

NOTICE OF REGULAR MEETING
Montgomery Economic Development Corporation
(MEDC)

NOTICE TO THE PUBLIC IS HEREBY GIVEN in accordance with the order of the Office of the Governor issued March 16, 2020, the **Board of Directors of the Montgomery Economic Development Corporation** will conduct its **Regular Meeting** scheduled for **6:00 p.m. on Monday, May 18, 2020**, at City of Montgomery City Hall, 101 Old Plantersville Road, Montgomery, Texas via Zoom Teleconferencing.

This meeting will be closed to in person attendance by the public. A temporary suspension of the Open Meetings Act to allow telephone or videoconference public meetings has been granted by Governor Greg Abbott. These actions are being taken to mitigate the spread of COVID-19 by avoiding meetings that bring people into a group setting and in accordance with Section 418.016 of the Texas Government Code. Videoconferencing capabilities will be utilized to allow individuals to address the City Council. Emails may also be submitted to rtramm@ci.montgomery.tx.us by 3:00 p.m. on May 18, 2020.

Members of the public are entitled to participate remotely via Zoom Teleconferencing. Citizens may join the Zoom Meeting by logging on at <https://us02web.zoom.us/j/83799324558> and using **Meeting ID: 837 9932 4558**. They may also join by calling (346) 248-7799 and entering the **Meeting ID: 837 9932 4558**. The Meeting Agenda Pack will be posted online at www.montgomerytexas.gov. The meeting will be recorded and uploaded to the City's website the following day.

Members of the public who wish to submit their written comments on a listed agenda item must submit their comments by email to rtramm@ci.montgomery.tx.us by 3:00 p.m. on May 18, 2020.

Notice - any person(s) using profane, abusive or threatening language may result in them being removed from the Teleconference Meeting.

1. Call to Order
2. Open Public Comment
3. Approval of Minutes of Regular Meeting held on April 20, 2020.
4. Approval of Financial Reports
5. Report on utility grant program to support local businesses in City of Montgomery.
6. Update on Montgomery Mudbugs & Music Festival.
7. Discussion, consideration and possible action regarding Southern Rum Runners festival event.
8. Discussion, consideration and possible action of Future Marketing and Tourism Advertising Options.
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 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 15th day of May, 2020 at 4:40 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

April 20, 2020

MONTGOMERY ECONOMIC DEVELOPMENT CORPORATION

CALL TO ORDER

President Rebecca Huss called the meeting to order at 6:01 p.m.

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

Also Present: Richard Tramm – City Administrator
 Frieda Joyce – Marketing and Tourism Director

OPEN PUBLIC COMMENT

Mrs. Huss read a letter from Efrain Lucas. Mr. Lucas wrote citizens should be helped with their utility bills, and Montgomery officials need to continue to shop locally. He also elaborated on elements of a parking lot lease between the city and Cozy Grape restaurant.

Mrs. Huss also read a letter sent from Marisa Philipello. Ms. Philipello wrote she is against city grants for businesses because businesses can apply for loans if they need money. She continued, saying she is against spending money in Montgomery's downtown and wants MEDC to transfer funds to the police department and outside entities such as MISD, EMS, and the fire department.

APPROVAL OF MINUTES

Minutes of February 17, 2020 Regular Meeting and September 03, 2019 Budget Workshop –

President Huss asked for comments on the minutes as presented. There were no comments.

Mrs. Huss made a motion to accept the minutes as presented, seconded by Mrs. Hutchinson. All in favor. (7-0)

MONTHLY FINANCIAL REPORT

Report for February, 2020 and March, 2020

Mrs. Hutchinson said only two transactions were booked in February, the February sales tax and the February interest income. Mrs. Hutchinson said both the February sales and interest income were above what was budgeted for that month. She said there were no expenses booked for the month of February.

Mrs. Hutchinson said the financial report for March contains more activity. The current checking account balance for March is a little over \$97,583. Mrs. Hutchinson said the total of the two Tex Pool accounts is \$1,082,258.11. She noted the Tex Pool rate is 0.51% down from 1.68% in February. Mrs. Hutchinson said the sales tax revenue from March was over budget. She noted on the interest income, three quarterly accruals were posted were posted in March. These quarterly accruals account for the quarter are the Debt to Service transfer, the estimated sales tax refund to Kroger transfer to the Tex Pool account, and the General and Administrative transfer.

Mr. Tramm reminded the Board of the overpayment of sales tax received by the City which was put into a separate reserve account to be refunded when the State processed the mistake. The Comptroller's office has billed the City for the overpayment. The money which was due to the City in March was reduced in the amount owed to the State to cover the previous overpayment. The City has now transferred the money in the reserve account to MEDC.

Motion by Mr. Arnett, seconded by Mr. Cronin to approve the January 2020 and February 2020 Financial Reports as presented. All in favor. (7-0)

CONSIDERATION AND POSSIBLE ACTION

5. Report from Mayor Sara Countryman to MEDC Board of Directors on the current state of business in the City as a result of the COVID-19 pandemic public health disaster.

Mayor Sara Countryman said she has been in contact with two dozen businesses as well as people who needed PPE. The Mayor received feedback stating understanding of the pandemic situation, positive attitudes combined with stress, but overall hopeful for the future.

The Mayor said she is aware the City has a “big hit in front of us”, but the businesses she has spoken with said they are “ready to tackle that hill when able.” She said with so many mom-and-pop businesses, it is concerning, but feels reassured by business owners they will reopen.

The Mayor said McCoy’s and Jim’s Hardware have both been very busy during this time. She said the churches have been doing a great job working with non-profits to provide for those who need food.

The Mayor said she has been encouraged seeing the community come together. She said the economic impact to the City’s balance sheet is “yet to be determined”, but is hopeful the businesses which stayed open will be able to fill the gap on tax revenue.

The Mayor said she was on the Governor’s phone call last Friday and reported the State is looking into state funds as well as federal funds for small businesses. She said the Governor is hoping to reopen, but it is a very fluid situation at the present. The Mayor said the Governor is looking into May and is creating specific dates for a staggered reopening.

Mrs. Huss said the Montgomery Methodist Food Bank normally has three to five new clients per week, and the week she spoke to them, they had thirty-six new clients.

The Mayor said Fellowship of Montgomery had a food distribution the past Saturday, and 350 families came through during a three-hour span.

The Mayor said she is working with the Chamber of Commerce to help construct new ideas on ways to help businesses.

Mrs. Hutchinson said non-members of the Chamber may not know to contact the Chamber for resources, and suggested the City provide a list of the resources.

Mrs. Brown said she is in the process of updating the EDC’s webpage with resources for businesses from the Governor’s office, the Comptroller’s office and others. She said businesses will be able to follow links from the page to access information on different types of funding and new regulations.

No action was taken.

6. Discussion, consideration and possible action to consider grant program to support local businesses in City of Montgomery.

Mr. Tramm said the economic effect of Covid-19 has been a disaster. In looking at options the EDC may have to offer in helping local businesses, Mr. Tramm said in many ways “our hands are tied because of the nature of what economic development money is meant to serve.” Mr. Tramm explained economic development monies are meant to recruit new businesses and expand current businesses. He said he has been looking for a way to utilize EDC funds and still assist local businesses.

Mr. Tramm said one way would be for the EDC to use funds to create a grant program for local businesses to be used for utility bills. He explained this maximum \$250 grant would be limited

to businesses that generated at least \$250 in sales tax revenue for the City over the last year. Some additional parameters would include proof of economic impact more than 25% below the 2019 level for the same time period, business must be within the city limits, a utility account not in arrears as of March 1, 2020. Mr. Tramm said businesses must show all sales taxes due have been paid to the State of Texas. He also stated the payment of the grant would be given as a credit on the applicant's utility account, with only one recipient per utility account. Mr. Tramm said he, as City Administrator, would review grant applications and determine eligibility.

Mr. Tramm said this would not help all businesses, but would cover many to most businesses.

Mrs. Huss said businesses such as The Montgomery Emporium only have water and sewer, so their minimum utility bill should be around \$40. She a \$250 credit would cover over utilities for six months.

Mrs. Huss said the way the grant proposal is written, it would include small and homebased businesses as long as they have generated the \$12,500 in sales tax generating receipts paid to the City of Montgomery taxing jurisdiction. Mrs. Huss said there is no way to know the maximum payout amount.

Mr. Tramm said, based on data, he expects a maximum between 100-125 accounts this could affect. He also noted no business is required to apply.

Mrs. Huss said if 125 businesses do apply, that would be around \$31,000 in grant money.

Mr. Tramm said the \$250 would not be immediately deposited into the business's account. It would be rolled over each month until the full amount had been used. He said this would avoid the money being deposited into the account then the account immediately closed with a refund due.

Mrs. Huss asked if that would put a large burden on staff.

Mr. Tramm said he did not believe that to be the case. He said it is not much different than manually entering a check or money order to an account.

Mrs. Huss noted Mr. Cronin and Mr. Kerr both had businesses in town. She asked them, if they had any intention of applying for the grant, to please recuse themselves from the discussion and vote.

Mr. Cronin and Mr. Kerr both stated they do not plan on applying for the grant.

Mr. Cronin stated the City should conserve funds and not pander to local businesses. He said businesses should reassure their customers and clients, and communicate a message that is relevant to the feelings of the customers.

Mrs. Hutchinson acknowledged the grant will not keep a business from closing, but the grant does express a desire by MEDC to look for ways to help local businesses.

Mrs. Brown said there are many very small businesses in the City that would appreciate not having to worry that their water would be disconnected. It would be one less concern during this time.

Mr. Easley said if a business doesn't want the grant, they wouldn't have to take the grant, but the opportunity would be there. He agreed it would be a nice gesture from the EDC.

Mrs. Hutchinson asked Mr. Tramm if there was a reason this grant would only apply to businesses open more than twelve months.

Mr. Tramm stated his intent when writing the proposal, was these would be businesses who have paid at least \$250 in sales tax to the City.

Mrs. Huss said the downtown improvements would have a bigger long-term benefit for businesses, but this would be a way "to help bridge the gap from here to there."

Mrs. Brown said it was important for the City, and the EDC, to show the small businesses in town that the City does care and the City is here trying to help.

Mrs. Brown asked Mr. Tramm if the twelve-month business operation restriction could be removed, if a business could show it made \$12,500 in taxable sales within the last twelve months.

Mr. Tramm said the proposal could be modified as the Board sees fit.

Mr. Cronin said he feels businesses should turn to the Chamber of Commerce, and the EDC should promote the work of the Chamber. He said if businesses want help and information, they should pay the \$250 membership fee and join the Chamber of Commerce.

