEDC any funds but that Mr. Cheatham would provide the \$25,000 match for the \$25,000 grant. Jack Yates said that the MEDC would be giving up a funding slot since only one HGAC grant can be given to one entity until the grant is completed. Jack went on to say that the city is a separate entity from the MEDC, so the city could apply for a separate grant, for the parking lot improvement downtown for instance.

Shannan Reid said that perhaps the neighborhood park also being planned by Mr. Cheatham might be requested at a later time .

Motion by Moravec seconded by Kerr to approve the MEDC to apply for the Heritage Plaza II for the HGAC Community Enhancement Grant. All in favor.

Discuss/take action regarding HOME grant program -- Jack said that no action was needed from the Board at this time, but that he wanted to inform the Board that the City may be applying for a HOME project that may involve use of MEDC funds. He said there was no match required for the grant but that there may be some funds needed for interim funding while waiting on reimbursement from the state, or for clearing up title ownerships so that people can qualify for the grant-- both of which may require some funds on a temporary basis, or a small amount to help people clear their title. No action was taken.

Discuss/take action regarding funding of state or federal historical markers in the City –

– President Jones said he was proposing that the MEDC pay for the Historic Markers approved by the State or County Historic Society's as a boost to the local economy and in the historic aspect of Montgomery. He then said that the historic area markers awarded by the Montgomery County Historic Society is a good alternative to State Historic Markers which often take much longer to get approved and the sign prepared. Billy Ray Duncan was present and said that the Montgomery Historic Society agreed with this proposal and said that the markers can be for a place, a person, or an area. Mr. Duncan said that the county markers are much faster to get approved, yet they are thorough in their review at the County Historic Society. Mr. Duncan also said that the local Historic Society group can help people with research for the markers on the property.

Amy Ford suggested that the markers should be placed on public property so that they markers would stay if the property owner sold or later changed her mind about having the marker placed on the property.

Jack Yates said that the only condition to receiving funding was the State or County Historic Society approval for the marker and placement by the city in the right-of-way adjacent to the property involving the marker, the Board agreed

Motion by Fox seconded by Ford to participate in funding of State and County Historic approved Historic Markers in the city. All in favor.

Economic Development Report – Shannan Reid ---TxDOT, Misc. Updates – – Shannan Reid reported that the Montgomery Trace Shopping Center is for sale.

She also reported that her request for proposals returned to the state are getting positive reports. Mr. Kerr asked about development in general and Shannan and Jack Yates responded.

Mr. Shackelford reported a preconstruction meeting will be held next week regarding the Pizza Shack water and sewer project and that the contractor had 60 days construction following that date for completion. He then reported that they are reviewing the Buffalo Springs Shopping Center phase 2 preliminary plat. Mr. Kerr asked about the Eastside single-family. annexation and Mr. Shackelford replied that the study was being prepared now for that consideration. There was a general discussion regarding various developments in the city.

Adjournment – – motion by Hanover seconded by Moravec to adjourn at 7:47 p.m.

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Jack Yates, Recording Secretary

CITY OF MONTGOMERY - MEDC  
ACCOUNT BALANCES  
February 28, 2017

	<u>MONEY MARKET ACCOUNTS</u>	<u>INVESTMENTS</u>	<u>TOTALS</u>
<u>MEDC</u>			
CHECKING ACCOUNT #1017938	\$ 271,941.94		\$ 271,941.94
TOTAL INVESTMENTS	\$ -	\$ 484,161.09	\$ 484,161.09
<b>TOTAL MIDC</b>	<b>\$ 271,941.94</b>	<b>\$ 484,161.09</b>	<b>\$ 756,103.03</b>

**INVESTMENTS**

	Issue Date	Maturity Date	Interest Rate	Balance
Texpool #00006			0.40%	\$ 234,161.09
<b>Certificates</b>				
Allegiance Bank	2/20/2017	5/21/2017	0.45%	\$ 100,000.00
Icon Bank CD #7731	1/27/2017	1/27/2018	0.90%	\$ 150,000.00
<b>Total Investment Balance</b>				<b>\$ 484,161.09</b>

