

**NOTICE OF REGULAR 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 and Annual Meeting at 6:00 p.m. on February 17, 2020 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 Workshop on January 13, 2020 and Regular Meeting held on January 20, 2020.
4. Approval of Financial Report
5. Update on Montgomery Mudbugs & Music Festival to be held on March 21, 2020.
6. Discussion, consideration and possible action regarding Southern Rum Runners Mealz on Wheelz event to be held May 9, 2020.
7. Consideration and possible action regarding downtown revitalization.
8. Introduction of Marketing and Tourism Coordinator, Frieda Joyce.
9. Economic Development Reports
  - a. City Development Report
  - b. City Engineer's Report

**EXECUTIVE SESSION:**

The MEDC Board of Directors reserves the right to discuss any of the items listed specifically under this heading or for any items listed above in executive closed session as permitted by law including if they meet the qualifications in Sections 551.071(consultation with attorney), 551.072 (deliberation regarding real property), 551.073 (deliberation regarding gifts), 551.074 (personnel matters), 551.076 (deliberation regarding security devices), and 551.087 (deliberation regarding economic development negotiations) of Chapter 551 of the Government Code of the State of Texas. (There are no items planned at this time.)

**POSSIBLE ACTION FROM EXECUTIVE SESSION:**

10. Consideration and possible action on items from Executive Session, if necessary.
11. Board Inquiry
12. Adjourn





Richard Tramm, City Administrator for  
Rebecca Huss, President of MEDC

I certify that the attached notice of meeting was posted on the bulletin board at the City of Montgomery City Hall, 101 Old Plantersville Road, Montgomery, Texas, on the 14th day of February, 2020 at 3:20 o'clock p.m. I further certify that the following news media was notified of this meeting as stated above: The Courier

**MINUTES OF REGULAR MEETING**

**January 20, 2020**

**MONTGOMERY ECONOMIC DEVELOPMENT CORPORATION**

**CALL TO ORDER**

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

Present:        Rebecca Huss - President  
                     Julie Hutchinson - Treasurer  
                     Amy Brown – Secretary  
                     Tom Cronin – Board Member  
                     Arnette Easley – Board Member  
                     Dan Walker – Board Member

Absent:         Bob Kerr – Board Member

Also Present:  Richard Tramm – City Administrator  
                     Dave McCorquodale – Assistant to the City Administrator

**OPEN PUBLIC COMMENT**

No public comment.

**APPROVAL OF MINUTES**

Minutes of December 16, 2019 Regular Meeting –

President Huss asked for comments on the minutes as presented. Mrs. Huss made a motion to accept the minutes as presented, seconded by Mr. Cronin. All in favor. (6-0)

## MONTHLY FINANCIAL REPORT

### Report for December 2019

Mrs. Hutchinson said the first fiscal quarter sales tax funds from the City was received as was deposited into the Texpool account. A transfer was made from the Texpool account into the checking account in order to pay the Kroger sales tax rebate.

Mrs. Hutchinson noted the debt service, the sales tax reimbursement and the administration transfers to the General Fund should be accrued on a quarterly basis, and this should be corrected in January.

Mrs. Hutchinson reminded the Board the sales tax reimbursement was being booked on a cash basis and there was discussion of accruing them in the future like the debt transfers. At the end of last fiscal year, the EDC booked and accrued the entire year of sales tax reimbursement that looked like a double booking. The bookkeeper, instead of posting to the accrual account, posted as an expense. Mrs. Hutchinson said that is another item to correct.

Mrs. Hutchinson stated during the November meeting, the EDC approved a \$3,000 grant for blight removal for Montgomery County United. That invoice should be given to the bookkeeper soon.

Mr. Tramm said the invoice was in the City file and will be moved over to the EDC file.

Mrs. Hutchinson said the Bancorp South CD will be maturing on January 28<sup>th</sup>. This is a twelve-month CD containing \$150,000. Mrs. Hutchinson asked the bookkeeper for the current rates. Mrs. Hutchinson was told Bancorp does still have the best rate, but the current rate is lower than the rate the CD currently is receiving. She said the EDC may wish to have a discussion on renewing the CD at a rate which is not much higher than Texpool's rate and having the money tied up for twelve months, or moving the money to Texpool which is a liquid account.

Mrs. Huss asked for comments from the Board.

Mr. Easley asked Mrs. Hutchinson for the difference in the rates.

Mrs. Hutchinson said the renewal with Bancorp South would give the CD a rate of 2.06, and Texpool is currently 1.68.

Mrs. Huss said the rate difference is approximately 0.4%, plus the money is not immediately available with penalties if withdrawn early.

Mrs. Hutchinson said the EDC has the option of moving the money temporarily into Texpool until rates increase.

Mr. Tramm noted Texpool is a state approved fund allowed for government investment.

Mrs. Huss said she would rather follow Mrs. Hutchinson's recommendation to move the funds into Texpool unless there is enough of an interest rate difference to justify keeping the funds in a CD..

Mr. Cronin asked if the Board needs to take action on the item.

Mrs. Huss said she believes the Board does not need to take action, but simply direct Mr. Tramm to have the bookkeeper roll the CD into the Texpool account.

There was no disagreement from the Board.

Mrs. Hutchinson asked Mr. Tramm about an account named Due from Home Grants. Mrs. Hutchinson said last year some grants were received that MEDC paid. She stated it is her understanding the City is to reimburse the EDC for those funds.

Mr. Tramm said those were certain loan expenditures and the City wrote "a couple more checks" to cover the closings. He said once those homes close, the City will be reimbursed for their costs, then the City will reimburse the EDC.

Mrs. Huss asked for Mr. Tramm to stay in touch with the bookkeeper and Mrs. Hutchinson to assure actions are performed correctly and in a timely manner.

Motion by Mrs. Hutchinson, seconded by Mrs. Huss to approve the December 2019 Financial Report pending the first quarter accrual of \$40,000 to the Transfer to Debt Service, the first quarter accrual of \$19,875 to the Sales Tax Reimbursement account, the reclassification of the sales tax payment to Kroger against the accrual that was booked at the end of last fiscal year, and the \$26,875 accrual for the administration transfer to the General Fund. All in favor. (6-0)

## **CONSIDERATION AND POSSIBLE ACTION**

### **5. Presentation by the Historical Society related to future funding request.**

Chery Fox, from the Historical Society, introduced Brenda Beaven, the Recording Secretary for the Montgomery Historical Society.

Ms. Beaven presented a visual slideshow of the properties owned by the Historical Society, the cost of maintaining the properties, as well as the income and expenses of the Christmas Tour.

Ms. Beaven spoke on possible future collaborations between the Montgomery Historical Society and the City such as installing historical markers, cleaning existing historical markers, brochures, and possible maintenance of a tree hanging over the museum.

Mrs. Fox said the Historical Society is asking for \$7,000 to keep the grass mowed and address the issue of the tree hanging over the museum.

Mrs. Huss reminded Mrs. Fox the item on the agenda is just the presentation so the Historical Society will need to return at a later time with a grant request.

Mrs. Huss asked if any Board members had questions for the Historical Society representatives.

Mrs. Brown asked where the Historical Society receives its funding.

Ms. Beaven said the income presented in the slideshow represented the funding.

Mrs. Brown asked about the leases on the Historical Society's buildings including the Post Office and the Old Baptist Church.

Ms. Beaven said the Historical Society does receive lease payments and directed the question to Bea Rouse.

Mrs. Rouse said the Post Office leases for \$800 per month. She stated the owner of Modern Farmhouse who leases the building has "put aside some space in the back" on "the McCown side we have some Texas and Montgomery related items that I buy, and we put them there to sell to the public, and we probably bring in \$300 or so a month in profit."

Mrs. Brown asked about the lease on the Old Baptist Church.

Mrs. Rouse said the Historical Society does receive rental income from the church but she is unaware of the amount.

Mrs. Brown asked if the Historical Society also owns the property under Southern Roots hair salon.

Mrs. Fox said no.

Mrs. Huss said the Appraisal District's website says that it is owned by the Montgomery Historical Society.

Mrs. Beaven said she believed the Historical Society did a long-term lease on that property for a minimal amount.

Mrs. Hutchinson asked, in relation to the Christmas Tour, "if the cookies are donated and [the Historical Society] receive[s] the proceeds, what are the expenses?"

Mrs. Beaven responded the posters and advertisement.

Mrs. Brown asked if the Historical Society receives funds from the Cookie Walk and the vendors.

Mrs. Beaven said that income is included in the \$13,406 gross income for 2018.

Mrs. Hutchinson said she was not on the MEDC Board in 2018 and asked if the Historical Society applied for a grant, because their spreadsheet shows no MEDC involvement for that year.

Mrs. Fox said the Historical Society presented a request but was rejected.

Mrs. Huss said the meeting minutes say "the funds the Historical Society raises are for things the EDC do not support including scholarships."

Mrs. Hutchinson asked if the Historical Society restructured their request would the request then fall under the EDC's guidelines.

Mrs. Huss said it is possible but the problem with longevity also arises. She said the External Festival Guidelines state festivals over a certain period of time need to be self-sustaining.

Mr. Easley asked if the Historical Society has tried applying for grants.

Ms. Beaven said "on the Baptist Church, we did go for a grant on that and were given half of it."

Mrs. Rouse said the Historical Society does have another small source of income where people donate occasionally at the museum.

Mrs. Beaven said the Historical Society also receives money from tours such as one she is planning in February.

No action taken.

#### 6. Update and discussion on contract status with Southern Rum Runners.

Mr. Tramm said he has had continuing discussions with Southern Rum Runners and has received a proposed map area for the festival.

Mr. Tramm reminded the Board of previous Board discussions and the approval of \$7,800 to be paid by the EDC upfront with funds returned to the EDC based on ticket sales. Mr. Tramm said the breakeven point for the EDC would be the sale of 1,800 ticket sales. Any ticket sales over that amount would result in profit for the EDC.

Mr. Tramm said Southern Rum Runners had a concern with the March timeline and asked to move the event to the second weekend in May. Mr. Tramm said the new date is reflected in the proposed contract.

Mr. Tramm said Southern Rum Runners wishes to come back to the EDC to update the Board next month.

In response to a question by Mrs. Hutchinson on the base number of tickets needed before the EDC begins recouping funds, Mr. Tramm said 1,000 ticket sales are needed to initiate the repayment of EDC funds.

No action taken.

#### 7. Consideration and possible action regarding downtown revitalization.

Mr. Tramm presented the Board with a map of the downtown area that outlines the proposed revitalization zone. Mr. Tramm said this was not a final map, but just for discussion purposes.