Mr. Cronin said if the EDC starts handing out money, such as the proposed grant, the EDC will not have enough money to start the downtown project.

Mrs. Huss said that was a gross exaggeration. She said Mr. Tramm believes the maximum output is around \$38,000 and the EDC has been saving money in the bank for these types of grants. She also said the City should be able to get matching grants for the downtown project.

Mrs. Hutchinson stated the EDC has not used any of the \$20,000 budgeted for Economic Development Grants.

Mrs. Brown said there is money in the Events category, which could be reassigned for the Economic Development Grants line item, since festivals have been postponed until after September when the new budget begins.

Mrs. Huss said, even though the EDC's income will likely be decreased, the expenses will also be adjusted in order to compensate.

Mrs. Huss said she likes the idea. She said it is better to show the EDC is doing something now, rather than telling people to learn about opportunities and hope they can get some money from a loan. She said it is not a lot of money, but if someone needs it they will apply for it. If they don't need the money, they won't apply for it.

Mrs. Hutchinson said if this is passed, she would like to see a modification that the business has had \$12,500 in taxable sales without the twelve-month requirement. She said a newer business should not be excluded as long as the \$250 in sales tax payments have been made to the City.

Mrs. Huss said the \$12,500 figure equates to \$250 in a 2% sales tax revenue to the City and the EDC.

Motion by Mrs. Brown, seconded by Mrs. Hutchinson to approve the COVID19 \$250 Utility Grant, with the parameters generally set out as suggested by the City Administrator, with the applicant showing they have been harmed by the Corona Virus, a rolling twelve-months with a minimum of \$12,500 in taxable sales with taxes to be paid within the Montgomery City taxing jurisdiction, with a maximum grant of \$250 per applicant, payment to be made from the MEDC to the utility account of the approved applicant, with only one recipient per utility account, paid on a monthly basis, determination of eligibility and compliance to be implemented by the Montgomery City Administrator, applicant authorizes the MEDC to have access to the history including payment history of the utility account, applicant does not have a development reimbursement account with the city and/or the MEDC. Brown, Easley, Huss, Hutchinson, Kerr and Walker voted in favor; Cronin voted against. Motion passed. (6-1)

7. Update on Montgomery Mudbugs & Music Festival scheduled for May 16, 2020.

Mr. Tramm said the promoter of the event is anxiously awaiting restrictions on group gatherings to be lifted. Mr. Diggs has set a date of May 16th as a placeholder, but is planning on holding the event two weeks after restrictions are lifted.

Mr. Tramm said Mr. Diggs has not approached the EDC with fund requests.

No action was taken.

8. Discussion, consideration and possible action regarding Southern Rum Runners festival event.

Mr. Tramm included the proposed logo. He said SRR is looking at an October weekend. Mr. Tramm said SRR has previously produced a craft beer festival and is planning to bring a similar event into the October timeline.

Mrs. Brown asked if the Wine Festival is being rescheduled to October also.

Mr. Tramm said he does not have those dates with him, but a number of events have been rebooked and there was not a conflicting event with the weekend SRR requested.

Mrs. Huss said she does not think the Wine Festival has booked the Community Center in October.

No action was taken.

9. Discussion, consideration and possible action of Future Marketing and Tourism Advertising Options.

Mr. Tramm said during the previous meeting, the Board had a discussion on advertising and bringing tourism to Montgomery. He said, obviously, the environment has changed so he has asked Frieda Joyce to begin developing options to present to the Board.

Ms. Joyce provided the Board with printed advertising options including radio, magazines, newspapers, Tour Texas website, and social media.

Ms. Joyce said she realized the EDC has not advertised other than on the City's website or Facebook, and she suggested getting marketing started on other avenues. She said there needs to be a strategy.

Ms. Joyce suggested using KSTAR radio to send messages on COVID-19 and what the City is doing. She asked how the Board would like to proceed.

Mrs. Brown asked, since people can't travel at the moment to visit Montgomery, what sort of advertising would Ms. Joyce suggest.

Ms. Joyce said people want to know which businesses are open and what services are available.

Mrs. Brown said she did not believe the EDC should buy 30 second advertising slots to do advertising that businesses could do for themselves.

Mrs. Hutchinson asked if advertising couldn't be accomplished better on social media since people are not in their cars listening to the radio.

Ms. Joyce said not everyone is on social media. She said the Board needs to have a broad range of advertising.

Mrs. Huss said 8,000 people looked at a single picture on the Facebook page.

Mr. Walker said he has advertised on radio in the past. He said KSTAR's rates are high, and has a limited audience. He said Community Impact newsletter, a monthly publication, reaches everyone in the area.

Mrs. Huss said there needs to be a clearer picture of the short to mid to long range expectations of where Montgomery fits as far as spending and traveling in the future. She suggested not "scattering shots" and spending money on KSTAR and the Houston Chronical before the EDC has an idea of who we are targeting and why we are targeting them.

Ms. Joyce agreed that there needs to be a strategy but she did not have one prepared to offer the Board.

Mrs. Brown asked if the Board still had access to the billboard it helped fund with HMBA.

Mrs. Huss said she did not believe that HMBA still had the billboard.

Ms. Joyce said she could price billboards and available locations.

Ms. Hutchinson said she understood the idea of a broad advertising strategy, but she would suggest using the avenues currently available, specifically social media.

Mr. Walker said he agrees with focusing on social media.

Mrs. Hutchinson said different social media platforms target different age groups, so being active on multiple platforms would reach a broad demographics.

Mr. Kerr said, for his business, live videos on social media have proven to be most beneficial.

Mrs. Brown said this would be a perfect time to draw social media audiences to the city website.

Mrs. Huss asked Ms. Joyce if she has made any progress on the tourism webpage with the information Mrs. Huss gave her six weeks ago.

Ms. Joyce said most of the work has been completed.

Mrs. Huss asked if there was date that page would go live.

Ms. Joyce said she will do a few more edits in the next couple of days, then have it reviewed before it is published. Ms. Joyce asked who Mrs. Huss would like to review the page.

Mrs. Huss said Mrs. Brown, since she was involved in getting the MEDC portion of the website completed. She also suggested any of the Board members who are interested.

Mrs. Brown asked if Ms. Joyce could make the webpage interactive.

Ms. Joyce said yes. She has provided links to the websites of businesses.

Mrs. Brown said making the tourism page interactive would keep people on the Montgomery website longer.

Mrs. Huss told Ms. Joyce to develop a marketing plan which includes a specific message for people who are local, as well as those further away. Mrs. Huss said knowing why people are traveling now, and where their interests are, will determine the marketing parameters. Mrs. Huss said that is Ms. Joyce's job, not the job of the Board.

No action was taken on this item.

10. Economic Development Report – Richard Tramm

a. City Development Report

Report Provided

b. City Engineer's Report

Report Provided

BOARD INQUIRY

No Board inquiry

ACTION ITEMS FROM FEBRUARY MEETING

| <i>ACTION ITEM</i> | <i>ASSIGNEE</i> | <i>RESULT</i> |
|-------------------------------|-----------------|--------------------------------|
| Follow up on Amazon sales tax | Tramm | Will update information in May |

ACTION ITEMS FOR FUTURE MEETINGS

| <i>ACTION ITEM</i> | <i>ASSIGNEE</i> | <i>DUE DATE</i> |
|--------------------|-----------------|-----------------|
| | | |
| | | |

ADJOURNMENT

Motion by Mr. Easley, seconded by Mr. Cronin to adjourn the meeting at 7:58 p.m. All in favor. (7-0)

Submitted by: _____ Date Approved: _____

Amy Brown, MEDC Secretary

Rebecca Huss, MEDC President

**CITY OF MONTGOMERY - MEDC
ACCOUNT BALANCES REPORT
Through April 30, 2020 - For May 2020 Meeting**

| | <u>MONEY MARKET ACCOUNTS</u> | <u>INVESTMENTS</u> | <u>TOTALS</u> |
|---------------------------|----------------------------------|------------------------|------------------------|
| <u>MEDC</u> | | | |
| CHECKING ACCOUNT #1017938 | \$ 97,583.78 | | \$ 97,583.78 |
| TOTAL INVESTMENTS | \$ - | \$ 1,166,344.28 | \$ 1,166,344.28 |
| TOTAL MIDC | \$ 97,583.78 | \$ 1,166,344.28 | \$ 1,263,928.06 |

| |
|--------------------|
| INVESTMENTS |
|--------------------|

| | Issue Date | Maturity Date | Interest Rate | Balance |
|---------------------------------|------------|---------------|---------------|------------------------|
| Texpool #00005 | | | 0.48% | \$ 39,811.58 |
| Texpool #00006 | | | 0.48% | \$ 1,126,532.70 |
| Certificates | | | | |
| Total Investment Balance | | | | \$ 1,166,344.28 |

** Note:

The Sales Tax Transfer of \$45,332.51 was received in April. This will show on the next report.

The Sales Tax Transfer of \$78,774.99 was received in May. This will also show on the next report.

