

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, August 17, 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 MEDC.

Members of the public who wish to submit their written comments on a listed agenda item must submit them by Emails to rtramm@ci.montgomery.tx.us by 3:00 p.m. on August 17, 2020.

Members of the public are entitled to participate remotely via Zoom Teleconferencing. Citizens may join the Zoom Meeting by logging on:<https://us02web.zoom.us/j/86116301494> and using **Meeting ID: 861 1630 1494**. They may also join by calling (346) 248-7799 and entering the **Meeting ID: 861 1630 1494**.

The Meeting Agenda Pack will be posted online at www.montgomerytexas.gov. The meeting will be recorded and uploaded to the City's website.

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 July 20, 2020
4. Approval of Financial Reports
5. Consideration and Possible Action to Approve RFQ on Downtown Development Planning
6. Consideration and Possible Action to Approve Purchase of Radios for Use by City Personnel During Festival Events
7. Consideration and Possible Action to Regarding Scheduling the Public Hearing regarding the 2020-2021 Budget
8. Review of the Draft Proposed Budget for Fiscal Year 2020-2021

9. Economic Development Reports:
 - a. City Development Report
 - b. City Engineer's Report
10. Consideration and Possible Action to Amend Current Fiscal Year Budget to Fund Contest to Name the Montgomery Goat

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.

11. Discussion related to real property deliberations and economic development negotiations.

POSSIBLE ACTION FROM EXECUTIVE SESSION:

12. Consideration and possible action on items from Executive Session, if necessary.
13. Board Inquiry
14. 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 August 2020 at 4:15 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

July 20, 2020

MONTGOMERY ECONOMIC DEVELOPMENT CORPORATION

CALL TO ORDER

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

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

Absent: Julie Hutchinson – Treasurer
Bob Kerr – Board Member

Also Present: Richard Tramm – City Administrator
Dave McCorquodale – Assistant City Administrator
Susan Hensley – City Secretary

OPEN PUBLIC COMMENT

No public comment.

APPROVAL OF MINUTES

Minutes of June 15, 2020 Regular Meeting –

President Huss asked for comments on the minutes as presented. Mr. Easley made a motion to accept the minutes as presented, seconded by Mr. Cronin. All in favor. (5-0)

MONTHLY FINANCIAL REPORT

Report for June, 2020

Mr. Tramm noted the sales tax received and transferred on July 8, 2020 will show in the July financial report. He said sales taxes are being received earlier in the month, so the notes at the bottom of the financial reports will continue to mention sales taxes for the current month.

Mr. Tramm said the TexPool interest rate for June was at 0.21%. He said this rate has been steadily around .2%, but could drop into a negative number. Mr. Tramm said the interest rate is being closely watched.

Mrs. Huss asked if Mr. Tramm and Mr. Lasky have a plan the MEDC and the City could follow if interest rates were to be negative.

Mr. Tramm said the backup plan would be to move the funds to a noninterest-bearing account and look at other options which might be available. Mr. Tramm said even noninterest-bearing accounts may charge fees. He said in that scenario, there may not be a good option. Mr. Tramm said Mr. Lasky continues to look for options.

Motion by Mrs. Brown, seconded by Mr. Cronin to approve the June 2020 Financial Report as presented. All in favor. (5-0)

CONSIDERATION AND POSSIBLE ACTION

5. Update on Downtown Development planning.

Mr. Tramm said some of the items funded by the EDC for the Downtown Development planning process include a draft of an RFQ which will be used to procure services for the project. Mr. Tramm said a draft, provided by Mr. Peacock, is included in the agenda packet. He said this draft still needs some editing, but is a good starting point for the EDC to consider.

Mr. Tramm said City Staff need direction from the Board for the timing of the release of the RFQ. He said he believes Staff can have this ready to release before the EDC meeting in August.

Mr. Tramm said if the Board is agreeable to give the EDC President final approval, the RFQ could be published as soon as it is completed. Mr. Tramm said if the Board prefers to see the final copy before distribution, Staff would present the final copy at the August meeting for approval.

Mr. McCorquodale said the next step to complete the RFQ includes revising the Executive Summary into Montgomery-specific action:

- Provide more context in writing
- TxDOT coordination on FM 149 Project
- Utilities and Infrastructure: water/sewer, green infrastructure, electric & telecom
- Value Assessment / Fiscal Analysis of Downtown
- Economic Development Plans

- Streetscape Design & Public Space Improvement

Mrs. Huss said the role of the EDC President is simply to sign the document which City Staff prepares, acknowledging the document is in line with the EDC's wishes.

Mr. McCorquodale said City Staff wanted to bring this to the Board again, simply to make sure Staff and the Board are "on the same page."

Mrs. Huss said the document, as presented, has the main design elements the Board has previously discussed. She said she is unsure of Design Concept #2 on page 37. Mrs. Huss said the item refers to College Street. She said she is not sure that is exactly what was discussed.

Mr. McCorquodale said he agreed. He said that is one of the reasons the Executive Summary needs to have context added. Mr. McCorquodale explanation needs to be included on where the images came from as well as images should be taken conceptually and not literally.

Mrs. Brown asked for Staff's recommendation on the timing of the RFQ release.

Mr. Tramm said Staff would like to release the RFQ as quickly as possible. He said if the RFQ can be released the first part of August, he is hopeful to have something to present to the Board in September or October.

Mr. Cronin said he would like another member of the Board to view the RFQ before the Board President signs off on it and it is sent out.

Mr. McCorquodale said as long as Board members replied individually to Mr. Tramm via email, the final RFQ could be sent to the Board before distribution.

Mr. Tramm said he wants to keep the Board informed.

No action was taken.

6. Update on Social Media Marketing.

Mr. Tramm said the Board reviewed the draft Social Media Marketing Plan in June. He said the Board approved some social media budget expenditures.

Mr. Tramm said Hootsuite has been implemented and appears to reach more people and have more engagement.

Mr. Tramm said Staff is looking at options for purchasing video equipment and expects to purchase in the next month.

No action was taken.

7. Consideration and possible action to approve purchase of radios for use by City Personnel during events.

Mr. Tramm said discussion was held during the Christmas Parade Committee meeting concerning the benefit of City Personnel having radios in order to communicate efficiently. Mr. Tramm said Police Chief Soloman provided a cost estimate for purchasing professional communication radios.

Mr. Tramm asked the Board if this is something they would like to consider.

Mrs. Brown said the estimate is for twelve radios of extremely high quality at a very good price.

Mr. Walker agreed, but asked if these are going into the police cars and not carried by the officers at the festival.

Mrs. Brown said these radios are not for the police officers, but instead for City Staff to communicate with event organizers and City personnel.

Mrs. Brown asked Mrs. Huss to explain the discussion during the Parade meeting on renting out the radios to festival organizers.

Mrs. Huss said there was discussion on the need for every festival or event having a type of communication with City personnel. She said it was suggested event organizers put a deposit down and possibly a rental price on using the equipment.

Mr. Tramm said during last year's Christmas parade setup, many people were congested in a small area and using their cell phones. He said during that type of situation, relying on cellular communication can be problematic. Mr. Tramm said this type of communication would not be on the cellular network, but on its own radio band.

Mr. Cronin asked if the City, at the moment, has no current means of communication other than cell phones.

Mr. Tramm said the City does not currently have a radio system. He said, obviously the Police Department has a radio system of its own.

Mr. Cronin asked if the Police would have access to the City's frequency during festivals.

Mr. Tramm said if the Police Department is participating with the festival and there is a need for them to have a radio, one will be provided.

Mr. Walker said with the type of system being proposed, the Police Department could plug the frequency into their scanner and monitor the situation.

Mr. Cronin asked what types of events would use these radios.

Mr. Tramm said any large event involving City personnel.

Mr. Cronin asked where the radios would be kept and maintained.

Mr. Tramm said there has been discussion of keeping the radios at the Police Department.

Mr. Walker asked if there was a warranty on the radios.

Mr. Tramm said he did not know, but would find an answer to that question.

Mr. Easley asked if the radios would be a requirement for festival organizers or an option.

Mr. Tramm said there has not been a discussion on policy. He said that is something the EDC Board could set with a uniform event policy.

Mrs. Huss said she would rather the Police Department, Public Works and City Management discuss their proposed requirements before the EDC makes a policy.

Mr. Walker asked if Mr. Tramm was looking for a motion to approve this purchase.

Mr. Tramm said yes, but any expense over ten thousand dollars would require City Council approval.

Mrs. Huss said "especially, since it was not in the budget" for the current year.

Mr. Tramm said the funds could be used from the Events category, since there have not been events this year.

Mrs. Huss said that would be the Events – Other category 56434.

Mrs. Huss said she would like to see a rental contract for event organizers, with the rental payments going to MEDC.

Mr. Easley asked if there was a service contract included with the purchase.

Mr. Tramm said he did not receive any information on a service contract, but could inquire about one.

Mr. Cronin asked about the trip charge for \$85.00.

Mr. Tramm said he would request information on that charge.

Mr. Walker asked how quickly the delivery window would be on the equipment.

Mr. Tramm said he believed it could be delivered quickly, but would ask.

Mr. Tramm said he would find the information on the questions asked and present it at the next meeting.

No action was taken.

8. Economic Development Report – Richard Tramm

a. City Development Report

Report provided

Mr. Tramm explained the City is currently looking into having sales tax on large scale retail construction costs being paid to the City via direct payment permits.

b. City Engineer's Report

Report provided

BOARD INQUIRY

Mrs. Brown asked if Mr. Tramm had received any information on the 14% sales tax increase as discussed during the June meeting.

Mr. Tramm said the reports are not very detailed, but he did see some large home furnishing purchases. He said grocery stores, hardware stores and fast food retailers continue to show strong sales.

Mrs. Huss asked for a specific timeline for the RFQ to be included in the next meeting. She asked for details on deadlines for submission, evaluation procedure, and a deadline for approval.

Mr. Tramm said he would have that for the August meeting.

Mr. Easley asked when the EDC will give more thought to distressed properties and cleaning up areas such as 149 north to 1097.

Mr. Tramm said he would look into exactly where Staff is on that item and he will bring a report back at the next meeting.

Mrs. Brown asked if there were plans to begin budget workshops for the 2020-2021 fiscal budget.

Mr. Tramm said he will contact the Board before the next meeting to find a date for the workshop.

Mrs. Huss said the EDC needs to have the workshop before the August meeting.

Mr. Tramm said he would look at the calendar to identify a couple of dates, then send those suggestions to the Board.

Mrs. Huss suggested two workshop dates. She said the first proposed budget needs to go before City Council at their second August meeting. Mrs. Huss said if Council does not approve of the budget, MEDC must send an amended budget to Council at their first September meeting.

ACTION ITEMS FOR FUTURE MEETINGS

<i>ACTION ITEM</i>	<i>ASSIGNEE</i>	<i>DUE DATE</i>
Send final RFQ to Board members before release	Mr. Tramm	
Researching any warrantee, service contract, trip charge and delivery window on radios	Mr. Tramm	
Estimated timeline for RFQ deadlines and procedures	Mr. Tramm	
Update on cleaning up distressed areas	Mr. Tramm	
Send email with workshop date suggestions	Mr. Tramm	

ADJOURNMENT

Motion by Mrs. Brown, seconded by Mr. Easley to adjourn the meeting at 7:24 p.m. All in favor. (5-0)

Submitted by: _____ Date Approved: _____

Amy Brown, MEDC Secretary

Rebecca Huss, MEDC President

**CITY OF MONTGOMERY - MEDC
ACCOUNT BALANCES REPORT
Through July 31, 2020 - For August 2020 Meeting**

	<u>MONEY MARKET ACCOUNTS</u>	<u>INVESTMENTS</u>	<u>TOTALS</u>
<u>MEDC</u>			
CHECKING ACCOUNT #1017938	\$ 97,242.87		\$ 97,242.87
TOTAL INVESTMENTS	\$ -	\$ 1,341,489.13	\$ 1,341,489.13
TOTAL MIDC	<u>\$ 97,242.87</u>	<u>\$ 1,341,489.13</u>	<u>\$ 1,438,732.00</u>

INVESTMENTS

	Issue Date	Maturity Date	Interest Rate	Balance
Texpool #00005			0.18%	\$ 59,713.49
Texpool #00006			0.18%	\$ 1,281,775.64
 Certificates				
 Total Investment Balance				<u><u>\$ 1,341,489.13</u></u>

** Note:

The Sales Tax Transfer of \$93,754.78 was received and transferred on August 12th. This will show on the next report.