## City of Montgomery - MEDC

**Cash Flow Report**

As of February 28, 2017

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>	<u>Balance</u>
<b>51100 · MEDC Checking</b>					361,772.51
02/03/2017	1788	Montgomery Area Chamber of Com...	Fees for Jan and Feb 2017	-5,133.34	356,639.17
02/10/2017	1789	A&A Plants and Produce	Landscaping for City Sign - 2016	-962.63	355,676.54
02/10/2017	1790	Houston Press	Weekly Digital Advertising - 1/17	-184.60	355,491.94
02/17/2017	1791	Historic Montgomery Business Asso...	HMBA - Antique Festival 2017	-10,000.00	345,491.94
02/17/2017	1792	New World Botanical	Inv 378 - Trees, Shrubs, Flowers - Flagship Blvd are...	-9,800.00	335,691.94
02/22/2017	Wire	City of Montgomery Debt Srv Fund	1st & 2nd Qtr Admin Transfer 2017 YE	-63,750.00	271,941.94
Total 51100 · MEDC Checking				-89,830.57	271,941.94
<b>TOTAL</b>				<b>-89,830.57</b>	<b>271,941.94</b>

City of Montgomery - MEDC  
Actual to Budget Performance

February 2017

	Feb 17	Budget	\$ Over Bu...	Oct '16 - F...	YTD Budget	\$ Over Bud...	Annual Bu...
<b>Income</b>							
55000 · Taxes & Franchise Fees							
55400 · Sales Tax	51,001.56	57,766.64	(6,765.08)	196,516.06	229,171.60	(32,655.54)	557,000.00
<b>Total 55000 · Taxes &amp; Franchise Fees</b>	<b>51,001.56</b>	<b>57,766.64</b>	<b>(6,765.08)</b>	<b>196,516.06</b>	<b>229,171.60</b>	<b>(32,655.54)</b>	<b>557,000.00</b>
55300 · Other Revenues							
55391 · Interest Income	186.65	41.67	144.98	623.19	208.31	414.88	500.00
<b>Total 55300 · Other Revenues</b>	<b>186.65</b>	<b>41.67</b>	<b>144.98</b>	<b>623.19</b>	<b>208.31</b>	<b>414.88</b>	<b>500.00</b>
<b>Total Income</b>	<b>51,188.21</b>	<b>57,808.31</b>	<b>(6,620.10)</b>	<b>197,139.25</b>	<b>229,379.91</b>	<b>(32,240.66)</b>	<b>557,500.00</b>
<b>Expense</b>							
56000 · Pub Infrastructure - Category I							
56000.6 · DowntownDev Improvements	0.00	0.00	0.00	24,382.00	23,333.33	1,048.67	35,000.00
56000.8 · Utility Extensions	0.00	16,666.67	(16,666.67)	0.00	83,333.31	(83,333.31)	200,000.00
56000.9 · Flagship Dev Improvements	0.00	833.34	(833.34)	0.00	4,166.62	(4,166.62)	10,000.00
56430 · Tsf to Debt Service	63,750.00	31,875.00	31,875.00	63,750.00	63,750.00	0.00	127,500.00
<b>Total 56000 · Pub Infrastructure - Category I</b>	<b>63,750.00</b>	<b>49,375.01</b>	<b>14,374.99</b>	<b>88,132.00</b>	<b>174,583.26</b>	<b>(86,451.26)</b>	<b>372,500.00</b>
56001 · Business Dev & Ret -Category II							
56001.8 · Sales Tax Reimbursement	0.00	0.00	0.00	0.00	67,000.00	(67,000.00)	67,000.00
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>87,000.00</b>	<b>(87,000.00)</b>	<b>87,000.00</b>