Both Transfers have been done Effective 05/07/2020 for a total of \$124,107.50

City of Montgomery - MEDC

Cash Flow Report

As of April 30, 2020

| <u>Date</u> | <u>Num</u> | <u>Name</u> | <u>Memo</u> | <u>Amount</u> | <u>Balance</u> |
|------------------------------|------------|--------------|----------------------------------|---------------|------------------|
| 51100 · MEDC Checking | | | | | |
| 04/24/2020 | 1995 | Frieda Joyce | Reimbursement - COVID-19 Webinar | -79.00 | 97,583.78 |
| | | | | | 97,504.78 |
| Total 51100 · MEDC Checking | | | | -79.00 | 97,504.78 |
| TOTAL | | | | -79.00 | 97,504.78 |

City of Montgomery - MEDC
Actual to Budget Performance

April 2020

| | Apr 20 | Budget | \$ Over Bud... | Oct '19 - Ap... | YTD Budget | \$ Over Bud... | Annual Bud... |
|--|------------------|------------------|-------------------|-------------------|--------------------|---------------------|-------------------|
| Income | | | | | | | |
| 55000 · Taxes & Franchise Fees | | | | | | | |
| 55400 · Sales Tax | 45,332.51 | 40,000.00 | 5,332.51 | 422,723.98 | 344,500.00 | 78,223.98 | 654,000.00 |
| Total 55000 · Taxes & Franchise Fees | 45,332.51 | 40,000.00 | 5,332.51 | 422,723.98 | 344,500.00 | 78,223.98 | 654,000.00 |
| 55300 · Other Revenues | | | | | | | |
| 55391 · Interest Income | 418.83 | 800.00 | (381.17) | 11,681.49 | 5,800.00 | 5,881.49 | 10,000.00 |
| 55399 · Misc Income | 0.00 | 0.00 | 0.00 | 1,400.00 | 0.00 | 1,400.00 | 0.00 |
| Total 55300 · Other Revenues | 418.83 | 800.00 | (381.17) | 13,081.49 | 5,800.00 | 7,281.49 | 10,000.00 |
| Total Income | 45,751.34 | 40,800.00 | 4,951.34 | 435,805.47 | 350,300.00 | 85,505.47 | 664,000.00 |
| Expense | | | | | | | |
| 56000 · Pub Infrastructure - Category I | | | | | | | |
| 56000.6 · Downtown Dev Improvements | 0.00 | 0.00 | 0.00 | 0.00 | 30,000.00 | (30,000.00) | 60,000.00 |
| 56000.7 · Streets & Sidewalks | 0.00 | 0.00 | 0.00 | 0.00 | 38,000.00 | (38,000.00) | 76,000.00 |
| 56000.8 · Utility Extensions | 0.00 | 0.00 | 0.00 | 0.00 | 25,000.00 | (25,000.00) | 50,000.00 |
| 56430 · Tsf to Debt Service | 0.00 | 0.00 | 0.00 | 80,000.00 | 80,000.00 | 0.00 | 160,000.00 |
| Total 56000 · Pub Infrastructure - Category I | 0.00 | 0.00 | 0.00 | 80,000.00 | 173,000.00 | (93,000.00) | 346,000.00 |
| 56001 · Business Dev & Ret -Category II | | | | | | | |
| 56001.8 · Sales Tax Reimbursement | 0.00 | 0.00 | 0.00 | 39,750.00 | 39,750.00 | 0.00 | 79,500.00 |
| 56423 · Economic Development Grant Prog | 0.00 | 0.00 | 0.00 | 0.00 | 10,000.00 | (10,000.00) | 20,000.00 |
| Total 56001 · Business Dev & Ret -Category II | 0.00 | 0.00 | 0.00 | 39,750.00 | 49,750.00 | (10,000.00) | 99,500.00 |
| 56002 · Quality of Life - Category III | | | | | | | |
| 56423.1 · Walking Tours | 0.00 | 0.00 | 0.00 | 0.00 | 1,000.00 | (1,000.00) | 1,000.00 |
| 56429 · Removal of Blight | 0.00 | 0.00 | 0.00 | 3,000.00 | 15,000.00 | (12,000.00) | 15,000.00 |
| 56434 · Events | | | | | | | |
| 55602 · Neighborhood Water Party | 0.00 | 0.00 | 0.00 | 38.11 | 0.00 | 38.11 | 0.00 |
| 55606 · Light up Montgomery | 0.00 | 0.00 | 0.00 | 930.75 | 1,500.00 | (569.25) | 1,500.00 |
| 56434 · Events - Other | 0.00 | 0.00 | 0.00 | 0.00 | 35,000.00 | (35,000.00) | 35,000.00 |
| Total 56434 · Events | 0.00 | 0.00 | 0.00 | 968.86 | 36,500.00 | (35,531.14) | 36,500.00 |
| 56439 · Downtown Enhancement Projects | 0.00 | 2,500.00 | (2,500.00) | 0.00 | 17,500.00 | (17,500.00) | 30,000.00 |
| Total 56002 · Quality of Life - Category III | 0.00 | 2,500.00 | (2,500.00) | 3,968.86 | 70,000.00 | (66,031.14) | 82,500.00 |
| 56003 · Marketing & Tourism-Category IV | | | | | | | |
| 56413 · Brochures/Printed Literature | 0.00 | 833.33 | (833.33) | 322.62 | 5,833.35 | (5,510.73) | 10,000.00 |
| 56419 · Website | 0.00 | 250.00 | (250.00) | 165.00 | 1,750.00 | (1,585.00) | 3,000.00 |
| Total 56003 · Marketing & Tourism-Category IV | 0.00 | 1,083.33 | (1,083.33) | 487.62 | 7,583.35 | (7,095.73) | 13,000.00 |
| 56004 · Administration - Category V | | | | | | | |
| 56004.1 · Admin Transfers to Gen Fund | 0.00 | 0.00 | 0.00 | 31,250.00 | 53,750.00 | (22,500.00) | 107,500.00 |
| 56004.3 · Miscellaneous Expenses | 0.00 | 41.66 | (41.66) | 0.00 | 291.70 | (291.70) | 500.00 |
| 56327 · Consulting (Professional servi) | 0.00 | 0.00 | 0.00 | 0.00 | 5,000.00 | (5,000.00) | 10,000.00 |
| 56354 · Travel & Training Expenses | 79.00 | 0.00 | 79.00 | 579.00 | 2,500.00 | (1,921.00) | 5,000.00 |
| Total 56004 · Administration - Category V | 79.00 | 41.66 | 37.34 | 31,829.00 | 61,541.70 | (29,712.70) | 123,000.00 |
| 56340 · Office Supplies | 267.77 | 0.00 | 267.77 | 463.60 | 0.00 | 463.60 | 0.00 |
| Total Expense | 346.77 | 3,624.99 | (3,278.22) | 156,499.08 | 361,875.05 | (205,375.97) | 664,000.00 |
| Net Income | 45,404.57 | 37,175.01 | 8,229.56 | 279,306.39 | (11,575.05) | 290,881.44 | 0.00 |