Mrs. Huss reminded the Board that during the student discussion she asked a question concerning a proposed island in the middle of 149 on the north side of the downtown area. She

was interested in this proposal for the purpose of naturally slowing down traffic due to visual perceptions.

Mr. Walker asked if sidewalks were being considered from the downtown area to Jim's Hardware.

Mr. Tramm said it had been discussed as mobility options. Mr. Tramm also noted there are grant programs which help communities pay for sidewalks for certain reasons.

Mrs. Huss mentioned the Board had discussed, during the workshop, standardizing items which could be done on an ongoing basis that doesn't require large bids. She explained sidewalk sizes, for example, should be consistent throughout the revitalization zone.

Mrs. Huss suggested the target area be amended by moving the southern border to include the school south of 149. She said this may help with the grant applications.

Mr. McCorquodale said sidewalks to schools have a 100% match by TxDot if they are within a two-mile radius of a school. TxDot has a Transportation Alternatives grant which is an 80/20 match which covers more than just sidewalks to schools.

Mr. Easley said Highway 149 coming into Montgomery from the North should be the most attractive section in town. He said he believes "you can't clean up one area... when the rest of the area looks horrible." He said Montgomery needs beautification in all four corners, not just one area. Mr. Easley suggested the City send letters to property owners to clean up their properties to improve the appearance of properties on the north part of town.

Mrs. Hutchinson asked what authority the City has over private property.

Mrs. Huss said that is more of a City function. She said the EDC does not have any jurisdiction in those matters.

Mr. Tramm said he would be happy to look into the issue and report back in February.

Mr. Easley restated the beautification should be about the city at large and not only one section.

Mrs. Huss said the EDC does not have the funds to take on the whole city, and the plan is to start at the core and radiate out on things that the Board can change. Mrs. Huss continued by saying, as a City Councilperson, she is hesitant "to use the power of government to bully people who are less fortunate and less politically powerful than [herself]."

Mr. Easley suggested sending a letter to homeowners asking them to be a part of the beautification of Montgomery by improving and cleaning their properties.

No action taken.

8. Consideration and possible action to sponsor Montgomery Mudbugs and Music Festival to be held on March 21, 2020.

Mr. Tramm said he met with Charlie Diggs Entertainment Promotions last week. He said they are interested in having a Montgomery Mudbugs and Music Festival on March 21, 2020, to be held on or near the Ransom's property.

Mr. Tramm said the festival would end by 10:00 p.m.

Mr. Tramm said Charlie Diggs Entertainment Promotions organized the Anderson Christmas Festival and sold 2,200 tickets. CDEP anticipates the Montgomery festival to sell more tickets due to the fact Montgomery is closer to larger populations than Anderson.

Mr. Tramm said sponsorship by MEDC of up to \$8,000 would have the money funneled back into the city by covering expenses from the city or city personnel, such as Montgomery Public Works Department support and off-duty law enforcement.

Mr. Tramm said the reach of attendee spending at festivals overflows into other areas of town.

Mr. Tramm said he believes this is a good opportunity for an outside organization to take the primary financial risk and put on an event somewhere other than downtown.

Mr. Walker said if people come to town and are treated well, they will come back.

Mrs. Hutchinson said, from a financial perspective, the EDC has \$35,000 budgeted for events.

Mr. Cronin said he was hesitant to spend public funds for a privately owned organization without a detailed budget.

Mrs. Huss suggested the money go into escrow until CDEP presents the EDC with an invoice showing city expenses.

Mr. Tramm said the EDC can specify the funds be paid as reimbursement for city co-marketing, city Public Works and city Police security personnel.

Motion by Mr. Cronin, seconded by Mrs. Brown to approve sponsorship for the Montgomery Mudbugs and Music Festival to be held on March 21, 2020, not to exceed \$8,000, with the money to be earmarked for expenses that utilize city personnel, such as Public Works, Police Department and city social media advertising. All in favor. (6-0)

DISCUSSION

Mrs. Huss asked Mr. Tramm to inform Mr. Diggs of the External Festival Guidelines and have them comply with provisions such as marketing.

9. Economic Development Report – Richard Tramm



- a. City Administrator's Development Report – Copy of report provided
  
- b. City Engineer's Report – Copy of report provided

10. Consideration and possible action on MEDC Annual Meeting Items:

- a. Report of 2019 Activities and Goals

Mr. Tramm stated on the list are twelve categories and the amount of money budget for each category. He stated some funds, such as the internship program will end up not being utilized.

He explained that through the course of a year, attentions get redirected, such as the City lost it's Marketing and Tourism Director and The Wheat and Wine Festival being cancelled.

Mr. Tramm noted the EDC was very active throughout the year.

- b. 2020 Planning Items and Goals

Mr. Tramm stated staff has listed some preliminary goals for 2020, but asks the Board for direction and suggestions.

Mrs. Huss said she does not anticipate any utility extension projects for 2020 as noted in item #2. Mrs. Huss said those type of projects have not been attempted in the past, but the Board may want to consider purchasing land and rolling out utilities in areas the City wishes to develop. Mrs. Huss said such projects could kick start other development and produce primary jobs.

Mrs. Hutchinson asked what was done in 2017-2018 where the EDC spent \$142,000 on utility extensions.

Mrs. Huss said she believed it was the water line extension to McCoys. She said she thinks it was a water line upgrade which came before the EDC.

Mrs. Brown that item did not come before the EDC Board for a vote, but instead was agreed upon by the former Board President without Board approval.

Mr. Walker asked if the major corridors would be the only places that would be beneficial to invest.

Mrs. Huss said currently that would be the case.

Mr. Walker asked if the utilities are already present up along Lone Star Parkway.

Mrs. Huss said “Strangely, no they are not on Lone Star Parkway.” She noted “a small problem with the outside of Lone Star Parkway in that [the City doesn’t] own the water rights.”

Mr. Walker asked what type of development would be necessary to try to get heavy truck traffic of 149 that is coming into town on the Southside.

Mrs. Huss said the City would have to spend money on the roads to upgrade them to TxDot standards which would cost around ten million dollars.

Mr. Easley stated he believed the Loop was part of the new mobility plan.

Mr. McCorquodale said it is part of the County’s mobility plan as well as the City’s mobility plan.

Mrs. Huss said in terms of investment to the city, getting water around Lone Star Parkway is beneficial.

Mrs. Huss said she believes the EDC’s primary goal for 2020 should be the downtown revitalization project.

Mr. Tramm said there will be utility extensions associated with that project. He stated there will be drainage issues, undersized water lines, and other issues that will need to be addressed.

c. Annual Financial Report

Mr. Tramm provided a comparison of actual budgets from 2017-2018, 2018-2019 and the adopted budget from 2019-2020.

Mrs. Huss explained the annual meeting was moved from September to January in order for new Board members to be able to participate, since Board members are appointed in December.

Mrs. Hutchinson said the report lists actual sales tax revenue for 2018-2019 as \$690,632 which appears to be high. Mrs. Hutchinson said when she added the figures from Mr. Tramm’s Sales Tax Collection Report, the actual should have been \$663,216. She said she is not sure where the discrepancy is located. Mrs. Hutchinson asked if she could meet with Mr. Tramm at a later date to clarify the numbers.

Mr. Tramm said there was an overpayment of approximately \$400,000 received by the City from a business that is not located in the city. Mr. Tramm said the business has yet to figure out the money was paid incorrectly. The City of Montgomery is holding the money, identified separately, in order to forward it to the correct recipient. The City of Montgomery has notified the State of Texas.

Mr. Tramm also noted, regarding sales tax, this fiscal year was budgeted based on estimating the sales tax to be collected would be equal to what was actually collected in the previous year. Mr. Tramm said this was a conservative approach, but expects the figures to be higher than estimated.

d. Election of Officers

i. President

Mrs. Huss was nominated by Mrs. Brown, second by Mr. Walker.

All in favor. (6-0) ii.

Secretary

Mrs. Brown was nominated by Mrs. Hutchinson, second by Mrs. Huss.

All in favor. (6-0)

iii. Treasurer

Mrs. Hutchinson was nominated by Mrs. Brown, second by Mrs. Huss.

All in favor. (6-0)

iv. Vice President

Mr. Easley was nominated by Mr. Walker. Motion dies for lack of a second.

Mr. Walker was nominated by Mr. Easley, second by Mr. Cronin. All in favor. (6-0)

**BOARD INQUIRY**

Mrs. Brown asked Mr. Tramm to clarify who owns Cedar Break Park and Homecoming Park.

Mr. Tramm said the City owns the parks. Mr. Tramm stated, in regard to Cedar Break Park, until very recently there was another group who has turned over their assets to the City. The City maintains Cedar Break Park. Mr. Tramm said with regards to Homecoming Park, the City owns the park and is responsible for the maintenance.

Mrs. Brown asked if there are any groups in the city that beautify the parks or are they simply maintained as they are.

Mr. Tramm said Memory Park has a group who does work in addition to the City. Cedar Break Park has had a group install a library box.

Mrs. Huss said Memory Park and Fernland each have a 501c3 that work in conjunction with the City to raise funds to operate those parks.

Mrs. Brown said the two community parks, Cedar Break and Homecoming, do not have any groups who beautify or improve them. Mrs. Brown said she sees a need for those two parks to have some "TLC" put into them. She said those parks are used a lot and there is so much which could enhance them.

Mrs. Brown said an example would be the sand volleyball court is always dirty and needs to be removed and replaced with something else. She said the people she sees at the parks are parents and very small children. She said the City has teenagers who could benefit from basketball courts in both parks.

Mr. Easley said there is a basketball court at Homecoming Park.

Mrs. Brown said that court could be improved greatly.

Mr. Tramm said in the next couple of weeks there will be a Parks Commission recommended to City Council that will have several volunteers to make recommendations to the City.

Mrs. Huss said the comprehensive plan will enable the City to apply for grants for park equipment.

