

Montgomery Economic Development Corporation
AGENDA REPORT

Meeting Date: April 19, 2021	Budgeted Amount: \$160,000.00
Prepared By: Richard Tramm	Exhibits: None

Subject

Consideration of Approving Transfer of Budgeted Funds to City of Montgomery for Capital Projects.

Discussion

During recent years, the MEDC had budgeted funds to go towards the City of Montgomery's Debt Service Fund as a method of contributing to City Capital Projects. For this current fiscal year's budget this was reworked so the MEDC budgeted to provide a direct contribution to the City to pay towards the capital upgrade projects for fiscal year 2020-2021, which includes upgrades to water system capacity for the growth the City is experiencing and is expected to continue to experience in the foreseeable future. For this fiscal year, these projects include the work on the Downtown and SH-105 Waterline Replacement (current construction costs approved to date \$164,466) and the Water Plant No. 3 Improvements (on which work is anticipated to begin soon). The projects are listed as items a and c in the Status of Previously Authorized Projects portion of the Engineer's Report.

As is typical with MEDC participation on economic development grants, these funds were retained by the MEDC after the work was started so it would reimburse the City for the actual expenses realized. These funds are budgeted in 56000.B City Capital Projects with \$160,000.00 budgeted towards these items.

Recommendation

Consider and approve the transfer of funds to the City of Montgomery for use in the capital utility projects, as described.

Approved By

City Administrator	Richard Tramm <i>R7</i>	Date: April 15, 2021
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MONTGOMERY ECONOMIC DEVELOPMENT CORPORATION

Adopted Budget
2020-2021

	2019-20 Adopted Budget	2020-21 Adopted Budget
Income		
55000 · Taxes & Franchise Fees		
55400 · Sales Tax	\$654,000	\$675,000
Total 55000 · Taxes & Franchise Fees	\$654,000	\$675,000
55300 · Other Revenues		
55391 · Interest Income	\$10,000	\$4,000
55399 · Misc. Income	\$0	\$0
Total 55300 · Other Revenues	\$10,000	\$4,000
Total Income	\$664,000	\$679,000
Expense		
56000 · Pub Infrastructure - Category I		
56000.6 · Downtown Dev Improvements	\$60,000	\$112,000
56000.7 · Streets & Sidewalks	\$76,000	\$10,000
56000.8 · Utility Extensions	\$50,000	\$50,000
56000.A · Tsf to Debt Service	\$160,000	\$0
56000.B · City Capital Projects	\$0	\$160,000
Total 56000 · Pub Infrastructure - Category I	\$346,000	\$332,000
56001 · Business Dev & Ret -Category II		
56001.8 · Sales Tax Reimbursement	\$79,500	\$115,000
56001.9 · Economic Development Grant Prog	\$20,000	\$20,000
Total 56001 · Business Dev & Ret -Category II	\$99,500	\$135,000
56002 · Quality of Life - Category III		
56002.1 · Walking Tours	\$1,000	\$0
56002.2 · Removal of Blight	\$15,000	\$15,000
56002.3 · Events	\$34,000	\$34,000
56100.1 · Neighborhood Water Party	\$0	\$1,000
56100.5 · Lighting Up Montgomery	\$1,500	\$2,000
56100.6 · Southern Rum Runners	\$0	\$0
56100.7 · Mudbugs and Music	\$0	\$0
56100.8 · Christmas Party	\$0	\$0
56100.9 · Contests/Prizes	\$1,000	\$4,000
56002.4 · Downtown Enhancement Projects	\$30,000	\$30,000
Total 56002 · Quality of Life - Category III	\$82,500	\$86,000
56003 · Marketing & Tourism-Category IV		
56003.5 · Brochures/Printed Literature	\$9,000	\$4,000
56003.C · Website	\$3,000	\$8,000
56003.F · Social Media Advertising	\$1,000	\$3,000
56003.G · Historical Signage	\$0	\$2,000
Total 56003 · Marketing & Tourism-Category IV	\$13,000	\$17,000
56004 · Administration - Category V		
56004.1 · Admin Transfers to Gen Fund	\$107,500	\$47,500
56004.3 · Miscellaneous Expenses	\$500	\$500
56004.6 · Consulting (Professional Services)	\$9,800	\$49,000
56004.7 · Travel & Training Expenses	\$5,000	\$10,000
56004.9 · Technology	\$200	\$2,000
56004.A · Office Supplies	\$0	\$0
Total 56004 · Administration - Category V	\$123,000	\$109,000
Total Expense	\$664,000	\$679,000
Net Income	\$0	\$0