City of Montgomery - MEDC

General Ledger

As of April 30, 2020

05/08/20

| Type | Date | Num | Name | Memo | Debit | Credit | Balance |
|---|------------|----------|--------------------------------|---|-------------------|-------------------|---------------------|
| 51100 · MEDC Checking | | | | | | | 109,247.14 |
| Bill Pmt -Check | 10/11/2019 | 1976 | Houston Chronicle | Inv# 222716136 MEDC Budget P Hearing | | 72.00 | 109,175.14 |
| Bill Pmt -Check | 10/11/2019 | 1977 | Laurel Paving | Inv 1298 - Drainage McCown St. | | 8,850.00 | 100,325.14 |
| Bill Pmt -Check | 10/25/2019 | 1978 | Garrett Jones | VOID: Garrett Jones, Eagle Scout Candidate - Grant Dev. Progra... | 0.00 | | 100,325.14 |
| Bill Pmt -Check | 10/25/2019 | 1979 | Living Savior Lutheran Chur... | Application for Economic Development Grant Program | | 5,000.00 | 95,325.14 |
| Bill Pmt -Check | 10/25/2019 | 1980 | Texas A&M University | Inv M412411 - Texas Target Communities | | 15,393.00 | 79,932.14 |
| Bill Pmt -Check | 11/08/2019 | 1981 | Rebecca Huss | Reimbursement of Expense - Facebook ad - Haved you been to ... | | 50.00 | 79,882.14 |
| Bill Pmt -Check | 11/22/2019 | 1982 | Kevin Brennan | Use of Photo for Brochures and Literature | | 50.00 | 79,832.14 |
| Bill Pmt -Check | 11/22/2019 | 1983 | Montgomery County United | VOID: Removal of Blight - Several Properties & Public Areas in ... | 0.00 | | 79,832.14 |
| Bill Pmt -Check | 11/22/2019 | 1984 | Kirk Jones | Eagle Project Expense - Grant Dev Project | | 2,052.08 | 77,780.06 |
| Bill Pmt -Check | 12/13/2019 | 1985 | Bride & Bloom Floristry & F... | Wreaths -Civic Club 12/7/19 (Light up Montgomery) Inv 0000001 | | 194.97 | 77,585.09 |
| Bill Pmt -Check | 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 -Check | 12/13/2019 | 1987 | Montgomery Original Snoballs | Seasonal Refreshments-Civic Club 12/7/19 (Light up Montgomer... | | 106.00 | 77,179.09 |
| Bill Pmt -Check | 12/20/2019 | 1988 | Rebecca Huss | Reimbursement of Expense - Website Marketing | | 90.00 | 77,089.09 |
| Bill Pmt -Check | 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 -Check | 01/03/2020 | 1990 | Rebecca Huss | Reimbursement of Expense - Website Marketing | | 25.00 | 101,860.78 |
| Bill Pmt -Check | 01/03/2020 | 1991 | TEDC | 2020 Membership fees Inv #11674 | | 500.00 | 101,360.78 |
| Bill Pmt -Check | 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 -Check | 01/17/2020 | 1993 | Old Republic Title Co. | Home Program - GF# 1803402 - Dora Johnson - 519 Simonton | | 1,259.00 | 98,842.78 |
| Bill Pmt -Check | 01/17/2020 | 1994 | Old Republic Title Co. | Home Program - GF# 1803242 - Laura Stephens - 510 Lawson St. | | 1,259.00 | 97,583.78 |
| Bill Pmt -Check | 04/24/2020 | 1995 | Frieda Joyce | Reimbursement - COVID-19 Webinar | | 79.00 | 97,504.78 |
| Total 51100 · MEDC Checking | | | | | 102,201.69 | 113,944.05 | 97,504.78 |
| 51300 · Time Deposits-MEDC | | | | | | | 940,379.34 |
| Deposit | 10/31/2019 | | | Interest | 1,283.17 | | 941,662.51 |
| Deposit | 11/30/2019 | | | Interest | 1,091.46 | | 942,753.97 |
| Transfer | 12/20/2019 | | | Sales Tax Transfer thru 11/19 | 192,858.35 | | 1,135,612.32 |
| Transfer | 12/23/2019 | Transfer | | Transfer to Checking | | 50,000.00 | 1,085,612.32 |
| Deposit | 12/31/2019 | | | Interest | 1,174.44 | | 1,086,786.76 |
| Transfer | 01/22/2020 | Transfer | | 1st Qtr Transfer to Texpool Reimbursement Account | | 19,875.00 | 1,066,911.76 |
| Deposit | 01/28/2020 | | | Interest on Maturing CD | 4,125.00 | | 1,071,036.76 |
| Deposit | 01/31/2020 | | | Interest | 1,285.16 | | 1,072,321.92 |
| Transfer | 02/11/2020 | | | Sales Tax Transfer 1/20 | 42,632.76 | | 1,114,954.68 |
| Check | 02/11/2020 | Trans | | Admin Transfer 1st Qtr 2020 | | 11,875.00 | 1,103,079.68 |
| Check | 02/12/2020 | Trans | | 1st Qtr Transfer to Debt Service | | 40,000.00 | 1,063,079.68 |
| Check | 02/20/2020 | Trans | City of Montgomery - Gener... | Transfer to General for reimbursement of Blight Removal | | 3,000.00 | 1,060,079.68 |
| General Journal | 02/29/2020 | Int | | Interest on Texpool | 1,348.08 | | 1,061,427.76 |
| General Journal | 03/31/2020 | Int | | Interest on Texpool | 904.54 | | 1,062,332.30 |
| General Journal | 04/16/2020 | AL | | Transfer to Debt Service - 2nd Quarter Payment | | 40,000.00 | 1,022,332.30 |
| General Journal | 04/16/2020 | AL | | 2nd Qtr Transfer to Texpool Reimbursement Account - Kroger C... | | 19,875.00 | 1,002,457.30 |
| General Journal | 04/16/2020 | AL | | Sales Tax Transfer 2/20 & 3/20 | 143,923.66 | | 1,146,380.96 |
| General Journal | 04/16/2020 | AL | | Admin Transfer 2nd Qtr 2020 & Reimb of expenses paid | | 20,091.84 | 1,126,289.12 |
| General Journal | 04/16/2020 | AL | | To reimburse due to Utility fund for Printing Expenses | | 164.48 | 1,126,124.64 |
| General Journal | 04/30/2020 | Int | | Interest on Texpool | 408.06 | | 1,126,532.70 |
| Total 51300 · Time Deposits-MEDC | | | | | 391,034.68 | 204,881.32 | 1,126,532.70 |
| 51301 · Texpool Reimbursement Acct | | | | | | | 0.00 |
| Transfer | 01/22/2020 | Transfer | | 1st Qtr Transfer to Texpool Reimbursement Account | 19,875.00 | | 19,875.00 |
| General Journal | 01/31/2020 | Int | | Interest | 8.61 | | 19,883.61 |
| General Journal | 02/29/2020 | Int | | Interest | 25.18 | | 19,908.79 |
| General Journal | 03/31/2020 | Int | | Interest | 17.02 | | 19,925.81 |
| General Journal | 04/16/2020 | AL | | 2nd Qtr Transfer to Texpool Reimbursement Account - Kroger C... | 19,875.00 | | 39,800.81 |
| General Journal | 04/30/2020 | Int | | Interest | 10.77 | | 39,811.58 |
| Total 51301 · Texpool Reimbursement Acct | | | | | 39,811.58 | 0.00 | 39,811.58 |
| 51150 · Accounts Receivable Audit | | | | | | | 138,633.36 |
| Total 51150 · Accounts Receivable Audit | | | | | | | 138,633.36 |
| 51171 · Due From Gen Fund | | | | | | | 52,824.99 |
| General Journal | 10/31/2019 | CB | | To accrue sales tax revenue rec'd 10/19 | 62,148.45 | | 114,973.44 |
| General Journal | 11/30/2019 | CB | | To accrue sales tax revenue rec'd 11/19 | 76,484.91 | | 191,458.35 |
| Transfer | 12/20/2019 | | | Sales Tax Transfer for 12/19 | | 52,201.69 | 139,256.66 |
| General Journal | 12/20/2019 | CB | | To accrue sales tax revenue rec'd 12/19 | 52,201.69 | | 191,458.35 |
| Transfer | 12/20/2019 | | | Sales Tax Transfer thru 11/19 | | 192,858.35 | -1,400.00 |
| General Journal | 12/31/2019 | CB2 | | To record overtransfer of sales tax due from General in Septembe... | 1,400.00 | | 0.00 |
| General Journal | 01/31/2020 | CB | | To accrue sales tax revenue rec'd 1/20 | 42,632.76 | | 42,632.76 |
| Transfer | 02/11/2020 | | | Sales Tax Transfer 1/20 | | 42,632.76 | 0.00 |
| General Journal | 02/29/2020 | CB | | To accrue sales tax revenue rec'd 2/20 | 89,518.41 | | 89,518.41 |
| General Journal | 03/31/2020 | CB | | To accrue sales tax revenue rec'd 3/20 | 54,405.25 | | 143,923.66 |
| General Journal | 04/16/2020 | AL | | Sales Tax Transfer 2/20 & 3/20 | | 143,923.66 | 0.00 |
| General Journal | 04/30/2020 | AL | | To accrue sales tax revenue rec'd 4/20 | 45,332.51 | | 45,332.51 |
| Total 51171 · Due From Gen Fund | | | | | 424,123.98 | 431,616.46 | 45,332.51 |
| 51174 · Due from Home Grant Funds | | | | | | | 1,400.00 |
| Bill | 01/16/2020 | GF #... | Old Republic Title Co. | Home Program - GF# 1083758 - Leslie Holts - 905 MLK Dr. | 1,259.00 | | 2,659.00 |
| Bill | 01/16/2020 | GF #... | Old Republic Title Co. | Home Program - GF# 1803402 - Dora Johnson - 519 Simonton | 1,259.00 | | 3,918.00 |
| Bill | 01/16/2020 | GF #... | Old Republic Title Co. | Home Program - GF# 1803242 - Laura Stephens - 510 Lawson St. | 1,259.00 | | 5,177.00 |
| Total 51174 · Due from Home Grant Funds | | | | | 3,777.00 | 0.00 | 5,177.00 |
| 51580 · Accrued Interest Receivable | | | | | | | 2,780.13 |

City of Montgomery - MEDC

General Ledger

As of April 30, 2020

05/08/20

| Type | Date | Num | Name | Memo | Debit | Credit | Balance |
|---|------------|------------|--------------------------------|---|-----------|-----------|---------------|
| Total 51580 · Accrued Interest Receivable | | | | | | | 2,780.13 |
| 52000 · Accounts Payable | | | | | | | -31,367.08 |
| Bill Pmt -Check | 10/11/2019 | 1976 | Houston Chronicle | Inv# 222716136 MEDC Budget P Hearing | 72.00 | | -31,295.08 |
| Bill Pmt -Check | 10/11/2019 | 1977 | Laurel Paving | Inv 1298 - Drainage McCown St. | 8,850.00 | | -22,445.08 |
| Bill Pmt -Check | 10/25/2019 | 1978 | Garrett Jones | VOID: Garrett Jones, Eagle Scout Candidate - Grant Dev. Progra... | 0.00 | | -22,445.08 |
| Bill Pmt -Check | 10/25/2019 | 1979 | Living Savior Lutheran Chur... | Application for Economic Development Grant Program | 5,000.00 | | -17,445.08 |
| Bill Pmt -Check | 10/25/2019 | 1980 | Texas A&M University | Inv M412411 - Texas Target Communities | 15,393.00 | | -2,052.08 |
| Bill | 11/07/2019 | Reimb... | Rebecca Huss | Reimbursement of Expense - Facebook ad - Haved you been to ... | | 50.00 | -2,102.08 |
| Bill Pmt -Check | 11/08/2019 | 1981 | Rebecca Huss | Reimbursement of Expense - Facebook ad - Haved you been to ... | 50.00 | | -2,052.08 |
| Bill | 11/20/2019 | Blight ... | Montgomery County United | VOID: Removal of Blight - Several Properties & Public Areas in ... | 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 -Check | 11/22/2019 | 1982 | Kevin Brennan | Use of Photo for Brochures and Literature | 50.00 | | -2,052.08 |
| Bill Pmt -Check | 11/22/2019 | 1983 | Montgomery County United | VOID: Removal of Blight - Several Properties & Public Areas in ... | 0.00 | | -2,052.08 |
| Bill Pmt -Check | 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 Montgomer... | | 106.00 | -406.00 |
| Bill | 12/07/2019 | Inv 00... | Bride & Bloom Floristry & F... | Wreaths -Civic Club 12/7/19 (Light up Montgomery) Inv 0000001 | | 194.97 | -600.97 |
| Bill Pmt -Check | 12/13/2019 | 1985 | Bride & Bloom Floristry & F... | Wreaths -Civic Club 12/7/19 (Light up Montgomery) Inv 2019-14 | 194.97 | | -406.00 |
| Bill Pmt -Check | 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 -Check | 12/13/2019 | 1987 | Montgomery Original Snoballs | Seasonal Refreshments-Civic Club 12/7/19 (Light up Montgomer... | 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 ... | The Kroger Co. | 2018-19Tax Year- MEDC Sales Tax Rebate | | 77,405.00 | -77,495.00 |
| Bill Pmt -Check | 12/20/2019 | 1988 | Rebecca Huss | Reimbursement of Expense - Website Marketing | 90.00 | | -77,405.00 |
| Bill Pmt -Check | 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 -Check | 01/03/2020 | 1990 | Rebecca Huss | Reimbursement of Expense - Website Marketing | 25.00 | | -500.00 |
| Bill Pmt -Check | 01/03/2020 | 1991 | TEDC | 2020 Membership fees Inv #11674 | 500.00 | | 0.00 |
| Bill | 01/16/2020 | GF #... | Old Republic Title Co. | Home Program - GF# 1083758 - Leslie Holts - 905 MLK Dr. | | 1,259.00 | -1,259.00 |
| Bill | 01/16/2020 | GF #... | Old Republic Title Co. | Home Program - GF# 1803402 - Dora Johnson - 519 Simonton | | 1,259.00 | -2,518.00 |
| Bill | 01/16/2020 | GF #... | Old Republic Title Co. | Home Program - GF# 1803242 - Laura Stephens - 510 Lawson St. | | 1,259.00 | -3,777.00 |
| Bill Pmt -Check | 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 -Check | 01/17/2020 | 1993 | Old Republic Title Co. | Home Program - GF# 1803402 - Dora Johnson - 519 Simonton | 1,259.00 | | -1,259.00 |
| Bill Pmt -Check | 01/17/2020 | 1994 | Old Republic Title Co. | Home Program - GF# 1803242 - Laura Stephens - 510 Lawson St. | 1,259.00 | | 0.00 |
| Bill | 04/20/2020 | 11316 | Frieda Joyce | Reimbursement - COVID-19 Webinar | | 79.00 | -79.00 |
| Bill Pmt -Check | 04/24/2020 | 1995 | Frieda Joyce | Reimbursement - COVID-19 Webinar | 79.00 | | 0.00 |
| Total 52000 · Accounts Payable | | | | | | | 113,944.05 |
| 52001 · Accounts Payable Audit | | | | | | | -77,910.00 |
| General Journal | 10/04/2019 | CB1R | The Kroger Co. | To record sales tax reimbursement calculated for 2018-2019 as ex... | 77,405.00 | | -505.00 |
| General Journal | 12/31/2019 | CB | The Kroger Co. | To accrue Quarterly Transfer to Texpool Reimbursement Accoun... | | 19,875.00 | -20,380.00 |
| General Journal | 03/31/2020 | CB | The Kroger Co. | To accrue Quarterly Transfer to Texpool Reimbursement Accoun... | | 19,875.00 | -40,255.00 |
| Total 52001 · Accounts Payable Audit | | | | | | | 77,405.00 |
| 52710 · Due to Utility Fund | | | | | | | 0.00 |
| General Journal | 02/21/2020 | CB | | To record amt due to Utility fund for Printing | | 119.50 | -119.50 |
| General Journal | 03/31/2020 | CB | | To record amt due to Utility fund for Printing | | 44.98 | -164.48 |
| General Journal | 04/16/2020 | AL | | To reimburse due to Utility fund for Printing Expenses | 164.48 | | 0.00 |
| Total 52710 · Due to Utility Fund | | | | | | | 164.48 |
| 52712 · Due to Gen Fund | | | | | | | 0.00 |
| General Journal | 10/30/2019 | CB | | To accrue Amount Charged to Card Services and paid from Gene... | | 343.95 | -343.95 |
| General Journal | 12/31/2019 | cb | | To accrue Admin transfer - 1st Qtr FYE 2020 (reduced by \$15,0... | | 11,875.00 | -12,218.95 |
| General Journal | 12/31/2019 | CB | City of Montgomery - Gener... | To accrue the amount due to the City for Blight Removal Paid fro... | | 3,000.00 | -15,218.95 |
| General Journal | 01/08/2020 | CB | | To accrue Amount paid from General Fund Petty Cash | | 23.94 | -15,242.89 |
| Check | 02/11/2020 | Trans | | Admin Transfer 1st Qtr 2020 | 11,875.00 | | -3,367.89 |
| Check | 02/20/2020 | Trans | City of Montgomery - Gener... | Transfer to General for reimbursement of Blight Removal | 3,000.00 | | -367.89 |
| General Journal | 02/29/2020 | CB | | To accrue Amount Charged to Brauns and paid from General Fund | | 31.35 | -399.24 |
| General Journal | 02/29/2020 | CB | | To accrue Amount Charged to Card Services and paid from Gene... | | 272.62 | -671.86 |
| General Journal | 03/31/2020 | cb | | To accrue Admin transfer - 2nd Qtr FYE 2020 (reduced by \$7,5... | | 19,375.00 | -20,046.86 |
| General Journal | 04/01/2020 | AL | | To accrue Amount Charged to Office Depot and paid from Gene... | | 44.98 | -20,091.84 |
| General Journal | 04/16/2020 | AL | | Admin Transfer 2nd Qtr 2020 & Reimb of expenses paid | 20,091.84 | | 0.00 |
| General Journal | 04/22/2020 | AL | | To accrue Amount Charged for COM Brochures to Card Membe... | | 222.79 | -222.79 |
| Total 52712 · Due to Gen Fund | | | | | | | 34,966.84 |
| 52714 · Due to Debt Service Fund | | | | | | | 0.00 |
| General Journal | 12/31/2019 | cb | | To accrue Admin transfer thru 12/31/19 | | 40,000.00 | -40,000.00 |
| Check | 02/12/2020 | Trans | | 1st Qtr Transfer to Debt Service | 40,000.00 | | 0.00 |
| General Journal | 03/31/2020 | cb | | To accrue Admin transfer thru 03/31/20 | | 40,000.00 | -40,000.00 |
| General Journal | 04/16/2020 | AL | | Transfer to Debt Service - 2nd Quarter Payment | 40,000.00 | | 0.00 |
| Total 52714 · Due to Debt Service Fund | | | | | | | 80,000.00 |
| 53900 · Unrestricted Net Assets | | | | | | | -1,135,987.88 |
| Total 53900 · Unrestricted Net Assets | | | | | | | -1,135,987.88 |
| 55000 · Taxes & Franchise Fees | | | | | | | 0.00 |
| 55400 · Sales Tax | | | | | | | 0.00 |
| General Journal | 10/31/2019 | CB | | To accrue sales tax revenue rec'd 10/19 | | 62,148.45 | -62,148.45 |
| General Journal | 11/30/2019 | CB | | To accrue sales tax revenue rec'd 11/19 | | 76,484.91 | -138,633.36 |
| General Journal | 12/20/2019 | CB | | To accrue sales tax revenue rec'd 12/19 | | 52,201.69 | -190,835.05 |
| General Journal | 01/31/2020 | CB | | To accrue sales tax revenue rec'd 1/20 | | 42,632.76 | -233,467.81 |