### ACTION ITEMS FROM DECEMBER MEETING

<i><b>ACTION ITEM</b></i>	<i><b>ASSIGNEE</b></i>	<i><b>RESULT</b></i>

### ACTION ITEMS FOR FUTURE MEETINGS

<i><b>ACTION ITEM</b></i>	<i><b>ASSIGNEE</b></i>	<i><b>DUE DATE</b></i>
Move Bancorp CD funds into Texpool	Tramm	
First quarter accrual of \$40,000 to the Transfer to Debt Service	Tramm	
first quarter accrual of \$19,875 to the Sales Tax Reimbursement account	Tramm	

reclassification of the sales tax payment to Kroger against the accrual that was booked at the end of last fiscal year

Tramm

\$26,875 accrual for the administration transfer to the General Fund

Tramm

Jurisdiction for improving private property in relation to city beautification

Tramm

**ADJOURNMENT**

Motion by Mrs. Hutchinson, seconded by Mr. Easley to adjourn the meeting at 8:21 p.m. All in favor. (6-0)

Submitted by: \_\_\_\_\_

Date Approved: \_\_\_\_\_

Amy Brown, MEDC Secretary

\_\_\_\_\_  
Rebecca Huss, MEDC President

**CITY OF MONTGOMERY - MEDC  
ACCOUNT BALANCES REPORT  
Through January 31, 2020 - For February 2020 Meeting**

	<u>MONEY MARKET ACCOUNTS</u>	<u>INVESTMENTS</u>	<u>TOTALS</u>
<b><u>MEDC</u></b>			
CHECKING ACCOUNT #1017938	\$ 97,583.78		\$ 97,583.78
TOTAL INVESTMENTS	<u>\$ -</u>	<u>\$ 1,072,321.92</u>	<u>\$ 1,072,321.92</u>
<b>TOTAL MIDC</b>	<u>\$ 97,583.78</u>	<u>\$ 1,072,321.92</u>	<u>\$ 1,169,905.70</u>

**INVESTMENTS**

	Issue Date	Maturity Date	Interest Rate	Balance
Texpool #00006			1.68%	\$ 1,072,321.92
<b>Certificates</b>				
<b>Total Investment Balance</b>				<u><u>\$ 1,072,321.92</u></u>

\*\* Note:  
The admin transfers to the General Fund for \$11,875 and to the Debt Service Fund for \$40,000 were made in February.  
The Sales Tax Transfer of \$42,632.76 was received in February. All will show on the next report.

City of Montgomery - MEDC

**Cash Flow Report**

As of January 31, 2020

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>	<u>Balance</u>
<b>51100 · MEDC Checking</b>					101,885.78
01/03/2020	1990	Rebecca Huss	Reimbursement of Expense - Website Marketing	-25.00	101,860.78
01/03/2020	1991	TEDC	2020 Membership fees Inv #11674	-500.00	101,360.78
01/17/2020	1992	Old Republic Title Co.	Home Program - GF# 1083758 - Leslie Holts - 905 ...	-1,259.00	100,101.78
01/17/2020	1993	Old Republic Title Co.	Home Program - GF# 1803402 - Dora Johnson - 5...	-1,259.00	98,842.78
01/17/2020	1994	Old Republic Title Co.	Home Program - GF# 1803242 - Laura Stephens - ...	-1,259.00	97,583.78
Total 51100 · MEDC Checking				-4,302.00	97,583.78
<b>TOTAL</b>				<b>-4,302.00</b>	<b>97,583.78</b>

City of Montgomery - MEDC  
**Actual to Budget Performance**  
 October 2019 through January 2020

	<u>Oct '19 - Ja...</u>	<u>Budget</u>	<u>\$ Over Bud...</u>	<u>Oct '19 - Ja...</u>	<u>YTD Budget</u>	<u>\$ Over Bud...</u>	<u>Annual Bu...</u>
<b>Income</b>							
55000 · Taxes & Franchise Fees							
55400 · Sales Tax	234,867.81	194,500.00	40,367.81	234,867.81	194,500.00	40,367.81	654,000.00
<b>Total 55000 · Taxes &amp; Franchise Fees</b>	<b>234,867.81</b>	<b>194,500.00</b>	<b>40,367.81</b>	<b>234,867.81</b>	<b>194,500.00</b>	<b>40,367.81</b>	<b>654,000.00</b>
55300 · Other Revenues							
55391 · Interest Income	8,959.23	3,320.00	5,639.23	8,959.23	3,320.00	5,639.23	10,000.00
<b>Total 55300 · Other Revenues</b>	<b>8,959.23</b>	<b>3,320.00</b>	<b>5,639.23</b>	<b>8,959.23</b>	<b>3,320.00</b>	<b>5,639.23</b>	<b>10,000.00</b>
<b>Total Income</b>	<b>243,827.04</b>	<b>197,820.00</b>	<b>46,007.04</b>	<b>243,827.04</b>	<b>197,820.00</b>	<b>46,007.04</b>	<b>664,000.00</b>
<b>Expense</b>							
56000 · Pub Infrastructure - Category I							
56000.6 · Downtown Dev Improvments	0.00	0.00	0.00	0.00	0.00	0.00	60,000.00
56000.7 · Streets & Sidewalks	0.00	19,000.00	(19,000.00)	0.00	19,000.00	(19,000.00)	76,000.00
56000.8 · Utility Extensions	0.00	25,000.00	(25,000.00)	0.00	25,000.00	(25,000.00)	50,000.00
56430 · Tsf to Debt Service	40,000.00	40,000.00	0.00	40,000.00	40,000.00	0.00	160,000.00
<b>Total 56000 · Pub Infrastructure - Category I</b>	<b>40,000.00</b>	<b>84,000.00</b>	<b>(44,000.00)</b>	<b>40,000.00</b>	<b>84,000.00</b>	<b>(44,000.00)</b>	<b>346,000.00</b>
56001 · Business Dev & Ret -Category II							
56001.8 · Sales Tax Reimbursement	19,875.00	19,875.00	0.00	19,875.00	19,875.00	0.00	79,500.00
56423 · Economic Development Grant Prog	0.00	0.00	0.00	0.00	0.00	0.00	20,000.00
<b>Total 56001 · Business Dev &amp; Ret -Category II</b>	<b>19,875.00</b>	<b>19,875.00</b>	<b>0.00</b>	<b>19,875.00</b>	<b>19,875.00</b>	<b>0.00</b>	<b>99,500.00</b>
56002 · Quality of Life - Category III							
56423.1 · Walking Tours	0.00	700.00	(700.00)	0.00	700.00	(700.00)	1,000.00
56429 · Removal of Blight	3,000.00	15,000.00	(12,000.00)	3,000.00	15,000.00	(12,000.00)	15,000.00
56434 · Events							
55602 · Neighborhood Water Party	38.11	0.00	38.11	38.11	0.00	38.11	0.00
55606 · Light up Montgomery	930.75	1,500.00	(569.25)	930.75	1,500.00	(569.25)	1,500.00
56434 · Events - Other	0.00	35,000.00	(35,000.00)	0.00	35,000.00	(35,000.00)	35,000.00
<b>Total 56434 · Events</b>	<b>968.86</b>	<b>36,500.00</b>	<b>(35,531.14)</b>	<b>968.86</b>	<b>36,500.00</b>	<b>(35,531.14)</b>	<b>36,500.00</b>
56439 · Downtown Enhancement Projects	0.00	10,000.00	(10,000.00)	0.00	10,000.00	(10,000.00)	30,000.00
<b>Total 56002 · Quality of Life - Category III</b>	<b>3,968.86</b>	<b>62,200.00</b>	<b>(58,231.14)</b>	<b>3,968.86</b>	<b>62,200.00</b>	<b>(58,231.14)</b>	<b>82,500.00</b>
56003 · Marketing & Tourism-Category IV							
56413 · Brochures/Printed Literature	50.00	3,333.36	(3,283.36)	50.00	3,333.36	(3,283.36)	10,000.00
56419 · Website	165.00	1,000.00	(835.00)	165.00	1,000.00	(835.00)	3,000.00
<b>Total 56003 · Marketing &amp; Tourism-Category IV</b>	<b>215.00</b>	<b>4,333.36</b>	<b>(4,118.36)</b>	<b>215.00</b>	<b>4,333.36</b>	<b>(4,118.36)</b>	<b>13,000.00</b>
56004 · Administration - Category V							
56004.1 · Admin Transfers to Gen Fund	11,875.00	26,875.00	(15,000.00)	11,875.00	26,875.00	(15,000.00)	107,500.00
56004.3 · Miscellaneous Expenses	0.00	166.72	(166.72)	0.00	166.72	(166.72)	500.00
56327 · Consulting (Professional servi)	0.00	2,500.00	(2,500.00)	0.00	2,500.00	(2,500.00)	10,000.00
56354 · Travel & Training Expenses	500.00	2,500.00	(2,000.00)	500.00	2,500.00	(2,000.00)	5,000.00
<b>Total 56004 · Administration - Category V</b>	<b>12,375.00</b>	<b>32,041.72</b>	<b>(19,666.72)</b>	<b>12,375.00</b>	<b>32,041.72</b>	<b>(19,666.72)</b>	<b>123,000.00</b>
<b>Total Expense</b>	<b>76,433.86</b>	<b>202,450.08</b>	<b>(126,016.22)</b>	<b>76,433.86</b>	<b>202,450.08</b>	<b>(126,016.22)</b>	<b>664,000.00</b>
<b>Net Income</b>	<b>167,393.18</b>	<b>(4,630.08)</b>	<b>172,023.26</b>	<b>167,393.18</b>	<b>(4,630.08)</b>	<b>172,023.26</b>	<b>0.00</b>



