CALL TO ORDER
CALL 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

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

Mayor Powell recognized Police Officer J. Hancock for his 1½ years of service to the Police Department.

REPORT MANAGEMENT SYSTEM/COMPUTER AIDED DISPATCH – POLICE DEPARTMENT
Police Chief Jeff Christy presented Council the proposed purchase of Report Management System/Computer Aided Dispatch for the Police Department. Chief Christy explained this system would replace the current system and would allow information to be shared with other entities. Fire Chief Ken Kreger pointed out this would improve the Fire Department response time. Staff recommended the purchase agreement and contract review for RMS/CAD through Central Square in the amount of $979,796.51.

AMEND CODE OF ORDINANCES – CHAPTER 46 – REMOVING DOWNTOWN DISTRICT LIMITATIONS
Police Chief Jeff Christy presented Council the proposed amendment of the Code of Ordinances, Chapter 46-7 through 46-9 removing the downtown district limitations, for their review and consideration.

CIP UPDATE
Director of Capital Projects/CIP Tommy Woolley presented Council the CIP update of ongoing projects (Exhibit *A*). Director of Public Works Norman McGuire gave Council an update on his department’s projects, and Parks Superintendent Lauren Arnold gave an update on the Park’s Department projects. Mayor and Council commended staff for all of their work.

SIDEWALK IMPROVEMENT PROJECT – WILSON ROAD AND FOSTER DRIVE
Director of Capital Projects/CIP Tommy Woolley presented Council for their review and consideration the bid for the sidewalks improvement project on Wilson Road and Foster Drive. Mr. Woolley stated the scope of work would be to construct 6,825 linear feet of concrete sidewalks along both sides of Wilson Road from Plantation Drive to Hailey Street and along the north ROW of Foster Drive from East Lightningbug Ct. to South 7th Street, and installation of four bus stop shelters and related appurtenances. Staff recommended awarding the bid to DVL Enterprises in the amount of $427,105.

SEWER REHAB PROJECT – FOREST ESTATES AND WROXTON
Director of Capital Projects/CIP Tommy Woolley presented Council for their review and consideration the bids for the sewer rehab project at Forest Estates and Wroxtton. Mr. Woolley stated the scope of work would be rehabilitating approximately 30,287 linear feet of 6-inch, 8-inch, and 10-inch gravity sanitary sewer by Pipe Bursting and CIPP method. Staff recommended awarding the construction contract to T-Construction, LLC in the amount of $1,454,092.50.

ELECTRICAL CONVERSION – OVERHEAD TO UNDERGROUND
Director of Capital Projects/CIP Tommy Woolley presented Council for their consideration the bid for electrical conversion from overhead to underground services. Staff recommended awarding the construction contract to A & H Electric in the amount of $248,240.00

STREET REHAB – MILLTOWN AREA PHASE 2 PROJECT
Director of Capital Projects/CIP Tommy Woolley presented Council for their review and consideration the bids for the street rehab for the Milltown Area Phase 2 Project. Mr. Woolley stated the project consisted of milling and asphalt hot mix overlay and sidewalks repairs in various areas of the City of Conroe. Staff recommended awarding the construction contract to Smith & Company in the amount of $2,386,385.

SSOI SECTION 6 – CHANGER ORDER – EMERGENCY REPAIRS
Director of Capital Projects/CIP Tommy Woolley presented Council for their review and consideration the SSOI Section 6 Change Order for emergency repairs and unforeseen necessary field changes. Mr. Woolley pointed out that this project was part of an agreement with the TCEQ that required the City to address sanitary sewer overflows. Staff recommended approval of the Change Order in the amount of $275,347.

Minutes
June 12 & 13, 2019
Workshop & Regular Council Meeting
2
AMEND BY-LAWS - UZA MOBILITY COMMITTEE
Transportation Manager Shawn Johnson presented Council for their review and consideration the amendment to the By-Laws changing the frequency of the UZA Mobility Committee Meetings from quarterly to semi-annually. Mrs. Johnson explained the dual designated recipients requested the Mobility Committee consider changing the meeting frequency from quarterly to semi-annually to match up with frequency of all of the Program of Projects. Staff recommended changing the By-Laws as requested.

AMEND ARTICLE 1, CHAPTER 94, CODE OF ORDINANCE – STREET TYPES
This item was deferred.

PUBLIC HEARING – AMENDMENT OF ARTICLE 1, CHAPTER 94 – STREET TYPES
This item was deferred.

AMEND CHAPTER 70 – ARTICLE II – BACKFLOW PREVENTION/CROSS CONNECTION
Assistant Director of Public Works Jason Miller presented Council for their review and consideration the proposed Ordinance amending Chapter 70 and adding “Article II” relating to backflow prevention and cross connection protection for the City of Conroe public water system. Mr. Miller stated the proposed Article II was in addition to the adopted Plumbing Code and would be enforced by the Director of Public Works. Staff recommended approval of the proposed amendment to the Ordinance.

