CALL TO ORDER
CALL OF ROLL

PRESENT: Mayor Powell
         Mayor Pro Tem Coon
         Council Members Gibson, McDonald, Ham and Czajkoski
         City Administrator Paul Virgadamo
         City Attorney Marcus Winberry
         City Secretary Soco M. Gorrón

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. Gorrón, City Secretary
WORKSHOP AGENDA

OFFICIAL MINUTES OF THE CONROE CITY COUNCIL

Mayor Powell recognized Police Officer B. Hughes for his 4 years of service.

HID AWARD - TURF MANAGEMENT SERVICES AT VARIOUS LOCATIONS
Parks and Recreation Director Mike Riggens presented Council the proposed bid award for turf management services for various locations for their review and consideration. Mr. Riggens advised that staff recommended Texas Wall and Landscape for a one-year contract with options for three, one-year renewals in the amount of $304,134, and pointed out that since it was a competitive sealed bid, prices could not be negotiated.

MONTGOMERY COUNTY HOSPITAL DISTRICT - PREEMPTION EQUIPMENT INTERLOCAL AGREEMENT
Director of Public Works Norman McGuire presented Council the proposed Interlocal Agreement with Montgomery County Hospital District for preemption equipment on specific traffic signals at no cost to the City, for their review and consideration.

VARIANCES REQUESTS - MUD 149 - CHAPEL RUN
Community Development Director Nancy Mikeska presented Council for their consideration proposed variance requests referencing to multiple chapters of the City Code of Ordinances regrading setbacks, trees, sidewalks, paving/streets, and possibly others, for MUD 149, a subdivision known as Chapel Run, located off McCaleb Road, out the City's SH 105 W. corridor. Mrs. Mikeska addressed the Tree Ordinance variance request and stated the developer could not make the 30% canopy as requested since the site was cleared before he purchased it, since at that time; the property was not in the City limits. Council was presented a proposed amenity plan of 25-acres of green space. Mayor Powell pointed out that we should do what was right for the citizens of Conroe. City Attorney Marc Winberry stated it was a good trade off to have 25-acres of green space, which was not required in our current Ordinance, and in addition, the developer was also proposing to plant 245 large trees and 109 medium trees. Councilman Ham inquired why the City would penalize a developer for purchasing a cleared lot to which Mr. Winberry stated that it was recommended they would not be required to pay the mitigation payment and to keep the proposed plan as presented. The street width and setback variance request were discussed next. Fire Marshal Cottar addressed street widths and gave a presentation to Council for their review and consideration. Fire Marshal Cottar stated that street widths were not in the Fire Codes, but they were addressed in the City Ordinances. He expressed the Fire Department's concerns about reducing the minimum street width less than 29-ft. and pointed out that the Fire Department required a minimum of 26-ft.–27-ft. Fire Marshal Cottar pointed out that public safety was a concern. Mayor Powell stated that safety and security of citizens was the most important issue. Director of Public Works Norman McGuire stated that he was very concerned if we did not meet minimum specifications. Councilman Czajkoski inquired how many lots would be lost if it was changed to a 29-ft. street and City Engineer Chris Bogert stated none. Mayor Pro Tem Coon stated it was hard to maneuver away from a 29-ft. street minimum and inquired about the recommendation for the set back. It was contemplated to consider 29-ft. on the street widths and 20-ft. for setbacks and staggered garages. Sidewalks were discussed next and Director of Capital Projects/CIP Tommy Woolley stated that Staff would be okay with an 8 ft. sidewalk on one side of the street.

CDBG DISASTER RECOVERY PROGRAM - GLO GRANT
Director of Capital Projects/CIP Tommy Woolley presented Council the proposed Resolution authorizing submission of CDBG-Disaster Recovery Program application for a GLO Grant related to disaster recovery efforts in response to Hurricane Harvey from the Texas General Land Office in the amount of $391,452.74 for improvements. Staff recommended approval.

DEVELOPER AGREEMENT WITH CTM HOLDINGS
This item was deferred.
CTM HOLDINGS UTILITY FUNCTIONS AGRMNT – CONROE MUNICIPAL MANAGEMENT DISTRICT NO. 2
City Attorney Marc Winberry presented Council the revised Utility Functions Agreement with CTM Holdings, LLC on behalf of proposed Conroe Municipal Management District No. 2 for their review and consideration. He stated the City would not have anything to do with the sewer system. Director of Public Works Norman McGuire pointed out that he was okay with the latest revision as presented by Mr. Winberry.

INTERLOCAL AGREEMENT FOR THE EXPANSION OF FARRELL ROAD
Director of Capital Projects/CIP Tommy Woolley presented Council the proposed Interlocal Agreement for the expansion of Farrell Road for their review and consideration. City Attorney Marc Winberry stated that the County was granting the City permission to improve the road. Staff recommended approval.