City of Montgomery - MEDC

General Ledger

As of January 31, 2020

02/14/20

Type	Date	Num	Name	Memo	Debit	Credit	Balance
<b>51100 - MEDC Checking</b>							
Bill Pmt -Ch...	10/11/2019	1976	Houston Chronicle	Inv# 222716136 MEDC Budget P Hearing		72.00	109,247.14
Bill Pmt -Ch...	10/11/2019	1977	Laurel Paving	Inv 1298 - Drainage McCown St.		8,850.00	109,175.14
Bill Pmt -Ch...	10/25/2019	1978	Garrett Jones	VOID: Garrett Jones, Eagle Scout Candidate - Grant Dev. Program	0.00		100,325.14
Bill Pmt -Ch...	10/25/2019	1979	Living Savior Lutheran Church	Application for Economic Development Grant Program		5,000.00	100,325.14
Bill Pmt -Ch...	10/25/2019	1980	Texas A&M University	Inv M412411 - Texas Target Communities		15,393.00	95,325.14
Bill Pmt -Ch...	11/08/2019	1981	Rebecca Huss	Reimbursement of Expense - Facebook ad - Haved you been to Mon...		50.00	79,932.14
Bill Pmt -Ch...	11/22/2019	1982	Kevin Brennan	Use of Photo for Brochures and Literature		50.00	79,882.14
Bill Pmt -Ch...	11/22/2019	1983	Montgomery County United	VOID: Removal of Blight - Several Properties & Public Areas in City	0.00		79,832.14
Bill Pmt -Ch...	11/22/2019	1984	Kirk Jones	Eagle Project Expense - Grant Dev Project		2,052.08	77,780.06
Bill Pmt -Ch...	12/13/2019	1985	Bride & Bloom Floristry & Fa...	Wreaths -Civic Club 12/7/19 (Light up Montgomery) Inv 0000001		194.97	77,585.09
Bill Pmt -Ch...	12/13/2019	1986	Gary Szafranski	Santa for Civic Club 12/7/19 (Light up Montgomery) Inv 2019-14		300.00	77,285.09
Bill Pmt -Ch...	12/13/2019	1987	Montgomery Original Snoballs	Seasonal Refreshments-Civic Club 12/7/19 (Light up Montgomery) ...		106.00	77,179.09
Bill Pmt -Ch...	12/20/2019	1988	Rebecca Huss	Reimbursement of Expense - Website Marketing		90.00	77,089.09
Bill Pmt -Ch...	12/20/2019	1989	The Kroger Co.	2018 Tax Year- MEDC Sales Tax Rebate		77,405.00	-315.91
Transfer	12/20/2019			Sales Tax Transfer for 12/19	52,201.69		51,885.78
Transfer	12/23/2019	Transfer		Transfer to Checking	50,000.00		101,885.78
Bill Pmt -Ch...	01/03/2020	1990	Rebecca Huss	Reimbursement of Expense - Website Marketing		25.00	101,860.78
Bill Pmt -Ch...	01/03/2020	1991	TEDC	2020 Membership fees Inv #11674		500.00	101,360.78
Bill Pmt -Ch...	01/17/2020	1992	Old Republic Title Co.	Home Program - GF# 1083758 - Leslie Holts - 905 MLK Dr.		1,259.00	100,101.78
Bill Pmt -Ch...	01/17/2020	1993	Old Republic Title Co.	Home Program - GF# 1803402 - Dora Johnson - 519 Simonton		1,259.00	98,842.78
Bill Pmt -Ch...	01/17/2020	1994	Old Republic Title Co.	Home Program - GF# 1803242 - Laura Stephens - 510 Lawson St.		1,259.00	97,583.78
Total 51100 - MEDC Checking					102,201.69	113,865.05	97,583.78
<b>51300 - Time Deposits-MEDC</b>							
Deposit	10/31/2019			Interest	1,283.17		940,379.34
Deposit	11/30/2019			Interest	1,091.46		941,662.51
Transfer	12/20/2019			Sales Tax Transfer thru 11/19	192,858.35		942,753.97
Transfer	12/23/2019	Transfer		Transfer to Checking		50,000.00	1,135,612.32
Deposit	12/31/2019			Interest	1,174.44		1,085,612.32
Transfer	01/22/2020	Transfer		1st Qtr Transfer to Texpool Reimbursement Account		19,875.00	1,066,786.76
Deposit	01/28/2020			Interest on Maturing CD	4,125.00		1,066,911.76
Deposit	01/31/2020			Interest	1,285.16		1,071,036.76
Total 51300 - Time Deposits-MEDC					201,817.58	69,875.00	1,072,321.92
<b>51301 - Texpool Reimbursement Acct</b>							
Transfer	01/22/2020	Transfer		1st Qtr Transfer to Texpool Reimbursement Account	19,875.00		0.00
Total 51301 - Texpool Reimbursement Acct					19,875.00	0.00	19,875.00
<b>51150 - Accounts Receivable Audit</b>							
Total 51150 - Accounts Receivable Audit							138,633.36
<b>51171 - Due From Gen Fund</b>							
General Jour...	10/31/2019	CB		To accrue sales tax revenue rec'd 10/19	62,148.45		52,824.99
General Jour...	11/30/2019	CB		To accrue sales tax revenue rec'd 11/19	76,484.91		114,973.44
Transfer	12/20/2019			Sales Tax Transfer for 12/19		52,201.69	191,458.35
General Jour...	12/20/2019	CB		To accrue sales tax revenue rec'd 12/19	52,201.69		139,256.66
Transfer	12/20/2019			Sales Tax Transfer thru 11/19		192,858.35	191,458.35
General Jour...	12/31/2019	CB2		To record overtransfer of sales tax due from General in December 2...	1,400.00		-1,400.00
General Jour...	01/31/2020	CB		To accrue sales tax revenue rec'd 1/20	42,632.76		0.00
Total 51171 - Due From Gen Fund					234,867.81	245,060.04	42,632.76
<b>51174 - Due from Home Grant Funds</b>							
Bill	01/16/2020	GF #1...	Old Republic Title Co.	Home Program - GF# 1083758 - Leslie Holts - 905 MLK Dr.	1,259.00		1,400.00
Bill	01/16/2020	GF #1...	Old Republic Title Co.	Home Program - GF# 1803402 - Dora Johnson - 519 Simonton	1,259.00		2,659.00
Bill	01/16/2020	GF #1...	Old Republic Title Co.	Home Program - GF# 1803242 - Laura Stephens - 510 Lawson St.	1,259.00		3,918.00
Total 51174 - Due from Home Grant Funds					3,777.00	0.00	5,177.00
<b>51580 - Accrued Interest Receivable</b>							
Total 51580 - Accrued Interest Receivable							2,780.13
<b>52000 - Accounts Payable</b>							
Bill Pmt -Ch...	10/11/2019	1976	Houston Chronicle	Inv# 222716136 MEDC Budget P Hearing		72.00	-31,367.08
Bill Pmt -Ch...	10/11/2019	1977	Laurel Paving	Inv 1298 - Drainage McCown St.		8,850.00	-31,295.08
Bill Pmt -Ch...	10/25/2019	1978	Garrett Jones	VOID: Garrett Jones, Eagle Scout Candidate - Grant Dev. Program	0.00		-22,445.08
Bill Pmt -Ch...	10/25/2019	1979	Living Savior Lutheran Church	Application for Economic Development Grant Program		5,000.00	-22,445.08
Bill Pmt -Ch...	10/25/2019	1980	Texas A&M University	Inv M412411 - Texas Target Communities		15,393.00	-17,445.08
Bill	11/07/2019	Reimb ...	Rebecca Huss	Reimbursement of Expense - Facebook ad - Haved you been to Mon...		50.00	-2,052.08
Bill Pmt -Ch...	11/08/2019	1981	Rebecca Huss	Reimbursement of Expense - Facebook ad - Haved you been to Mon...	50.00		-2,102.08
Bill	11/20/2019	Blight ...	Montgomery County United	VOID: Removal of Blight - Several Properties & Public Areas in City	0.00		-2,052.08
Bill	11/20/2019	Broch...	Kevin Brennan	Use of Photo for Brochures and Literature		50.00	-2,102.08
Bill Pmt -Ch...	11/22/2019	1982	Kevin Brennan	Use of Photo for Brochures and Literature	50.00		-2,052.08
Bill Pmt -Ch...	11/22/2019	1983	Montgomery County United	VOID: Removal of Blight - Several Properties & Public Areas in City	0.00		-2,052.08
Bill Pmt -Ch...	11/22/2019	1984	Kirk Jones	Eagle Project Expense - Grant Dev Project	2,052.08		0.00
Bill	12/07/2019	Santa ...	Gary Szafranski	Santa for Civic Club 12/7/19 (Light up Montgomery) Inv 2019-14		300.00	-300.00
Bill	12/07/2019	#19	Montgomery Original Snoballs	Seasonal Refreshments-Civic Club 12/7/19 (Light up Montgomery) ...		106.00	-406.00
Bill	12/07/2019	Inv 00...	Bride & Bloom Floristry & Fa...	Wreaths -Civic Club 12/7/19 (Light up Montgomery) Inv 0000001		194.97	-600.97
Bill Pmt -Ch...	12/13/2019	1985	Bride & Bloom Floristry & Fa...	Wreaths -Civic Club 12/7/19 (Light up Montgomery) Inv 0000001	194.97		-406.00
Bill Pmt -Ch...	12/13/2019	1986	Gary Szafranski	Santa for Civic Club 12/7/19 (Light up Montgomery) Inv 2019-14	300.00		-106.00
Bill Pmt -Ch...	12/13/2019	1987	Montgomery Original Snoballs	Seasonal Refreshments-Civic Club 12/7/19 (Light up Montgomery) ...	106.00		0.00
Bill	12/16/2019	Reimb ...	Rebecca Huss	Reimbursement of Expense - Website Marketing		90.00	-90.00
Bill	12/19/2019	2018 R...	The Kroger Co.	2018-19Tax Year- MEDC Sales Tax Rebate		77,405.00	-77,495.00