City of Montgomery - MEDC

General Ledger

As of April 30, 2020

05/08/20

| Type | Date | Num | Name | Memo | Debit | Credit | Balance |
|--|------------|------------|--------------------------------|---|------------|------------|-------------|
| General Journal | 02/29/2020 | CB | | To accrue sales tax revenue rec'd 2/20 - 25% of sales tax in GOF | | 89,518.41 | -322,986.22 |
| General Journal | 03/31/2020 | CB | | To accrue sales tax revenue rec'd 3/20 - 25% of sales tax in GOF | | 54,405.25 | -377,391.47 |
| General Journal | 04/30/2020 | AL | | To accrue sales tax revenue rec'd 4/20 - 25% of sales tax in GOF | | 45,332.51 | -422,723.98 |
| Total 55400 · Sales Tax | | | | | 0.00 | 422,723.98 | -422,723.98 |
| Total 55000 · Taxes & Franchise Fees | | | | | 0.00 | 422,723.98 | -422,723.98 |
| 55300 · Other Revenues | | | | | | | 0.00 |
| 55391 · Interest Income | | | | | | | 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 |
| General Journal | 01/31/2020 | Int | | Interest | | 8.61 | -8,967.84 |
| General Journal | 02/29/2020 | Int | | Interest | | 25.18 | -8,993.02 |
| General Journal | 02/29/2020 | Int | | Interest on Texpool | | 1,348.08 | -10,341.10 |
| General Journal | 03/31/2020 | Int | | Interest | | 17.02 | -10,358.12 |
| General Journal | 03/31/2020 | Int | | Interest on Texpool | | 904.54 | -11,262.66 |
| General Journal | 04/30/2020 | Int | | Interest | | 10.77 | -11,273.43 |
| General Journal | 04/30/2020 | Int | | Interest on Texpool | | 408.06 | -11,681.49 |
| Total 55391 · Interest Income | | | | | 0.00 | 11,681.49 | -11,681.49 |
| 55399 · Misc Income | | | | | | | 0.00 |
| General Journal | 12/31/2019 | CB2 | | To record overtransfer of sales tax due from General in Septembe... | | 1,400.00 | -1,400.00 |
| Total 55399 · Misc Income | | | | | 0.00 | 1,400.00 | -1,400.00 |
| Total 55300 · Other Revenues | | | | | 0.00 | 13,081.49 | -13,081.49 |
| 56000 · Pub Infrastructure - Category I | | | | | | | 0.00 |
| 56430 · Tsf to Debt Service | | | | | | | 0.00 |
| General Journal | 12/31/2019 | cb | | To accrue Admin transfer thru 12/31/19 | 40,000.00 | | 40,000.00 |
| General Journal | 03/31/2020 | cb | | To accrue Admin transfer thru 03/31/20 | 40,000.00 | | 80,000.00 |
| Total 56430 · Tsf to Debt Service | | | | | 80,000.00 | 0.00 | 80,000.00 |
| Total 56000 · Pub Infrastructure - Category I | | | | | 80,000.00 | 0.00 | 80,000.00 |
| 56001 · Business Dev & Ret -Category II | | | | | | | 0.00 |
| 56001.8 · Sales Tax Reimbursement | | | | | | | 0.00 |
| General Journal | 10/04/2019 | CB1R | The Kroger Co. | Reverse of GJE CB1 -- To record sales tax reimbursement calcula... | | 77,405.00 | -77,405.00 |
| Bill | 12/19/2019 | 2018 ... | The Kroger Co. | 2018-19 Tax Year- MEDC Sales Tax Rebate | 77,405.00 | | 0.00 |
| General Journal | 12/31/2019 | CB | The Kroger Co. | To accrue Quarterly Transfer to Texpool Reimbursement Accoun... | 19,875.00 | | 19,875.00 |
| General Journal | 03/31/2020 | CB | The Kroger Co. | To accrue Quarterly Transfer to Texpool Reimbursement Accoun... | 19,875.00 | | 39,750.00 |
| Total 56001.8 · Sales Tax Reimbursement | | | | | 117,155.00 | 77,405.00 | 39,750.00 |
| Total 56001 · Business Dev & Ret -Category II | | | | | 117,155.00 | 77,405.00 | 39,750.00 |
| 56002 · Quality of Life - Category III | | | | | | | 0.00 |
| 56429 · Removal of Blight | | | | | | | 0.00 |
| Bill | 11/20/2019 | Blight ... | Montgomery County United | Removal of Blight - Several Properties & Public Areas in City | 0.00 | | 0.00 |
| General Journal | 12/31/2019 | CB | City of Montgomery - Gener... | To accrue the amount due to the City for Blight Removal Paid fro... | 3,000.00 | | 3,000.00 |
| Total 56429 · Removal of Blight | | | | | 3,000.00 | 0.00 | 3,000.00 |
| 56434 · Events | | | | | | | 0.00 |
| 55602 · Neighborhood Water Party | | | | | | | 0.00 |
| General Journal | 10/30/2019 | CB | | To accrue Amount Charged to Card Services and paid from Gene... | 14.17 | | 14.17 |
| General Journal | 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 |
| 55606 · Light up Montgomery | | | | | | | 0.00 |
| General Journal | 10/30/2019 | CB | | To accrue Amount Charged to Card Services and paid from Gene... | 104.95 | | 104.95 |
| General Journal | 10/30/2019 | CB | | To accrue Amount Charged to Card Services and paid from Gene... | 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 Montgomer... | 106.00 | | 735.78 |
| Bill | 12/07/2019 | Inv 00... | Bride & Bloom Floristry & F... | 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 |
| 56003 · Marketing & Tourism-Category IV | | | | | | | 0.00 |
| 56413 · Brochures/Printed Literature | | | | | | | 0.00 |
| Bill | 11/20/2019 | Broch... | Kevin Brennan | Use of Photo for Brochures and Literature | 50.00 | | 50.00 |
| General Journal | 02/29/2020 | CB | | To accrue Amount Charged to Card Services and paid from Gene... | 272.62 | | 322.62 |
| Total 56413 · Brochures/Printed Literature | | | | | 322.62 | 0.00 | 322.62 |
| 56419 · Website | | | | | | | 0.00 |
| Bill | 11/07/2019 | Reimb... | Rebecca Huss | Reimbursement of Expense - Facebook ad - Haved you been to ... | 50.00 | | 50.00 |
| Bill | 12/16/2019 | Reimb... | Rebecca Huss | Reimbursement of Expense - Website Marketing | 90.00 | | 140.00 |