UPGRADE TRAFFIC SIGNAL TACTICS SOFTWARE
Director of Public Works Norman McGuire asked Council to consider purchasing upgraded Traffic Signal Tactics Software and software support from Iteris in the amount of $91,843.00. Mr. McGuire pointed out that the current version of the software needed to be upgraded to support the City’s traffic signal system. He advised the funds were currently in the budget. Staff recommended approval.

CDBG 2019 ANNUAL ACTION PLAN
Community Development Director Nancy Mikeska presented Council for their review and consideration the proposed Resolution adopting the CDBG 2019 Annual Action Plan and authorizing the Mayor to sign all documents for transmittal to the U.S. Department of Housing and Urban Development and for the acceptance and implementation of the grant.

POST-EMPLOYMENT BENEFITS (RETIREE INSURANCE) TRUST INVESTMENT GUIDELINES
Assistant Finance Director Collin Boothe presented Council for their review and consideration the proposed Post-Employment Benefits (Retiree Insurance) Trust Investment Guidelines Document. Mr. Boothe stated the purpose of this agenda item was to change the OPEB trust’s investment strategy from Moderate to Balanced. Staff recommended approval.

At 2:45 p.m., Mayor Powell along with Council, City Attorney Marcus Winberry, and City Secretary Soco M. Gorjón, recessed into a Closed Executive Session Chapter 551.071, 551.072 and 551.0742 for the following purpose:

- SJRA GRP Contract Litigation
- City of Conroe, et al vs. TCEQ, et all and TexCom Gulf Disposal, LLC
- Consultation concerning the purchase, exchange, lease or value of real property
- Performance Evaluation of the City Administrator

The Closed Executive Session was recessed at 4:48 pm.

BRIEFING
None

COUNCIL MEMBERS INQUIRY TIME
None

Here being no further business brought before the Council, the meeting was recessed until tomorrow at 3:00 p.m.
RECONVENE
THURSDAY, JUNE 13, 2019 – 6:00 P.M.

OFFICIAL ACTION OF THE CONROE CITY COUNCIL
CALL TO ORDER
: ALL 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 Alan Anglin – Change Pointe Church
PLEDGE: U.S. Army Representatives

PROCLAMATION: U.S. Army – Flag Day – June 14, 2019

JUNE EMPLOYEE OF THE MONTH: Jodi Willard – CVB

Mayor Powell recognized Caitlin Goodrich, Miss Montgomery County that will be competing for Miss Texas in June 2019.

Mayor Powell recognized Police Officer K. Campos for his 3 years of service to the Conroe Police Department.

Mayor Powell recognized the Finance Department for receiving the Distinguished Budget Presentation Award for the current budget from the Government Finance Officers Association, which is the highest form of recognition in government budgeting. Mr. Williams thanked Mayor and Council and pointed out that this was the 15th time the City has accomplished this prestigious award.

CITIZEN INQUIRY
Annie Burnett addressed Council regarding beautification for the entire city. Mrs. Burnett stated the ditches needed to be cleaned and people are storing vehicles on their lots in Dugan. Mayor Powell instructed City Administrator Paul Virgadamo to check on Mrs. Burnett’s concerns.

Gwen Ames, a resident of Woodside Manor apartments, addressed Council to thank the staff for helping and caring for the citizens of Conroe when she reached out to them regarding a trash compactor problem. She specifically thanked Mayor Pro Tem Coon, Councilman McDonald, Police Deputy Chief Abbot and Code Enforcement Officer Jared Hubbard.

SSOI SECTION 6 CHANGE ORDER – EMERGENCY REPAIRS
Councilman Gibson made a motion to approve the SSOI Section 6 Change Order for emergency repairs and unforeseen necessary field changes, as discussed and presented. Mayor Pro Tem Coon seconded the motion. Motion carried unanimously.

AMEND ARTICLE I, CHAPTER 94 CODE OF ORDINANCE – STREET TYPES
This item was deferred.
AMEND CHAPTER 70, ARTICLE II – BACKFLOW PREVENTION/CROSS CONNECTION
Councilman McDonald made a motion to approve the proposed Ordinance amending Chapter 70 and adding “Article II” relating to backflow prevention and cross connection protection for the City of Conroe public water system, as discussed and presented. Councilman Czajkoski seconded the motion. Motion carried unanimously.

CDBG 2019 ANNUAL ACTION PLAN
Councilman Czajkoski made a motion to approve the Resolution adopting the CDBG 2019 Annual Action Plan and authorizing the Mayor to sign all documents for transmittal to the U.S. Department of Housing and Urban Development and for the acceptance and implementation of the grant, as discussed and presented. Councilman Gibson seconded the motion. Motion carried unanimously.