City of Montgomery - MEDC

General Ledger

As of January 31, 2020

02/14/20

Type	Date	Num	Name	Memo	Debit	Credit	Balance
Bill Pmt -Ch...	12/20/2019	1988	Rebecca Huss	Reimbursement of Expense - Website Marketing	90.00		-77,405.00
Bill Pmt -Ch...	12/20/2019	1989	The Kroger Co.	2018 Tax Year- MEDC Sales Tax Rebate	77,405.00		0.00
Bill	12/23/2019	Reimb ...	Rebecca Huss	Reimbursement of Expense - Website Marketing		25.00	-25.00
Bill	01/02/2020	Inv 11...	TEDC	2020 Membership fees Inv #11674		500.00	-525.00
Bill Pmt -Ch...	01/03/2020	1990	Rebecca Huss	Reimbursement of Expense - Website Marketing	25.00		-500.00
Bill Pmt -Ch...	01/03/2020	1991	TEDC	2020 Membership fees Inv #11674	500.00		0.00
Bill	01/16/2020	GF #1...	Old Republic Title Co.	Home Program - GF# 1083758 - Leslie Holts - 905 MLK Dr.		1,259.00	-1,259.00
Bill	01/16/2020	GF #1...	Old Republic Title Co.	Home Program - GF# 1803402 - Dora Johnson - 519 Simonton		1,259.00	-2,518.00
Bill	01/16/2020	GF #1...	Old Republic Title Co.	Home Program - GF# 1803242 - Laura Stephens - 510 Lawson St.		1,259.00	-3,777.00
Bill Pmt -Ch...	01/17/2020	1992	Old Republic Title Co.	Home Program - GF# 1083758 - Leslie Holts - 905 MLK Dr.	1,259.00		-2,518.00
Bill Pmt -Ch...	01/17/2020	1993	Old Republic Title Co.	Home Program - GF# 1803402 - Dora Johnson - 519 Simonton	1,259.00		-1,259.00
Bill Pmt -Ch...	01/17/2020	1994	Old Republic Title Co.	Home Program - GF# 1803242 - Laura Stephens - 510 Lawson St.	1,259.00		0.00
Total 52000 · Accounts Payable					113,865.05	82,497.97	0.00
<b>52001 · Accounts Payable Audit</b>							-77,405.00
General Jour...	10/04/2019	CB1R	The Kroger Co.	To record sales tax reimbursement calculated for 2018-2019 as expen...	77,405.00		0.00
General Jour...	12/31/2019	CB	The Kroger Co.	To accrue Quarterly Transfer to Texpool Reimbursement Account f...		19,875.00	-19,875.00
Total 52001 · Accounts Payable Audit					77,405.00	19,875.00	-19,875.00
<b>52712 · Due to Gen Fund</b>							0.00
General Jour...	10/30/2019	CB		To accrue Amount Charged to Card Services and paid from General ...		343.95	-343.95
General Jour...	12/31/2019	cb		To accrue Admin transfer - 1st Qtr FYE 2020 (reduced by \$15,000 ...		11,875.00	-12,218.95
General Jour...	12/31/2019	CB	City of Montgomery - General...	To accrue the amount due to the City for Blight Removal Paid from t...		3,000.00	-15,218.95
General Jour...	01/08/2020	CB		To accrue Amount paid from General Fund Petty Cash		23.94	-15,242.89
Total 52712 · Due to Gen Fund					0.00	15,242.89	-15,242.89
<b>52714 · Due to Debt Service Fund</b>							0.00
General Jour...	12/31/2019	cb		To accrue Admin transfer thru 12/31/19		40,000.00	-40,000.00
Total 52714 · Due to Debt Service Fund					0.00	40,000.00	-40,000.00
<b>53900 · Unrestricted Net Assets</b>							-1,136,492.88
Total 53900 · Unrestricted Net Assets							-1,136,492.88
<b>55000 · Taxes &amp; Franchise Fees</b>							0.00
<b>55400 · Sales Tax</b>							0.00
General Jour...	10/31/2019	CB		To accrue sales tax revenue rec'd 10/19		62,148.45	-62,148.45
General Jour...	11/30/2019	CB		To accrue sales tax revenue rec'd 11/19		76,484.91	-138,633.36
General Jour...	12/20/2019	CB		To accrue sales tax revenue rec'd 12/19		52,201.69	-190,835.05
General Jour...	12/31/2019	CB2		To record overtransfer of sales tax due from General in December 2...		1,400.00	-192,235.05
General Jour...	01/31/2020	CB		To accrue sales tax revenue rec'd 1/20		42,632.76	-234,867.81
Total 55400 · Sales Tax					0.00	234,867.81	-234,867.81
Total 55000 · Taxes & Franchise Fees					0.00	234,867.81	-234,867.81
<b>55300 · Other Revenues</b>							0.00
<b>55391 · Interest Income</b>							0.00
Deposit	10/31/2019			Interest		1,283.17	-1,283.17
Deposit	11/30/2019			Interest		1,091.46	-2,374.63
Deposit	12/31/2019			Interest		1,174.44	-3,549.07
Deposit	01/28/2020			Interest on Maturing CD		4,125.00	-7,674.07
Deposit	01/31/2020			Interest		1,285.16	-8,959.23
Total 55391 · Interest Income					0.00	8,959.23	-8,959.23
Total 55300 · Other Revenues					0.00	8,959.23	-8,959.23
<b>56000 · Pub Infrastructure - Category I</b>							0.00
<b>56430 · Tsf to Debt Service</b>							0.00
General Jour...	12/31/2019	cb		To accrue Admin transfer thru 12/31/19	40,000.00		40,000.00
Total 56430 · Tsf to Debt Service					40,000.00	0.00	40,000.00
Total 56000 · Pub Infrastructure - Category I					40,000.00	0.00	40,000.00
<b>56001 · Business Dev &amp; Ret -Category II</b>							0.00
<b>56001.8 · Sales Tax Reimbursement</b>							0.00
General Jour...	10/04/2019	CB1R	The Kroger Co.	Reverse of GJE CB1 -- To record sales tax reimbursement calculated...		77,405.00	-77,405.00
Bill	12/19/2019	2018 R...	The Kroger Co.	2018-19 Tax Year- MEDC Sales Tax Rebate	77,405.00		0.00
General Jour...	12/31/2019	CB	The Kroger Co.	To accrue Quarterly Transfer to Texpool Reimbursement Account f...	19,875.00		19,875.00
Total 56001.8 · Sales Tax Reimbursement					97,280.00	77,405.00	19,875.00
Total 56001 · Business Dev & Ret -Category II					97,280.00	77,405.00	19,875.00
<b>56002 · Quality of Life - Category III</b>							0.00
<b>56429 · Removal of Blight</b>							0.00
Bill	11/20/2019	Blight ...	Montgomery County United	Removal of Blight - Several Properties & Public Areas in City	0.00		0.00
General Jour...	12/31/2019	CB	City of Montgomery - General...	To accrue the amount due to the City for Blight Removal Paid from t...	3,000.00		3,000.00
Total 56429 · Removal of Blight					3,000.00	0.00	3,000.00
<b>56434 · Events</b>							0.00
<b>55602 · Neighborhood Water Party</b>							0.00
General Jour...	10/30/2019	CB		To accrue Amount Charged to Card Services and paid from General ...	14.17		14.17

**General Ledger**

As of January 31, 2020

02/14/20

Type	Date	Num	Name	Memo	Debit	Credit	Balance
General Jour...	01/08/2020	CB		To accrue Amount paid from General Fund Petty Cash	23.94		38.11
Total 55602 · Neighborhood Water Party					38.11	0.00	38.11
<b>55606 · Light up Montgomery</b>							0.00
General Jour...	10/30/2019	CB		To accrue Amount Charged to Card Services and paid from General ...	104.95		104.95
General Jour...	10/30/2019	CB		To accrue Amount Charged to Card Services and paid from General ...	224.83		329.78
Bill	12/07/2019	Santa ...	Gary Szafranski	Santa for Civic Club 12/7/19 (Light up Montgomery) Inv 2019-14	300.00		629.78
Bill	12/07/2019	#19	Montgomery Original Snoballs	Seasonal Refreshments-Civic Club 12/7/19 (Light up Montgomery) ...	106.00		735.78
Bill	12/07/2019	Inv 00...	Bride & Bloom Floristry & Fa...	Wreaths -Civic Club 12/7/19 (Light up Montgomery) Inv 0000001	194.97		930.75
Total 55606 · Light up Montgomery					930.75	0.00	930.75
Total 56434 · Events					968.86	0.00	968.86
Total 56002 · Quality of Life - Category III					3,968.86	0.00	3,968.86
<b>56003 · Marketing &amp; Tourism-Category IV</b>							0.00
<b>56413 · Brochures/Printed Literature</b>							0.00
Bill	11/20/2019	Broch...	Kevin Brennan	Use of Photo for Brochures and Literature	50.00		50.00
Total 56413 · Brochures/Printed Literature					50.00	0.00	50.00
<b>56419 · Website</b>							0.00
Bill	11/07/2019	Reimb ...	Rebecca Huss	Reimbursement of Expense - Facebook ad - Haved you been to Mon...	50.00		50.00
Bill	12/16/2019	Reimb ...	Rebecca Huss	Reimbursement of Expense - Website Marketing	90.00		140.00
Bill	12/23/2019	Reimb ...	Rebecca Huss	Reimbursement of Expense - Website Marketing	25.00		165.00
Total 56419 · Website					165.00	0.00	165.00
Total 56003 · Marketing & Tourism-Category IV					215.00	0.00	215.00
<b>56004 · Administration - Category V</b>							0.00
<b>56004.1 · Admin Transfers to Gen Fund</b>							0.00
General Jour...	12/31/2019	cb		To accrue Admin transfer - 1st Qtr FYE 2020 (reduced by \$15,000 ...	11,875.00		11,875.00
Total 56004.1 · Admin Transfers to Gen Fund					11,875.00	0.00	11,875.00
<b>56354 · Travel &amp; Training Expenses</b>							0.00
Bill	01/02/2020	Inv 11...	TEDC	2020 Membership fees Inv #11674	500.00		500.00
Total 56354 · Travel & Training Expenses					500.00	0.00	500.00
Total 56004 · Administration - Category V					12,375.00	0.00	12,375.00
<b>TOTAL</b>					<b>907,647.99</b>	<b>907,647.99</b>	<b>0.00</b>

City of Montgomery - MEDC  
Balance Sheet

	Jan 31, 20
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
51100 · MEDC Checking	97,583.78
51300 · Time Deposits1-MEDC	1,072,321.92
51301 · Texpool Reimbursement Acct	19,875.00
Total Checking/Savings	1,189,780.70
Other Current Assets	
51150 · Accounts Receivable Audit	138,633.36
51171 · Due From Gen Fund	42,632.76
51174 · Due from Home Grant Funds	5,177.00
51580 · Accrued Interest Receivable	2,780.13
Total Other Current Assets	189,223.25
Total Current Assets	1,379,003.95
<b>TOTAL ASSETS</b>	<b>1,379,003.95</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
52001 · Accounts Payable Audit	19,875.00
Total Accounts Payable	19,875.00
Other Current Liabilities	
52712 · Due to Gen Fund	15,242.89
52714 · Due to Debt Service Fund	40,000.00
Total Other Current Liabilities	55,242.89
Total Current Liabilities	75,117.89
Total Liabilities	75,117.89
Equity	
53900 · Unrestricted Net Assets	1,136,492.88
Net Income	167,393.18
Total Equity	1,303,886.06
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>1,379,003.95</b>

Montgomery EDC  
**AGENDA REPORT**

<b>Meeting Date:</b> February 17, 2020	<b>Budgeted Amount:</b> NA
<b>Department:</b>	
<b>Prepared By:</b> Richard Tramm	<b>Exhibits:</b> None
<b>Date Prepared:</b> February 13, 2020	

**Subject**

Update on Montgomery Mudbugs & Music Festival, scheduled for March 21, 2020.


**Discussion**

I have advised Charlie Diggs of the MEDC's approval last month of the sponsorship up to \$8,000 for certain expenses. He has informed me that he is working to complete setting up certain items before coordinating the next steps with the City/MEDC. He is set to announce performers and start of ticket sales on February 17, 2020.