City of Montgomery - MEDC
Cash Flow Report
As of July 31, 2020

Date	Num	Name	Memo	Amount	Balance
51100 · MEDC Checking					97,493.62
07/02/2020	1997	Rebecca Huss	Reimbursement of Expense - Website Marketing	-26.75	97,466.87
07/10/2020	1998	Rebecca Huss	Reimbursement of Expense - Website Marketing / Training	-224.00	97,242.87
07/31/2020	1999	Rebecca Huss	Reimbursement of Expense - Website Marketing	-50.00	97,192.87
07/31/2020	2000	Waste Management of Texas, Inc. 2	CustomerID#23-62833-73000 Inv 1436345-1792-2 Blight removal	-959.08	96,233.79
Total 51100 · MEDC Checking				-1,259.83	96,233.79
TOTAL				-1,259.83	96,233.79

City of Montgomery - MEDC
Cash Flow Report - Texpool Reimb
As of July 31, 2020

Date	Num	Name	Memo	Amount	Balance
51301 · Texpool Reimbursement Acct					59,702.95
07/31/2020	Int		Interest	10.54	59,713.49
Total 51301 · Texpool Reimbursement Acct				10.54	59,713.49
TOTAL				<u>10.54</u>	<u>59,713.49</u>

City of Montgomery - MEDC
Cash Flow Report - Texpool
As of July 31, 2020

Date	Num	Name	Memo	Amount	Balance
51300 · Time DepositsI-MEDC					1,223,569.40
07/08/2020	AL		Sales Tax Transfer 7/20	57,982.13	1,281,551.53
07/31/2020	Int		Interest on Texpool	224.11	1,281,775.64
Total 51300 · Time DepositsI-MEDC				58,206.24	1,281,775.64
TOTAL				<u>58,206.24</u>	<u>1,281,775.64</u>

**City of Montgomery - MEDC
Actual to Budget Performance
July 2020**

	Jul 20	Budget	\$ Over Budget	Oct '19 - Jul 20	YTD Budget	\$ Over Budget	Annual Budget
Income							
55000 · Taxes & Franchise Fees	57,982.13	47,000.00	10,982.13	614,385.09	510,000.00	104,385.09	654,000.00
55400 · Sales Tax							
Total 55000 · Taxes & Franchise Fees	57,982.13	47,000.00	10,982.13	614,385.09	510,000.00	104,385.09	654,000.00
55300 · Other Revenues							
55391 · Interest Income	234.65	840.00	(605.35)	12,439.46	8,320.00	4,119.46	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	234.65	840.00	(605.35)	13,839.46	8,320.00	5,519.46	10,000.00
Total Income	58,216.78	47,840.00	10,376.78	628,224.55	518,320.00	109,904.55	664,000.00
Expense							
56000 · Pub Infrastructure - Category I							
56000.6 · Downtown Dev Improvements	0.00	30,000.00	(30,000.00)	0.00	60,000.00	(60,000.00)	60,000.00
56000.7 · Streets & Sidewalks	0.00	0.00	0.00	0.00	57,000.00	(57,000.00)	76,000.00
56000.8 · Utility Extensions	0.00	0.00	0.00	0.00	50,000.00	(50,000.00)	50,000.00
56000.A · Tsf to Debt Service	0.00	0.00	0.00	120,000.00	120,000.00	0.00	160,000.00
Total 56000 · Pub Infrastructure - Category I	0.00	30,000.00	(30,000.00)	120,000.00	287,000.00	(167,000.00)	346,000.00
56001 · Business Dev & Ret -Category II							
56001.8 · Sales Tax Reimbursement	0.00	0.00	0.00	59,625.00	59,625.00	0.00	79,500.00
56001.9 · Economic Development Grant P...	0.00	0.00	0.00	500.00	10,000.00	(9,500.00)	20,000.00
Total 56001 · Business Dev & Ret -Category...	0.00	0.00	0.00	60,125.00	69,625.00	(9,500.00)	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	959.08	0.00	959.08	3,959.08	15,000.00	(11,040.92)	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
55607 · Contests/Activities/Prizes	0.00	250.00	(250.00)	0.00	500.00	(500.00)	1,000.00
56434 · Events - Other	0.00	0.00	0.00	0.00	34,000.00	(34,000.00)	34,000.00
Total 56434 · Events	0.00	250.00	(250.00)	968.86	36,000.00	(35,031.14)	36,500.00
56439 · Downtown Enhancement Projects	0.00	2,500.00	(2,500.00)	0.00	25,000.00	(25,000.00)	30,000.00
Total 56002 · Quality of Life - Category III	959.08	2,750.00	(1,790.92)	4,927.94	77,000.00	(72,072.06)	82,500.00

	Jul 20	Budget	\$ Over Budget	Oct '19 - Jul 20	YTD Budget	\$ Over Budget	Annual Budget
56003 · Marketing & Tourism-Category IV							
56003.5 · Brochures/Printed Literature	0.00	583.33	(583.33)	547.62	7,833.34	(7,285.72)	9,000.00
56003.C · Website	0.00	250.00	(250.00)	182.90	2,500.00	(2,317.10)	3,000.00
56003.F · Social Media Advertising	75.00	250.00	(175.00)	101.75	500.00	(398.25)	1,000.00
Total 56003 · Marketing & Tourism-Catego...	75.00	1,083.33	(1,008.33)	832.27	10,833.34	(10,001.07)	13,000.00
56004 · Administration - Category V							
56004.1 · Admin Transfers to Gen Fund	0.00	0.00	0.00	53,125.00	80,625.00	(27,500.00)	107,500.00
56004.3 · Miscellaneous Expenses	0.00	41.66	(41.66)	0.00	416.68	(416.68)	500.00
56004.6 · Consulting (Professional servi)	0.00	0.00	0.00	0.00	7,300.00	(7,300.00)	9,800.00
56004.7 · Travel & Training Expenses	199.00	0.00	199.00	778.00	5,000.00	(4,222.00)	5,000.00
56004.9 · Technology	0.00	200.00	(200.00)	0.00	200.00	(200.00)	200.00
Total 56004 · Administration - Category V	199.00	241.66	(42.66)	53,903.00	93,541.68	(39,638.68)	123,000.00
56340 · Office Supplies	0.00	0.00	0.00	240.81	0.00	240.81	0.00
Total Expense	1,233.08	34,074.99	(32,841.91)	240,029.02	538,000.02	(297,971.00)	664,000.00
Net Income	56,983.70	13,765.01	43,218.69	388,195.53	(19,680.02)	407,875.55	0.00

City of Montgomery - MEDC
General Ledger
 As of July 31, 2020

08/12/20

Type	Date	Num	Name	Memo	Debit	Credit	Balance
51100 - MEDC Checking							
Bill Pmt - Check	10/11/2019	1976	Houston Chronicle	Inv #22716136 MEDC Budget P Hearing		72.00	109,247.14
Bill Pmt - Check	10/11/2019	1977	Laurel Paving	Inv 1298 - Drainage McCown St.		8,850.00	109,175.14
Bill Pmt - Check	10/25/2019	1978	Garrett Jones	VOID: Garrett Jones, Eagle Scout Candidate - Grant Dev. Program	0.00		100,325.14
Bill Pmt - Check	10/25/2019	1979	Living Savior Lutheran Church	Application for Economic Development Grant Program		5,000.00	100,325.14
Bill Pmt - Check	10/25/2019	1980	Texas A&M University	Inv M412411 - Texas Target Communities		15,393.00	95,325.14
Bill Pmt - Check	11/08/2019	1981	Rebecca Huss	Reimbursement of Expense - Facebook ad - Haved you been to Mo...		50.00	79,932.14
Bill Pmt - Check	11/22/2019	1982	Kevin Brennan	Use of Photo for Brochures and Literature		50.00	79,882.14
Bill Pmt - Check	11/22/2019	1983	Montgomery County United	VOID: Removal of Blight - Several Properties & Public Areas in City	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	Brd & Bloom Floristry & Farm	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 Montgomery) ...		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 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	Freda Joyce	Reimbursement - COVID-19 Webinar		79.00	97,504.78
General Journal	05/28/2020	AL		Wire Transfer to General Fund for US Patent Trademark to Card Me...		225.00	97,279.78
General Journal	05/28/2020	AL		Wire Transfer for Reimbursement of Expenses Paid by General Fun...	222.79		97,057.07
Bill Pmt - Check	06/12/2020	1996	Optquest Internet Services Inc.	Remote Application - Freida Joyce (Home Remote)		8.95	97,493.62
Bill Pmt - Check	07/02/2020	1997	Rebecca Huss	Reimbursement of Expense - Website Marketing		26.75	97,466.87
Bill Pmt - Check	07/10/2020	1998	Rebecca Huss	Reimbursement of Expense - Website Marketing / Training		224.00	97,242.87
Bill Pmt - Check	07/31/2020	1999	Rebecca Huss	Reimbursement of Expense - Website Marketing		50.00	97,192.87
Bill Pmt - Check	07/31/2020	2000	Waste Management of Texas, Inc. 2	CustomerID#23-62833-73000 Inv 1436345-1792-2 Blight removal		959.08	96,233.79
Total 51100 - MEDC Checking					102,424.48	115,437.83	96,233.79
51300 - Time Deposits-MEDC							
Deposit	10/31/2019			Interest			940,379.34
Deposit	11/30/2019			Interest	1,283.17		941,662.51
Transfer	12/20/2019			Sales Tax Transfer thru 11/19	1,091.46		942,753.97
Transfer	12/23/2019			Transfer to Checking	192,858.35		1,135,612.32
Deposit	12/31/2019			Interest	1,174.44		1,085,612.32
Transfer	01/22/2020			1st Qtr Transfer to Texpool Reimbursement Account		19,875.00	1,066,911.76
Transfer	01/28/2020			Transfer to 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			Admin Transfer 1st Qtr 2020		11,875.00	1,103,079.68
Check	02/12/2020			1st Qtr Transfer to Debt Service		40,000.00	1,063,079.68
Check	02/20/2020			Transfer to General for reimbursement of Blight Removal	1,348.08		1,061,427.76
General Journal	02/29/2020	Int	City of Montgomery - General Fund	Interest on Texpool	904.54		1,062,332.30
General Journal	03/31/2020	Int		Interest on Texpool			1,022,332.30
General Journal	04/16/2020	AL		Transfer to Debt Service - 2nd Quarter Payment		40,000.00	1,002,457.30
General Journal	04/16/2020	AL		2nd Qtr Transfer to Texpool Reimbursement Account - Kroger Co.		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

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Type	Date	Num	Name	Memo	Debit	Credit	Balance
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	408.06	164.48	1,126,124.64
General Journal	04/30/2020	Int		Interest on Texpool			1,126,532.70
General Journal	05/07/2020	AL		Reimbursement of Expenses Paid by General Fund as of 5/7/2020		222.79	1,126,309.91
General Journal	05/07/2020	AL		Sales Tax Transfer 4/20 & 5/20	124,107.50		1,250,417.41
General Journal	05/31/2020	Int		Interest on Texpool	278.65		1,250,696.06
General Journal	06/12/2020	AL		Sales Tax Transfer 6/20	54,903.99		1,305,600.05
General Journal	06/30/2020	AL		Transfer to Debt Service - 3rd Quarter Payment		40,000.00	1,265,600.05
General Journal	06/30/2020	AL		Transfer to Utility Fund - Utility Grants		250.00	1,265,350.05
General Journal	06/30/2020	AL		Transfer to Utility Fund - Utility Grants		250.00	1,265,100.05
General Journal	06/30/2020	AL		3rd Qtr Transfer to Texpool Reimbursement Account - Kroger Co.		19,875.00	1,245,225.05
General Journal	06/30/2020	AL		Admin Transfer 3rd Qtr 2020 & Reimb of expenses paid	228.30	21,883.95	1,223,341.10
General Journal	06/30/2020	Int		Interest on Texpool			1,223,569.40
General Journal	07/08/2020	AL		Sales Tax Transfer 7/20	57,982.13		1,281,551.53
General Journal	07/31/2020	Int		Interest on Texpool	224.11		1,281,775.64
Total 51300 - Time Deposits-MEDC					628,759.36	287,363.06	1,281,775.64
51301 - Texpool Reimbursement Acct							
Transfer	01/22/2020						0.00
General Journal	01/31/2020	Transfer		1st Qtr Transfer to Texpool Reimbursement Account	19,875.00		19,875.00
General Journal	02/29/2020	Int		Interest	8.61		19,883.61
General Journal	03/31/2020	Int		Interest	25.18		19,908.79
General Journal	04/16/2020	Int		Interest	17.02		19,925.81
General Journal	04/30/2020	AL		2nd Qtr Transfer to Texpool Reimbursement Account - Kroger Co.	19,875.00		39,800.81
General Journal	04/30/2020	Int		Interest	10.77		39,811.58
General Journal	05/31/2020	Int		Interest	9.06		39,820.64
General Journal	06/30/2020	AL		3rd Qtr Transfer to Texpool Reimbursement Account - Kroger Co.	19,875.00		59,695.64
General Journal	06/30/2020	Int		Interest	7.31		59,702.95
General Journal	07/31/2020	Int		Interest	10.54		59,713.49
Total 51301 - Texpool Reimbursement Acct					59,713.49	0.00	59,713.49
51150 - Accounts Receivable Audit							
Total 51150 - Accounts Receivable Audit							
51171 - Due From Gen Fund							
General Journal	10/31/2019	CB		To accrue sales tax revenue rec'd 10/19	62,148.45		52,824.99
General Journal	11/30/2019	CB		To accrue sales tax revenue rec'd 11/19	76,484.91		114,973.44
Transfer	12/20/2019	CB		Sales Tax Transfer for 12/19		52,201.69	191,458.35
General Journal	12/20/2019	CB		To accrue sales tax revenue rec'd 12/19	52,201.69		139,256.66
Transfer	12/20/2019	CB		Sales Tax Transfer thru 11/19		192,858.35	191,458.35
General Journal	12/31/2019	CB2		To record overtransfer of sales tax due from General in September 2...	1,400.00		-1,400.00
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	CB		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
General Journal	05/02/2020	ALR		To Reverse Amount Charged for COM Brochures to Card Member ...	222.79		45,555.30
General Journal	05/06/2020	AL		To accrue sales tax revenue rec'd 5/20	78,774.99		124,330.29
General Journal	05/07/2020	AL		Sales Tax Transfer 4/20 & 5/20		124,107.50	222.79
General Journal	05/28/2020	AL		Wire Transfer for Reimbursement of Expenses Paid by General Fun...		222.79	0.00