March 18, 2021

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

Re: Engineering Report
Council Meeting: March 23, 2021
City of Montgomery

Dear Mayor and Council:

The following information summarizes our activities on your behalf since the February 23rd Council Meeting:

Status of Previously Authorized Projects:

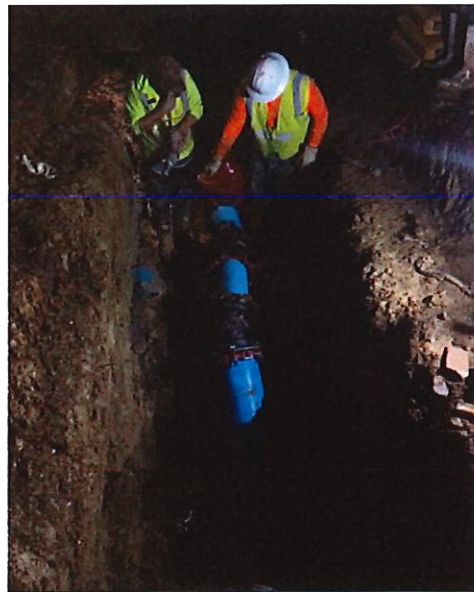
All projects discussed below are shown on the enclosed maps of active developments and capital projects.

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

The contractor completed a portion of the waterline installation along SH-105 near Cedar Brake Park using both open cut and trenchless construction, and is currently proceeding with installation of the waterline along Pond St. We approved Pay Estimate No. 1 in the amount of \$21,825.00 and Pay Estimate No. 2 in the amount of \$142,461.00. The Contractor's period of performance ends June 13, 2021.



Trenchless construction on Pond St.



Overnight tie-in at SH-105 & Shepperd

Status of Previously Authorized Projects (cont.):**b) Baja Road Water and Drainage Improvements, Phase I & Phase II (CDBG)**

We attended a final inspection for both projects on February 24th. The contractor is working to address the punch list items identified in the Phase I project. No punch list items were identified in the Phase II project, and we plan to recommend release of the maintenance bond for the project at this Council meeting.

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

The contractor executed the contracts and will be provided to the City for execution upon receipt of approval from the City's attorney.

d) GLO Projects

We are coordinating with GrantWorks to determine which of the solutions presented by BGE, Inc. will fit within the budget. We also plan to coordinate with City Staff this month to discuss an engineering contract and potential time extension.

e) Sanitary Sewer System Analysis and Master Plan – CP No. 3b – Lift Station No. 1 Replacement

We met with the contractor's Surety on March 12th to discuss the damages. We provided all necessary documents to the Surety for processing to finalize the damages incurred.

f) 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.

g) Atkins Creek Water, Sanitary Sewer, and Storm Sewer Improvements

We attended the one-year warranty inspection for the project on January 26, 2021. The Contractor has addressed all punch list items identified at the inspection, and we plan to recommend release of the maintenance bond for the project at this Council meeting.

Existing and Upcoming Developments:

a) **Feasibility Studies** – There are no active feasibility studies at this time.

b) Plan Reviews

i. **Panda Express** – We received plans for review on March 8th and provided comments to the plans on March 15th.

c) Plat Reviews

i. **Peel Junction Investments Minor Plat** – We received the minor plat on March 5th and provided comments to the plat on March 15th.

ii. **Hills of Town Creek Section 4 Final Plat** – We signed the final plat on March 17th.