**Recommendation**

No recommended action at this time.

**Approved By**

City Administrator	Richard Tramm 	Date: February 13, 2020

Montgomery EDC  
**AGENDA REPORT**

<b>Meeting Date:</b> February 17, 2020	<b>Budgeted Amount:</b> NA
<b>Department:</b>	
<b>Prepared By:</b> Richard Tramm	<b>Exhibits:</b> None
<b>Date Prepared:</b> February 14, 2020	

**Subject**

Discussion, consideration and possible action on Southern Rum Runners regarding Mealz on Wheelz event to be held May 9, 2020.

**Discussion**

I last provided comments on the draft contract agreement to Southern Rum Runners on February 3<sup>rd</sup> and am waiting on a reply. Last month I had spoken with them to be ready to come to February meeting to provide an update on the plans for the May 9<sup>th</sup> event, but I have not received confirmation of their plans to attend.

**Recommendation**

I have no recommendations at the time of this report. I will provide updated information at the meeting if anything becomes available.

**Approved By**

City Administrator	Richard Tramm <i>RT</i>	Date: February 14, 2020


Montgomery EDC  
**AGENDA REPORT**

<b>Meeting Date:</b> February 17, 2020	<b>Budgeted Amount:</b> NA
<b>Department:</b>	
<b>Prepared By:</b> Richard Tramm	<b>Exhibits:</b> None
<b>Date Prepared:</b> February 14, 2020	

**Subject**  
Consideration and possible action regarding downtown revitalization.

**Discussion**  
After the January 13, 2020 workshop Walter with Texas Target Communities took the comments and input back with him to work on updates to bring back to the MEDC Board. He is expected to bring those back in time for the March 16, 2020 MEDC Meeting.

**Recommendation**  
I have no recommendations at this time, however I posted this as an action item in case the Board wanted to provide additional direction on this item.

<b>Approved By</b>		
City Administrator	Richard Tramm 	Date: February 14, 2020

Montgomery EDC  
**AGENDA REPORT**

<b>Meeting Date:</b> February 17, 2020	<b>Budgeted Amount:</b> NA
<b>Department:</b>	
<b>Prepared By:</b> Richard Tramm	<b>Exhibits:</b> None
<b>Date Prepared:</b> February 13, 2020	

**Subject**  
Introduction of Marketing and Tourism Coordinator, Frieda Joyce.

**Discussion**  
After completing the interview process, Frieda Joyce has been hired to serve as the City's new Marketing and Tourism Coordinator. I look forward to introducing Ms. Joyce to the MEDC Board during the meeting.

**Recommendation**  
No recommended action at this time.

<b>Approved By</b>		
City Administrator	Richard Tramm <i>RT</i>	Date: February 13, 2020





## **CITY OF MONTGOMERY**

### **Development Report**

**February 2020**

**By: Richard Tramm, City Administrator  
Dave McCorquodale, CPM, Assistant City Administrator and  
Director of Planning and Development**

**Maps showing locations of many of the items in the report are included following the written report descriptions.**

### **Commercial Development**

**KENROC Property** – This is a 13-acre development that is immediately west of Pizza Shack and east of the property currently being developed on the northeast corner of Highway 105 and Lone Star Parkway. This property will have two accesses off Highway 105 and they will also share access to Lone Star Parkway.

The Plat for this project has three pad sites on the Highway 105 frontage side and also planned to include a 16,000 ft. building and a 24,000 ft. building on the north side of this property.

The interior part of construction in the middle part of this tract will be a stand-alone retail strip center. The AT&T store has recently opened for business. While plans were submitted for a Wendy's restaurant, no activity has happened for several months. The City is currently waiting on revised plans to be submitted.

Christian Brothers Automotive Repair is under construction. It will be west of Bubble King car wash. This will be their 14<sup>th</sup> location in the Houston area.

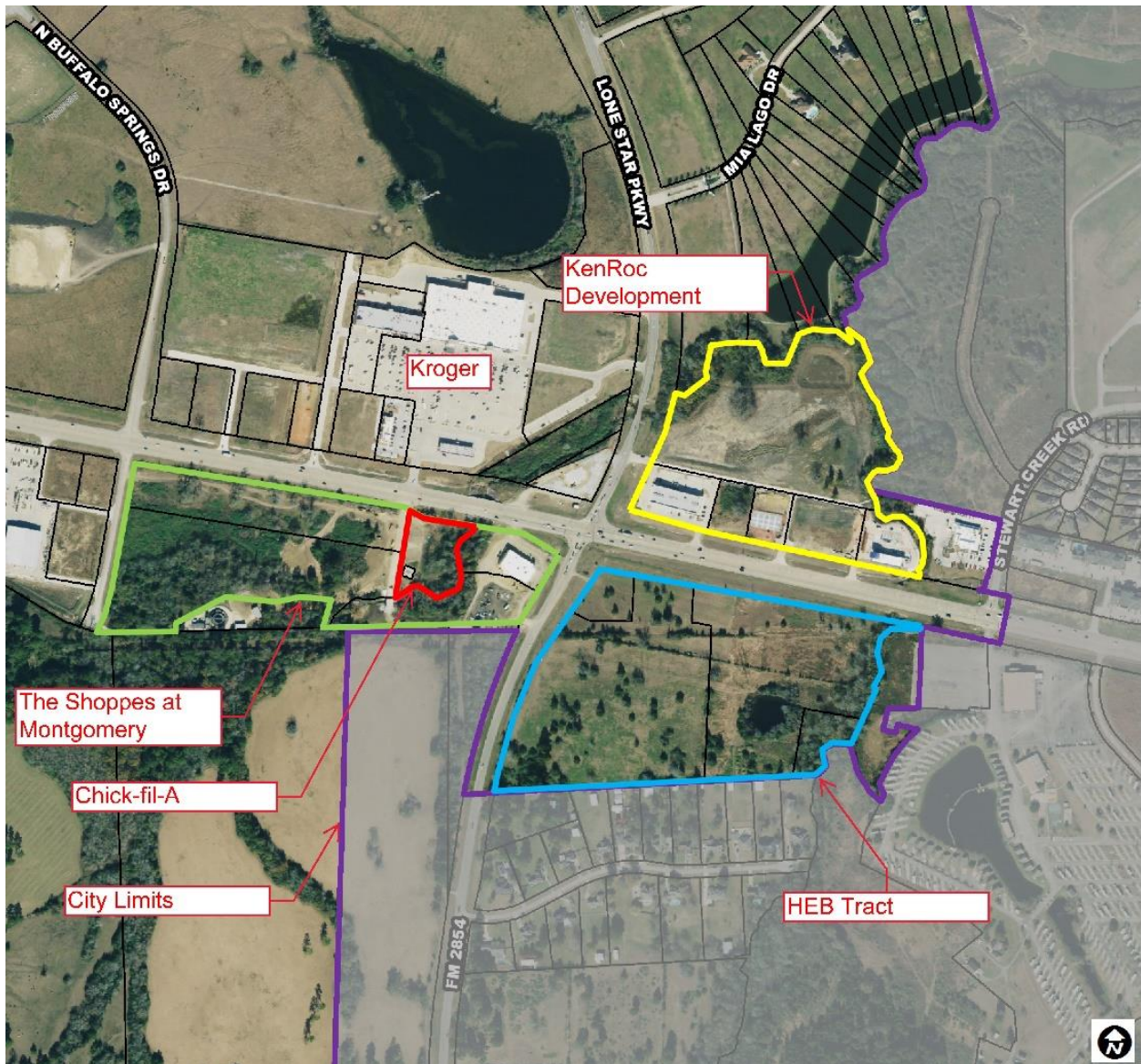
**Southeast Corner of Highway 105 and FM 2854** – HEB representatives met with the city engineers and the previous City Administrator around two and a half years ago and told moving forward towards construction was likely a couple of years away. I have no additional information at this time.

**Kroger Site** – The site is approximately 80% built out, with three parcels remaining for development. Within the retail center, there are several restaurants, retail businesses, and salon/personal care establishments. Most of the locations in the main building are currently occupied.

**Corner of Hwy 105 and FM 149** – Best Donuts located at 20998 Eva is under construction.

**West of Kroger/East of Buffalo Springs Road** – This is a 16-acre site with utilities installed and ready for development. The site master plan depicts a retail center similar to the Kroger center and four pad sites closer to SH 105. The Blue Wave Car Wash is part of this location.

**Southwest Corner of FM 2854 and State Highway 105**- This is a 26-acre property being developed in part due to a development agreement with the City Council. The CVS drugstore is now open. Chick-Fil-A is currently under construction with a planned opening in May 2020. Plans have also been submitted for a stand-alone Starbucks location near Chick-fil-A and are currently under review.



## **Residential Development**

**Heritage Senior Apartments** – The next phase of the apartments is now under construction. These include approximately 80 apartments and 6 to 8 “cottages” which are four-plex units at ground level.

**Hills of Town Creek Section Three** – This is a 48-lot addition immediately west of Town Creek Apartments off Emma’s Way. This development is currently under construction.

**Terra Vista Subdivision** – This is a new 61-lot development immediately north east of Summit Business Park on FM 1097. There are now 27 completed homes, 9 under construction, and 25 additional homesites.

## **City Development Activities**

**Expansion of Sewer Plant Area** – The Sewer Master Plan that was completed in March 2016 presented a scenario where the Town Creek Sewer Treatment Plant could be put back into operation. The City plans to keep that option open until the decision needs to be made in the future. The need for moving forward in development planning of additional treatment capacity is projected to be several years away, allowing time to make a decision about whether or not to expand the Stewart Creek Plant or bring the Town Creek Plant back into operation. A decision will likely be made based upon the actual conditions of future sewer treatment capacity needs when it becomes necessary to move forward with the planning.

Part of the Texas Water Development Board funding is to improve Lift Station #1 that now feeds all the city’s wastewater into the Stewart Creek Sewer Treatment Plant.

The sewer plant has a current permitted capacity of 400,000 gallons per day with a current flow rate of approximately 135,000 gallons per day. State regulations dictate that we need to be in the planning/designing stage at 75% of capacity and in construction at 90% of capacity. The addition of approximately 75 houses per year plus the current commercial development has the City monitoring the growth in wastewater flows to project future expansion needs.

