

**MINUTES OF THE  
CONROE CITY COUNCIL**

**FEBRUARY 7 & 8, 2018**

**CALL TO ORDER  
CALL OF ROLL**

**PRESENT: Mayor Powell  
Mayor Pro Tem Coon  
Council Members Gibson, Martin, Ham, and Snider  
City Administrator Paul Virgadamo  
City Attorney Marcus Winberry  
City Secretary Soco M. Gorjón**


**After a roll call by the City Secretary establishing a quorum was present, the workshop meeting was called to order at 2:00 p.m. by Mayor Powell.**

**The meeting agenda, which was posted in accordance with the Texas Government Code, Chapter 551, was presented.**

**Agenda folders containing data relating to agenda items had been furnished to Council Members prior to the meeting of the Council.**

**Agenda items were considered by the Council. The action taken concerning such item is shown on the official Council Action Sheet attached hereto and made a part of these Minutes.**

**After all business properly brought before the Council had been considered, City Council adjourned.**

  
Toby Powell, Mayor

**ATTEST:**

  
Soco M. Gorjón, City Secretary

## OFFICIAL MINUTES OF THE CONROE CITY COUNCIL

Representatives from the Catfish Festival addressed Council and thanked them for their continuous support.

### ARTS & CULTURAL DEVELOPMENT GRANT PROGRAM

Parks and Recreation Director Mike Riggins presented Council for their review and consideration the recommendations for the Arts and Cultural Development Grant Program totaling \$100,000 (Exhibit "A").

### 2018 CVB HOTEL OCCUPANCY TAX (HOT) GRANTS

CVB Manager Shannon Overby presented Council for their review and consideration the proposed 2018 CVB Hotel Occupancy Tax (HOT) Grants totaling \$100,000. The Tourist Council's recommendations were as follow; Young Texas Artists – 34<sup>th</sup> Annual Competition \$7,500, Houston Money Show \$10,000, American Junior Golf Association \$5,000, Texas 10 Race Management- Conroe 10 Miler \$10,000, Greater Conroe Arts Alliance – Rising Stars and Legends of Texas \$7,500, Oilman Texas Triathlon \$15,000, Conroe Cajun Catfish Festival \$10,000, Sounds of Texas Music Series \$5,000, Cooking for Courage – Texans United for Freedom (TUFF) \$15,000, Heritage Museum – Vault Expansion \$15,000, and Heritage Museum – Bus Tours no funds granted at this time.

After a brief discussion, Council Members Gibson and Martin asked Council to consider granting the full \$15,000 amount requested to the Young Texas Artists-34<sup>th</sup> Annual Competition.

Mayor Pro Tem Coon asked Council to also consider additional funds for the Sounds of Texas Music Series, maybe fund the full \$15,000 amount requested, and consider awarding \$15,000 to the Conroe Cajun Catfish Festival as requested as well.

Mayor Powell asked Council to consider the downtown merchants situation that are paying the City the loans given for the remodeling of downtown Conroe. Mayor Powell suggested setting a committee composed of Council, Shannon Overby, and downtown merchants, to see how the City can help them and to see how many hotel rooms are occupied during the Americana Festival.

### FEASIBILITY STUDY FOR OSCAR JOHNSON JR. COMMUNITY CENTER

Parks and Recreation Director Mike Riggins asked Council to consider a feasibility study service for The Oscar Johnson, Jr. Community Center. Mr. Riggins pointed out that a request for proposal was advertised for feasibility study services and six firms responded. After an extensive review and interviews, the Oscar Johnson, Jr. Community Center Advisory Board and staff recommended Burditt for the feasibility study services.

Mayor Powell thanked the Board Members for all they do and their dedication.

### AMENDMENT SEC. 90-28 DOWNTOWN DISTRICT SIGN REGULATIONS

Community Development Director Nancy Mikeska presented Council the proposed amendment to Sec. 90-28, Downtown District Sign Regulations, City Code of Ordinances, to cover individual business or structure lighting in the downtown, for their review and consideration. Staff recommended amendments as presented.

After a lengthy discussion, it was agreed by Mayor and Council to defer this item until a committee could meet and discuss all of the proposed changes. Mayor Powell suggested including Rodney Pool and Ron Saikowski as part of the committee.

### CIP UPDATE

Interim Engineering Director Tommy Woolley presented Council the CIP update (Exhibit "B").

### **COST OF LIVING INCREASE (COLA)**

Assistant City Administrator/CFO Steve Williams presented Council the proposed across-the-board cost of living increase (COLA) for City employees. Mr. Williams pointed out that recent trends indicate that revenues can now safely support a 2% COLA for all City employees, effective March 1, 2018.