CONSENT AGENDA
A motion was made by Councilman Gibson, seconded by Councilman McDonald to approve the Consent Agenda in its entirety, Items 5 through 17, as presented. Motion carried unanimously.

- Approve amendment of Code of Ordinances Chapter 46 by removing downtown district limitations.
- Award bid for the Sidewalk Improvement Project on Wilson Road and Foster Drive to DVL Enterprises.
- Award construction contract for the Sewer Rehab Project at Forest Estates and Wroxtin to T-Construction, LLC.
- Award bid for the Electrical Conversion from Overhead to Underground to A&H Electric.
- Award bid for the Street Rehab-Milltown Area Phase 2 Project to Smith & Company.
- Approve amendment to the By-Laws changing the frequency of the UZA Mobility Committee Meetings from quarterly to semi-annually.
- Approve Resolution authorizing submission of an application to the Texas General Land Office (GLO) related to Hurricane Harvey disaster recovery efforts in response to the severe storm and flooding events from August 24, 2017 through August 29, 2017, under FEMA Disaster Declaration No. 4332.
- Approve purchase of upgraded Traffic Signal Tactics Software and software support from Iteris.
- Approve Ordinance disannexing certain territory from the corporate limits of the City of Conroe and authorizing a Development Agreement related to such property.
- Approve Commission and Board Meeting absences.
  - 05/16/19 – Steve Hailey and Fred Greer
- Approve Council Minutes held May 23, 2019.
- Payment of Statements:
  - SJRA
  - Triple B Services LLP
  - CFG Industries LLC
  - Weisinger Incorporated
  - Third Coast Services
  - PGAL
  - Buckalew Chevrolet
  - Triple B Services
  - Berkly/Stealth Partner Group

Mayor Pro Tem Coon informed the citizens of Conroe that they paid almost $900,000 for the month of May to the San Jacinto River Authority for surface water.

There being no further business to consider, a motion was made by Mayor Pro Tem Coon, seconded by Councilman Czajkoski to adjourn the meeting.
CIP Updates

Projects under Design: 35
Projects under Construction: 24

Wilson Road Widening
- Phase 2 is complete; Traffic switched onto the new concrete pavement
- Completing Phase 3 starting Phase 4, 95% complete of the west side of Frazier/Wilson.
- Activated the new traffic signal at Frazier St. Completed sewer line work east of Frazier.
- Scheduled completion date is July 3.

SH 105 Underground Utilities - SH 105, IH-45 to SH 75 (CIDC)
- Recommendation to Council Award 6/13 in the amount of $248,240 to A & H Electric
- Working on 6 transformer easements along SH 105. All have agreed verbally. Surveyed Easements
- Coordination with Cobb Fendley for utilities with Entergy, SuddenLink and Consolidated.

New Conroe Central Wastewater Treatment Plant
- Advertised on CIVCAST. Over 200 vendors
- Bid schedule: Started Advertising 6/3 (for 7 weeks) Pre-Bid 6/19 (Mandatory), Receive bids 7/18
- Contracts signed for CPM with Gardner & Material testing with HTS.

Industrial Park Rehab (Pollok & Conroe Park)
- Milled ⅔ of Conroe Park Drive and Pollok, completed driveway and approach concrete installation for phase 1. Stabilized (Limed/Flyash) subgrade along Conroe Park North/West.

Longmire Road Widening
- Pre-Construction meeting held, Scheduled start June 17, 2019.
- Dry utilities still working on relocations (gas, phone & power) Per Entergy one week out.
- Contractor is surveying, clearing, removing fences and adjusting mailboxes for temporary widen.
- Waterline and storm sewer installation to follow.