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General Journal	06/10/2020	AL		To accrue sales tax revenue rec'd 6/20	54,903.99		54,903.99
General Journal	06/12/2020	AL		Sales Tax Transfer 6/20		54,903.99	0.00
General Journal	07/08/2020	AL		Sales Tax Transfer 7/20	57,982.13		-57,982.13
General Journal	07/08/2020	AL		To accrue sales tax revenue rec'd 7/20	57,982.13		0.00
Total 51171 · Due From Gen Fund							
51174 · Due from Home Grant Funds							
Bill	01/16/2020	GF #1083758	Old Republic Title Co.	Home Program - GF# 1083758 - Leslie Holts - 905 MLK Dr.	1,259.00		1,400.00
Bill	01/16/2020	GF #1803402	Old Republic Title Co.	Home Program - GF# 1803402 - Dora Johnson - 519 Simonton	1,259.00		2,659.00
Bill	01/16/2020	GF #1803242	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							
51580 · Accrued Interest Receivable							
Total 51580 · Accrued Interest Receivable							
52000 · Accounts Payable							
Bill Pmt -Check	10/11/2019	1976	Houston Chronicle	Inv# 222716136 MEDC Budget P Hearing			-31,367.08
Bill Pmt -Check	10/11/2019	1977	Laurel Paving	Inv 1298 - Drainage McCown St.	72.00		-31,295.08
Bill Pmt -Check	10/25/2019	1978	Garrett Jones	VOID: Garrett Jones, Eagle Scout Candidate - Grant Dev. Program	8,850.00		-22,445.08
Bill Pmt -Check	10/25/2019	1979	Living Savior Lutheran Church	Application for Economic Development Grant Program	0.00		-22,445.08
Bill Pmt -Check	10/25/2019	1980	Texas A&M University	Inv M412411 - Texas Target Communities	5,000.00		-17,445.08
Bill	11/07/2019	Reimb of Exp	Rebecca Huss	Reimbursement of Expense - Facebook ad - Haved you been to Mo...	15,393.00	50.00	-2,052.08
Bill Pmt -Check	11/08/2019	1981	Rebecca Huss	Reimbursement of Expense - Facebook ad - Haved you been to Mo...	50.00		-2,102.08
Bill	11/20/2019	Blight Removal	Montgomery County United	VOID: Removal of Blight - Several Properties & Public Areas in City	0.00	50.00	-2,052.08
Bill	11/22/2019	Brochures & Lit	Kevin Brennan	Use of Photo for Brochures and Literature	50.00		-2,052.08
Bill Pmt -Check	11/22/2019	1982	Kevin Brennan	VOID: Removal of Blight - Several Properties & Public Areas in City	0.00	50.00	-2,052.08
Bill Pmt -Check	11/22/2019	1983	Montgomery County United	Use of Photo for Brochures and Literature	50.00		-2,052.08
Bill Pmt -Check	11/22/2019	1984	Kirk Jones	VOID: Removal of Blight - Several Properties & Public Areas in City	0.00	50.00	-2,052.08
Bill	12/07/2019	Santa #2019-14	Gary Szafanski	Eagle Project Expense - Grant Dev Project	2,052.08		0.00
Bill	12/07/2019	#19	Montgomery Original Snoballs	Santa for Civic Club 12/7/19 (Light up Montgomery) Inv 2019-14		300.00	-300.00
Bill	12/07/2019	Inv 000001	Bride & Bloom Floristry & Farm	Seasonal Refreshments-Civic Club 12/7/19 (Light up Montgomery) ...		106.00	-406.00
Bill	12/13/2019	1985	Bride & Bloom Floristry & Farm	Wreaths -Civic Club 12/7/19 (Light up Montgomery) Inv 0000001		194.97	-600.97
Bill Pmt -Check	12/13/2019	1986	Gary Szafanski	Wreaths -Civic Club 12/7/19 (Light up Montgomery) Inv 0000001	194.97		-406.00
Bill Pmt -Check	12/13/2019	1987	Montgomery Original Snoballs	Santa for Civic Club 12/7/19 (Light up Montgomery) Inv 2019-14	300.00		-106.00
Bill	12/16/2019	Reimb of Exp	Rebecca Huss	Seasonal Refreshments-Civic Club 12/7/19 (Light up Montgomery) ...	106.00		0.00
Bill	12/19/2019	2018 Rebate	The Kroger Co.	Reimbursement of Expense - Website Marketing		90.00	-90.00
Bill Pmt -Check	12/20/2019	1988	Rebecca Huss	2018-19Tax Year- MEDC Sales Tax Rebate		77,405.00	-77,495.00
Bill Pmt -Check	12/20/2019	1989	The Kroger Co.	Reimbursement of Expense - Website Marketing	90.00		-77,405.00
Bill Pmt -Check	12/23/2019	Reimb of Exp	Rebecca Huss	2018 Tax Year- MEDC Sales Tax Rebate	77,405.00		0.00
Bill	01/02/2020	Inv 11674	TEDEC	Reimbursement of Expense - Website Marketing		25.00	-25.00
Bill Pmt -Check	01/03/2020	1990	Rebecca Huss	2020 Membership fees Inv #11674	25.00		-500.00
Bill Pmt -Check	01/03/2020	1991	TEDEC	2020 Membership fees Inv #11674	500.00		0.00
Bill	01/16/2020	GF #1083758	Old Republic Title Co.	Home Program - GF# 1083758 - Leslie Holts - 905 MLK Dr.		1,259.00	-1,259.00
Bill	01/16/2020	GF #1803402	Old Republic Title Co.	Home Program - GF# 1803402 - Dora Johnson - 519 Simonton		1,259.00	-2,518.00
Bill	01/16/2020	GF #1803242	Old Republic Title Co.	Home Program - GF# 1803242 - Laura Stephens - 510 Lawson St.		1,259.00	-3,777.00
Bill	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

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Bill	06/01/2020	74154	Optquest Internet Services Inc.	Remote Application - Freida Joyce (Home Remote)		8.95	-8.95
Bill Pmt - Check	06/12/2020	1996	Optquest Internet Services Inc.	Remote Application - Freida Joyce (Home Remote)	8.95		0.00
Bill	06/30/2020	Reimb of Exp	Rebecca Huss	Reimbursement of Expense - Website Marketing		26.75	-26.75
Bill Pmt - Check	07/02/2020	1997	Rebecca Huss	Reimbursement of Expense - Website Marketing	26.75		0.00
Bill	07/02/2020	Reimb of Exp	Rebecca Huss	Reimbursement of Expense - Website Marketing		25.00	-25.00
Bill	07/08/2020	Reimb of Exp	Rebecca Huss	Reimbursement of Expense - Social Marketing Training & Certificati...		199.00	-224.00
Bill Pmt - Check	07/10/2020	1998	Rebecca Huss	Reimbursement of Expense - Website Marketing / Training	224.00		0.00
Bill	07/28/2020	Reimb of Exp	Rebecca Huss	Reimbursement of Expense - Website Marketing		50.00	-50.00
Bill	07/31/2020	1436345-1792-2	Waste Management of Texas, Inc. 2	CustomerID#23-62833-73000 Inv 1436345-1792-2 Blight removal		959.08	-1,009.08
Bill Pmt - Check	07/31/2020	1999	Rebecca Huss	Reimbursement of Expense - Website Marketing	50.00		-959.08
Bill Pmt - Check	07/31/2020	2000	Waste Management of Texas, Inc. 2	CustomerID#23-62833-73000 Inv 1436345-1792-2 Blight removal	959.08		0.00
Total 52000 - Accounts Payable							
52001 - Accounts Payable Audit							
General Journal	10/04/2019	CB1R	The Kroger Co.	To record sales tax reimbursement calculated for 2018-2019 as expen...	77,405.00		-77,405.00
General Journal	12/31/2019	CB	The Kroger Co.	To accrue Quarterly Transfer to Texpool Reimbursement Account f...		19,875.00	-19,875.00
General Journal	03/31/2020	CB	The Kroger Co.	To accrue Quarterly Transfer to Texpool Reimbursement Account f...		19,875.00	-39,750.00
General Journal	06/30/2020	AL	The Kroger Co.	To accrue Quarterly Transfer to Texpool Reimbursement Account f...		19,875.00	-59,625.00
Total 52001 - Accounts Payable Audit							
52710 - Due to Utility Fund							
General Journal	02/21/2020	CB		To record amt due to Utility fund for Printing		119.50	0.00
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
General Journal	06/23/2020	AL		To accrue Amount Charged for Utility Grants and paid from Utility ...		250.00	-250.00
General Journal	06/23/2020	AL		To accrue Amount Charged for Utility Grants and paid from Utility ...		250.00	-500.00
General Journal	06/30/2020	AL		Transfer to Utility Fund - Utility Grants	250.00		-250.00
General Journal	06/30/2020	AL		Transfer to Utility Fund - Utility Grants	250.00		0.00
Total 52710 - Due to Utility Fund							
52712 - Due to Gen Fund							
General Journal	10/30/2019	CB		To accrue Amount Charged to Card Services and paid from General ...		343.95	0.00
General Journal	12/31/2019	cb		To accrue Admin transfer - 1st Qtr FYE 2020 (reduced by \$15,000 ...		11,875.00	-343.95
General Journal	12/31/2019	CB		To accrue the amount due to the City for Blight Removal Paid from ...		3,000.00	-12,218.95
General Journal	01/08/2020	CB	City of Montgomery - General Fund	To accrue Amount paid from General Fund Petty Cash		23.94	-15,218.95
Check	02/11/2020	Trans		Admin Transfer 1st Qtr 2020	11,875.00		-15,242.89
Check	02/20/2020	Trans		Transfer to General for reimbursement of Blight Removal	3,000.00		-3,367.89
General Journal	02/29/2020	CB		To accrue Amount Charged to Brauns and paid from General Fund		31.35	-367.89
General Journal	02/29/2020	CB		To accrue Amount Charged to Card Services and paid from General ...		272.62	-399.24
General Journal	03/31/2020	cb		To accrue Admin transfer - 2nd Qtr FYE 2020 (reduced by \$7,500 ...		19,375.00	-671.86
General Journal	04/01/2020	AL		To accrue Amount Charged to Office Depot and paid from General ...		44.98	-20,046.86
General Journal	04/16/2020	AL		Admin Transfer 2nd Qtr 2020 & Reimb of expenses paid	20,091.84		-20,091.84
General Journal	04/22/2020	AL		To accrue Amount Charged for COM Brochures to Card Member Se...		222.79	0.00
General Journal	05/07/2020	AL		Reimbursement of Expenses Paid by General Fund as of 5/7/2020	222.79		-222.79
General Journal	05/26/2020	AL		To accrue Amount Charged for US Patent Trademark to Card Mem...		225.00	0.00
General Journal	05/28/2020	AL		Wire Transfer to General Fund for US Patent Trademark to Card Mem...	225.00		-225.00
General Journal	06/23/2020	AL		To Accrue amount for Remote Access (Freda) to Card Member Ser...		8.95	0.00
General Journal	06/23/2020	AL		To Accrue amount for Remote Access (Freda) to Card Member Ser...		8.95	-8.95

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Type	Date	Num	Name	Memo	Debit	Credit	Balance
General Journal	06/30/2020	AL		To accrue Admin transfer - 3rd Qtr FYE 2020 (reduced by \$7,500 -...		21,875.00	-21,883.95
General Journal	06/30/2020	AL		Admin Transfer 3rd Qtr 2020 & Reimb of expenses paid	21,883.95		0.00
Total 52712 · Due to Gen Fund							
52714 · Due to Debt Service Fund							
General Journal	12/31/2019	cb		To accrue Admin transfer thru 12/31/19			0.00
Check	02/12/2020	Trans		1st Qtr Transfer to Debt Service	40,000.00		-40,000.00
General Journal	03/31/2020	cb		To accrue Admin transfer thru 03/31/20			0.00
General Journal	04/16/2020	AL		Transfer to Debt Service - 2nd Quarter Payment	40,000.00		-40,000.00
General Journal	06/30/2020	AL		Transfer to Debt Service - 3rd Quarter Payment	40,000.00		40,000.00
General Journal	06/30/2020	AL		To accrue Admin transfer thru 06/30/20			0.00
Total 52714 · Due to Debt Service Fund							
53900 · Unrestricted Net Assets							
Total 53900 · Unrestricted Net Assets							
55000 · Taxes & Franchise Fees							
55400 · Sales Tax							
General Journal	10/31/2019	CB		To accrue sales tax revenue rec'd 10/19		62,148.45	0.00
General Journal	11/30/2019	CB		To accrue sales tax revenue rec'd 11/19		76,484.91	-62,148.45
General Journal	12/20/2019	CB		To accrue sales tax revenue rec'd 12/19		52,201.69	-138,633.36
General Journal	01/31/2020	CB		To accrue sales tax revenue rec'd 1/20		42,632.76	-190,835.05
General Journal	02/29/2020	CB		To accrue sales tax revenue rec'd 2/20 - 25% of sales tax in GOF		89,518.41	-233,467.81
General Journal	03/31/2020	CB		To accrue sales tax revenue rec'd 3/20 - 25% of sales tax in GOF		54,405.25	-322,986.22
General Journal	04/30/2020	AL		To accrue sales tax revenue rec'd 4/20 - 25% of sales tax in GOF		45,332.51	-377,391.47
General Journal	05/06/2020	AL		To accrue sales tax revenue rec'd 5/20 - 25% of sales tax in GOF		78,774.99	-422,723.98
General Journal	06/10/2020	AL		To accrue sales tax revenue rec'd 6/20 - 25% of sales tax in GOF		54,903.99	-501,498.97
General Journal	07/08/2020	AL		To accrue sales tax revenue rec'd 7/20 - 25% of sales tax in GOF		57,982.13	-556,402.96
Total 55400 · Sales Tax							
Total 55000 · Taxes & Franchise Fees							
55300 · Other Revenues							
55391 · Interest Income							
Deposit	10/31/2019	Int		Interest		1,283.17	0.00
Deposit	11/30/2019	Int		Interest		1,091.46	-1,283.17
Deposit	12/31/2019	Int		Interest		1,174.44	-2,374.63
Deposit	01/28/2020	Int		Interest on Maturing CD		4,125.00	-3,549.07
Deposit	01/31/2020	Int		Interest		1,285.16	-7,674.07
General Journal	01/31/2020	Int		Interest		8.61	-8,959.23
General Journal	02/29/2020	Int		Interest on Texpool		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 on Texpool		10.77	-11,273.43
General Journal	04/30/2020	Int		Interest on Texpool		408.06	-11,681.49
General Journal	05/31/2020	Int		Interest		9.06	-11,690.55
General Journal	05/31/2020	Int		Interest on Texpool		278.65	-11,969.20
General Journal	06/30/2020	Int		Interest		7.31	-11,976.51