ENGINEERING CONSULTANTS SERVICES CONTRACT – BLEYL ENGINEERING
Director of Capital Projects/CIP Tommy Woolley presented Council the proposed Engineering Consultants Services Contract from Bleyl Engineering to design the removal and replacement of the 1.0 MG Concrete Type III Groundwater Storage Tank at Water Well 20 (Pollok). Staff recommended approval of the fee proposal in the amount of $157,840.10. Mayor Pro Tem Coon asked for Item 3 (a) and 6(a) of the proposal to be broken down for tomorrow’s meeting.

PARTIAL EASEMENT ABANDONMENTS – OLD MCCALEB ROAD & DIAMONDHEAD NORTH ROAD
City Engineer Chris Bogert presented Council the proposed partial abandonments of a 16-foot wide Old McCaleb Road Easement and a 30-foot wide Diamondhead North Road Easement located in the W.C. Clark Survey, A-6, Montgomery County, Texas, for their review and consideration. Mr. Bogert stated that no one had previously paid for the easements in the past. Mr. Bogert pointed out that this area was needed by the developer to meet the Tree Ordinance. Owner Scott Chelootz spoke to Council and stated he would be willing to put a tree bond. He also expressed that this was a retirement project, a boat storage facility, and he would not change anything as presented today. Councilman Ham inquired if there were plans to install a LED sign and Mr. Chelootz answered in the negative.

CIP UPDATE
Director of Capital Projects/CIP Tommy Woolley presented Council the CIP update for Council review and information (attached as Exhibit “A”).

FLEET FACILITY ARCHITECT – MARTINEZ ARCHITECTS
Fleet Safety Manager Erik Metzger presented Council the proposal to hire Martinez Architects for the design of the new Fleet Facility in the amount of $185,000 for their review and consideration.

At 3:58 p.m., Mayor Powell along with Council, City Administrator Paul Virgadamo, City Attorney Marcus Winberry, and Assistant City Secretary Sami H. Quinlan, recessed into a Closed Executive Session Chapter 551.071, 551.072 and 551.074 for the following purpose:

- Performance Evaluation of the City Secretary
- SJRA GRP Contract Litigation
- Litigation with Lone Star Groundwater Conservation on District Rules
- Consultation concerning the purchase, exchange, lease or value of real property

The Closed Executive Session was recessed at 4:50 p.m.

BRIEFING
Mayor Pro Tem Coon made the citizens aware that the City of Conroe paid almost $700,000 to SJRA for surface water fees.

COUNCIL MEMBERS INQUIRY TIME
None

There being no further business brought before the Council, the meeting was recessed until tomorrow at 9:00 a.m.
RECONVENE
THURSDAY, JANUARY 10, 2019 – 6:00 P.M.

OFFICIAL ACTION OF THE CONROE CITY COUNCIL
CALL TO ORDER
A LL OF ROLL

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

ABSENT:         Councilman Ham

INVOCATION:     Pastor Dowen Johnson - April Sound Church

PLEDGE:         Boy Scouts Troop 1517 - Representative

EMPLOYEE OF THE MONTH: Baldemar Esquivel - Parks and Recreations Dept. - January

Mayor Powell thanked Officer Troester for his service to the Police Department.

CITIZEN INQUIRY
Kathy Collins, resident of Lake Conroe Forest, a newly annexed area, addressed Council and stated there was a problem with unleashed dogs and dog attacks in her neighborhood. She stated that Animal Control was understaffed, and requested Council to make the City of Conroe a leader on animal control issues and take care of this problem. Mayor Powell asked City Administrator Paul Virgadamo to check on the situation.

Bruce Clay with Tri-Clay Partnership addressed Council concerning the legality of his sign located at Bellshire Dr. and I-45. He informed Council that he had requested to see the Ordinance numerous times regarding the violation of his sign and no one has actually showed him why his sign is violating the Ordinance. He asked Council to help him resolve this issue and stated he did not want to sue the City. City Attorney City Attorney Marc Winberry and Community Development Director Nancy Mikeska would visit this issue.

LONE STAR GROUNDWATER CONSERVATION DISTRICT
This item was deferred.

VARIANCES REQUESTS – MUD 149 – CHAPEL RUN
TREE PRESERVATION
Councilman Czajkoski made a motion, seconded by Mayor Pro Tem Coon to approve a variance to the City’s tree preservation and tree planting requirement for Chapel Run based on the absence of standing tree stock suitable for preservation. As a condition of the variance the developer is required to set aside 25 acres of greenspace and amenity area as proposed in the attached land plan (Exhibit B) and plant not less than 245 large trees and 109 medium trees meeting the City’s requirement for replacement tree planting. The variance does not alter the standard requirement for three trees to be planted on each lot as a condition of the building permit.