### **BOND COUNSEL**

Assistant City Administrator/CFO Steve Williams asked Council to consider Orrick as the City's future Bond Counsel. Mr. Williams pointed out that eight firms responded to the City's RFPs for Bond Counsel and after the review of all of the submittals, the committee held interviews with the three top firms; Winstead, Bracewell, and Orrick, and decided that Orrick would be the most fit company for the City.

### **FEASIBILITY STUDY FOR CONROE EVENT CENTER**

City Administrator Paul Virgadamo presented Council the recommendation to proceed with the firm Garfield Public/Private LLC to conduct a feasibility study for the Conroe Event Center for a cost of \$72,000. Mr. Virgadamo pointed out that the study would take between four to six months. Council Martin pointed out that this will not be considered in the upcoming 2018 City Election. Council Martin thanked former Councilwoman Porter for all of her help in this matter.

**At 3:08 p.m., Mayor Powell along with Council, City Administrator Paul Virgadamo, City Attorney Marcus Winberry, and Assistant City Secretary Sami H. Randles, recessed into a Closed Executive Session Chapter 551.071, 551.074 and 551.086 for the following purpose:**

- **Financial incentives to attract a business prospect to locate within the City**
- **Performance Evaluation of the City Secretary**
- **Discuss appointment of Director of Engineering**
- **Discuss appointment of Executive Director of Economic Development**
- **SJRA GRP Contract Litigation**
- **Litigation with Lone Star Groundwater Conservation on District Rules**

**The Closed Executive Session was recessed at 5:08 pm.**

### **BRIEFING**

None

### **COUNCIL MEMBERS INQUIRY TIME**

None

**There being no further business brought before the Council, the meeting was recessed until tomorrow at 6:00 p.m.**

**RECONVENE**

**THURSDAY, FEBRUARY 8, 2018 – 6:00 P.M.**

**OFFICIAL ACTION OF THE CONROE CITY COUNCIL**

**CALL TO ORDER**

**CALL OF ROLL**

**This meeting was cancelled for lack of a quorum. A Special Council Meeting will take place February 15, 2018 to discuss pending agenda items.**

Fiscal Year 2017 – 2018  
 Arts and Cultural Development Program  
 Grant Recommendations

Applicant	2016 - 2017 Received	2017 - 2018 Recommended
Conroe Art League	\$14,000	\$15,500
Conroe Chorale (dba Montgomery County Choral Society)	\$11,000	\$12,500
Conroe Symphony Orchestra	\$14,000	\$16,000
Friends of Conroe*	\$0	\$1,000
Greater Conroe Arts Alliance*	\$0	\$1,000
Montgomery County Foundation for Performing Arts	\$14,000	\$16,000
Main Stage Productions, Inc. (dba Stage Right)	\$15,000	\$17,000
Montgomery County Literary Arts Council	\$4,000	\$5,000
The Little Theatre of Conroe (dba Players Theatre Company)	\$14,000	\$16,000

\*First Time Applicant

Exhibit "A"  
(1 of 1)

# CIP Updates

## Windsor Lake Lift Station

- Installing hatches for the wet well
- Backfilling around building slab
- Building and electrical is scheduled for delivery 2/19
- Scheduled completion August 2018

## Windsor Force Main

- Installed 11,500' of line
- Installing pipe hangers on the TxDOT bridges
- Continuing short bores and beginning open cut areas
- Scheduled completion July 2018

## IH 45 Sanitary Sewer 105 to Hillcrest.

- Installed 2,000' up IH 45
- At Candy Cane Park completed north of Saltgrass driveway
- Scheduled completion June 2018

## MP Clark

- Both lanes poured from LL to Shadow Lakes
- NB lanes poured from Shadow Lake to FM 830; completed hike & bike trail.
- Traffic switch scheduled for 2/12.
- Scheduled completion March 2018

## N Thompson Pavers

- Project is schedule to be substantially complete next week

## SH 105 Access Management Project (TxDOT)

- Duct Bank complete and working on tie-ins
- Started work on driveways & sidewalks
- New traffic signals turned on

## Smaller Projects

- Asphalt Overlay project (Milltown, Holly Hills, Robinwood) – milling and base repairs
- Downtown signals working on contract Traffic System Inc. – ordered mast arm poles
- FM 1484 at Technology Parkway Signal – foundations installed
- Safe Route to School sidewalks (Tx Wall & Landscape) - began staking for sidewalks
- League Line & Plantation sidewalks (Precise Services) - begins 2/27
- Wilson Road Widening (Triple B) – waiting on contracts
- Grace Crossing Ext and Signal – waiting on contracts

## Design

- Grace Crossing Ext – 100% plans finalizing property acquisitions paperwork
- Longmire Road widening 100% plans schedule to bid in Feb or March 18
- Veterans Memorial Park Drive – 90% plans
- New WWTP scheduled for an August 2018 bid advertisement
- Old Conroe Road – Advertising RFQ for preliminary design services.

Exhibit "B"  
(1 of 1)