Projects under construction
- Signal - S. Loop 336 at S. Conroe Medical Drive – Signal complete. Entergy to start work 5/21.
- WWTP - Fiber Connectivity to PW – Completed 95% of 15,000’; Looking at 2nd run by IT, $92K
- Sewer Rehab SH 105/IH45 Sanitary Sewer Phase 3 – Installed 6297 of new line. 90% complete
- Sewer Rehab River Pointe Area – Started point repairs and pipe bursting. 30% complete.
- SSOI Section 6 – emergency repairs and field changes, present to Council 6/13/19 in the amount of $275,347
- SH 105 West 12” Waterline Extension (to McCabe) – Installed 1,650 linear feet of 12”. Includes clearing for the new water plant site on McCabe.
- Camelot Extension – Contracts signed; Pre-Construction Meeting held with Triple B Services (Huffman) (4/17/19) work started May 2019.
- Conroe Connection Transit - Started 3rd & 4th bus routes, installed permeant sign placement.
- 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
- Crighton Road at UPRR - UPRR completed re-planking; need they to adjust RR signals to widen street.
- Moving forward with scheduling a meeting with UPRR concerning the signal cabinet inventory for the quiet zone per the agreements with UPRR.
- Stewart Creek Mitigation – Completed planting trees. Public Works has begun installing riprap.
- Robinwood Water Well (Jasper) – Contracts signed; Pre-Construction Meeting held with Weisinger (Willis) 5/30/19; work to start June 14.
- Street Rehab - Brass Nail Road & Grace Crossing Loop – Contracts signed; Pre-construction meeting with Randy Roan (Montgomery) 5/7; work started in the field 6/3/19
- Sidewalks for Semands, Silverdale, Sgt Ed Holcomb & San Jacinto – Contracts signed; Pre-Construction meeting with DVL (Kingwood) on 5/28/19; work to begin in the field 6/12/19
• Sidewalks - Wilson & Foster (Federal Funding) – Recommending to Council for award 6/13 to DVL (Kingwood) in the Amount of $427,105.
• Street Rehabs for Milltown – Recommending to Council for award 6/13/19 to Smith & Company (Conroe) in the amount of $2,386,385
• Sewer Rehab - Forest Estates and Wroxton – Recommending to Council for award 6/13/19 to T Construction (Houston) in the amount of $1,454,092.50.
• SSOL Section-7.2 Sewer Rehab – Bids received 6/6; under review

Projects under Design
• Fountain Park Bridge and Sidewalks – received 90% plans, bid ASAP.
• Old Conroe Road – Started survey and preliminary engineering with LJA. Working on AFA with TxDOT. Held meeting with TxDOT Tuesday to go over street typical sections, alignment and ROW widths.
• Sidewalks for Conroe Connection Transit - Started 3rd & 4th bus routes with bus stop benches & shelters. Scheduled to advertise for bid end of June.
• Street Rehabs Tanglewood/Briarwood – Survey complete and started design. Pushed back bidding until the water rehab project is completed in the area.
• Street Rehab-Westview Blvd & Montgomery Park Blvd w/sidewalks & waterline—started survey. 30% designs, scheduled to bid in September.
• GLO-CDBG-Disaster Recovery-Hurricane Harvey – extension for deadline 6/30 with GLO.
• GLO-CDBG-DR 2016 Flood Grant – completed contract phase, started survey work. Held kickoff.
• Lift Station Removal Pebble Glen & Longmire Pointe – reviewed 100% plans. Received easement agreement from HOA. HOA asked us to bid in August after summer season.
• FM 1488 Water System Improvements – Reviewed 60% plans. 90% plans due 6/24/19.
• Water Line Rehab - Lewis, Roberson, Dallas, & Palestine - 60% plans due July 3, 2019.
• Drainage Rehab for Crighton Ridge & Live Oak Creek – began survey work and in-house design.
• McCaleb Water Well & EST – Land acquisition. CP&Y started design. 60% review 6/24/2019.
• Alligator Creek Riverwalk – Design Study provided options along Dallas and Alligator Crk.
• Conroe Industrial Park Extension & Farrell – Began environmental, survey & design. 60% due 7/16/2019.
• Cooling Towers (Panorama) – Bleyl for proposal approved, began survey and design. 60% review 6/27/2019.
• SH 105 W Force Main - Chapel Hill to April Sound – Began survey and design. 60% due 6/24/2019.
• Remove & Replace - Ground Storage Tank Plant 20 (CIDC) – 90% reviewed need 100%
• Conroe Industrial Park Extension Water & Sewer – Began survey & design. Started ROW clearing.
• Seven Coves Waterline – held kickoff meeting. Began survey & design.
• Sewer Upgrades to Carl Barton system – concept to add gravity working on contract proposal. Freese & Nichols proposal approved, begin survey and design. 90% due 6/27/2019.
• Water Line Extension/Water Well #24 Blending – Carollo designer, Began RR permit agreement. May need to look at options in lieu of blending with surface water. Drill Jasper well on site??
• Signal/Drainage - Bois D'Arc Bend at Walden Road – held kickoff meeting. 60% Drainage & 90% signal review 6/19/19
• Signal Projects: held scoping meeting with Kimley Horn. Begin survey and design, 90% due 7/10/19
  o Sgt. Ed Holcomb at Camelot
  o Wally Wilkerson at Conroe Park West (CIDC)
  o Wally Wilkerson at Pollok (CIDC)
• Traffic Signal Upgrade Projects: SH 75, SH 105 and LP 336, 90% due 7/8/19
  o Flashing Yellow Arrows (5 year plan)
  o Radar Detection System (5 year plan)
• Traffic Signal Study on S. LP 336: received study on needed for turning movements and upgrades. Will include in next year's CIP submission.
  o LP 336 at Medical Center Blvd
  o LP 336 at River Pointe Blvd