Plat Reviews (cont.):

- iii. **Town Creek Crossing** – We received the final plat on March 11th and plan to return comments this week.
 - iv. **Montgomery Shoppes Section 2 Amending Plat No. 2** – We received the amending plat on February 23rd and provided comments to the plat on March 3rd.
- d) **Ongoing Construction**
- i. **Hills of Town Creek Section 4** – The contractor is completing the portions of the project and is expected to request a final inspection in the next few weeks.
 - ii. **Town Creek Crossing Section 1** – The contractor moved onsite this month and has begun installation of storm sewer. The contractor is expected to be completed in July 2021.
- 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. The contractor for Hills of Town Creek Section 4 replaced the defective section of paving identified during the inspection. We will be conducting a follow-up final inspection at the same time as the final inspection for Hills of Town Creek Section 4.
 - iii. **Emma's Way** – The one-year warranty inspection was held on February 18, 2020. The contractor for Hills of Town Creek Sect. 4 replaced the defective portion of Emma's Way identified during the inspection. We will be conducting a follow-up final inspection at the same time as the final inspection for Hills of Town Creek Section 4.

Meetings and Ongoing Activities:

- a) **Town Creek and FM 149** – TxDOT cleared out the portion of the channel within the Right-of-Way and it is our understanding TxDOT plans to complete the installation of the additional rip-rap in the next few weeks.
- b) **Kammerer Tract Coordination** – We are coordinating with Montgomery County to include the thoroughfare plan updates that were prepared with the Kammerer Tract Feasibility Study in their overall thoroughfare plan, as well as discuss road ownership of the roads that will be constructed or improved as a result of this development. We met with Commissioner Walker on March 2nd to begin the discussion of roadway ownership and maintenance.
- c) **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.

Meetings and Ongoing Activities (cont.):

- d) **FM 1097 & Atkins Creek (TxDOT)** – We are coordinating with TxDOT to determine the area and what is needed to assist in preparing the legal description for the right-of-way that is to be acquired for the project.
- e) **FM 149 & SH-105 Right Turn Lane** –TxDOT has advised that the project is scheduled to be let in 2021.
- f) **FM 1097 Speed Study** – We attended a call with TxDOT to discuss options for preparing and providing a speed study on FM 1097. We are coordinating with staff to determine the best course of action to proceed.

Please contact Katherine Vu or me if you have any questions.