All Councilmen present voted in favor and the variance was passed unanimously.
VARIANCES REQUESTS – MUD 149 – CHAPEL RUN - CONTINUATION

PAVEMENT ON LOCAL STREETS
Mayor Powell presented the request of the developer for a variance to permit 26-ft. pavement width for local streets and 24-ft. pavement width for minor streets (cul-de-sacs). Councilman Czajkoski made a motion, seconded by Councilman McDonald, to approve the variance as requested.

Councilmen Czajkoski and McDonald voted in favor of the motion. Councilman Gibson and Mayor Pro Tem Coon voted against and Councilman Ham was absent. Mayor Powell cast a vote in favor of the motion to break the tie and declared the motion passed.

BUILDING SETBACK LINE
Councilman McDonald made a motion to allow all lots in Chapel Run to have a 20-ft. building setback line. The motion was seconded by Councilman Czajkoski.

All Councilmen present voted in favor and the variance was passed unanimously.

SIDEWALK VARIANCE
Councilman McDonald made a motion to allow an 8-ft. wide sidewalk to be built along one side only of the main entry road as shown on the sidewalk plan attached as Exhibit C. No sidewalk would be constructed on the opposite side of the entry road or upon any portion of the road outside the subdivision boundary. The motion was seconded by Mayor Pro Tem Coon.

All Councilmen present voted in favor and the variance was passed unanimously.

CDBG DISASTER RECOVERY PROGRAM – GLO GRANT
Councilman Gibson made a motion to approve the proposed Resolution authorizing submission of CDBG-Disaster Recovery Program application for a GLO Grant related recovery efforts from Hurricane Harvey as discussed and presented. Councilman McDonald seconded the motion. Motion carried unanimously.

DEVELOPER AGREEMENT WITH CTM HOLDINGS, LLC
This item was deferred.

CTM HOLDINGS UTILITY FUNCTIONS AGRMNT – CONROE MUNICIPAL MANAGEMENT DISTRICT NO. 2
City Attorney Marc Winberry presented a revised Utility Functions Agreement with one additional amendment and no personal liability as previously discussed.

Mayor Pro Tem Coon made a motion to approve the revised Utility Functions Agreement with CTM Holdings, LLC on behalf of proposed Conroe Municipal Management District No. 2 as presented. Councilman McDonald seconded the motion. Motion carried unanimously.

INTERLOCAL AGREEMENT FOR THE EXPANSION OF FARRELL ROAD
Councilman Czajkoski made a motion to approve the proposed Interlocal Agreement for the expansion of Farrell Road as discussed and presented. Councilman Gibson seconded the motion. Motion carried unanimously.

ENGINEERING CONSULTANTS SERVICES – BLEYL ENGINEERING
Councilman Gibson made a motion to approve the Engineering Consultants Services Contract from Bleyl Engineering to design the Groundwater Storage Tank at Water Well 20 (Pollok) as presented. Councilman Czajkoski seconded the motion. Motion carried unanimously.

PARTIAL EASEMENT ABANDONMENTS – OLD MCCALEB RD – DIAMONDHEAD NORTH RD
Councilman McDonald made a motion to approve the partial abandonments of a 16-foot wide Old McCaleb Road Easement and a 30-foot wide Diamondhead North Road Easement as discussed and presented. Councilman Czajkoski seconded the motion. Motion carried unanimously.
NOVEMBER 2018 MONTHLY FINANCIAL REPORT
Assistant City Administrator/CFO Steve Williams presented Council the November 2018 Monthly Financial Report for Council’s review and consideration.

Councilman Gibson made a motion to approve the November 2018 Monthly Financial report as presented. Councilman McDonald seconded the motion. Motion carried unanimously.

CONSSENT AGENDA
A motion was made by Councilman Gibson, seconded by Councilman Czajkoski to approve the Consent Agenda Items 10 through 16, as presented. Motion carried unanimously.

- Approve Interlocal Agreement with Montgomery County Hospital District for preemption equipment on specific traffic signals.
- Approve hiring Martinez Architects for the design of the new Fleet Facility in the amount of $185,000.
- Approve Ordinance authorizing participation in Coalition of Cities for Entergy Texas, Inc. regulatory actions in 2019.
- Award bid for turf management services at various locations to Texas Wall and Landscape in the amount of $304,134.
- Approve Commission and Board Meeting absences.
  - 12/6/18 – Jim Arnold
  - 12/20/18 – Steve Hailey and Curt Maddux
- Approve Council Meeting Minutes held December 12 & 13, 2018.
- Payment of Statements:
  - Brock Agency Inc.
  - Precise Services, Inc.
  - Angel Brothers Enterprises, LTD
  - Third Coast Services, LLC
  - Alcott Inc. dba TCH
  - San Jacinto River Authority

