CALL TO ORDER
CALL OF ROLL

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

Mayor Powell recognized Police Officer B. Koska for his 16 years of service to the Police Department.

PERFORMANCE BASED CASH INCENTIVE – STAINLESS STRUCTURALS, LLC
Executive Director of CEDC Danielle Scheiner presented Council for their review and consideration the proposed Performance Based Cash Incentive for Stainless Structurals, LLC. Mrs. Scheiner stated Stainless Structurals would expand their existing facility by adding a 105,000 square foot production facility and 10 employees. The project would create a capital investment of $4,825,000. Mrs. Scheiner pointed out that the total incentive for the expansion project would be $221,287 paid out over the seven-year performance period and furthermore informed that the project was approved by the CIDC.

REPORT MANAGEMENT SYSTEM/COMPUTER AIDED DISPATCH – POLICE DEPARTMENT
Police Chief Jeff Christy asked Council to consider the purchased of the Report Management System (RMS) / Computer Aided Dispatch (CAD) through Central Square for the Police Department as previously discussed with Council. Chief Christy stated this software would improve functionality in records, video, evidence management, workflow and search capabilities. Chief Christy pointed out that the software would not cost the City for the first two years and it would not affect this year's budget. Chief Christy thanked Chip VanSteenberg, Executive Director of Montgomery County 9-1-1, for his assistance in this project.

ABANDONMENT – UTILITY EASEMENT
Director of Capital Projects/CIP Tommy Woolley presented Council the request for the abandonment of a 16-foot wide Utility Easement located in Reserve G, Section 1 of Rivershire Subdivision, Kenneth Hyman Survey. Mr. Woolley stated there were no existing utilities in the easement, and that the unused Utility Easement was located entirely within the property and would be released to the property owner, Buckalew Chevrolet. Staff recommended granting the request of the release of the Utility Easement.

PUBLIC HEARING – ABANDON A 16-Ft UTILITY EASEMENT
At 2:06 p.m., Mayor Powell recessed the Open Meeting in order to conduct a Public Hearing for the request to abandon a 16-foot wide Utility Easement located in Reserve G, Section 1 of Rivershire Subdivision, Kenneth Hyman Survey. After receiving no comments, Mayor Powell closed the Public Hearing at 2:07 p.m.

BID AWARD FOR SSII SECTION 7 – PHASE 2
Director of Capital Projects/CIP Tommy Woolley presented Council for their review and consideration the bid award for SSII Section 7 – Phase 2. Mr. Woolley explained that the scope of service was to rehabilitate approximately 36,513 linear feet of 6-inch, 8-inch, and 10-inch gravity sanitary sewer by using a pipe bursting method and rehabilitate approximately 73 brick manholes by using a cement lining method. Staff recommended awarding the contract to T-Construction in the amount of $2,275,912.50.

VARIANCE REQUEST – UNIT DEVELOPMENT SUBDIVISION
Director of Capital Projects/CIP Tommy Woolley presented Council for their review and consideration a variance request to the City of Conroe Code of Ordinances, which required that a unit development subdivision be contained within a separate and defined section of the subdivision (Sec 94-256(d)). Mr. Woolley stated that Johnson Development has proposed Grand Central Park Sec. 13, a 3.813-acre residential subdivision consisting of 11 lots and 4 reserves, in 1 block, as a model home section. Mr. Woolley informed that the preliminary plat was conditionally approved by the Planning Commission on June 20, 2019, but the variance request to allow lots 8 and 9 to be Unit Development lots was denied, based on the current City Ordinance.

Councilman Ham asked if there were already duplexes in the area and Mr. Woolley answered in the affirmative.

Mayor Pro Tem Coon advised Council to exercise caution, as the model section would turn into a residential street. Council thanked Mr. Woolley for bringing this to their attention.
DEVELOPMENT AND BUILDING PLAN REVIEW SERVICES – CHARLES ABBOTT ASSOCIATES, INC.
Director of Capital Projects/CIP Tommy Woolley presented Council for their review and consideration the proposal from Charles Abbott Associates, Inc. for development and building plan review services for the implementation of Downtown Conroe Development Plan. Staff recommended approval of the proposal from Charles Abbott Associates in the amount of $85,000.