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Type	Date	Num	Name	Memo	Debit	Credit	Balance
General Journal	06/30/2020	Int		Interest on Texpool		228.30	-12,204.81
General Journal	07/31/2020	Int		Interest		10.54	-12,215.35
General Journal	07/31/2020	Int		Interest on Texpool		224.11	-12,439.46
Total 55391 · Interest Income							
55399 · Misc Income							
General Journal	12/31/2019	CB2		To record overtransfer of sales tax due from General in September 2...		1,400.00	-1,400.00
Total 55399 · Misc Income							
Total 55300 · Other Revenues							
56000 · Pub Infrastructure - Category I							
56000.A · Tsf to Debt Service							
General Journal	12/31/2019	cb		To accrue Adrain transfer thru 12/31/19	40,000.00		40,000.00
General Journal	03/31/2020	cb		To accrue Adrain transfer thru 03/31/20	40,000.00		80,000.00
General Journal	06/30/2020	AL		To accrue Adrain transfer thru 06/30/20	40,000.00		120,000.00
Total 56000.A · Tsf to Debt Service							
Total 56000 · Pub Infrastructure - Category I							
56001 · Business Dev & Ret - Category II							
56001.8 · Sales Tax Reimbursement							
General Journal	10/04/2019	CB1R	The Kroger Co.	Reverse of GJE CB1 -- To record sales tax reimbursement calculated...			0.00
Bill	12/19/2019	2018 Rebate	The Kroger Co.	2018-19 Tax Year- MEDC Sales Tax Rebate		77,405.00	-77,405.00
General Journal	12/31/2019	CB	The Kroger Co.	To accrue Quarterly Transfer to Texpool Reimbursement Account f...	19,875.00		19,875.00
General Journal	03/31/2020	CB	The Kroger Co.	To accrue Quarterly Transfer to Texpool Reimbursement Account f...	19,875.00		39,750.00
General Journal	06/30/2020	AL	The Kroger Co.	To accrue Quarterly Transfer to Texpool Reimbursement Account f...	19,875.00		59,625.00
Total 56001.8 · Sales Tax Reimbursement							
56001.9 · Economic Development Grant Prog							
General Journal	06/23/2020	AL		To accrue Amount Charged for Utility Grants and paid from Utility ...	250.00		250.00
General Journal	06/23/2020	AL		To accrue Amount Charged for Utility Grants and paid from Utility ...	250.00		500.00
Total 56001.9 · Economic Development Grant Prog							
Total 56001 · Business Dev & Ret - Category II							
56002 · Quality of Life - Category III							
56429 · Removal of Blight							
Bill	11/20/2019	Blight Removal	Montgomery County United	Removal of Blight - Several Properties & Public Areas in City			0.00
General Journal	12/31/2019	CB	City of Montgomery - General Fund	To accrue the amount due to the City for Blight Removal Paid from ...	3,000.00		3,000.00
Bill	07/31/2020	1436345-1792-2	Waste Management of Texas, Inc. 2	CustomerID#23-62833-73000 Inv 1436345-1792-2 Blight removal	959.08		3,959.08
Total 56429 · Removal of Blight							

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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 General ...	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 General ...	104.95		104.95
General Journal	10/30/2019	CB		To accrue Amount Charged to Card Services and paid from General ...	224.83		329.78
Bill	12/07/2019	Santa #2019-14	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 000001	Bride & Bloom Floristry & Farm	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					4,927.94	0.00	4,927.94
56003 · Marketing & Tourism-Category IV							0.00
56003.5 · Brochures/Printed Literature							0.00
Bill	11/20/2019	Brochures & Lit	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 General ...	272.62		322.62
General Journal	05/26/2020	AL		To accrue Amount Charged for US Patent Trademark to Card Mem...	225.00		547.62
Total 56003.5 · Brochures/Printed Literature					547.62	0.00	547.62
56003.C · Website							0.00
Bill	11/07/2019	Reimb of Exp	Rebecca Huss	Reimbursement of Expense - Facebook ad - Haved you been to Mo...	50.00		50.00
Bill	12/16/2019	Reimb of Exp	Rebecca Huss	Reimbursement of Expense - Website Marketing	90.00		140.00
Bill	12/23/2019	Reimb of Exp	Rebecca Huss	Reimbursement of Expense - Website Marketing	25.00		165.00
Bill	06/01/2020	74154	Optiquet Internet Services Inc.	Remote Application - Freida Joyce (Home Remote)	8.95		173.95
General Journal	06/23/2020	AL		To Accrue amount for Remote Access (Friday) to Card Member Ser...	8.95		182.90
Total 56003.C · Website					182.90	0.00	182.90
56003.F · Social Media Advertising							0.00
Bill	06/30/2020	Reimb of Exp	Rebecca Huss	Reimbursement of Expense - Website Marketing	26.75		26.75
Bill	07/02/2020	Reimb of Exp	Rebecca Huss	Reimbursement of Expense - Website Marketing	25.00		51.75
Bill	07/28/2020	Reimb of Exp	Rebecca Huss	Reimbursement of Expense - Website Marketing	50.00		101.75
Total 56003.F · Social Media Advertising					101.75	0.00	101.75
Total 56003 · Marketing & Tourism-Category IV					832.27	0.00	832.27
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 \$15,000 ...	11,875.00		11,875.00
General Journal	03/31/2020	cb		To accrue Admin transfer - 2nd Qtr FYE 2020 (reduced by \$7,500 ...	19,375.00		31,250.00
General Journal	06/30/2020	AL		To accrue Admin transfer - 3rd Qtr FYE 2020 (reduced by \$7,500 ...	21,875.00		53,125.00
Total 56004.1 · Admin Transfers to Gen Fund					53,125.00	0.00	53,125.00

City of Montgomery - MEDC
General Ledger
 As of July 31, 2020

08/12/20

Type	Date	Num	Name	Memo	Debit	Credit	Balance
56004.7 - Travel & Training Expenses							
Bill	01/02/2020	Inv 11674	TEDC	2020 Membership fees Inv #11674	500.00		0.00
Bill	04/20/2020	11316	Frieda Joyce	Reimbursement - COVID-19 Webinar - Inv 11316	79.00		500.00
Bill	07/08/2020	Reimb of Exp	Rebecca Huss	Reimbursement of Expense - Social Marketing Training & Certificati...	199.00		579.00
					778.00	0.00	778.00
Total 56004.7 - Travel & Training Expenses							
					53,903.00	0.00	53,903.00
Total 56004 - Administration - Category V							
56340 - Office Supplies							
General Journal	02/21/2020	CB		To record amt due to Utility fund for Printing	119.50		0.00
General Journal	02/29/2020	CB		To accrue Amount Charged to Brauns and paid from General Fund	31.35		119.50
General Journal	03/31/2020	CB		To record amt due to Utility fund for Printing	44.98		150.85
General Journal	04/01/2020	AL		To accrue Amount Charged to Office Depot and paid from General ...	44.98		195.83
General Journal	04/22/2020	AL		To accrue Amount Charged for COM Brochures to Card Member Se...	222.79		240.81
General Journal	05/02/2020	ALR		To Reverse Amount Charged for COM Brochures to Card Member ...		222.79	463.60
					463.60		240.81
Total 56340 - Office Supplies							
					2,098,919.91	2,098,919.91	0.00
TOTAL							

City of Montgomery - MEDC
Balance Sheet

Jul 31, 20

ASSETS

Current Assets

Checking/Savings

51100 · MEDC Checking 96,233.79

51300 · Time Deposits-MEDC 1,281,775.64

51301 · Texpool Reimbursement Acct 59,713.49

Total Checking/Savings 1,437,722.92

Other Current Assets

51150 · Accounts Receivable Audit 138,633.36

51174 · Due from Home Grant Funds 5,177.00

51580 · Accrued Interest Receivable 2,780.13

Total Other Current Assets 146,590.49

Total Current Assets 1,584,313.41

TOTAL ASSETS 1,584,313.41

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

52001 · Accounts Payable Audit 59,625.00

Total Accounts Payable 59,625.00

Total Current Liabilities 59,625.00

Total Liabilities 59,625.00

Equity

53900 · Unrestricted Net Assets 1,136,492.88

Net Income 388,195.53

Total Equity 1,524,688.41

TOTAL LIABILITIES & EQUITY 1,584,313.41



Montgomery Economic Development Corporation
AGENDA REPORT

Meeting Date: August 17, 2020	Budgeted Amount: N/A
Prepared By: Dave McCorquodale	Exhibits: Draft RFQ for Design Services

Subject
Update on Downtown Design & Streetscape Improvements RFQ.

Description
The timing of the RFQ preparation for the downtown project is about week later than anticipated at last month's meeting. Attached is the updated draft for your review.

Recommendation
Review the draft RFQ, and consider approving for publication.

Approved By		
Asst. City Administrator	Dave McCorquodale 	Date: 08/14/2020
City Administrator	Richard Tramm 	Date: 08/14/2020

Request for Qualifications for Downtown Design & Streetscape Improvements

RFQ# 2020-004



RESPONSES DUE:

MONDAY SEPTEMBER 21, 2020

2:00 p.m. CST

Montgomery Economic Development Corporation

101 Old Plantersville Road Montgomery, Texas 77316

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- II. SCOPE OF WORK
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FORM: VENDOR INFORMATION FORM

FORM: HOUSE BILL 89 VERIFICATION FORM (Texas Government Code Chapter 2270)

REQUEST FOR QUALIFICATIONS TIMELINE

EVENT	DATE
Issuance of RFQ	August 21, 2020
Notice Published	August 21, 2020 and August 28, 2020
Submittal Deadline: <u>2:00 p.m.</u>	September 21, 2020

RECEIPT OF STATEMENTS OF QUALIFICATIONS

If the Respondent is interested in being considered as the qualified professional design consulting firm for the Montgomery Economic Development Corporation, SOQ's must be received in the office of the City Secretary on or before 2:00 p.m., September 21, 2020 at Montgomery City Hall, 101 Old Plantersville Road, Montgomery, Texas, 77316. Ten (10) printed copies and one (1) digital copy (on a flash drive or CD) of the SOQ must be clearly marked on the face of the shipping material "DOWNTOWN DESIGN RFQ". No electronic submission will be accepted, and no submittals will be accepted following the deadline. The MEDC reserves the right to negotiate with any and all individuals and firms that submit proposals per Chapter 2254 of the Texas Local Government Code. The MEDC reserves the right to refuse any or all of the submittals.

POINT OF CONTACT

Respondents shall restrict all contact and questions regarding this RFQ to the individual named below:

City of Montgomery, Texas
Attn: Mr. Dave McCorquodale, Assistant City Administrator
101 Old Plantersville Road
Montgomery, Texas 77316
Phone: 936-597-3235
Email: dmccorquodale@ci.montgomery.tx.us

I. GENERAL INFORMATION

A. INTENT

The Montgomery Economic Development Corporation ("MEDC") seeks Statements of Qualifications from qualified, multi-disciplinary professionals in the fields of urban planning, landscape architecture, and civil engineering to prepare a design solution to improve the public spaces in Historic Downtown Montgomery, unify the downtown district through common design details and elements, and provide phasing solutions for implementation.

B. SOQ MODIFICATIONS

Any Respondent may modify their SOQ by sealed written communication to the City Secretary, 101 Old Plantersville Road, Montgomery, TX, 77316, at any time, provided such communication is received prior to the SOQ submittal deadline.

C. SCHEDULE CHANGES AND OTHER ADDENDA

The City and MEDC shall not provide an interpretation of the meaning of plans, specifications, or other RFQ documents to any Respondent orally. Such communication must be submitted to the City in writing 24 hours prior to the submittal deadline. Requests for clarifications may be sent by ordinary mail addressed to Assistant City Administrator, 101 Old Plantersville Road, Montgomery, TX, 77316 or by email to dmccorquodale@ci.montgomery.tx.us. Failure to receive any such addenda or interpretation shall not relieve Respondent from any obligation of the submitted SOQ.

D. METHOD OF AWARD

The successful Respondent will be selected in accordance with the Professional Services Procurement Act, Section 2254.004, Texas Code: In procuring professional services, a government entity shall:

- a) First select the most highly qualified provider of those services on the basis of demonstrated competence and qualifications; and
- b) Attempt to negotiate with that provider a contract at a fair and reasonable price.

Information included within the SOQ may be used to evaluate your firm as part of any criteria regardless of where that information is found within the SOQ. Information obtained from the SOQ and from any other relevant source may be used in the evaluation and selection process.

E. CONDITIONS OF WORK

Each Respondent must inform himself of the conditions relating to the services of the contract and the employment of labor therein. Failure to do so will not relieve a successful Respondent of its obligation to furnish all services and labor necessary to carry out the provisions of the contract.

F. LAWS AND REGULATIONS

The Respondent's attention is directed to the fact that all applicable state and federal laws, municipal ordinances, and the rules and regulations of all authorities having jurisdiction over such services shall apply to the contract throughout, and they will be deemed to be included in the contract the same as though therein written out in full.

G. CONFLICT OF INTEREST

Prospective design firm will acknowledge any business relationship with any city official or family member of a city official as described in Chapter 176 of the Texas Government Code. In the event of such a relationship, the "Conflicts of Interest Questionnaire" (Form CIQ) prepared by the Texas Ethics Commission (TEC) should be completed and submitted. Form CIQ is available at the TEC website:

<https://www.ethics.state.tx.us/data/forms/conflict/CIQ.pdf>

H. COMPLIANCE WITH HB 89:

Respondent agrees per HB 89 to not boycott Israel at any time while providing products or services to the City of Montgomery or the MEDC.

Yes, we agree **No, we do not agree** **N/A**

I. COMPLIANCE WITH SB 252

Respondent agrees per SB 252 to not do business with Iran, Sudan or a foreign terrorist organization while providing products or services to the City of Montgomery or the MEDC.

Yes, we agree **No, we do not agree**

J. DISCLOSURE OF INTERESTED PARTIES

Pursuant to Section 2252 of the Texas Government Code, as of January 1, 2016, most business entities entering into a contract with a local government that requires approval of the governing body must submit a Disclosure of Interested Parties (Form 1295) to the local government prior to execution of the Contract. The Texas Ethics Commission (TEC) has created a website application for business entities to submit the required information, and requires that the form be filed electronically. Prior to a Contract being submitted to City Council, the successful Respondent must complete Form 1295 on the TEC website, with a hard copy submitted to the City. This form is not required unless there is a Contract between the City and the vendor and should NOT be included in the SOQ.