Sincerely,



Chris Roznovsky, PE
Engineer for the City

CVR/kmv

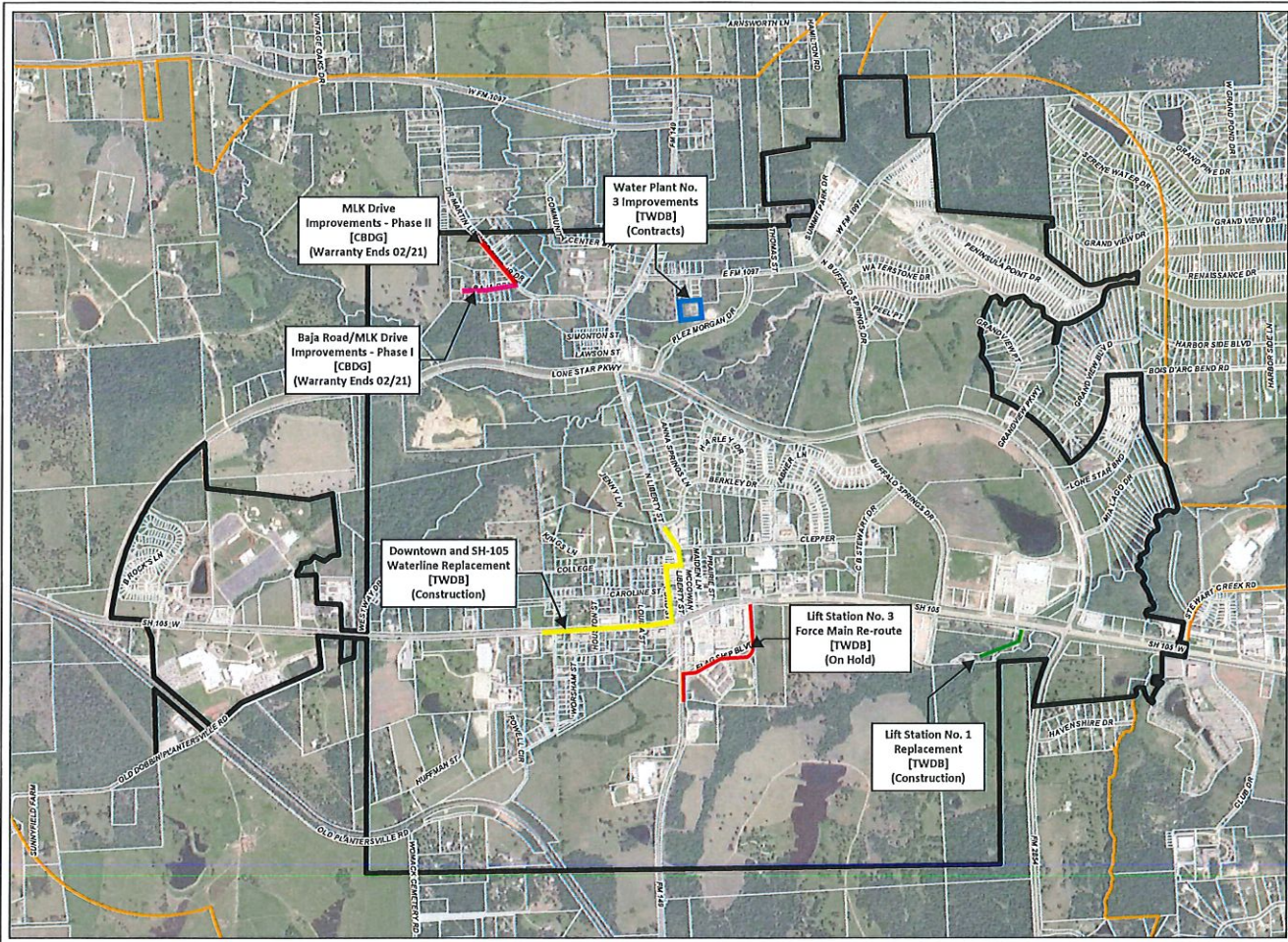
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Enclosures:

Active Capital Projects Map
Active Developments Map

Cc (via email):