AMEND CHAPTER 94 – STREET TYPES
Director of Capital Projects/CIP Tommy Woolley presented Council for their review and consideration the proposed amendments to the provisions of Article 1, Chapter 94, of the City of Conroe Code of Ordinances regarding street types. Mayor Powell stated it was time to cut off variances and establish standards to start fresh. Mayor Woolley stated this was a long process and described the proposed standards in detail. Mayor Powell pointed out there was a Development Committee established which included several Fire Department members that reviewed all options available. Councilman McDonald stated that safety should be a priority and explained in detail the recommendations the Committee concluded. Councilman Gibson was very concerned with small streets and alleys and felt there were too many issues to support this as presented. Councilman Czajkoski pointed out that reducing the size of the streets would create more housing options and was pleased everyone came together to create the proposed amendments. Councilman Ham stated his appreciation for all of the work the committee had done and voiced the need to hear from the public on this issue as well. Mayor Pro Tem Coon stated it was the duty of the board to vote on this variance and requested that the Development Committee keep better and clearer minutes. He also voiced his concerns about enforcing parking on residential subdivisions. Mayor Pro Tem Coon asked Fire Marshal Cottar if there would be any negative impact to our citizens if the proposed amendments were accepted. Fire Marshal Cottar stated it was a compromise from both sides. Fire Chief Ken Kreger pointed out that the Fire Department had no experience with 27 ft. streets. Police Chief Christy commented that there were only a few subdivisions with no parking signs and calls were limited. Mayor Pro Tem Coon stated he could not support the proposed amendment as written. Councilman Ham requested information on recently annexed areas that have smaller streets. Community Development Director Nancy Mikeska would gather the requested data and give to Chief Kreger so he can compile the information requested by Councilman Ham. Mayor Powell pointed out that there were many subdivisions inside the City with narrow streets and stated his support to streamline process.

PUBLIC HEARING – AMEND ARTICLE 1, CHAPTER 94 – STREET TYPES
At 2:50 p.m., Mayor Powell recessed the Open Meeting in order to conduct a Public Hearing for the request of approval of amendments to provisions of Article 1, Chapter 94, of the City of Conroe Code of Ordinances regarding street types. After receiving no comments, Mayor Powell closed the Public Hearing at 2:51 p.m.

LIVE OAK CREEK DREDGING - CONROE COUNTRY CLUB
Director of Public Works Norman McGuire presented Council for their review and consideration the proposed bid award to Kayden Industries USA Inc. for Live Oak Creek Dredging through Conroe Country Club. Staff recommended awarding the bid in the amount of $315,452.98.

WATER PLANT #5 ELEVATED STORAGE TANK DEMOLITION
Director of Public Works Norman McGuire presented Council for their review and consideration the proposed bid award to Iseler Demolition for the Water Plant #5 Elevated Storage Tank Demolition project. Staff recommended awarding the bid in the amount of $107,300.

ANNEXATION OF PARCEL 2019-01, 2019-02 & 2019-03
Community Development Director Nancy Mikeska presented Council for their review and consideration the proposed Ordinances for the Direct Annexation of Parcels 2019-01, which included the area known as MUD 138 Additon, Roman Hills, 3-parcels; Parcel 2019-02, which included the area known as Mackenzie Creek, 1-parcel; and Parcel 2019-03, which included the area known as MUD 149 Chapel Run Subdivision, 2-parcels. Mrs. Mikeska advised these parcels were all presented in Public Hearings held on May 8, 2019 and May 9, 2019, and if approved the annexation should be effective June 27, 2019, at 11:59 p.m. Mrs. Mikeska pointed out that no citizens were involved and these were all voluntary annexations.
BLANKET P.O. – MONTGOMERY COUNTY HOSPITAL DISTRICT
Fire Chief Ken Kreger presented Council the proposed Blanket Purchase Order to Montgomery County Hospital District for Fire/EMS Communications Agreement for October 1, 2018 – September 30, 2019. Staff recommended approval for the budgeted item in the amount of $85,000.

BUNKER GEAR PROTECTION
Chief Ken Kreger asked Council to consider the proposed purchase of 15 sets of expiring bunker gear and purchase of 120 sets of new bunker gear made with advanced materials to protect firefighters from carcinogens. Chief Kreger noted that this represented one component of the amount previously approved by Council for firefighter cancer risk reduction plan. Staff recommended approval of the bid award to Nafeco in the amount not to exceed $415,000.

REIMBURSEMENT RESOLUTION –
Assistant City Administrator/CFO Steve Williams presented Council for their review and consideration a Reimbursement Resolution for the proposed Convention Center, parking garage and land. Mr. Williams advised this Resolution would grant the ability to utilize existing City reserves to initially fund the purchase of land, design and construction of the Conroe Convention Center, and at a later date, Certificates of Obligation (Cos) would be issued to fully fund these costs. Mr. Williams stated that the proposed Resolution was reviewed by the City’s bond counsel firm (Orrick) and had no concerns. Staff recommended approval in the amount of $29,500,000.