**Texas Water Development Board – Funding** - The TWDB has provided funding in the amount of 2.8 million dollars for water and sewer work. The projects being funded for water system needs include connection of a 12-inch line north of Clepper Street to the 12- inch line immediately west of Cedar Brake Park (which should help the water pressure on the western side of the city by increasing water distribution capacity in the water distribution system). There are also improvements at Water Plant #3 that will increase water production capabilities. The Lift Station #1 relocation project that was mentioned in the (Southwest corner of FM 2854 and Hwy 105) section is underway. The rerouting of Lift Station #3 force main will eliminate additional pumping by routing the flow directly to Lift Station #1.

**General Land Office Severe Flood Mitigation Grant** – In May, 2017 the City learned of approximately \$22 million dollars in grant funds that had been offered to Montgomery County from the Texas General Land Office (GLO) for flood related damages since Montgomery County was one of six counties in the state that the GLO had selected due to severe flood damage in the past two years. Based on a calculation of need, the City was allocated \$2.2 million of the GLO funding. The kickoff meeting was held in August 2019 and the project elements are currently undergoing environmental review. On November 12, 2019, the City Council authorized the City Administrator to prepare an RFQ for an engineering firm to prepare a study of the watershed to identify specific recommendations for the expenditure of the project funds. The RFQ for a qualified engineering firm has closed and the review process has started on the submissions. Eight firms submitted under this RFQ.

**Downtown Walkability/Improvement Plan** – This will be an effort to plan for sidewalks, drainage, parking and 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 historical Montgomery atmosphere after much of the new development happens throughout the City. The plan is under way now, funded by the Montgomery Economic Development Corporation. 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 after the City has a draft plan to review. Design concepts were developed by Texas A&M Landscape Architecture students. The MEDC held a workshop on January 13, 2020, for discussion that included these items. Both staff and Texas SeaGrant are going to use

the discussion comments to update maps and concept drawing materials and bring those back to MEDC for further discussion and consideration.

**Comprehensive Plan** – The City, in partnership with Texas A&M’s Community Resilience Collaborative, is developing a Comprehensive Plan that will guide the City’s decision-making process by identifying a long-term vision for how the City will grow. The Comprehensive Plan articulates goals and objectives to achieve that vision. The Plan will be based on the values and expectations of the community, and will guide public policy in areas such as transportation, utilities, land use, recreation and housing. Planning for the next meeting is currently underway with an anticipated date in late winter/early spring. Look for an announcement in your water bill and on the City’s website and social media pages for details.

**Texas Target Communities Design Project** – Landscape Architecture students from Texas A&M spent the fall semester working on design projects in the City of Montgomery. Presentations were held on December 4<sup>th</sup> at the Lone Star Community Center. The City will receive the presentation materials from the students this month and will post them on the City website. The design ideas presented by the students were well received by those in attendance. The MEDC is currently forming plans to move forward with downtown revitalization planning and design. This topic was included in the January 13, 2020 workshop discussion with other downtown planning items.

**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 primary park infrastructure expenses.

**Cedar Brake Park** – The City has ordered four “Texas Flag” benches for the park to provide additional seating in the park. Reservations for the park pavilion are now made through City Hall.

**Baja Street Project** - A Community Development Block Grant was awarded from the state for repaving of Baja Street, replacing a water line and improving the drainage along Baja and Martin Luther King Jr. Drive. A \$26,000 cash match was required for the \$350,000 grant. The bid for this work was approved in October 2018. Work was stopped after problems with the original project contractor and their work performed. After an extended period working to restart the project, the City has been able to move forward with a new contractor in place. Phase I is now well into construction activity. The City was able to identify additional work in this area from cost savings realized in the project and has added additional work beyond the original project parameters for a second phase. A meeting was held in the affected community to provide updates on the project to local residents soon after the construction resumed. The project recently had its final inspection with the punch list work remaining, which is nearing completion.

**HOME Grant** --The City Council, at its May 9<sup>th</sup> 2018 meeting approved for an application to be made for the State of Texas HOME project. This will fund up to eleven new replacement houses or major renovation for those who qualify. The qualifications are: have income below 80% of the average income for the area, be the owner of the house and have a clear title to the property where the new house would go. Preliminary review of the applications has determined that three persons have qualified for new houses so far. The grant has no local match, but MEDC has agreed to front any incidental costs required by the grant. Each house involves approximately \$100,000 in funding for administration, cost of legal work, site preparation and construction of the house. The first sets of agreements with residents approved under this program funding were signed on January 21, 2020. At least one more property is anticipated to closed in the next 30-45 days.

## **Businesses Opened in 2019**

CVS Pharmacy; 20125 Eva Street

Bubble King Car Wash; 19868 Eva Street

Massage Envy; 20212 Eva Street, Ste. 250 (Kroger Shopping Center)

Blue Wave Express Car Wash; 20210 Eva Street

Montgomery Spa & Nail; 20821 Eva Street, Ste. G (Brookshire's Center)

Spring Fitness; 15618 Summit Park Drive, Ste. 802 (Summit Business Park)

RE/MAX Distinction; 21012 Eva Street

Chronic Tacos; 20212 Eva Street, Ste. 200 (Kroger Shopping Center)

Spirit of Texas Bank; 165 Lone Star Parkway

Alamo Title; 165 Lone Star Parkway Ste. 200

Edward Jones; 165 Lone Star Parkway Ste. 110

Digital Hearing Solutions; 165 Lone Star Parkway Ste. 220

Starr Cabinets and Countertops; 13944 Liberty Street

Freedom Insurance; 14030 Liberty Street

Heritage Insurance Services; 305 Caroline Street

Life Giving Life: The Recovery Project; 14740 Liberty Street

Revive Facial; 305 Prairie Street

Wine & Design; 202 McCown Street

Urban Trenz; 312 John A. Butler Street

One Property Group; 302 John A. Butler Street

H-Wines; 14343 Liberty Street

The Meating Place BBQ; 401 College Street

Rock & Roll It; 20901 Eva Street Ste: 300



January 22, 2020

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

Re: Engineering Report  
Council Meeting: January 28, 2020  
City of Montgomery

Dear Mayor and Council:

The following information summarizes our activities on your behalf since the December 10, 2019 Council Meeting:

**Status of Previously Authorized Projects:**

All projects discussed below are shown on the enclosed maps of active developments and capital projects.

**a) Baja Road Water and Drainage Improvements, Phase I (CDBG)**

The contractor has substantially completed the improvements along both Martin Luther King Jr. Drive and Baja Road. A final inspection was held on December 10<sup>th</sup> and the contractor is working to address final punch list items. We received and recommended payment of Pay Estimate No. 3 in the amount of \$80,778,52 to MMG Contractors, LLC.

**b) MLK Drive Water and Drainage Improvements, Phase II (CDBG)**

The contractor has substantially completed the improvements along Martin Luther King Jr. Drive, and a final inspection was held on December 10<sup>th</sup>. The contractor is working to complete the list of punch items.

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

We submitted signed and sealed plans and specifications to the Texas Water Development Board (“TWDB”) and TxDOT for final approval. Once approvals are received we will begin the public bidding process. We expect to receive approvals and begin bidding the project within the next month.

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

The plans are substantially complete and in currently in review with the TWBD and the TORC. We plan to meet with the City and TORC once their reviews are complete.

**Status of Previously Authorized Projects (cont.):**
**e) Atkins Creek Water, Sanitary Sewer, and Storm Sewer Repairs (FEMA)**

The contractor has substantially completed the project. We held a final inspection on January 14, 2020. The contractor is currently addressing punch list items identified at the inspection. We received and recommended the approval of Change Order No. 1, which added grading, slope paving, and rip rap to storm sewer outfalls to provide additional protection against future erosion. This added an additional \$30,725.00 to the overall cost of the project. The City's share (10%) of Change Order No. 1 is \$3,072.50. The City approved the change order on December 17, 2019. We received and recommended payment of Pay Estimate No. 2 in the amount of \$119,884.54 to Solid Bridge Construction, LLC.



Water and Sanitary Sewer Lines



Additional slope paving

**f) Water Distribution System Analysis and Master Plan – CP No. 1, Water Plant No. 2 GST Backfill**

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

**g) 18" Gravity Sanitary Sewer Extension, Phase 2**

As a reminder, we held a final inspection on October 15<sup>th</sup>. We are coordinating between the lift station contractor and this contractor to complete the final testing to close out the project.

**h) Baja Road Rehabilitation (FEMA)**

We are working with City staff to obtain pricing and schedules from Montgomery County Precinct No. 1 to complete the work.

**Status of Previously Authorized Projects (cont.):****i) Sanitary Sewer System Analysis and Master Plan – CP No. 3b – Lift Station No. 1 Replacement**

The contractor is continuing with construction of the wet well for the Lift Station No. 1 Replacement project. We received and recommended payment of Pay Estimate No. 3 in the amount of \$104,355.00 to Veritas Management Company LLC DBA Black Castle General Contractor for work completed as of December 23, 2019. As of Pay Estimate No. 3, the contract is approximately 58% complete by time and 29% complete by value.



Lift Station No. 1 Wet Well



Lift Station No. 1 Wet Well

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

As a reminder, this project is included in TWDB CWSRF loan. The design is substantially complete, has received TxDOT approval, and is being placed temporarily on hold until the Lift Station No. 1 project is complete.

**k) GLO Projects**

The proposed work is undergoing environmental review for compliance.

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

- i. **Moon Over Montgomery** – We have completed the feasibility report and plan to present our findings at the meeting.

**b) Plan Reviews**

- i. **Wendy's (Haza Foods)** – We did not receive revised plans this month.
- ii. **Louisa Lane Single Family Development** – We did not receive revised plans this month.
- iii. **Best Donuts (Samdana)** – We provided plan approval to the plan revisions on December 9, 2020.
- iv. **Troy's Dounuts** – We received plans for the development on December 11<sup>th</sup>, and returned comments on December 19<sup>th</sup>. We received revised plans for the development on January 15<sup>th</sup> and returned comments to the plans on January 16<sup>th</sup>. We received additional revised plans on January 17<sup>th</sup> and plan to return comments this week.

- c) **Plat Reviews** – There are no ongoing plat reviews at this time.

- d) **Ongoing Construction** – There are no ongoing construction projects for public infrastructure at this time.

**e) One-Year Warranty Inspections**

- i. **Lake Creek Village, Section 3** – We are continuing to work with the Developer and his contractor to address the roadside ditch along Buffalo Springs Drive.
- ii. **Villas of Mia Lago, Section 2** – It is our understanding the contractor is working to address the items identified at the one-year warranty inspection.
- iii. **18" Gravity Sanitary Sewer Extension, Phase I** – The one-year warranty inspection was held on January 7, 2020 and the contractor is addressing the punch list items.
- iv. **Hills of Town Creek, Section 3** – The one-year warranty inspection was held on January 7, 2020, and the contractor is currently addressing the punch list items.