K. NON-TRANSFERABLE AGREEMENT

The successful Respondent shall not assign, transfer, whether by assignment or novation, any of its rights, duties, benefits, obligations, liabilities, or responsibilities under the Contract resulting from this RFQ without the written consent of the MEDC Administrator who is hereby authorized to give such consent by the MEDC Board of Directors; provided, however, that assignments to banks or other financial institutions may be made without consent of the MEDC. Furthermore, in the event of a merger, consolidation or transfer of all or substantially all of the assets of successful Respondent, the surviving or resulting corporation or transferee of assets shall be bound by and shall have the benefit of the provisions of the Contract only with consent of the MEDC Administrator. No assignment or novation of the Contract shall be valid unless the assignment or novation expressly provides that the assignment of any of the

Contractor's rights or benefits under the Contract is subject to a prior lien for labor performed, services rendered, and materials, tools, and equipment supplied for the performance of the work under Contract in favor of all persons, firms, or corporations rendering such labor or services supplying such materials, tools, or equipment.

L. INSURANCE

By signing and submitting an RFQ under this solicitation, the Respondent certifies that if awarded a contract, it will have the following insurance coverages at the time work commences:

1. Worker's Compensation – statutory requirements.
2. Broad Form Comprehensive General Liability - \$1,000,000 Combined Single Limit Coverage.
3. Automobile Liability - \$500,000 Combined Single Limit.
4. Professional Liability / Errors & Omissions Coverage.

M. TERM, RENEWAL, AND TERMINATION

The successful Respondent shall perform in accordance with the terms and conditions of the resulting Contract. Charges of poor performance shall be documented by the MEDC and submitted to the successful Respondent for corrective action. If continued poor performance is communicated, this will be deemed as a breach of these specifications and shall be cause for immediate termination of the Contract.

Both parties reserve the right to terminate the Contract for any reason by notifying the other party in writing thirty (30) days prior to the date of termination.

N. RATE OF PAY

All salaries to be paid as a result of the Contract awarded from this RFQ shall be in compliance with all existing and future national, state, and local laws, ordinances, and regulations which in any manner affect the fulfillment of the Contract and compliance with the same. The actual salaries shall be paid at the discretion of the Contractor.

O. INVOICE AND PAYMENT

Contractor shall include Project number on the corresponding invoice. Pursuant to the Prompt Payment Act, the MEDC shall pay for services within thirty (30) days of receipt of invoices and acceptance of all work. Acceptance by the MEDC shall constitute all services required being received to the MEDC's satisfaction.

P. LOBBYING AND CONTACT

Respondents are prohibited from contacting any City employee (other than the individual named above), the Mayor, any City Council member or MEDC Director for the purpose of lobbying or discussing the request. All requests for information shall be made to the assigned

point of contact. Failure to comply with this clause shall be grounds for rejection of the Firm's SOQ as non-compliant.

Q. INDEPENDENT CONTRACTOR

The Respondent agrees and understands that, if selected, it and all persons designated by it to provide services in connection with a contract, is and shall be deemed an independent contractor(s), responsible for its respective acts or omissions, and that the MEDC shall in no way be responsible for the Respondent's actions, and none of the parties hereto will have the authority to bind the others or to hold out to third parties that have such authority.

II. SCOPE OF SERVICES

A. PROJECT SPECIFICS

Project area: Historic Downtown Montgomery is a roughly 10-block area north of the State Highway 105 and FM 149 intersection. The Project area is bound by the following streets: State Highway 105 to the south, Berkley to the north, Pond Street to the west, and Prairie Street to the east. Both sides of the street ROW on these bounding streets may be considered to be part of the Project area.

Project context: The City of Montgomery is a 4.4-square mile incorporated area on the western edge of Lake Conroe along the SH 105 corridor. Although the City is home to about 1,800 residents, around 50,000 people get their mail with a Montgomery mailing address and feel connected to the City, its history, and its future. The historic downtown, part of the City's Historic Preservation Overlay District, is made up of several blocks with retail storefronts, restaurants, and professional offices. FM 149 runs north-south through downtown as Liberty Street. TxDOT is planning improvements to the road and part of a successful design solution will be to coordinate with TxDOT to incorporate the City's design priorities with the agency's plans. TxDOT estimates to begin the road improvement project in 2024.

Project Scope: The selected Respondent will work with the MEDC, City, and community to develop a design solution for historic downtown that includes:

- a) Streetscape improvements that may include paving designs and details to enhance pedestrian safety and create identity for the historic downtown.
- b) Pedestrian space improvements to include sidewalks and other City-controlled properties.
- c) Develop thematic elements that provide a visual identity for the historic downtown.
- d) Identify and propose solutions for green infrastructure projects in the historic downtown that enhance pedestrian space and reduce the amount of stormwater entering the City's storm sewer system.
- e) Assist City in planning for infrastructure upgrades in Project area as phases of construction to include water, wastewater, electric, and telecommunications.

- f) Provide coordination with TxDOT to ensure cohesion between City and TxDOT priorities with the intent to influence the final design to accommodate pedestrian activity in the historic district.

The City is nearing completion of a Comprehensive Plan update (original adopted in mid-1990's) in partnership with TAMU's Texas SeaGrant program. The historic downtown revitalization is one of the goals of the Comprehensive Plan.

Additionally, the MEDC worked with TAMU's Texas Target Communities program on a collection of design projects from 3rd and 4th year Landscape Architecture students. The designs which focused on the downtown area provided concepts for the MEDC to use in articulating a vision for downtown. The successful Respondent will find the MEDC further along in considering design alternatives than typical at this stage of the process.

Deliverables for the Project should include an Executive Summary, a Master Plan of the Project area showing proposed improvements (both public and private), a detailed Pedestrian Circulation plan with a hierarchy of spaces, Parking plan identifying public and private parking, (along with any proposed parking), Design drawings and renderings that explain the proposed design. Estimated Project costs and phasing options for the Project shall also be part of the Project Deliverables. The Project deliverables are to be in hard copy and electronic format.

The intent of the Project is to develop an overall design with documents that are ready to be developed into Construction Documents. Construction Documents are outside the scope of this Project, though the selected Respondent should be aware of the practicality of constructing any proposed design elements.

B. INSTRUCTIONS FOR RESPONDING

SOQ's should contain the following information:

- a) Cover letter. The cover letter should be signed by a member of the Respondent's firm empowered to commit the firm to a contractual arrangement with the MEDC. The cover letter should also identify the firm submitting the SOQ and any sub-consultants that may be proposed. The cover letter should outline your understanding of the Project and serve as the firm's Statement of Project Understanding.
- b) Description of Respondent's firm. Firm history, number of employees, areas of practice, and other information useful to the decision-making process.
- c) Resumes of key personnel assigned to the Project team. Include level of experience and Project team role.
- d) Work approach and timeframe. Provide a detailed description of the work you propose to fulfill the requirements of this request for proposal. For each task, describe the activity, the intended result, any work or activity you assume will be conducted by the MEDC and an anticipated timeframe for completion.
- e) Provide a list of current and/or past projects similar in scope to the proposed project and who on the Project team was associated with that project.

- f) Describe any contracts for services awarded to the Respondent's firm(s) that have been canceled or terminated for unsatisfactory performance. Provide a contact name and information. Describe any legal proceedings involving the Respondent's firm(s) related to any municipal client or project that was unresolved or active January 1, 2015 to present.

C. EVALUATION OF SOQ'S

The MEDC will evaluate all submitted proposals based on the responsiveness of the work approach proposed, the qualifications of the staff that will work with the City, and the overall qualifications of the firm. Specifically, the MEDC will evaluate the proposals on the following criteria:

- a) Respondent's Ability. The ability of the Respondent to provide quality professional design services per the Scope of Services.
- b) Respondent's Experience. The Respondent's experience with and expertise in historic downtown revitalization and urban design.
- c) Primary Experience. The experience and qualifications of the Respondent's staff that will have primary contact with the MEDC and City staff.
- d) Timeliness. The Respondent's commitment to delivering work on time and within budget.
- e) Avoidance. The Respondent's demonstrated avoidance of personal and organizational conflicts of interest regarding matters of litigation or otherwise.
- f) Commitment. The extent of involvement by the Respondent's key qualified personnel and the likelihood that key personnel will develop long-term planning knowledge that will integrate with the City's planned phases of project construction.
- g) References. The extent to which previous clients have found the Respondent's services acceptable. Provide a list of previous client names and contact information. List the individual within the Respondent's firm with whom client have contact.
- h) Familiarity and experience with surrounding cities and counties, relevant state and county agencies, and regional growth patterns and those impact the City of Montgomery.

The MEDC may schedule oral interviews with some or all of the Respondents and, in that event, the outcome of such interviews may influence the evaluation of SOQ's.

Montgomery Economic Development Corporation
AGENDA REPORT

Meeting Date: August 14, 2020	Budgeted Amount: NA
Prepared By: Richard Tramm	Exhibits: Purchase Estimate for Communication Radios

Subject

Consideration and Possible Action to Approve Purchase of Radios for Use by City Personnel During Festival Events

Discussion

This item was discussed last month and I was tasked to research some items and bring the answers back to this meeting after discussion with Montgomery Police Chief Anthony Solomon.

1. What is the warranty period for the radios? 2 years
2. Is there an extended warranty available? 3-year additional coverage is included (\$25 deduction per radio to remove).
3. What type of battery is used by the radios? IMPRES Li-ion 2100 mAp with single unit desktop charger
4. Do these radios need to have a separate repeater unit from equipment already in MPD and City? Yes, and it is included in the price quote.
5. What is the delivery timeline from the order being placed? 2-4 weeks after receipt of the order
6. Will they waive the trip charge for delivery of the radios? No, but the charge does include their travel cost of personnel coming to set up and test radios and repeater onsite.

As a side note to this item, expenditures of \$10,000 or more by the MEDC must also be approved by City Council.

Recommendation

Discuss and consider the purchase of the communication radios for the use by the City

Approved By

City Administrator	Richard Tramm 	Date: August 14, 2020
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NORTHWEST COMMUNICATIONS, INC.
 10818 Barely Lane, Suite B
 Houston, TX 77070-5909
 Phone: 281-890-4724
 Fax: 281-894-9494
 www.nwradio.us

Estimate

Date	Estimate #
6/30/2020	18693

Customer
Montgomery Police Department 101 Old Plantersville Rd. Montgomery, TX 77356

Ship To
Montgomery Police Department 101 Old Plantersville Rd. Montgomery, TX 77356 Attn: Trent Lozano

NOT AN INVOICE

Rep
KT

QTY	DESCRIPTION	UNIT PRICE	TOTAL PRICE
1	FCC Frequency Licensing Fee: FB2 Pair	650.00	650.00T
12	AAH02RDH9VA1AN XPR 3500E 403-512 4W 128CH LKP DISPLAY CFS WIFI	655.25	7,863.00T
1	AAR10TCGANQ1AN Motorola SLR5700 repeater; 450-512 Mhz, 50w.	3,128.00	3,128.00T
1	DSCP10725TUNED UHF MOBILE DUPLEXER 406-500 MHZ	391.00	391.00T
1	RMLE5031A WALL MOUNT BRACKET KIT	220.00	220.00T
100	LMR-400 Coax 3/8" Braided flexible Low Loss 50 Ohm	1.60	160.00T
1	LP-BTR-NFF Lightning Arrestor, 20-1000 MHz, Flange Mount, DC Blocked, N "F" / N "F"	84.17	84.17T
4	RFU-507-SI UHF Male Crimp- 9913, LMR400	4.62	18.48T
1	DB404-B Antenna, 450-470, 3.8/5 dB gain	610.00	610.00T
1	Installation Hardware	45.00	45.00T
1	Labor - Install	1,360.00	1,360.00T
1	Trip Charge to Customer	85.00	85.00T

Thank you for the opportunity to give you an estimate!

Subtotal \$14,614.65

Sales Tax (0.0%) \$0.00

Total \$14,614.65

****This estimate will expire in 30 days from the date stated above.**

Montgomery Economic Development Corporation
AGENDA REPORT

Meeting Date: August 17, 2020	Budgeted Amount: NA
Prepared By: Richard Tramm	Exhibits: None

Subject

Consideration and Possible Action to Regarding Scheduling the Public Hearing regarding the 2020-2021 Budget.

Discussion

Discuss potential dates for calling the Public Hearing on the Fiscal Year 2020-2021 Budget for MEDC.

Recommendation

Staff recommendation is to call the Public Hearing for the Fiscal Year 2020-2021 Budget for 6:00 pm September 21, 2020.

Approved By

City Administrator	Richard Tramm <i>RT</i>	Date: August 14, 2020
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Montgomery Economic Development Corporation
AGENDA REPORT

Meeting Date: August 17, 2020	Budgeted Amount: NA
Prepared By: Richard Tramm	Exhibits: MEDC Draft Proposed Budget for FY 2020-2021

Subject

Review of the Draft Budget for Fiscal Year 2020-2021.

Discussion

The MEDC held a Budget Workshop on August 7, 2020. During the workshop each category of revenue and expenditures was discussed and organized into a draft budget, which is attached for Director review and consideration.

Recommendation

Please discuss and review the Draft Proposed Budget. The date of the MEDC Budget Hearing is also expected to be set during the meeting of August 17, 2020. The Draft Budget will be presented to City Council for their review, comment and approval at a future City Council Meeting.