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

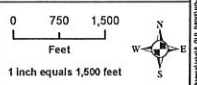


VICINITY MAP
Scale: 1 inch equals 20 miles

LEGEND

- City Limits
- City ETJ
- MCAD Parcels

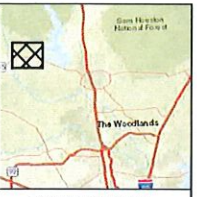
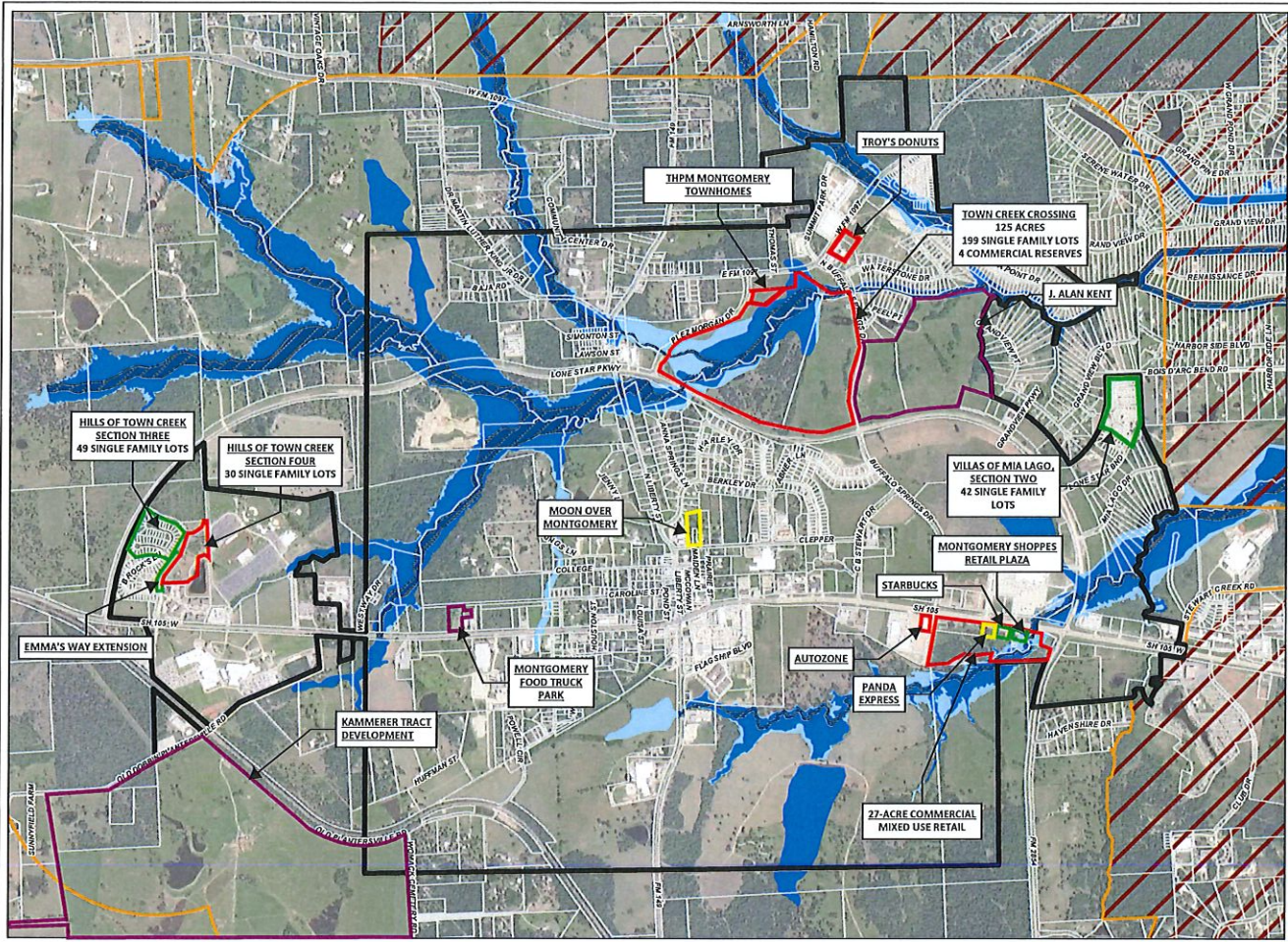
ACTIVE CAPITAL PROJECTS
(MARCH 2021)



Disclaimer: This project is offered for informational purposes and may not have been prepared for use in a legal proceeding or as a basis for any other project. It does not represent an engineering, surveying, or planning project. It does not represent an engineering, surveying, or planning project. It does not represent an engineering, surveying, or planning project. It does not represent an engineering, surveying, or planning project.

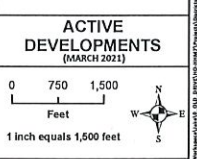


JONES CARTER
Texas Board of Professional Engineers Registration No. 1-422



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



Disclaimer: This project is offered for informational purposes and may not have been prepared for or to be suitable for legal, engineering, or servicing 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 suitability of the information included in this presentation.

JC
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