CREATING OF THE CONROE LOCAL GOVERNMENT CORPORATION
Assistant City Administrator/CFO Steve Williams presented Council for their review and consideration a proposed Resolution authorizing and approving the creation of the Conroe Local Government Corporation; approving the Certificate of Formation and By-Laws thereof; appointing the Initial Directors thereof; and containing other provisions relating to the subject. Staff recommended approval. Mr. Williams pointed out that the CLGC was being created to assist the City in funding the development of the Conroe Convention Center and Headquarters Hotel and construction of the hotel will be funded utilizing revenue bonds issued by the CLGC. Staff recommended approval of the proposed Resolution.

PURCHASE OF 7.5 ACRES IN GRAND CENTRAL PARK
This item to be discussed during Regular Council session.

CIP BUDGET PREPARATION SOFTWARE
Assistant Finance Director Collin Boothe asked Council to consideration the purchase of Operating and Capital Improvement Program (CIP) Budget Preparation Software. Mr. Boothe informed that the new budget software would allow the City to improve efficiency and save staff time in preparing the budget. Mayor Powell asked if updates were included. Mr. Boothe answered in the affirmative. Staff recommended purchasing Questica budget software in the amount of $144,970.

UTILITY FUNCTIONS AGREEMENT – MUD 149 (CHAPEL RUN)
City Attorney Marc Winberry presented Council for their review and consideration a proposed Utility Functions Agreement with MUD 149, Chapel Run Development to be located in the vicinity of McCaleb Road and SH 105. Mr. Winberry pointed out the general purpose was to provide the operation of the sewer system in the MUD District. He stated customers would be charged the same rates as City residents and the City would extend water and sewer services. Mr. Winberry explained in detail the proposed agreement language to Council. Staff recommended approval. Mayor Pro Tem Coon had several questions concerning the verbage in the agreement. Director of Public Works Norman McGuire clarified that the City would be responsible for the decommission of the facilities.

C IDC BOARD OF DIRECTORS
Mayor Powell asked Council to consider a proposed Resolution reappointing Chip VanSteenberg, Toby Powell and George Waggoner to the CIDC Board of Directors as presented by City Attorney Marc Winberry.
City Attorney Marc Winberry presented Council for their review and consideration the proposed Ordinance pertaining to CenterPoint Entergy 2019 Annual Gas Reliability Infrastructure Program ("GRIP") Adjustment for the Houston Division Service Area with the City of Conroe to increase gas rates in the Houston Division Area pursuant to Gas Utility Regulatory Act ("GURA"). Mr. Winberry informed Council that the City’s consultants recommended approval of the proposed Ordinance.

At 3:41 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, and 551.072 for the following purpose:

- SJRA GRP Contract Litigation
- Consultation concerning the purchase, exchange, lease or value of real property

The Closed Executive Session was recessed at 4:40 pm.

BRIEFING
Councilman McDonald revisited the street width proposed amendment and agreed the Development Committee should work on well-defined minutes for clarity. He thanked staff and Fire Marshal Cottar for their work. Councilman Czajkoski stated that a Committee’s recommendations should be considered.

COUNCIL MEMBERS INQUIRY TIME
None

There being no further business brought before the Council, the meeting was recessed until tomorrow at 9:30 a.m.
RECONVENE
THURSDAY, JUNE 27, 2019 – 9:30 A.M.

OFFICIAL ACTION OF THE CONROE CITY COUNCIL
CALL TO ORDER

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

ABSENT:
City Administrator Paul Virgadamo

INVOCATION & PLEDGE:
Pastor Doug Peters – Grace Crossing Church

SERVICE AWARDS:
Norman McGuire – 25 Years – Public Works Department

EMPLOYEE OF THE MONTH:
Micah Dubose – Fire Department

PROCLAMATION:
Parks and Recreation Month – July 2019

Mayor Powell recognized Police Officer D. Leggett for her 27 years of service to the Conroe Police Department.

CITIZEN INQUIRY
John Nicks addressed Council and asked for a sign to be removed by the traffic signal on the S. Loop by Conroe Medical Drive. He also requested that the Council not waste taxpayers money by paying Focused Advocacy. Mayor Powell asked Director of Public Works Norman McGuire to follow up on the sign removal.

SSOI SECTION 7 – PHASE 2
Mayor Pro Tem Coon made a motion to award the contract for SSOI Section 7 - Phase 2, as discussed and presented. Councilman Gibson seconded the motion. Motion carried unanimously.

VARIANCE – UNIT DEVELOPMENT SUBDIVISION – SEC 94-256(d))
Councilman McDonald made a motion to approve the variance request to the City of Conroe Code of Ordinances, which required that a unit development subdivision be contained within a separate and defined section of the subdivision (Sec 94-256(d)), as discussed and presented. Councilman Czajkoski seconded the motion. Motion carried unanimously.