56002 · Quality of Life - Category III							
56404 · Seasonal Decorations	0.00	0.00	0.00	1,399.34	3,000.00	(1,600.66)	3,000.00
56420.2 · Christmas Lighting(Civic Assn)	0.00	0.00	0.00	2,543.42	1,600.00	943.42	1,600.00
56423.1 · Walking Tours	0.00	0.00	0.00	0.00	6,000.00	(6,000.00)	6,000.00
56424.1 · Heritage Village Det. Pond Imp	0.00	10,000.00	(10,000.00)	10,450.00	10,000.00	450.00	10,000.00
56429 · Removal of Blight	9,988.56	0.00	9,988.56	12,864.31	0.00	12,864.31	25,000.00
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	5,000.00	(5,000.00)	5,000.00
56439 · Downtown Enhancement Projects	0.00	2,500.00	(2,500.00)	0.00	10,000.00	(10,000.00)	25,000.00
<b>Total 56002 · Quality of Life - Category III</b>	<b>9,988.56</b>	<b>12,500.00</b>	<b>(2,511.44)</b>	<b>27,257.07</b>	<b>36,600.00</b>	<b>(9,342.93)</b>	<b>76,600.00</b>
56003 · Marketing & Tourism-Category IV							
56408.1 · Promotional Video	0.00	0.00	0.00	1,900.00	0.00	1,900.00	1,000.00
56409 · Antique Show & Fest	10,000.00	10,000.00	0.00	10,000.00	10,000.00	0.00	10,000.00
56413 · Brochures/Printed Literature	890.00	1,000.00	(110.00)	1,072.65	4,500.00	(3,427.35)	8,000.00
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	8,000.00	0.00	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
<b>Total 56003 · Marketing &amp; Tourism-Category IV</b>	<b>10,890.00</b>	<b>11,000.00</b>	<b>(110.00)</b>	<b>25,972.65</b>	<b>19,500.00</b>	<b>6,472.65</b>	<b>42,000.00</b>
56004 · Administration - Category V							
56004.1 · Admin Transfers to Gen Fund	9,375.00	9,375.00	0.00	18,750.00	18,750.00	0.00	37,500.00
56004.2 · MACC Administration & Office	2,566.67	2,666.67	(100.00)	12,833.35	13,333.31	(499.96)	32,000.00
56004.3 · Miscellaneous Expenses	100.00	0.00	100.00	2,391.76	2,000.00	391.76	6,000.00
56004.4 · Staffing (1 Pt Time/1 Interim)	0.00	3,750.00	(3,750.00)	0.00	18,750.00	(18,750.00)	45,000.00
56327 · Consulting (Professional servi)	0.00	1,250.00	(1,250.00)	1,030.00	6,250.00	(5,220.00)	15,000.00
56354 · Travel & Training Expenses	0.00	437.50	(437.50)	1,802.04	1,750.00	52.04	3,500.00
<b>Total 56004 · Administration - Category V</b>	<b>12,041.67</b>	<b>17,479.17</b>	<b>(5,437.50)</b>	<b>36,807.15</b>	<b>60,833.31</b>	<b>(24,026.16)</b>	<b>139,000.00</b>
<b>Total Expense</b>	<b>96,670.23</b>	<b>90,354.18</b>	<b>6,316.05</b>	<b>178,168.87</b>	<b>378,516.57</b>	<b>(200,347.70)</b>	<b>717,100.00</b>
<b>Net Income</b>	<b>(45,482.02)</b>	<b>(32,545.87)</b>	<b>(12,936.15)</b>	<b>18,970.38</b>	<b>(149,136.66)</b>	<b>168,107.04</b>	<b>(159,600.00)</b>