Approved By

City Administrator	Richard Tramm 	Date: August 14, 2020
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MONTGOMERY ECONOMIC DEVELOPMENT CORPORATION
Proposed Budget
2020-2021

	2019-20 Actual Budget	2019-20 Estimated Budget	2019-20 Adopted Budget	2020-21 Proposed Budget	Comments/ Changes
Income					
55000 · Taxes & Franchise Fees					
55400 · Sales Tax	\$614,385	\$750,000	\$654,000	\$675,000	
Total 55000 · Taxes & Franchise Fees	\$614,385	\$750,000	\$654,000	\$675,000	
55300 · Other Revenues					
55391 · Interest Income	\$12,205	\$13,500	\$10,000	\$4,000	
55399 · Misc. Income	\$1,400	\$1,400	\$0	\$0	
Total 55300 · Other Revenues	\$12,205	\$13,500	\$10,000	\$4,000	
Total Income	\$627,990	\$764,900	\$664,000	\$679,000	
Expense					
56000 · Pub Infrastructure - Category I					
56000.6 · Downtown Dev Improvements	\$0	\$0	\$60,000	\$112,000	
56000.7 · Streets & Sidewalks	\$0	\$0	\$76,000	\$10,000	
56000.8 · Utility Extensions	\$0	\$0	\$50,000	\$50,000	
56000.A · Tsf to Debt Service	\$120,000	\$160,000	\$160,000	\$0	
56000.B · City Capital Projects	\$0	\$0	\$0	\$160,000	
Total 56000 · Pub Infrastructure - Category I	\$120,000	\$160,000	\$346,000	\$332,000	
56001 · Business Dev & Ret -Category II					
56001.8 · Sales Tax Reimbursement	\$59,625	\$76,900	\$79,500	\$115,000	
56001.9 · Economic Development Grant Prog	\$500	\$10,800	\$20,000	\$20,000	
Total 56001 · Business Dev & Ret -Category II	\$60,125	\$87,700	\$99,500	\$135,000	
56002 · Quality of Life - Category III					
56423.1 · Walking Tours	\$0	\$0	\$1,000	\$0	
56429 · Removal of Blight	\$3,959	\$4,500	\$15,000	\$15,000	
56434 · Events	\$0	\$0	\$34,000	\$34,000	
55602 · Neighborhood Water Party	\$38	\$50	\$0	\$1,000	
55606 · Lighting Up Montgomery	\$931	\$931	\$1,500	\$2,000	
55607 · Contests/Prizes	\$0	\$1,000	\$1,000	\$4,000	
55608 · Southern RoadRunner	\$0	\$0	\$0	\$0	
55609 · Christmas Party	\$0	\$0	\$0	\$0	
55610 · Mudbugs and Music	\$0	\$0	\$0	\$0	
56439 · Downtown Enhancement Projects	\$0	\$0	\$30,000	\$30,000	
Total 56002 · Quality of Life - Category III	\$4,928	\$6,481	\$82,500	\$86,000	
56003 · Marketing & Tourism-Category IV					
56003.5 · Brochures/Printed Literature	\$548	\$608	\$9,000	\$4,000	
56003.C · Website	\$183	\$500	\$3,000	\$8,000	
56003.F · Social Media Advertising	\$102	\$250	\$1,000	\$3,000	
56003.G · Historical Signage	\$0	\$0	\$0	\$2,000	
Total 56003 · Marketing & Tourism-Category IV	\$833	\$1,358	\$13,000	\$17,000	
56004 · Administration - Category V					
56004.1 · Admin Transfers to Gen Fund	\$53,125	\$65,000	\$107,500	\$47,500	
56004.3 · Miscellaneous Expenses	\$0	\$0	\$500	\$500	
56004.6 · Consulting (Professional Services)	\$0	\$0	\$9,800	\$49,000	
56004.7 · Travel & Training Expenses	\$778	\$1,000	\$5,000	\$10,000	
56004.9 · Technology	\$0	\$0	\$200	\$2,000	
56340 · Office Supplies	\$241	\$300	\$0	\$0	
Total 56004 · Administration - Category V	\$54,144	\$66,000	\$123,000	\$109,000	
Total Expense	\$240,030	\$321,539	\$664,000	\$679,000	
Net Income	\$387,960	\$443,361	\$0	\$0	



Development Report August 2020

Richard Tramm, City Administrator
Dave McCorquodale, CPM, Assistant City Administrator and
Director of Planning & Development

This month's report finds the City still navigating the effects of COVID-19 and cautiously watching the declining infection rate in the county. Most businesses have reopened to clients and customers at reduced capacity. Residential homebuilding is steady relative to previous months with two new subdivisions are under development in the City. Commercial development continued at a steady pace this month. City staff is closely monitoring the situation to understand the implications on economic development within our City.

Commercial Development

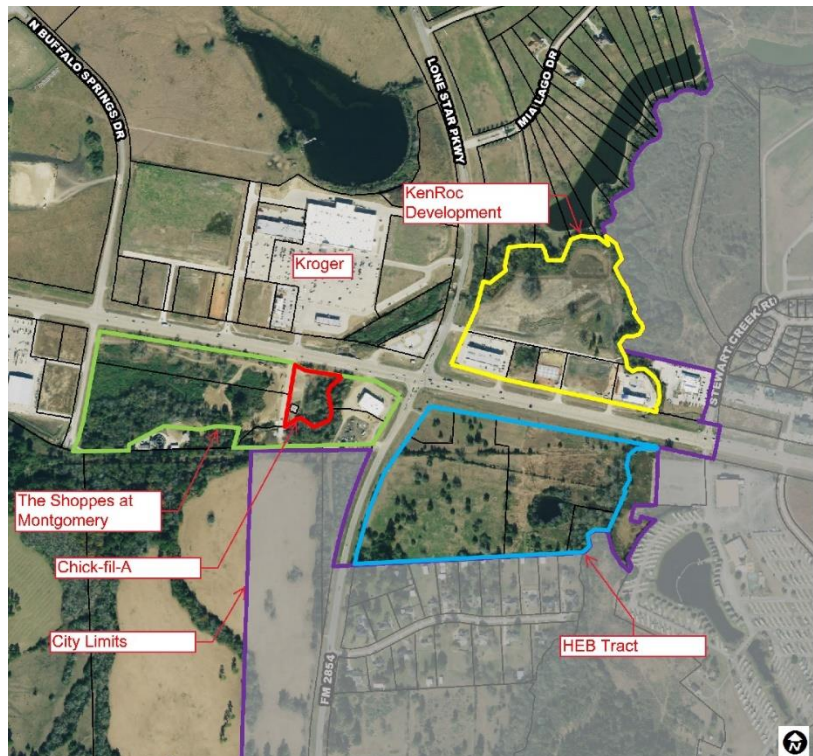
KENROC Property – This 13-acre development is on the north side of SH 105 and east of Lone Star Pkwy. A 16,000 sqft commercial building is along SH 105, and future plans call for a similar 24,000 sqft building on the north side of the property. Discount Tire is in preliminary design on one of the frontage parcels.

Kroger Site –Roughly 80% built out; three parcels remaining for development. An additional 16-acre site with utilities is available west of Kroger.

Central Business District – **Best Donuts** and **Coldwell Banker** are now open along SH105. **Wings Over Montgomery**, a new take-out wings & waffles restaurant, is renovating a building on FM 149 in downtown. **K Innovations Station**, a digital graphics business, has opened on John A. Butler. **Beauty Babes**, a makeup and hair salon, opened at 305 Prairie Street.

Shoppes at Montgomery

– This is a 26-acre property located at the southwest corner of SH 105 and FM 2854. Chick-Fil-A is open and construction is starting on a stand-alone Starbucks. Two retail centers are also under construction in this development that will add approximately 10 new businesses to the development.



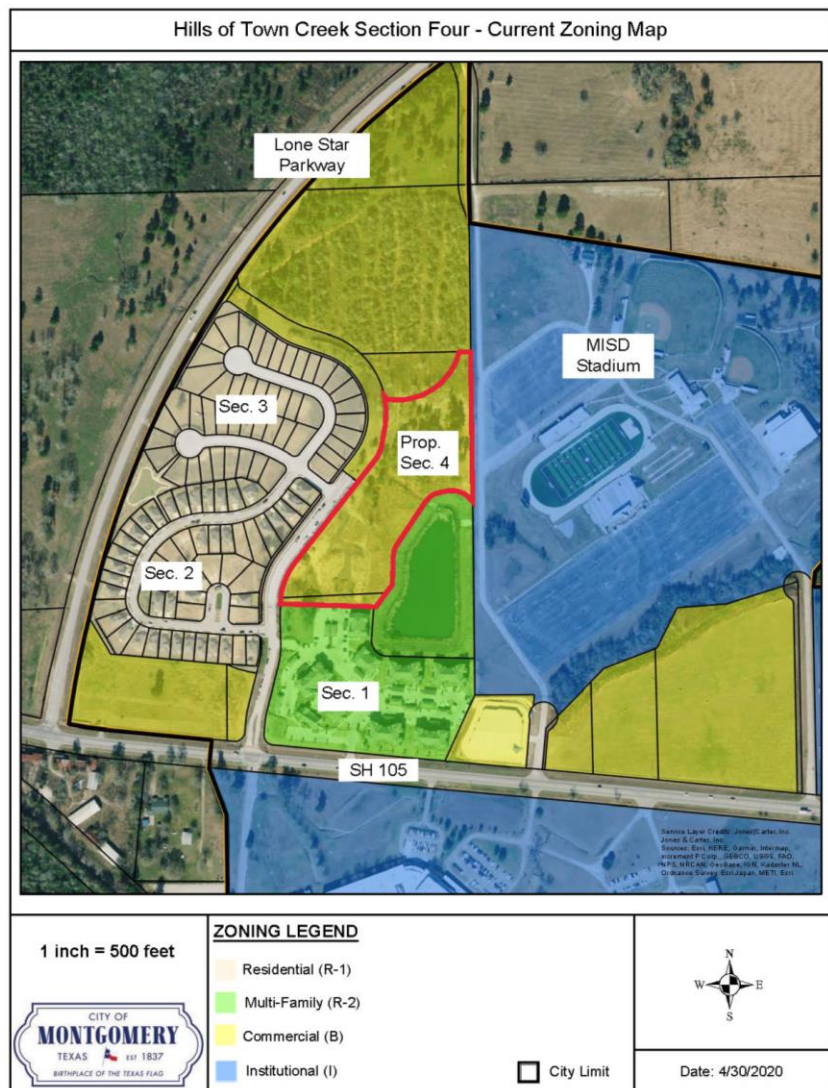
Residential Development

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, 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.

- 40 new homes have been completed in 2020 (5.7 homes/month, on par with prior years)
- 6 completed in July
- 6 new single-family home permits issued in July

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. 59 homes are complete, 17 are under construction, and 24 lots are available. Plans for a new 30-lot section are under review.



Town Creek Crossing – This addition to the Buffalo Springs Planned Development includes 199 residential homesites and eight 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.



Montgomery Townhomes – 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 architectural and engineering plans are both under review. Project updates to follow as it moves along.

Terra Vista Subdivision – This is a 61-lot single-family development northeast of Waterstone on FM 1097. 32 homes are complete, 14 are under construction, and 15 lots are available.

City Development Activities

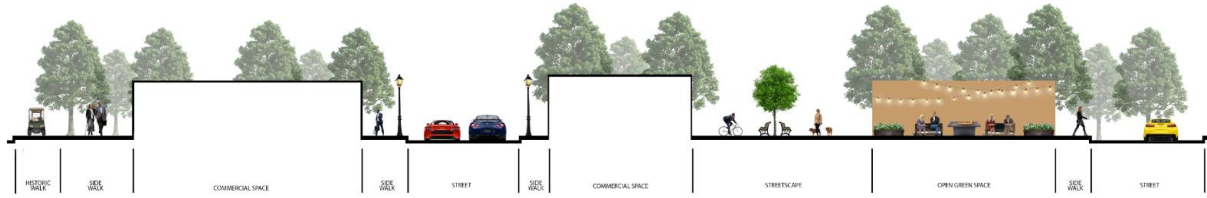
Texas Water Development Board Funding - The City is utilizing \$2.8 million in TWDB funding for water and sewer infrastructure projects that include:

- Downtown + SH105 Waterline Replacement. (City Council awarded a bid in mid-July; construction planned to start early in September 2020).
- Water Plant #3 (City awarded a bid in July; construction start early October 2020).
- Lift Station #1 (under construction; early August 2020 completion).
- Lift Station #3 Sanitary Force Main Reroute (design complete; process on hold pending award of above projects to determine final funding balances)

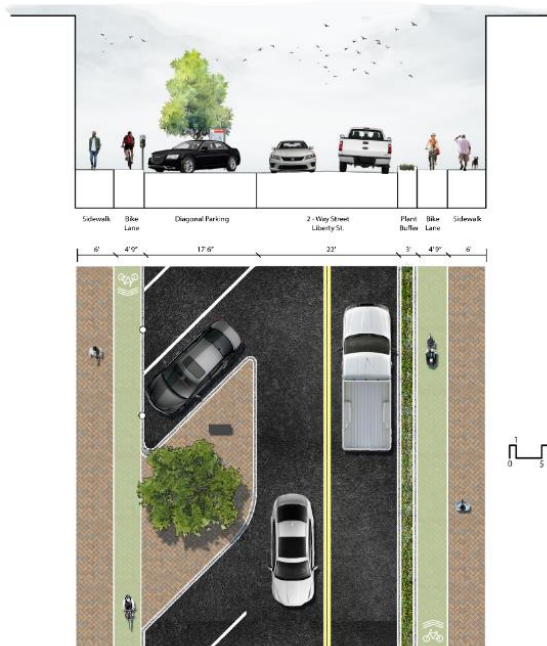
General Land Office Severe Flood Mitigation Grant – In 2018, the City was awarded \$2.2 million from the Texas General Land Office (GLO) for flood-related damages associated with 2016-2018 flooding events, which included the Memorial & Tax Day floods and Hurricane Harvey. A study of the Town Creek and Anders Branch watersheds on the north side of the City is now underway, and projects identified in the study will be implemented with a portion of the grant funds. The likely areas for work under this grant have been identified and are planned to be modeled after getting clarification from the GLO on the project scope.

HOME Grant --The City Council approved an application to be made for the State of Texas HOME project in mid-2018. 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 application process resulted in four city residents that qualified for new homes. 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 four residents approved under this program were signed on January 21, 2020. Three of the homes have started construction and are underway. The fourth home has completed closing and is moving into the construction phase in the near future.

Downtown 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 community input and design concepts were developed by Texas A&M Landscape Architecture students. Many of these concept drawings are being used to select a design firm for the project. An RFQ is being prepared as a part of that selection process, and is expected to advertise in late August.



Comprehensive Plan – The City held a Virtual Town Hall on July 8th to review the draft of the Comprehensive Plan being worked on by Texas A&M’s Community Resilience Collaborative and Texas SeaGrant. The City held a series of five community meetings during 2019 and will incorporate the values and expectations of the community. The plan will guide public policy in areas such as transportation, utilities, land use, recreation and housing. City Council will see the draft Comprehensive Plan in late August or early September for review.