    Inv. No. 2019 First Thursday Concert Series $50,000.00
    Inv. No. 5 Final – Construction League Line & Plantation sidewalks $57,200.84
    Inv. No. 8 – Final – Pavement Rprs and Asphalt Overlay $204,228.86
    Inv. No. 6 – Traffic Signal Installations $67,310.72
    Inv. No. 46 – New WWTP Project Phase IV $235,247.13
    Inv. No. 2 – WWTP Fiber Connectivity $189,303.49
    Surface Water fee payment $610,734.03

There being no further business to consider, a motion was made by Mayor Pro Tem Coon, seconded by Councilman McDonald to adjourn the meeting.
Wilson Road Widening
- Phase 2 has begun to grade, stabilize and pour concrete for the eastbound lanes.
- 3 signal foundations have been poured & cabinet complete.
- Scheduled completion adjusted to February 2019 due to rain days.

Freedom Boulevard (Veterans Memorial)
- 100% concrete pavement and sidewalks. Need striping, signs, asphalt tie in to 2854 & cleanup.

SH 105 Access Management Project (TxDOT)
- Planting was begun.

Smaller Projects under construction
- Downtown signals (N Thompson & San Jacinto) – Need electrical service. Waiting on Entergy.
- SSOI Section-6 Sanitary Sewer Rehab – Continue pipe bursting 32,000 LF & manhole lining & testing.
- SSOI Section-7a Sewer Rehab – Continuing Pre-TV.
- Signal - S. Loop 336 at S. Conroe Medical Drive – Mast arms to be delivered in February.
- WWTP - Fiber Connectivity to PW--75% complete (14K LF); continue to install conduit and ground boxes.
- Industrial Park Rehab (Pollok & Conroe Park) – Pre-Construction meeting held, start in January 2019.
- Longmire Road Widening – Pre-Construction meeting scheduled for January 14th
- Sewer Rehab SH 105/IH45 Sanitary Sewer Phase 3 - Pre-Construction meeting scheduled for January
- Sewer Rehab River Pointe Area - Pre-Construction meeting scheduled for January
- Sgt. Ed Holcomb waterline – Pre-Construction meeting scheduled for January
- SH 105 West 12” Waterline Extension to (McCaleb) – Pre-Construction meeting scheduled for January.
- Stewart Creek Mitigation – Begin planting trees in 1/2019. Public Works has begun installing riprap.
- Conroe Connection Transit - Started 3rd & 4th bus routes, installed permeant sign placement. Designing bus stop benches and sidewalks.
- Sanitary Sewer Evaluation Survey (SSES) – Collecting data; set 33 flow meters for 6 basins.
  First data/report received November 2018 and Second data/report due: April 2019

Projects under Design
- Sidewalks - Wilson Road (Federal Funding) – ready to bid once street project at 50%
- Robinwood Water Well (Jasper) - 100 % Design; the permits for TCEQ & LSGW are complete. Bid in March 2019 after the tank rehabilitation by Public Works.
- New WWTP – New schedule shows to advertise for bids in May 2019.
- Old Conroe Road – Kickoff meeting for preliminary engineering held on January 8th with LJA
- Street Rehab - Brass Nail Road & Grace Crossing Loop – reviewing 60% plans
- SSOI Section-7b Sewer Rehab – Finalizing plans; 80% complete with Pre-TV; bid soon.
- Sidewalks for Semands, Silverdale & Sgt Ed Holcomb – survey complete; 30% plans,
- Street Rehabs for Milltown and Tanglewood/Briarwood – survey complete.
- Street Rehab - Westview Blvd & Montgomery Park Blvd W/sidewalks & waterline – started survey.
- CDBG-Disaster Recovery-Hurricane Harvey – working on finalizing contract with GLO.
- Sewer Rehab - Forest Estates and Wroxton – 30% plans complete.
- Lift Station Removal Pebble Glen & Longmire Pointe – reviewed 90% design; 100% due 2/5/19.
- FM 1488 Water System Improvements – Began survey and 30% plans due 2/25/19.
- Drainage Rehab for Crighton Ridge & Live Oak Creek – began survey work.
- McCaleb Water Well Construction – Land acquisition.
- Conroe Industrial Park Extension & Farrell – Began environmental and survey. (ROW clearing)
- Conroe Industrial Park Water & Sewer – Began survey.
- Sewer Upgrades to Carl Barton system – concept to add gravity working on contract proposal.
- All tree will have interception locations.
- Approximately planting land plan represents location of trees shown on site plan.
- Ordinance City of Commerce Tree All tree types would meet.
- 945 Total Lot Trees
- 3" Caliper Trees per Lot
- 1 - 4" Caliper and 2 -
  1" Lot Trees
- 109 Medium Trees
- 245 Large Trees
- Development Trees
- 1,299 Total Trees

Chapel Run

Land Plan