CITY OF MONTGOMERY - MEDC  
ACCOUNT BALANCES  
March 31, 2017

	<u>MONEY MARKET ACCOUNTS</u>	<u>INVESTMENTS</u>	<u>TOTALS</u>
<u>MEDC</u>			
CHECKING ACCOUNT #1017938	\$ 247,453.80		\$ 247,453.80
TOTAL INVESTMENTS	\$ -	\$ 484,284.81	\$ 484,284.81
TOTAL MIDC	\$ 247,453.80	\$ 484,284.81	\$ 731,738.61

**INVESTMENTS**

	Issue Date	Maturity Date	Interest Rate	Balance
Texpool #00006			0.40%	\$ 234,284.81
Certificates				
Allegiance Bank	2/20/2017	5/21/2017	0.45%	\$ 100,000.00
Icon Bank CD #7731	1/27/2017	1/27/2018	0.90%	\$ 150,000.00
Total Investment Balance				\$ 484,284.81



City of Montgomery - MEDC  
**Cash Flow Report**  
As of March 31, 2017

Date	Num	Name	Memo	Amount	Balance
<b>51100 · MEDC Checking</b>					271,941.94
03/03/2017	1793	AGS Advertising	Ad Space - Lake Conroe KOA D1178	-890.00	271,051.94
03/03/2017	1794	CETA	Membership for Fiscal Yr 2016 (pro-rated) 2/1/17-9/30/17	-100.00	270,951.94
03/03/2017	1795	Waste Management of Texas, Inc.	Blight Removal	-188.56	270,763.38
03/10/2017	1796	Montgomery Area Chamber of Co...	Partnership Grant for Director Services & Office Space 3/17	-2,566.67	268,196.71
03/17/2017	1797	Joe Jackson	Demolition Work and Haul Off - 14767 North Liberty	-4,400.00	263,796.71
03/31/2017	1798	City of Montgomery- Utility Fund	Cost of Sewer Tap per const. drawings	-15,000.00	248,796.71
03/31/2017	1799	Houston Press	D-10121523, 10121669	-415.35	248,381.36
03/31/2017	1800	Montgomery Area Chamber of Co...	Moravec attendance - Economic Development Conference	-100.00	248,281.36
03/31/2017	1801	Waste Management of Texas, Inc.	1411871-1792-6, 1411904-1792-5	-827.56	247,453.80
Total 51100 · MEDC Checking				-24,488.14	247,453.80
<b>TOTAL</b>				<b>-24,488.14</b>	<b>247,453.80</b>