Businesses Opened in 2020

Coldwell Banker; 21105 Eva Street, Suite 110

Christian Brothers Automotive; 19920 Eva Street

Chick-fil-A; 20155 Eva Street

Best Donuts; 20998 Eva Street

Dr. Kendra Pratt, Orthodontist; 19970 Eva Street, Suite 105

K Innovations Station (graphic design & print services); 304 John A. Butler Street

Beauty Babes (professional makeup and hair salon with boutique); 305 Prairie Street

July 22, 2020

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

Re: Engineering Report
Council Meeting: June 23, 2020
City of Montgomery

Dear Mayor and Council:

The following information summarizes our activities on your behalf since the June 23rd 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

As a reminder, the project was awarded to Nerie Construction, LLC in the amount of \$913,338.00 at your July 14th City Council meeting. We are preparing the contracts to be sent to the contractor for execution.

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

We attended pre-bid meetings at City Hall on July 9th and 23rd, and plan to receive bids on July 30th. We expect to present bids at the August 11th Council meeting.

d) 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.

e) GLO Projects

There is nothing new to report this month.

f) Anders Branch Drainage Analysis

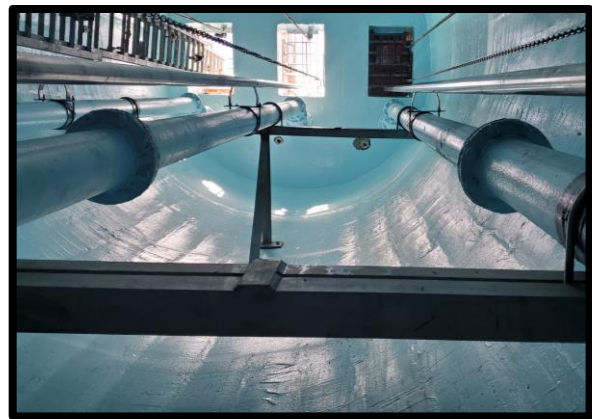
It is our understanding BGE, Inc. plans to have the analysis complete by the end of September.

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

The contractor is continuing with the electrical work, including coordination with Entergy for power connection, and is proceeding with final pipe coating for the Lift Station No. 1 Replacement project. We received and recommended payment of Pay Estimate No. 9 in the amount of \$147,253.50 to Veritas Management Company LLC DBA Black Castle General Contractor for work completed as of June 29, 2020. As of Pay Estimate No. 9, the contract is approximately 163% complete by time and 90% complete by value. The contractor submitted a revised schedule which shows substantial completion in mid-August.



Generator



Interior of Wet Well



Lift Station Site

h) 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.

Existing and Upcoming Developments:

- a) **Feasibility Studies** – There are no ongoing feasibility studies at this time.
- b) **Plan Reviews**
 - i. **Heritage Parking Place Expansion** – We returned plan approval on July 6th.
 - ii. **THPM Montgomery Townhomes** – We received revised plans for the development on June 18th and returned comments to the plans on June 29th.
 - iii. **AutoZone** – We received plans for the development on June 15th and returned comments to the plans on June 25th.
 - iv. **Hills of Town Creek, Section 4** – We received plans for the development on June 22nd and returned comments to the plans on July 21st after the escrow agreement was approved.
 - v. **Moon Over Montgomery** – We received plans for the development on July 16th and plan to return comments this week.
- c) **Plat Reviews**
 - i. **Heritage Place Parking Development Plat** – The building lines were recorded with Montgomery County and we are ready to approve the plat once the hard copy submittal is received by the City.
 - ii. **Eagle's Nest Minor Plat (Plez Morgan Townhomes Project)** – It is our understanding the plat was recorded on July 22nd.
- d) **Ongoing Construction**
 - i. **Shoppes at Montgomery Public Waterline Extension** – We plan to hold a final inspection on July 24th.
- e) **One-Year Warranty Inspections**
 - i. **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.
 - ii. **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.
 - iii. **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 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)** – We are coordinating with TxDOT regarding the selected option for repairs, which is scheduled to let in January 2021 pending TxDOT’s obtaining of all necessary right-of-way. We received a request for plans in the project vicinity and provided all requested information.
- c) **FM 149 & SH-105 Right Turn Lane** –TxDOT has advised that the project is not scheduled to be let until 2025 with the previously discussed downtown FM 149 improvements however they are looking into separating the turn lane from the scope of the project to complete 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.

Please contact Katherine Vu or 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 7-28-2020.docx

Enclosures: Pay Estimate No. 9 – Lift Station No. 1 Relocation

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



6330 West Loop South, Suite 150
Bellaire, Texas 77401
Tel: 713.777.5337
Fax: 713.777.5976
www.jonescarter.com

July 16, 2020

The Honorable Mayor and City Council
City of Montgomery
101 Old Plantersville Rd.
Montgomery, TX 77316

Re: Construction of Stewart Creek Wastewater Treatment Plant – Lift Station Relocation
City of Montgomery
TIN 74-2063592

Dear Mayor and Council:

Enclosed is Application and Certificate for Payment No. 9 from Veritas Management Company LLC DBA Black Castle General Contractor for the referenced project. This application covers construction activities for the referenced project during the period from May 26, 2020 to June 29, 2020. The estimate is in order and we recommend payment in the amount of \$147,253.50 to Veritas Management Company LLC DBA Black Castle General Contractor.

As of June 29, 2020, the contract period of performance is 163% complete by time and 90% by total contract value. During this period the contractor completed installing the concrete work for lift station and the manhole, they will continue to work on the underground piping and generator connections.

Sincerely,

A handwritten signature in blue ink that reads 'Rebecca S. Watkins'.

Rebecca Watkins, PE

RLW/tms/vss

K:\W5841\W5841-0036-00 Lift Station No. 1 Relocation\3 Construction Phase\Progress Payments\9

Enclosure

cc: Mr. Christopher Roznovsky, P.E. – Jones | Carter, City Engineer
Mr. Richard Tramm – City of Montgomery, City Administrator
Ms. Susan Hensley – City of Montgomery, City Secretary
Mr. Alan Petrov – Johnson Petrov, LLP, City Attorney

TO OWNER/CLIENT:

City of Montgomery
101 Old Plantersville Road
Montgomery, Texas 77316

PROJECT:

Stewart Creek Wastewater Treatment Plant Lift
Station Relocation
265 Buffalo Springs Drive
Montgomery, Texas 77356

APPLICATION NO: 9

INVOICE NO: 9

PERIOD: 05/26/20 - 06/29/20

PROJECT NO: W5841-0036-00

CONTRACT DATE: 8/28/2019

FROM CONTRACTOR:

Black Castle General Contractor
2115 Stephens Place, Suite 210
New Braunfels, Texas 78130

VIA ARCHITECT/ENGINEER:

Rebecca Watkins (Jones Carter)
2322 West Grand Parkway North, Suite 150
Katy, Texas 77449

CONTRACT FOR: Construction of Stewart Creek Wastewater Lift Station Relocation

CONTRACTOR'S APPLICATION FOR PAYMENT


Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet is attached.

1. Original Contract Sum	\$1,094,300.00
2. Net change by change orders	\$0.00
3. Contract Sum to date (Line 1 ± 2)	\$1,094,300.00
4. Total completed and stored to date (Column G on detail sheet)	\$984,050.00
5. Retainage:	
a. 10.00% of completed work	\$93,070.00
b. 10.00% of stored material	\$5,335.00
Total retainage (Line 5a + 5b or total in column I of detail sheet)	\$98,405.00
6. Total earned less retainage (Line 4 less Line 5 Total)	\$885,645.00
7. Less previous certificates for payment (Line 6 from prior certificate)	\$738,391.50
8. Current payment due:	\$147,253.50
9. Balance to finish, including retainage (Line 3 less Line 6)	\$208,655.00

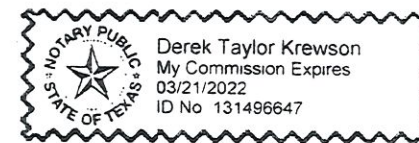
CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner/Client:	\$0.00	\$0.00
Total approved this month:	\$0.00	\$0.00
Totals:	\$0.00	\$0.00
Net change by change orders:	\$0.00	

The undersigned certifies that to the best of the Contractor's knowledge, information and belief, the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work which previous Certificates for payment were issued and payments received from the Owner/Client, and that current payments shown herein is now due.

CONTRACTOR: Black Castle General Contractor

By:  Date: 7-7-2020

State of: _____
County of: _____
Subscribed and sworn to before
me this _____ day of _____
Notary Public:
My commission expires:





ARCHITECT'S/ENGINEER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on the on-site observations and the data comprising this application, the Architect/Engineer certifies to the Owner/Client that to the best of the Architect's/Engineer's knowledge, information and belief that Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED: \$147,253.50

(Attach explanation if amount certified differs from the amount applied for. Initial all figures on this Application and on the Continuation Sheet that are changed to confirm the amount certified.)

ARCHITECT/ENGINEER:

By: Rebecca S. Watkins Date: 7/16/2020

This certificate is not negotiable. The amount certified is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to the rights of the Owner/Client or Contractor under this Contract.

Document SUMMARY SHEET, APPLICATION AND CERTIFICATE FOR PAYMENT, containing

APPLICATION NUMBER: 9

Contractor's signed Certification is attached.

APPLICATION DATE:

Use Column I on Contracts where variable retainage for line items apply.

PERIOD: 05/26/20 - 06/29/20

Contract Lines

A ITEM NO.	B COST CODE	C DESCRIPTION OF WORK	D SCHEDULED VALUE	E WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G TOTAL COMPLETED AND STORED TO DATE (D + E + F)		H BALANCE TO FINISH (C - G)	I RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		% (G / C)			
1	B1 - .	Mobilization	\$50,000.00	\$50,000.00	\$0.00	\$0.00	\$50,000.00	100.00%	\$0.00	\$5,000.00
2	B2-1-1 - .	Excavation (Safety/Labor/Equipment)	\$55,000.00	\$55,000.00	\$0.00	\$0.00	\$55,000.00	100.00%	\$0.00	\$5,500.00
3	B2-1-2 - .	Starter Ring	\$6,000.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00	100.00%	\$0.00	\$600.00
4	B2-1-3 - .	Forming	\$136,000.00	\$132,600.00	\$3,400.00	\$0.00	\$136,000.00	100.00%	\$0.00	\$13,600.00
5	B2-1-4 - .	Rebar	\$85,000.00	\$82,500.00	\$2,500.00	\$0.00	\$85,000.00	100.00%	\$0.00	\$8,500.00
6	B2-1-5 - .	Pour Wall	\$144,000.00	\$144,000.00	\$0.00	\$0.00	\$144,000.00	100.00%	\$0.00	\$14,400.00
7	B2-1-6 - .	Sink Wet Well	\$50,000.00	\$50,000.00	\$0.00	\$0.00	\$50,000.00	100.00%	\$0.00	\$5,000.00
8	B2-2 - .	Seal Slab	\$3,000.00	\$3,000.00	\$0.00	\$0.00	\$3,000.00	100.00%	\$0.00	\$300.00
9	B2-3 - .	Pour bottom	\$6,000.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00	100.00%	\$0.00	\$600.00
10	B2-4 - .	Pour Top	\$7,000.00	\$7,000.00	\$0.00	\$0.00	\$7,000.00	100.00%	\$0.00	\$700.00
11	B2-5 - .	Backfill	\$3,000.00	\$3,000.00	\$0.00	\$0.00	\$3,000.00	100.00%	\$0.00	\$300.00
12	B2-6 - .	Install P/V/F	\$40,000.00	\$30,000.00	\$7,000.00	\$0.00	\$37,000.00	92.50%	\$3,000.00	\$3,700.00
13	B2-7 - .	Coat wet well	\$20,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$20,000.00	\$0.00
14	B2-8 - .	Install Pumps	\$70,000.00	\$0.00	\$9,000.00	\$53,350.00	\$62,350.00	89.07%	\$7,650.00	\$6,235.00
15	B2-9-1 - .	Service Entrance	\$2,600.00	\$520.00	\$1,950.00	\$0.00	\$2,470.00	95.00%	\$130.00	\$247.00
16	B2-9-2 - .	Switchgear	\$25,000.00	\$0.00	\$25,000.00	\$0.00	\$25,000.00	100.00%	\$0.00	\$2,500.00
17	B2-9-3 - .	Instrumentation	\$3,100.00	\$0.00	\$1,550.00	\$0.00	\$1,550.00	50.00%	\$1,550.00	\$155.00
18	B2-9-4 - .	Controls	\$2,000.00	\$0.00	\$1,000.00	\$0.00	\$1,000.00	50.00%	\$1,000.00	\$100.00
19	B2-9-5 - .	Motors / Pumps	\$5,200.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$5,200.00	\$0.00
20	B2-9-6 - .	Site Lighting	\$3,000.00	\$2,500.00	\$500.00	\$0.00	\$3,000.00	100.00%	\$0.00	\$300.00
21	B2-9-7 - .	Underground Conduit	\$66,000.00	\$66,000.00	\$0.00	\$0.00	\$66,000.00	100.00%	\$0.00	\$6,600.00
22	B2-9-8 - .	Wire in Underground Conduit	\$42,000.00	\$0.00	\$21,000.00	\$0.00	\$21,000.00	50.00%	\$21,000.00	\$2,100.00
23	B2-9-9 - .	In Slab Conduit	\$5,600.00	\$5,600.00	\$0.00	\$0.00	\$5,600.00	100.00%	\$0.00	\$560.00
24	B2-9-10 - .	Exposed Indoor Conduit	\$5,800.00	\$0.00	\$4,350.00	\$0.00	\$4,350.00	75.00%	\$1,450.00	\$435.00
25	B2-9-11 - .	Wire in Indoor Conduit	\$2,200.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$2,200.00	\$0.00
26	B2-9-12 - .	Exposed Outdoor Conduit	\$25,000.00	\$1,250.00	\$20,125.00	\$0.00	\$21,375.00	85.50%	\$3,625.00	\$2,137.50
27	B2-9-13 - .	Wire in Outdoor Conduit	\$4,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$4,000.00	\$0.00
28	B2-9-14 - .	Generator Connection	\$2,100.00	\$0.00	\$1,050.00	\$0.00	\$1,050.00	50.00%	\$1,050.00	\$105.00
29	B2-9-15 - .	Grounding	\$1,500.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	100.00%	\$0.00	\$150.00
30	B2-10 - .	Install Manhole	\$8,000.00	\$7,200.00	\$0.00	\$0.00	\$7,200.00	90.00%	\$800.00	\$720.00
31	B2-11 - .	Install Underground Pipe	\$5,300.00	\$1,325.00	\$2,650.00	\$0.00	\$3,975.00	75.00%	\$1,325.00	\$397.50
32	B2-12 - .	Install Generator	\$90,600.00	\$90,600.00	\$0.00	\$0.00	\$90,600.00	100.00%	\$0.00	\$9,060.00
33	B2-13 - .	Pour concrete foundations	\$10,000.00	\$9,000.00	\$1,000.00	\$0.00	\$10,000.00	100.00%	\$0.00	\$1,000.00
34	B2-14 - .	Final Grading	\$5,000.00	\$0.00	\$1,500.00	\$0.00	\$1,500.00	30.00%	\$3,500.00	\$150.00