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

ANNEXATION PARCEL 2019-01 – MUD 138 ADDITION - ROMAN HILLS
Councilman Gibson made a motion to approve the Ordinance for the Voluntary Annexation of Parcel 2019-01, which includes the area known as MUD 138 Addition, Roman Hills, 3-parcels; as presented in Public Hearings held on May 8, 2019 and May 9, 2019, effective June 27, 2019, at 11:59 p.m., as discussed and presented. Councilman McDonald seconded the motion. Motion carried unanimously.

ANNEXATION PARCEL 2019-02 – MACKENZIE CREEK
Mayor Pro Tem Coon made a motion to approve the Ordinance for the Voluntary Annexation of Parcel 2019-02, which included the area known as Mackenzie Creek, 1-parcel; as presented in Public Hearings held on May 8, 2019 and May 9, 2019, effective June 27, 2019, at 11:59 p.m., as discussed and presented. Councilman Ham seconded the motion. Motion carried unanimously.
ANNEXATION PARCEL 2019-03 – MUD 149 CHAPEL RUN SUBDIVISION
Councilman Czajkoski made a motion to approve the Ordinance for the Voluntary Annexation of Parcel 2019-03, which included the area known as MUD 149 Chapel Run Subdivision, 2-parcels; as presented in Public Hearings held on May 8, 2019 and May 9, 2019, effective June 27, 2019 at 11:59 p.m., as discussed and presented. Councilman Gibson seconded the motion. Motion carried unanimously.

REIMBURSEMENT RESOLUTION – CONVENTION CENTER-PARKING GARAGE-LAND
Councilman Gibson made a motion to approve the Reimbursement Resolution for the Convention Center, parking garage and land, as discussed and presented. Councilman Ham seconded the motion. Motion carried unanimously.

CREATION OF THE CONROE LOCAL GOVERNMENT CORPORATION AND BY-LAWS
Councilman Gibson made a motion to approve the Resolution authorizing and approving the creation of the Conroe Local Government Corporation; approving the Certificate of Formation and By-Laws thereof; appointing the Initial Directors thereof; and containing other provisions relating to the subject, as discussed and presented. Councilman Czajkoski seconded the motion. Motion carried unanimously.

At 9:46 a.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, and 551.072 for the following purpose:
- Consultation concerning the purchase, exchange, lease or value of real property.

The Closed Executive Session was recessed at 10:02 a.m.

PURCHASE OF 7.5 ACRES IN GRAND CENTRAL PARK
This item was deferred.

MAY 2019 MONTHLY FINANCIAL SUMMARY REPORT
Assistant City Administrator/CFO Steve Williams presented Council the May 2019 Monthly Financial Report for Council’s review and consideration.
Councilman Czajkoski made a motion to approve the May 2019 Monthly Financial report as presented. Mayor Pro Tem Coon seconded the motion. Motion carried unanimously.

CONSENT AGENDA
A motion was made by Councilman Gibson, seconded by Councilman Ham to approve the Consent Agenda in its entirety, Items 11 through 26, as presented. Motion carried unanimously.
- Approve request for abandonment of the 16 foot wide Utility Easement located in Reserve G, Section 1 of Rivershire Subdivision, Kenneth Hyman Survey.
- Approve the Performance Based Cash Incentive for Stainless Structural, LLC.
- Approve purchase of Report Management System (RMS) / Computer Aided Dispatch (CAD) for Police Department.
- Award Live Oak Creek Dredging through Conroe Country Club Bid to Kayden Industries USA, Inc.
- Award bid for Water Plant #5 Elevated Storage Tank Demolition to Iseler Demolition.
- Approve Blanket Purchase Order to Montgomery County Hospital District for Fire/EMS Communication Agreement.
- Approve purchase of 15 sets of expiring bunker gear and purchase of 120 sets of new bunker gear made with advanced materials to protect firefighters from carcinogens.
- Approve purchase of Operating and Capital Improvement Program (CIP) Budget Preparation Software – Questica Budget Software.
- Approve Utility Functions Agreement with MUD 149 (Chapel Run).

Minutes
June 26 & 27, 2019
Workshop & Regular Council Meeting
7

- Approve an Ordinance pertaining to CenterPoint Entergy 2019 Annual Gas Reliability Infrastructure Program ("GRIP") Adjustment for the Houston Division Service Area with the City of Conroe to increase gas rates in the Houston Division Area pursuant to Gas Utility Regulatory Act ("GURA").

- Approve additional excused absences of Council Meetings in cases of emergencies or City related business for the position of Mayor of the City of Conroe.

- Approve Council Minutes held June 12 and 13, 2019.

- Payment of Statements:
  - Montgomery Central Appraisal District
  - Hallf Associates Inc.
  - T Construction
  - Ride Right
  - Larry Young Paving, Inc.
  - LJA Engineering
  - Vulcan Materials Company
  - Texas Wall & Landscape
  - Triple B Services
  - Dell

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