City of Montgomery - MEDC  
Actual to Budget Performance

March 2017

	Mar 17	Budget	\$ Over B...	Oct '16 - ...	YTD Budget	\$ Over Bud...	Annual Bu...
<b>Income</b>							
55000 · Taxes & Franchise Fees							
55400 · Sales Tax	34,806.41	38,784.53	(3,978.12)	231,322.47	267,956.13	(36,633.66)	557,000.00
<b>Total 55000 · Taxes &amp; Franchise Fees</b>	<b>34,806.41</b>	<b>38,784.53</b>	<b>(3,978.12)</b>	<b>231,322.47</b>	<b>267,956.13</b>	<b>(36,633.66)</b>	<b>557,000.00</b>
55300 · Other Revenues							
55391 · Interest Income	123.72	41.67	82.05	746.91	249.98	496.93	500.00
<b>Total 55300 · Other Revenues</b>	<b>123.72</b>	<b>41.67</b>	<b>82.05</b>	<b>746.91</b>	<b>249.98</b>	<b>496.93</b>	<b>500.00</b>
<b>Total Income</b>	<b>34,930.13</b>	<b>38,826.20</b>	<b>(3,896.07)</b>	<b>232,069.38</b>	<b>268,206.11</b>	<b>(36,136.73)</b>	<b>557,500.00</b>
<b>Expense</b>							
56000 · Pub Infrastructure - Category I							
56000.6 · DowntownDev Improvments	0.00	0.00	0.00	24,382.00	23,333.33	1,048.67	35,000.00
56000.8 · Utility Extensions	15,000.00	16,666.67	(1,666.67)	15,000.00	99,999.98	(84,999.98)	200,000.00
56000.9 · Flagship Dev Improvements	0.00	833.34	(833.34)	0.00	4,999.96	(4,999.96)	10,000.00
56430 · Tsf to Debt Service	0.00	0.00	0.00	63,750.00	63,750.00	0.00	127,500.00
<b>Total 56000 · Pub Infrastructure - Category I</b>	<b>15,000.00</b>	<b>17,500.01</b>	<b>(2,500.01)</b>	<b>103,132.00</b>	<b>192,083.27</b>	<b>(88,951.27)</b>	<b>372,500.00</b>
56001 · Business Dev & Ret -Category II							
56001.8 · Sales Tax Reimbursement	0.00	0.00	0.00	0.00	67,000.00	(67,000.00)	67,000.00
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>87,000.00</b>	<b>(87,000.00)</b>	<b>87,000.00</b>
56002 · Quality of Life - Category III							
56404 · Seasonal Decorations	0.00	0.00	0.00	1,399.34	3,000.00	(1,600.66)	3,000.00
56420.2 · Christmas Lighting(Civic Assn)	0.00	0.00	0.00	2,543.42	1,600.00	943.42	1,600.00
56423.1 · Walking Tours	0.00	0.00	0.00	0.00	6,000.00	(6,000.00)	6,000.00
56424.1 · Heritage Village Det. Pond Imp	0.00	0.00	0.00	10,450.00	10,000.00	450.00	10,000.00
56429 · Removal of Blight	5,227.56	0.00	5,227.56	18,091.87	0.00	18,091.87	25,000.00
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	5,000.00	(5,000.00)	5,000.00
56439 · Downtown Enhancement Projects	0.00	2,500.00	(2,500.00)	0.00	12,500.00	(12,500.00)	25,000.00
<b>Total 56002 · Quality of Life - Category III</b>	<b>5,227.56</b>	<b>2,500.00</b>	<b>2,727.56</b>	<b>32,484.63</b>	<b>39,100.00</b>	<b>(6,615.37)</b>	<b>76,600.00</b>
56003 · Marketing & Tourism-Category IV							
56408.1 · Promotional Video	0.00	0.00	0.00	1,900.00	0.00	1,900.00	1,000.00
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	1,072.65	4,500.00	(3,427.35)	8,000.00
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	8,000.00	0.00	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
<b>Total 56003 · Marketing &amp; Tourism-Category IV</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>25,972.65</b>	<b>19,500.00</b>	<b>6,472.65</b>	<b>42,000.00</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	2,566.67	2,666.67	(100.00)	15,400.02	15,999.98	(599.96)	32,000.00
56004.3 · Miscellaneous Expenses	230.75	0.00	230.75	2,807.11	2,000.00	807.11	6,000.00
56004.4 · Staffing (1 Pt Time/1 Interim)	0.00	3,750.00	(3,750.00)	0.00	22,500.00	(22,500.00)	45,000.00
56327 · Consulting (Professional servl)	0.00	1,250.00	(1,250.00)	1,030.00	7,500.00	(6,470.00)	15,000.00
56354 · Travel & Training Expenses	100.00	0.00	100.00	1,902.04	1,750.00	152.04	3,500.00
<b>Total 56004 · Administration - Category V</b>	<b>2,897.42</b>	<b>7,666.67</b>	<b>(4,769.25)</b>	<b>39,889.17</b>	<b>68,499.98</b>	<b>(28,610.81)</b>	<b>139,000.00</b>
<b>Total Expense</b>	<b>23,124.98</b>	<b>27,666.68</b>	<b>(4,541.70)</b>	<b>201,478.45</b>	<b>406,183.25</b>	<b>(204,704.80)</b>	<b>717,100.00</b>
<b>Net Income</b>	<b>11,805.15</b>	<b>11,159.52</b>	<b>645.63</b>	<b>30,590.93</b>	<b>(137,977.14)</b>	<b>168,568.07</b>	<b>(159,600.00)</b>

**AGENDA REPORT**

<b>Meeting Date: April 17, 2017</b>	<b>Budgeted Amount:</b>
<b>Department:</b>	
<b>Prepared By: Jack Yates City Administrator</b>	<b>Exhibits:</b>
<b>Date Prepared: April 13, 2017</b>	

**Subject**

This item is earlier in the agenda than usual because Shannan has to leave the MEDC meeting for another meeting.

**Discussion**

Shannan will have a brief report regarding TxDOT/FM 149, and Jack will have a brief report regarding the parking lot downtown.

**Recomendation**

Hear the reports with whatever questions you may have.

**Approved By**

City Administrator

Jack Yates

Date: April 13, 2017

**AGENDA REPORT**

<b>Meeting Date: April 17, 2017</b>	<b>Budgeted Amount:</b>
<b>Department:</b>	
<b>Prepared By: Jack Yates City Administrator</b>	<b>Exhibits:</b>
<b>Date Prepared: April 13, 2017</b>	

**Subject**

This item brings back up the Marketing/Tourism position and proposes to use a contractor to perform these services rather than hire a city employee.

**Discussion**

At the January MEDC meeting the Board approved the position of Marketing/Tourism for the city, as an employee. Since that time, I contemplated the option of the employee versus the option of using a contractor to the same purposes-- without the expenses of office space, setting up office expenses, overhead on personnel cost as opposed to the option of using existing, local contractors who perform the same services.