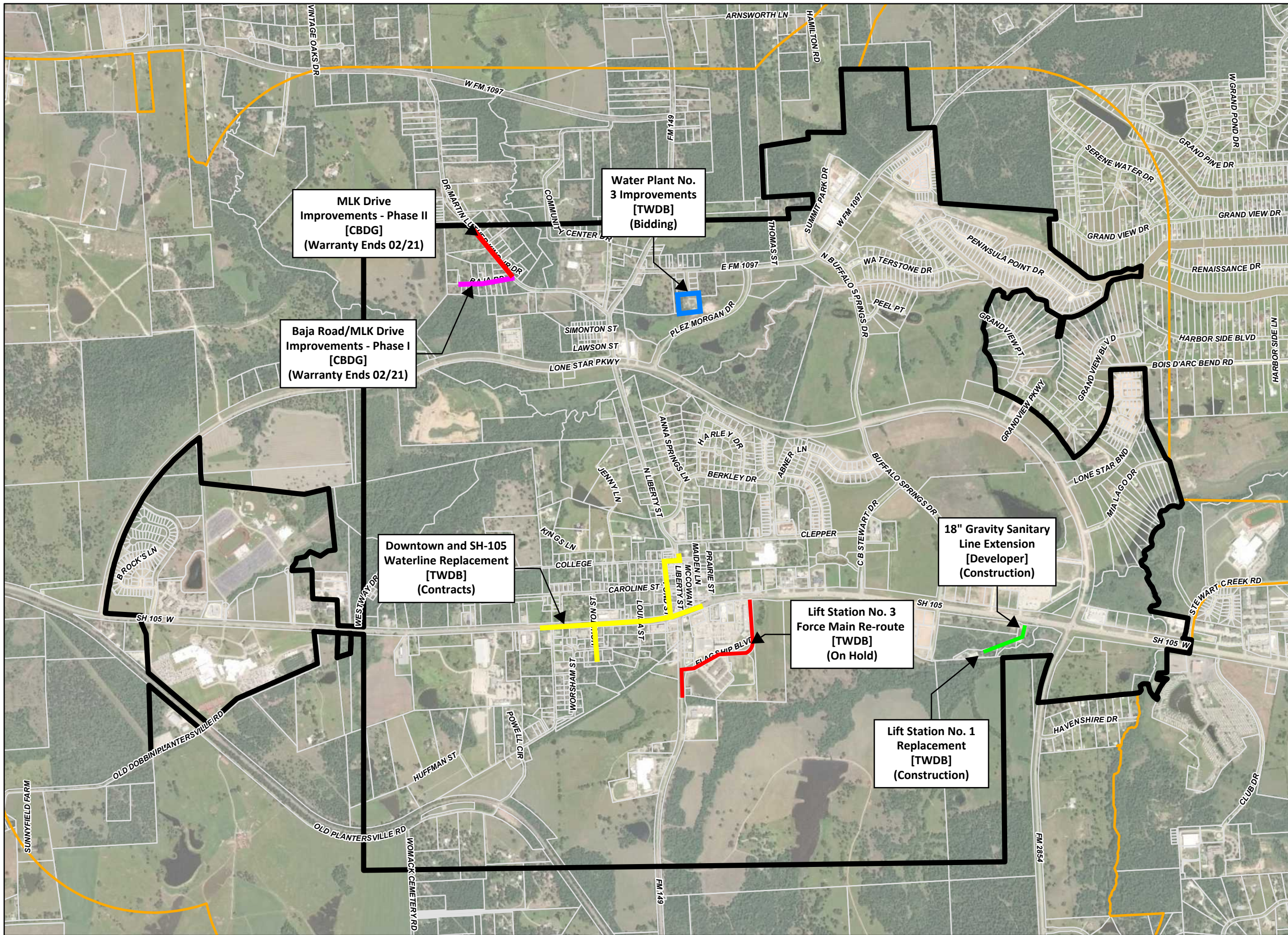
A	B	C	D	E	F	G		H	I	
ITEM NO.	COST CODE	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
				FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
35	B3 - .	Trench Safety System	\$600.00	\$540.00	\$0.00	\$0.00	\$540.00	90.00%	\$60.00	\$54.00
36	B4 - .	SWPPP	\$1,200.00	\$1,080.00	\$0.00	\$0.00	\$1,080.00	90.00%	\$120.00	\$108.00
37	B5 - .	Necessary modifications to complete work	\$15,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$15,000.00	\$0.00
38	B6 - .	Construction Staking Allowance	\$7,000.00	\$5,600.00	\$0.00	\$0.00	\$5,600.00	80.00%	\$1,400.00	\$560.00
39	B7-1 - .	Install Bypass pumping	\$27,000.00	\$27,000.00	\$0.00	\$0.00	\$27,000.00	100.00%	\$0.00	\$2,700.00
40	B7-2 - .	Bypass Operation	\$2,300.00	\$1,620.00	\$340.00	\$0.00	\$1,960.00	85.22%	\$340.00	\$196.00
41	B7-3 - .	Demo Bypass System	\$1,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$1,000.00	\$0.00
42	B8 - .	Demo offsite lift station.	\$31,500.00	\$31,500.00	\$0.00	\$0.00	\$31,500.00	100.00%	\$0.00	\$3,150.00
43	B9 - .	Electric Service Allowance	\$10,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$10,000.00	\$0.00
44	B10 - .	Access platform for generator	\$9,700.00	\$0.00	\$4,850.00	\$0.00	\$4,850.00	50.00%	\$4,850.00	\$485.00
TOTALS:			\$1,094,300.00	\$820,435.00	\$110,265.00	\$53,350.00	\$984,050.00	89.93%	\$110,250.00	\$98,405.00

Change Orders

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
45	PCCO#001 Texas Water Development Board modifications	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00
TOTALS:		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00%	\$0.00	\$0.00

Grand Totals




A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D + E + F)	% (G / C)	BALANCE TO FINISH (C - G)	RETAINAGE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
GRAND TOTALS:		\$1,094,300.00	\$820,435.00	\$110,265.00	\$53,350.00	\$984,050.00	89.93%	\$110,250.00	\$98,405.00



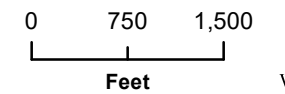
VICINITY MAP

Scale: 1 inch equals 20 miles

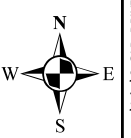
LEGEND

-  City Limits
-  City ETJ
-  MCAD Parcels

ACTIVE CAPITAL PROJECTS (JULY 2020)

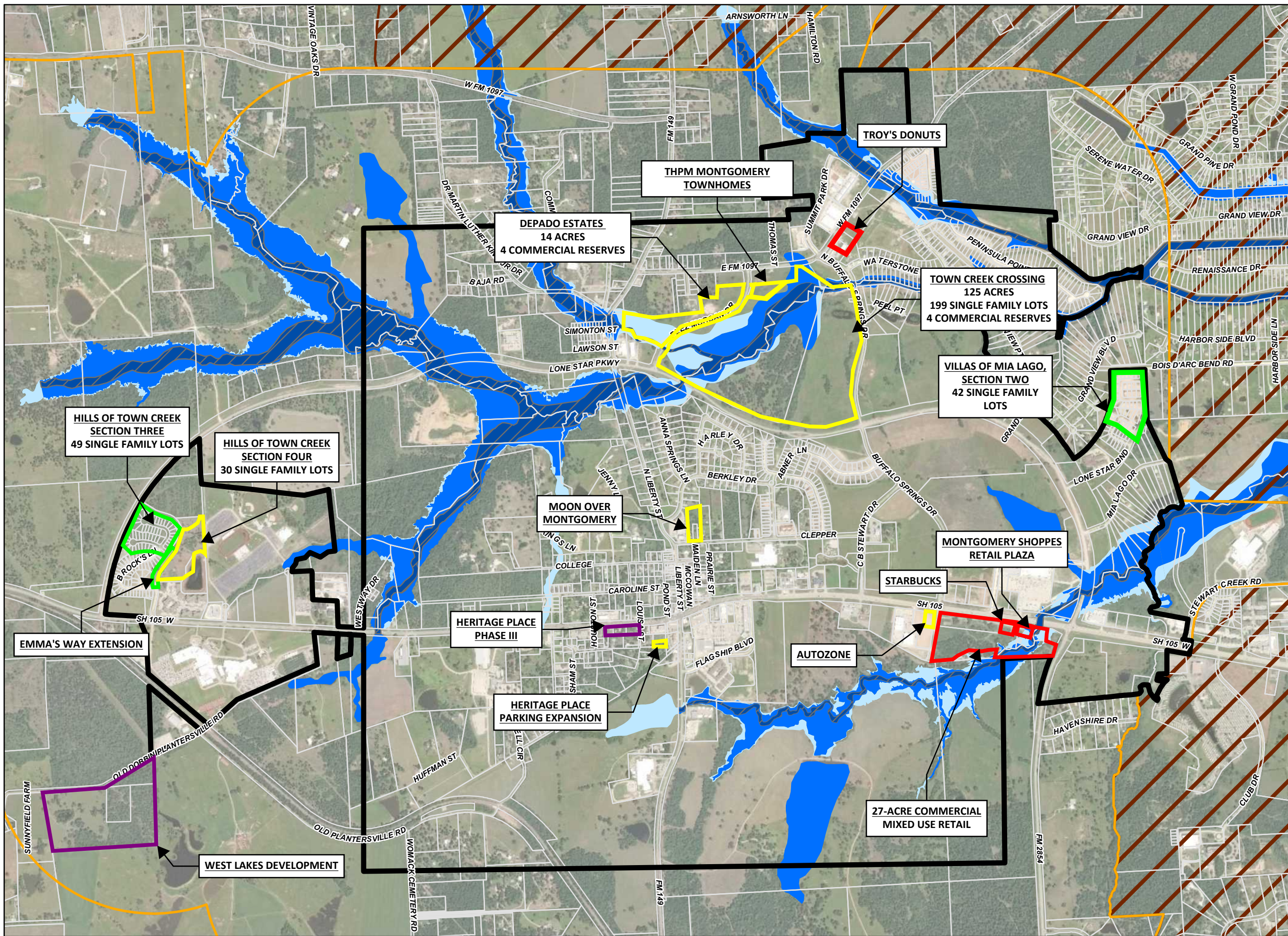


1 inch equals 1,500 feet



Disclaimer: This product is offered for informational purposes and may not have been prepared for or be suitable for legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate relative location of property, governmental and/or political boundaries or related facilities to said boundary. No express warranties are made by Jones & Carter, Inc. concerning the accuracy, completeness, reliability, or usability of the information included within this exhibit.





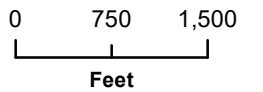
VICINITY MAP

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 (JULY 2020)



1 inch equals 1,500 feet



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User Name: JCP Date: 3/17/2020 Project Number: W5941-0900-18 Path: V:\Practice\Workspaces\Corporate Services\GIS\Scratch\Workspace\Jaka\OLD_DRIVE\HO-HH\71\Projects\Districts\City Of Montgomery\PRJ\2020\March\Active Developments (11.17).mxd

Montgomery Economic Development Corporation
AGENDA REPORT

Meeting Date: August 17, 2020	Budgeted Amount: NA
Prepared By: Richard Tramm	Exhibits: Estimated Funding Needs

Subject

Consideration and Possible Action to Amend Current Fiscal Year Budget to Fund Contest to Name the Montgomery Goat

Discussion


The Montgomery Goat's debut on social media has quickly become one of the most popular and widely spread social media posts the City has seen. In order to capitalize on the appeal of the Goat, we have the opportunity to develop a contest to engage the public in a contest to name the Goat that will help increase the City's social media distribution, increase the awareness of the City's new social media icon and help educate the public on one of the unique stories from the City's past.

The opportunity to help publicize and include the public in this will help generate interest and enthusiasm in the both the City's social media and the City's history in a way that does not come along very often.

Recommendation

Authorize the use of funds from the budget category for Contests for use in the Contest to Name the Montgomery Goat.

Approved By

City Administrator	Richard Tramm 	Date: August 14, 2020
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Estimated Funding Needs

Prizes: Estimate of Total Prizes: \$220-\$250 (I would expect to partner with local business in prizes but I am including the full amount in the funding request for now.)

First Prize \$100

Second Prize \$50

Third Prize \$25

Honorable Mention \$10-\$15 (allow for multiple Honorable Mention winners)

Materials Costs: \$150

Estimate of 1,000 double sided copies of entry materials to be delivered, ideally involving MISD elementary students, with the cooperation of MISD.

Advertising Costs: \$100 for social media promotion

Professional Services: \$125 Estimated at 5 hours work at \$25/hour to coordinate the following:

Website Content

Facebook Posting and Promotion

School Handout Production

Setting Rules and Schedule

Setting Judging Team and Standards

Coordinate Display of Winning Submissions and Distribution of Prizes

Estimated Total for Budget Purposes: \$625

I believe the actual number will be lower in the event we have contributions towards the prizes from local businesses.