City of Montgomery - MEDC

General Ledger

As of April 30, 2020

| Type | Date | Num | Name | Memo | Debit | Credit | Balance |
|---|------------|-----------|--------------|---|---------------------|---------------------|-------------|
| 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 | | | | | 487.62 | 0.00 | 487.62 |
| 56004 · Administration - Category V | | | | | | | 0.00 |
| 56004.1 · Admin Transfers to Gen Fund | | | | | | | 0.00 |
| General Journal | 12/31/2019 | cb | | To accrue Admin transfer - 1st Qtr FYE 2020 (reduced by \$15,0... | 11,875.00 | | 11,875.00 |
| General Journal | 03/31/2020 | cb | | To accrue Admin transfer - 2nd Qtr FYE 2020 (reduced by \$7,5... | 19,375.00 | | 31,250.00 |
| Total 56004.1 · Admin Transfers to Gen Fund | | | | | 31,250.00 | 0.00 | 31,250.00 |
| 56354 · Travel & Training Expenses | | | | | | | 0.00 |
| Bill | 01/02/2020 | Inv 11... | TEDC | 2020 Membership fees Inv #11674 | 500.00 | | 500.00 |
| Bill | 04/20/2020 | 11316 | Frieda Joyce | Reimbursement - COVID-19 Webinar - Inv 11316 | 79.00 | | 579.00 |
| Total 56354 · Travel & Training Expenses | | | | | 579.00 | 0.00 | 579.00 |
| Total 56004 · Administration - Category V | | | | | 31,829.00 | 0.00 | 31,829.00 |
| 56340 · Office Supplies | | | | | | | 0.00 |
| General Journal | 02/21/2020 | CB | | To record amt due to Utility fund for Printing | 119.50 | | 119.50 |
| General Journal | 02/29/2020 | CB | | To accrue Amount Charged to Brauns and paid from General Fund | 31.35 | | 150.85 |
| General Journal | 03/31/2020 | CB | | To record amt due to Utility fund for Printing | 44.98 | | 195.83 |
| General Journal | 04/01/2020 | AL | | To accrue Amount Charged to Office Depot and paid from Gene... | 44.98 | | 240.81 |
| General Journal | 04/22/2020 | AL | | To accrue Amount Charged for COM Brochures to Card Membe... | 222.79 | | 463.60 |
| Total 56340 · Office Supplies | | | | | 463.60 | 0.00 | 463.60 |
| TOTAL | | | | | 1,501,333.38 | 1,501,333.38 | 0.00 |

City of Montgomery - MEDC
Balance Sheet

| | <u>Apr 30, 20</u> |
|--|----------------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| 51100 · MEDC Checking | 97,504.78 |
| 51300 · Time Deposits-MEDC | 1,126,532.70 |
| 51301 · Texpool Reimbursement Acct | <u>39,811.58</u> |
| Total Checking/Savings | 1,263,849.06 |
| Other Current Assets | |
| 51150 · Accounts Receivable Audit | 138,633.36 |
| 51171 · Due From Gen Fund | 45,332.51 |
| 51174 · Due from Home Grant Funds | 5,177.00 |
| 51580 · Accrued Interest Receivable | <u>2,780.13</u> |
| Total Other Current Assets | <u>191,923.00</u> |
| Total Current Assets | <u>1,455,772.06</u> |
| TOTAL ASSETS | <u><u>1,455,772.06</u></u> |
| LIABILITIES & EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Accounts Payable | |
| 52001 · Accounts Payable Audit | 40,255.00 |
| Total Accounts Payable | 40,255.00 |
| Other Current Liabilities | |
| 52712 · Due to Gen Fund | <u>222.79</u> |
| Total Other Current Liabilities | <u>222.79</u> |
| Total Current Liabilities | <u>40,477.79</u> |
| Total Liabilities | 40,477.79 |
| Equity | |
| 53900 · Unrestricted Net Assets | 1,135,987.88 |
| Net Income | <u>279,306.39</u> |
| Total Equity | <u>1,415,294.27</u> |
| TOTAL LIABILITIES & EQUITY | <u><u>1,455,772.06</u></u> |

Montgomery EDC
AGENDA REPORT

| | |
|------------------------------------|----------------------------|
| Meeting Date: May 18, 2020 | Budgeted Amount: NA |
| Department: | |
| Prepared By: Richard Tramm | Exhibits: None |
| Date Prepared: May 14, 2020 | |

Subject

Report on utility grant program to support local businesses in City of Montgomery

Discussion

There have been two applications submitted that are in the review status by the City Administrator at the time of this writing. There have been other calls regarding this grant that have come to the City's Utility and Permitting Office. I will provide an update on any changes at the meeting.

Recommendation

No action recommended at this time.

Approved By

| | | |
|--------------------|-------------------------|--------------------|
| | | |
| City Administrator | Richard Tramm <i>RT</i> | Date: May 14, 2020 |
| | | |

Montgomery EDC
AGENDA REPORT

| | |
|------------------------------------|----------------------------|
| Meeting Date: May 18, 2020 | Budgeted Amount: NA |
| Department: | |
| Prepared By: Richard Tramm | Exhibits: None |
| Date Prepared: May 14, 2020 | |

Subject

Update on the Montgomery Mudbugs & Music Festival.


Discussion

I have communicated with the event promoter, Charlie Diggs. He is pushing back the event until such time as state and county authorities allow the event to go forward. His intent is to move forward as soon as possible after getting the clearance to hold the event.

Recommendation

No action required.

Approved By

| | | |
|--------------------|---|--------------------|
| | | |
| City Administrator | Richard Tramm  | Date: May 14, 2020 |
| | | |

Montgomery EDC
AGENDA REPORT

| | |
|------------------------------------|----------------------------|
| Meeting Date: May 18, 2020 | Budgeted Amount: NA |
| Department: | |
| Prepared By: Richard Tramm | Exhibits: |
| Date Prepared: May 14, 2020 | |

Subject

Discussion, consideration and possible action on Southern Rum Runners (SRR) regarding festival event.

Discussion

I have briefly communicated with Southern Rum Runners since last meeting. They have moved forward with contacting breweries and other vendors for the October 17, 2020 craft beer festival. They are having some difficulties due to the number of businesses that are closed during the recent period. In addition, I have received contract updates from the City Attorney and am waiting for Southern Rum Runners to get back to me to discuss revisions and scheduling to bring a copy back to the MEDC Board, along with bringing Rob from Southern Rum Runners back for a presentation on the event.

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: May 14, 2020 |
| | | |

Montgomery EDC
AGENDA REPORT

| | |
|------------------------------------|----------------------------|
| Meeting Date: May 18, 2020 | Budgeted Amount: NA |
| Department: | |
| Prepared By: Richard Tramm | Exhibits: None |
| Date Prepared: May 15, 2020 | |

Subject
Discussion, consideration and possible action on Future Marketing and Tourism Advertising Options.

Discussion
Since the February MEDC Board of Directors Meeting, the conditions under which the City is operating related to marketing and tourism have changed significantly. These changes will force us to look at things differently and may push us to consider some options differently than we would have previously. The MEDC budget relies almost exclusively on sales tax revenue for income, and this type of income is the most at risk both over the last two months and for an unknown future period. As of this writing, we have limited information available for business activity for the month of March, which was only partly affected by the COVID-19 pandemic business closures.
This will force us to look to more closely at the most cost-effective options for expending MEDC funds through this period, likely with a high intensity placed upon social media for the foreseeable future. I also expect the City will look to utilize other assets in equally creative manners where that is possible.

Recommendation
No specific action is recommended at this time.

| | | |
|--------------------|-------------------------|--------------------|
| Approved By | | |
| | | |
| City Administrator | Richard Tramm <i>RT</i> | Date: May 15, 2020 |
| | | |



CITY OF MONTGOMERY

Development Report

May 2020

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

This month's report finds the City still navigating a global pandemic that is affecting every facet of our lives. The state is providing ongoing guidance to local governments outlining procedures for businesses opening up to the public again. Residential homebuilding has seen a decrease in new starts this month, though two new subdivisions are under development in the City. Commercial development is generally less affected by market fluctuations and has held steady in the City and surrounding areas. City staff is closely monitoring the situation to understand the implications on economic development within our City.