Generally speaking, the city's preference is to use rather than adding employees. With that preference in mind, I came to know of Barbie Jorge, who publishes the magazine Texas Home Focus magazine from an office here in Montgomery. In speaking with Barbie she presently does all of the job functions planned for the Marketing/Tourism position.

I spoke with Barbie and, in essence, "tried her out" by getting her to write a press release regarding the purchase of historic markers by the MEDC. Also discussed were the improvements of the webpage and the QR codes projects. From that discussion and discussing rates, I believe we can get more for our dollar by using her rather than hiring a new position. Anything that Barbie will not be able to do, another contractor can do.

So, the request is to delay the hiring of an employee and giving the City Administrator the opportunity to contract to get the services intended for the Marketing/Tourism position.

Montgomery City Council  
**AGENDA REPORT**

**Recommendation**

Motion to allow Jack Yates the variance to hire Contractors to perform the Marketing/Tourism duties.

**Approved By**

City Administrator	Jack Yates	Date: April 13, 2017
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## AGENDA REPORT

<b>Meeting Date: April 17, 2017</b>	<b>Budgeted Amount:</b>
<b>Department:</b>	
<b>Prepared By: Jack Yates City Administrator</b>	<b>Exhibits:</b>
<b>Date Prepared: April 13, 2017</b>	

**Subject**

This item brings back up the MEDC's participation regarding Heritage Medical Plaza II, now involving Houston Street Paving and adjacent water lines

**Discussion**

At the February MEDC meeting the Board agreed to fund \$120,000 for resurfacing and widening of Houston Street as part of the support of the Heritage Medical Plaza II being built at the northeast corner of SF 105 and Houston Street. Since February two things have occurred that affect your decision.

**First Houston Street Paving:** County Commissioner Mike Meador has agreed to place and pay for the asphalt to be placed in the Houston Street. That reduces the cost of Houston Street from the estimated \$160,000 down to \$80,000 (the cost of curb and gutter placement and site preparation not covered under the Commissioner's pavement only offer). There is an estimated \$5,000 to be paid for the design of the road- making the Houston Street total \$85,000.

My suggestion for Houston Street is: since Chris Cheatham was willing to put \$32,500 of the \$160,000 that is 20.3% of the total—So, I propose:

	\$85,000	Total Cost
-	<u>17,255</u>	Paid by Cheatham – 20.3 % of total
=	\$67,745	MEDC portion

**Second, Water Lines:** The water line in front of the Heritage Medical Plaza II will need to be lowered to accommodate the sewer connection needed by this development. The cost of this line is estimated to be \$20,000. That cost would ordinarily be Mr. Cheatham's responsibility to pay, however, this line is scheduled to be replaced by a major water line replacement program which will replace existing 6" water line with a 12". This is part of the TWDB projects. The plans are not ready now for the project and probably will not be ready until late summer.

## AGENDA REPORT

Mr. Cheatham requires the water line now and the City would prefer to use our own Contractor. The city has a \$17,255 tap fee already paid by Mr. Cheatham. So, I am proposing that the city place the new 12" water line in front of Mr. Cheatham's business in advance of the TWDB project -- because there will be plenty of places to use the \$20,000 taken from the TWDB project.

Also, the City Engineer has recommended replacing the existing water line in Houston Street rather than place new pavement over an old water line that might need replacing/have leaks and have to tear up the new pavement. The cost of a new water line in Houston Street is estimated at \$60,000.

The following is my proposal to the MEDC regarding the water lines:

\$20,000	SH 105 water line
+ <u>60,000</u>	Houston Street water line
= \$80,000	Total Cost of Water Line Work
- <u>52,255</u>	Balance of MEDC original \$120,000 commitment
= \$27,745	MEDC new contribution to Water Infrastructure

**In summary, I am asking for an additional \$27,745 that will not only get Houston Street paved, but will also place new water lines along SH 105 and in Houston Street.**

### Recommendation

Motion to reduce the original \$120,000 commitment for Houston Street paving to \$67,745 and to allocate \$80,000 for water line projects in SH 105 and Houston Street toward infrastructure improvements as needed by Heritage Medical Plaza II

### Approved By

City Administrator

Jack Yates

Date: April 13, 2017