



City Administrator Report – August 24, 2021 City Council Meeting

We are monitoring the increasing cases of COVID-19 and are working to continue to provide City services as the situation may change.

Two items were tabled at the last meeting. The item for the messaging signs is back on this agenda with additional information included. Chief Solomon will be present, if necessary, to address questions on this item. The other tabled item was regarding a generator purchase to be able to use the City Community Center as an emergency shelter. Staff is in contact with the City's grant consultant looking into possible options for grants related to shelters that could potentially cover all or part of this cost.

I previously mentioned we would have a schedule for the upcoming workshop related to the mobile vendor (food truck) section of the vendor ordinance. Our schedule outline is as follows:

Staff and City Attorney Complete work on Draft Ordinance – August 31
City Releases Public Survey on these items – Week of September 6
Begin Accepting Written Comments – Same time as Survey Release
Hold Workshop – Sep. 21-23 (exact date subject to Council availability)
End Acceptance of Written Comments – Day Following Workshop
Summary Report to City Council – September 28
Staff and City Attorney Complete Revised Draft Ordinance Prior to
the October 12 City Council Meeting

There are two local areas where I am familiar with food truck vendors successfully operating and integrated in the local landscape. These are Deacon Baldy's on FM 1488 and 403 Eats in Tomball, Texas. These are each designed differently and are worth seeing, if City Council members have time to go see these on their own time.

I have continued to work with Texas Department of Emergency Management (TDEM) for access to the American Rescue Plan funding that will be available to the City. We should receive the first payment of that funding in the next few weeks, according to information I received from TDEM. These funds come with several requirements for their use, so we will be putting these funds into a separate account until we are able to properly track and spend these on an approved project.

The regular local meetings I have attended since the last City Administrator Report include a meeting with the Texas Attorney General's Office on August 5th regarding the State's opioid settlement, an architectural consultant selection meeting with MISD on August 6th, City Council Meeting on August 10th, Montgomery Economic Development Corporation Meeting on August 16th and the Chamber of Commerce Board Meeting on August 18th. I was also involved in numerous internal meetings pertaining to other City functions. Regarding the meeting on the opioid settlement, the City is likely to receive funds related to this settlement, though that amount is not yet known. I do not anticipate it to be a significant amount of income to the City.

As I mentioned previously, I am planning to take vacation time in October. The dates that I plan to be gone are October 15th through 25th. This time falls between the two City Council meetings that month.

I look forward to seeing each of you at the upcoming meeting. If you have specific questions on items within the reports, please feel free to contact me or the appropriate department head prior to the meeting. Also, please let me or the City Secretary know if you will be unable to attend this City Council Meeting.

Respectfully submitted,

Richard Tramm
City Administrator