Commercial Development

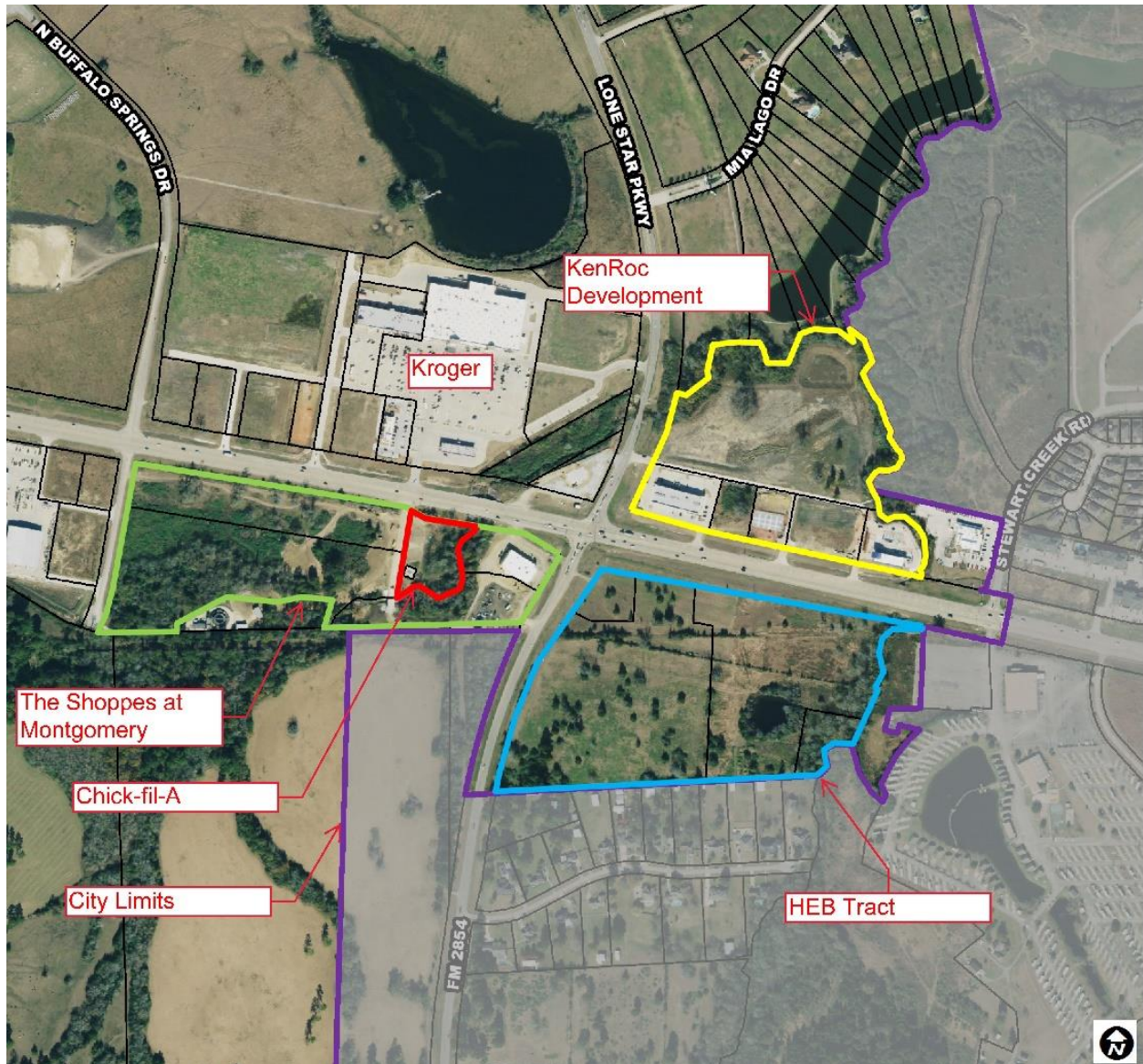
KENROC Property – This 13-acre development is along the north side of SH 105 and east of Lone Star Parkway. There are three pad sites with SH 105 frontage that includes a 16,000 ft. building with an AT&T store and an orthodontist office currently under construction. Future plans call for a 24,000 ft. building on the north side of the property. Christian Brothers Automotive Repair has opened west of Bubble King car wash. Discount Tire is in preliminary design on an adjacent parcel.

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 occupied.

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.

Central Business District – Best Donuts, located at 20998 Eva St, is nearing completion with plans to open in the next month. The contractor is completing work on several outstanding items. Coldwell Banker has moved from Walden Road to Heritage Place near the intersection of SH 105 & FM 149. Wings Over Montgomery, designed as primarily a take-out wing restaurant, has started renovations on the building next to the First State Bank in downtown.

The Shoppes at Montgomery – This is a 26-acre property located at the southwest corner of SH 105 and FM 2854. Chick-Fil-A is currently under construction with a planned opening May 21st. Plans have also been approved for a stand-alone Starbucks location near Chick-fil-A and site work has started. Two retail centers are also under construction in this development.



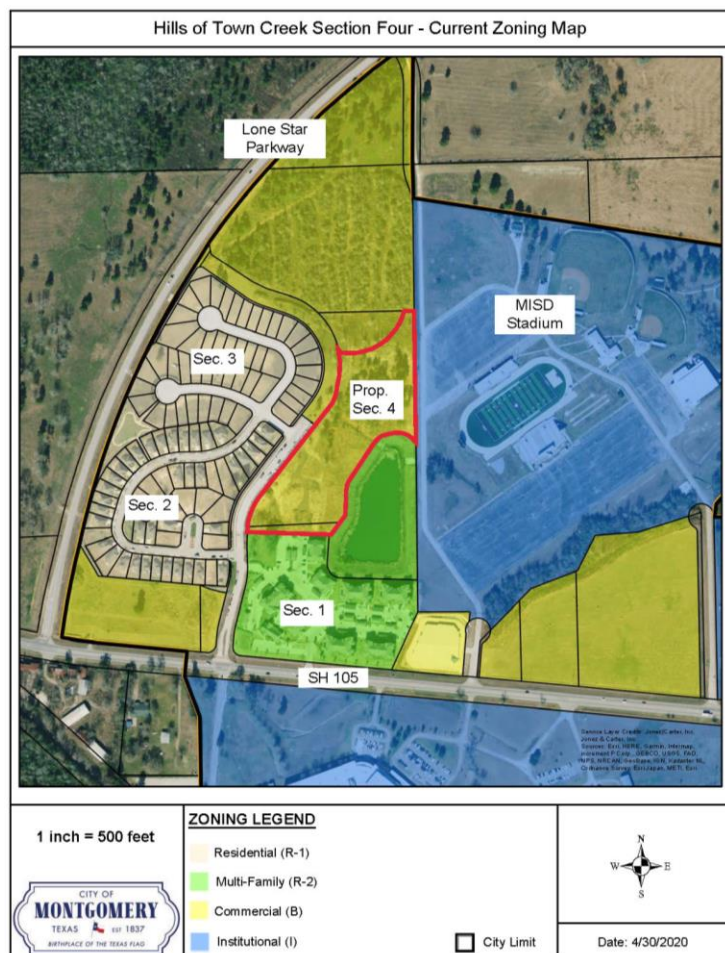
Residential Development

18 new homes have been completed so far this year. Existing homesite inventory is still available, and several new residential subdivisions are in the early stages of the development process. While uncertainty exists in the market and new housing starts have slowed, low mortgage interest rates coupled with a desirable community and relatively low home prices will likely keep demand for new housing strong for the immediate future.

Heritage Senior Apartments – The next phase of the apartments is nearing completion. This include approximately 80 apartments, which are complete and 8 “cottages” which are six-plex units at ground level have just begun leasing. This development has now completed all planned phases of construction.

Hills of Town Creek

Subdivision – With a total of 100 single-family homesites, this subdivision immediately west of Town Creek Apartments off Emma’s Way. 55 homes are complete, 18 are under construction, and 27 lots are available. Preliminary plans for a new 30-lot section have been submitted for review.



Terra Vista Subdivision – This is a 61-lot single-family development northeast of Waterstone on FM 1097. 29 homes are complete, 11 are under construction, and 21 lots are available.

Montgomery Townhomes – Preliminary plans have been submitted to the City for a 48-unit townhome project along Plez Morgan Drive between Lone Star Parkway and FM 1097. The project is in the early stages of review with no immediate timeline for construction. More details will be provided as they become available.

Town Creek Crossing – This addition to the Buffalo Springs Planned Development includes 199 residential homesites and 8 commercial reserves. Planning for the subdivision is in the early stages of design. More details on the timeline for construction will be provided as they become available.



City Development Activities

Texas Water Development Board Funding - The TWDB has provided funding in the amount of \$2.8 million for water and sewer work. The projects being funded for water system needs include connection of a 12-inch water line north of Clepper Street to the 12-inch line west of Cedar Brake Park (which will increase the water pressure on the western side of the city). The project design has been approved by the state and has been bid. Due to a low number of bids submitted, the City is currently evaluating options for rebidding the project. There are also improvements at Water Plant #3 under review that will increase water production capabilities.

Part of the Texas Water Development Board funding is to improve Lift Station #1 that feeds all the city's wastewater into the Stewart Creek Treatment Plant. Work is underway and the contractor plans to be completed in late May. The rerouting of the Lift Station #3 force main directly into Lift Station #1 will greatly increase the efficiency of the sanitary sewer system.

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. 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. In late 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. Five firms have been interviewed and the City expects to have a contract for the work by next month.

Downtown Walkability/Improvement Plan – This effort is to improve the streetscape and pedestrian space in the downtown area. Planning is under way now, funded by the MEDC. The process will involve input from downtown property owners & businesses, city residents and key stakeholders. Design concepts were developed by Texas A&M Landscape Architecture students. The MEDC held a workshop in January 2020 to review the designs. This design work will serve as a springboard into detailed designs as the final plan develops.

Comprehensive Plan – The City, in partnership with Texas A&M’s Community Resilience Collaborative and Texas SeaGrant, 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 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. The draft of the Comprehensive Plan is behind schedule, but is 75% complete and the City will review the draft this month.

HOME Grant --The City Council approved an application to be made for the State of Texas HOME project in mid-2018. This will fund up to eleven new houses or major renovations for those who qualify. The applicants must 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. The initial application process resulted in three city residents that qualified for new houses. The grant has no local match, but the MEDC has agreed to cover any incidental costs required by the grant. Each house includes approximately \$100,000 in funding for administration and construction. Agreements with three residents approved under this program were signed on January 21, 2020. A fourth resident is anticipated to close soon.

Businesses Opened in 2020

Coldwell Banker; 21105 Eva Street, Suite 110

Christian Brothers Automotive; 19920 Eva Street

Chick-fil-A; 20155 Eva Street (Grand Opening May 21st)



1575 Sawdust Road, Suite 400
The Woodlands, Texas 77380-3795
Tel: 281.363.4039
Fax: 281.363.3459
www.jonescarter.com

April 23, 2020

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

Re: Engineering Report
Council Meeting: April 27, 2020
City of Montgomery

Dear Mayor and Council:

The following information summarizes our activities on your behalf since the February 25th 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 & Phase II (CDBG)

We are working with the Contractor, City, and GrantWorks to ensure all required documentation is prepared and submitted as required by the Texas Department of Agriculture to close out the project.

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

We received bids at City Hall on March 16th, and there is a separate agenda item and accompanying memo to further discuss this item.

Agenda Item: Consideration and acceptance of construction bid for the TWDB - Downtown Waterline Replacement project and authorize the project to be re-bid.

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

The plans are substantially complete. We have received and addressed the comments from the Texas Water Development Board. We met with the City and TORC on April 9th to review and discuss their comments. We are addressing items discussed at the meeting and plan to submit final plans to the TWDB for approval this week.

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

After discussing the need for this project with City Staff, the project will not be bid with the Water Plant No. 3 Improvements and be placed on an indefinite hold.