**Meetings and Ongoing Activities:**

- a) **Weekly Operations Conference Call** – We continue hosting a biweekly conference call with representatives from Gulf Utility Service, Inc. and City Staff. Items of note discussed during the previous month included receiving estimates for repairs to Lift Station No. 14, updates on various warranty inspections, general updates on all active design and construction projects, and general operations of the City's water and sanitary sewer facilities.

**Meetings and Ongoing Activities (cont.):**

- b) **FM 1097 & Atkins Creek (TxDOT)** – It is our understanding TxDOT is looking into improvements to be completed at Atkins Creek in conjunction with planned improvements to FM 1097. We provided the drainage study we performed as part of the Atkins Creek Water, Sanitary Sewer, and Storm Sewer Repairs project to aid in their study, which is expected to be complete in January 2020.
- c) **FM 149 & SH-105 Right Turn Lane** – We provided a revised legal description and exhibit to TxDOT on August 6<sup>th</sup> for the dedication of a northbound right turn lane at the intersection of FM 149 and SH-105. TxDOT has advised they are preparing an appraisal and the legal conveyance documents and will provide all documentation to the City for review once complete.
- d) **Design Manual Update** – We are preparing updates to the City’s Design Manual, as authorized by City Staff, in response to recent legislation that requires all plan review comments to reference a written rule. Updates include the addition and modification of standard details and City preferences for construction to be enforced in all proposed City and private developments.

Please contact me if you have any questions.

Sincerely,



Chris Roznovsky, PE  
Engineer for the City

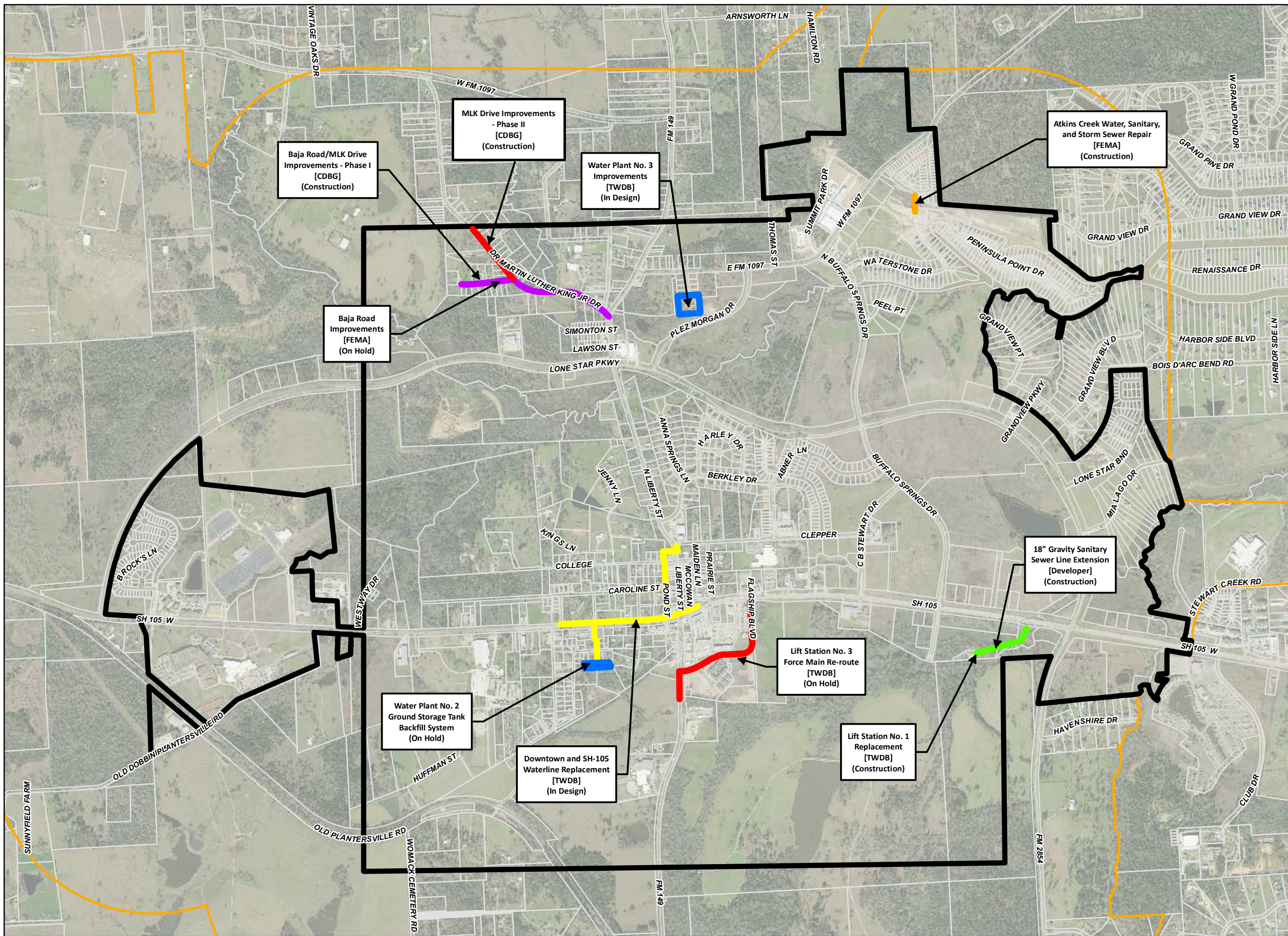
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Enclosures: Active Capital Projects Map  
Active Developments Map  
Project Schedule

Cc (via email): The Planning and Zoning Commission – City of Montgomery  
Mr. Richard Tramm – City of Montgomery, City Administrator  
Ms. Susan Hensley – City of Montgomery, City Secretary  
Mr. Larry Foerster – Darden, Fowler & Creighton, LLP, City Attorney





**VICINITY MAP**

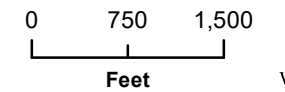
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**LEGEND**

- City Limits
- City ETJ
- MCAD Parcels

**ACTIVE CAPITAL PROJECTS**

(DECEMBER 2019)



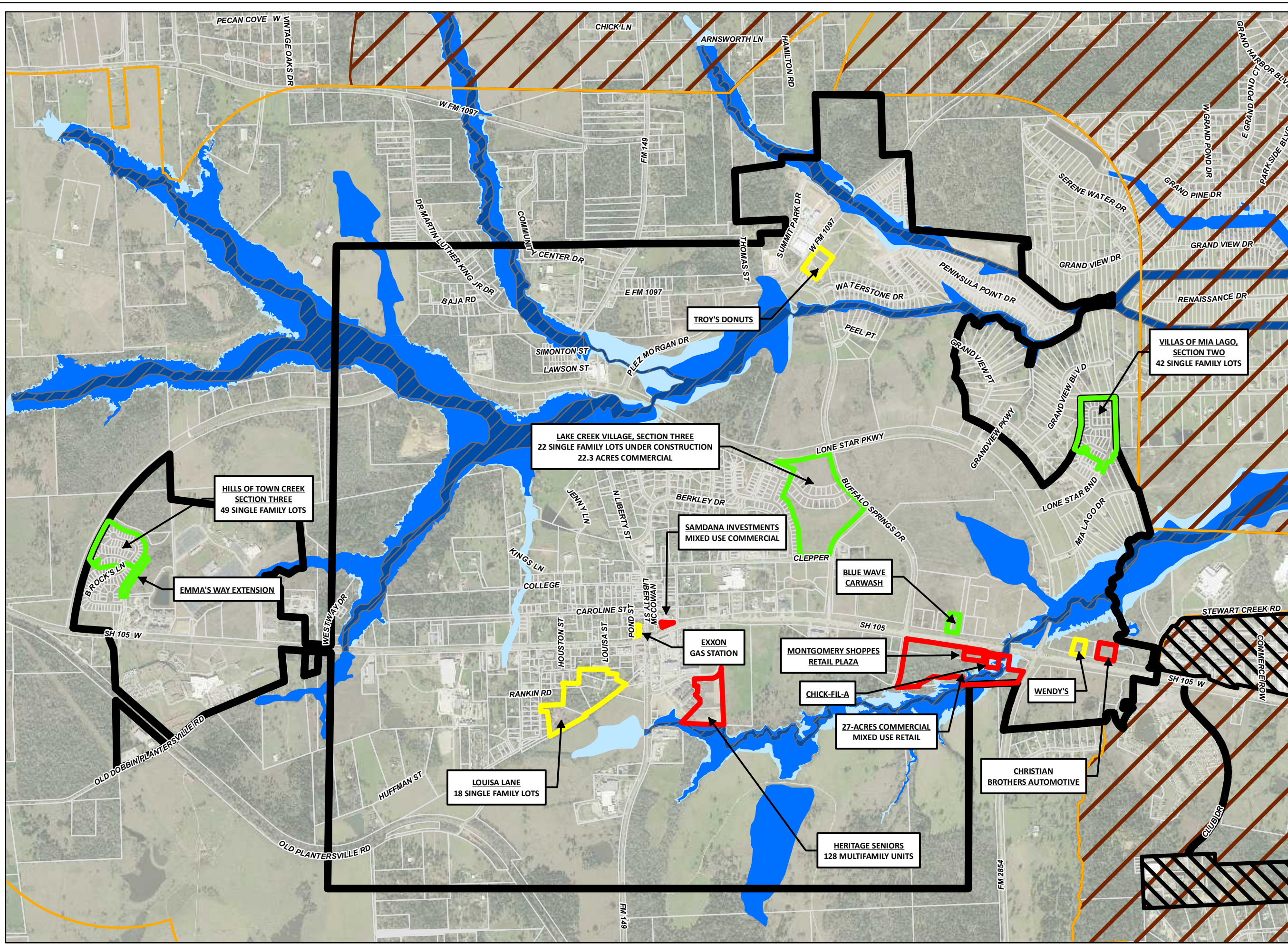
1 inch equals 1,500 feet



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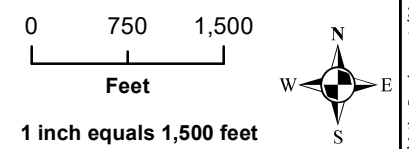
**VICINITY MAP**

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 (JANUARY 2020)**



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