Status of Previously Authorized Projects (cont.):

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

As a reminder, we held a final inspection on October 15th. The remaining items to be completed by the contractor are the final testing of the line which will occur once the new lift station is put into service.

f) **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 and electrical work for the Lift Station No. 1 Replacement project. We received and recommended payment of Pay Estimate No. 5 in the amount of \$67,140.00 and Pay Estimate No. 6 in the amount of \$36,027.00 to Veritas Management Company LLC DBA Black Castle General Contractor for work completed as of March 23, 2020. As of Pay Estimate No. 6, the contract is approximately 109% complete by time and 43% complete by value. Based on the contractor's current schedule, construction will not be substantially complete until late May 2020.



Lift Station Site



Lift Station No. 1 Wet Well



Electrical Duct Bank

Status of Previously Authorized Projects (cont.):

- g) 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 temporarily on hold until the Lift Station No. 1 project is complete.
- h) GLO Projects**
The proposed work is undergoing environmental review for compliance. We are also working with GrantWorks to find a way to move forward with some of the projects until the drainage analysis is complete. Additionally, we are assisting City Staff with the review of the Statement of Qualifications for the required drainage analysis.

Existing and Upcoming Developments:

- a) Feasibility Studies** – There are no ongoing feasibility studies at this time.
- b) Plan Reviews**
 - i. Wendy’s (Haza Foods)** – We did not receive revised plans this month.
 - ii. Starbucks** – We received revised plans for the development on March 3rd and returned comments to the plans on March 11th. We received further revised plans on March 18th and returned approval on March 26th.
 - iii. Heritage Parking Place Expansion** – We received revised plans on March 3rd and returned comments to the plans on March 11th. We received further revised plans on April 7th and expect to return plan approval once the building lines are recorded.
- c) Plat Reviews**
 - i. Heritage Place Parking Development Plat** – We received revised plans for the plat on March 3rd and returned comments on March 11th. We expect to be able to provide plat approval once the building lines are recorded.
 - ii. The Shoppes at Montgomery, Section 2 Amended Plat** – We received a revised plat and returned comments on March 31st.
 - iii. Gulf Coast Estates Section 2 Replat** – We approved the replat this month.
 - iv. Town Creek Crossing Sections 1 and 2 Preliminary Plat** – We received the preliminary plat on March 23rd and returned comments on March 31st. We received a revised preliminary plat on April 17th and returned comments on April 23rd.
 - v. Depado Development Section 1 Minor Plat** – We received the initial plat on April 1st and returned comments on April 8th. We received a revised plat on April 20th and are ready to approve the plat once all documents and hard copies are submitted.

Plat Reviews (cont.):

- vi. **Hills of Town Creek Section 4 Preliminary Plat** – We received the preliminary plat on April 15th and returned comments on April 22nd.

d) Ongoing Construction

- i. **Shoppes at Montgomery Public Waterline Extension** – We attended a preconstruction meeting with the developer and contractor on March 17th for the public waterline extension on the Shoppes at Montgomery property. The contractor has substantially completed construction and we are coordinating the required testing.

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 has completed addressing the punchlist items.

Agenda Item: Consideration and possible action regarding completion of a one-year warranty period for the 18-Inch Gravity Sanitary Sewer Line Extension (Phase 1).

- iv. **Shoppes at Montgomery Public Infrastructure** – We performed a one-year warranty inspection on March 26th, and all punchlist items have been addressed. We therefore recommend bonds be released.

Agenda Item: Consideration and possible action regarding completion of a one-year warranty period for The Shoppes at Montgomery Public Infrastructure project and release of maintenance bond.

- v. **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.
- vi. **Emma's Way** – The one-year warranty inspection was held on February 18, 2020 and the contractor is currently addressing the punch list items.

Meetings and Ongoing Activities:

- a) **Biweekly 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.
- b) **FM 1097 & Atkins Creek (TxDOT)** – It is our understanding TxDOT has received the preliminary study results and are currently reviewing.
- c) **FM 149 & SH-105 Right Turn Lane** –TxDOT has advised that the project will not be let until 2025 with the previously discussed downtown FM 149 improvements. We are looking into the mobility study completed in 2017 to determine if there is sufficient data to request TxDOT complete construction sooner.
- 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.
- e) **Annual Water Plant Inspection** – We completed a TCEQ Checklist inspection of the City's water plant facilities on March 3rd. We discussed the results of the inspection with City staff, and items identified in need of attention at Water Plant No. 3 are included in the upcoming Water Plant No. 3 Improvements plans.

Please contact me if you have any questions.

Sincerely,



Chris Roznovsky, PE
Engineer for the City

CVR/kmv

K:\W5841\W5841-0900-00 General Consultation\Meeting Files\Status Reports\2020\Engineer's Report 4-27-2020.docx

Enclosures: Active Capital Projects Map

Active Developments Map

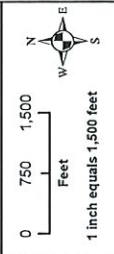
Cc (via email): The Planning and Zoning Commission – City of Montgomery
Mr. Richard Tramm – City of Montgomery, City Administrator
Ms. Susan Hensley – City of Montgomery, City Secretary
Mr. Alan Petrov – Johnson Petrov LLP, City Attorney



VICINITY MAP
Scale: 1 inch equals 20 miles

- LEGEND**
- City Limits
 - City ETJ
 - MCAD Parcels

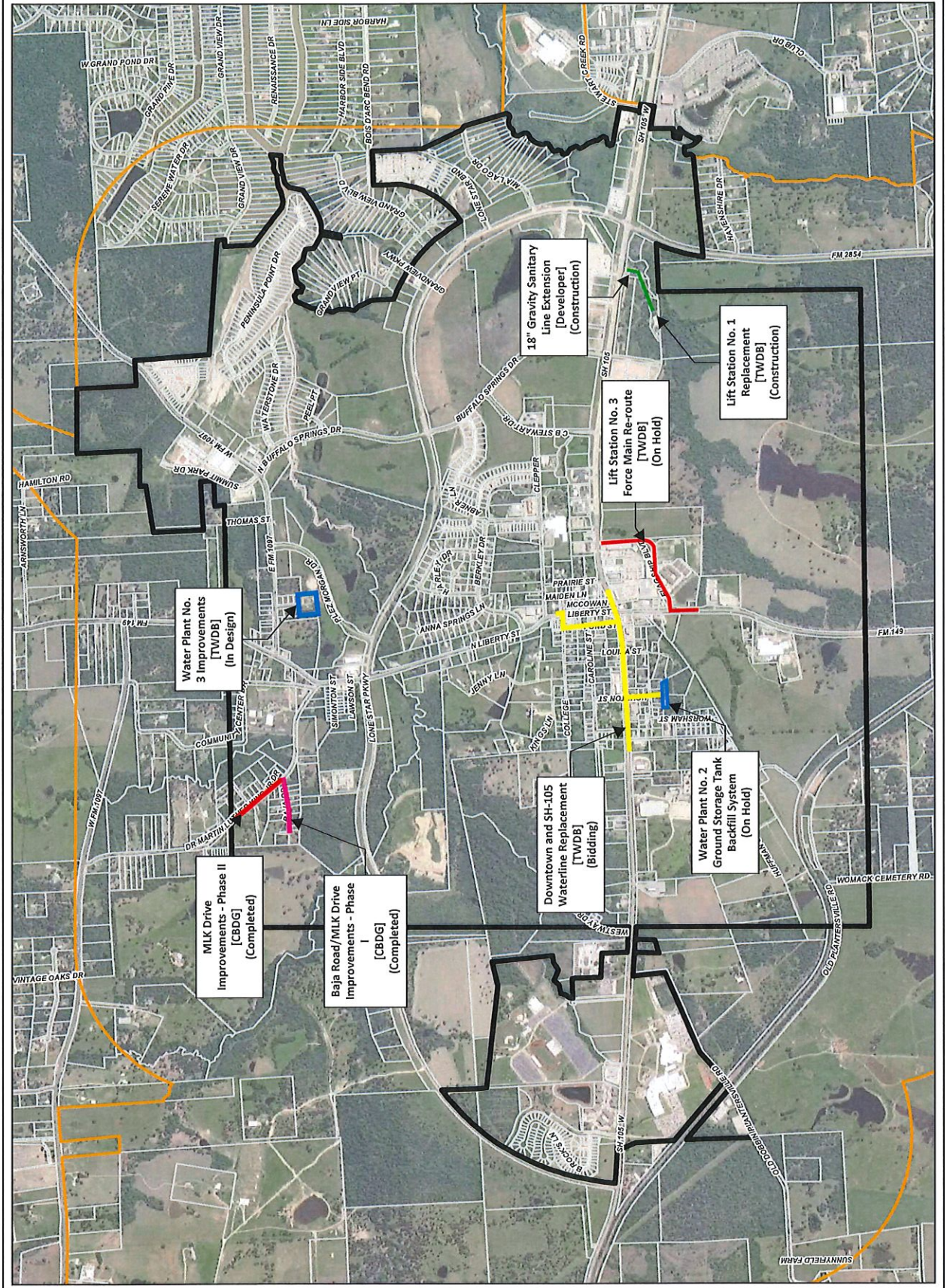
ACTIVE CAPITAL PROJECTS
(APRIL 2020)



Disclaimer: This project is offered for informational purposes and is not intended to be used for any legal, financial, or engineering purposes. It does not represent an on-the-ground survey or any other form of professional engineering or architectural work. The project boundaries and other information are based on the best available information and are subject to change without notice. No warranties are made by the engineer or architect for the accuracy, completeness, or reliability of the information included within this exhibit.



JONES CARTER
Texas Board of Professional Engineers Registration No. LC-339



Water Plant No. 3 Improvements [TW/DB] (In Design)

MLK Drive Improvements - Phase II [CBDG] (Completed)

Baja Road/WLK Drive Improvements - Phase I [CBDG] (Completed)

Downtown and SH-105 Waterline Replacement [TW/DB] (Bidding)

Water Plant No. 2 Ground Storage Tank Backfill System (On Hold)

18" Gravity Sanitary Line Extension [Developer] (Construction)

Lift Station No. 1 Replacement [TW/DB] (Construction)

Lift Station No. 3 Force Main Re-route [TW/DB] (On Hold)



VICINITY MAP

Scale: 1 inch equals 20 miles

LEGEND

- City Limits
- City ETJ
- City of Conroe ETJ
- MCAD Parcels
- Floodway
- 100-year
- 500-year
- Complete/Under Warranty
- Under Construction
- In Design
- Planning/feasibility

ACTIVE DEVELOPMENTS

(APRIL 2020)

0 750 1,500
Feet
1 inch equals 1,500 feet

JONES CARTER
Texas Board of Professional Engineers Registration No. 1-439

