CALL TO ORDER

CALL OF ROLL

PRESENT: Mayor Powell
Mayor Pro Tem Coon
Council Members Gibson, Ham, McDonald, and Czajkoski
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
CITIZEN INQUIRY
None

Mayor Powell recognized Police Officer Body for his 3 months of service with the Conroe Police Department.

2018 CDBG COMPREHENSIVE ANNUAL PERFORMANCE EVALUATION REPORT (CAPER)
Community Development Director Nancy Mikeska presented Council for their review and consideration the 2018 CDBG Comprehensive Annual Performance Evaluation Report (CAPER) for submission to HUD. Mrs. Mikeska explained that this was a routine item and pointed out that five houses would be included in this cycle.

AMEND CHAPTER 26 CODE OF ORDINANCES - OUTDOOR MUSIC VENUE AND AMPLIFICATION PERMIT
Community Development Director Nancy Mikeska presented Council for their review and consideration an amendment to Chapter 26, City Code of Ordinances, pertaining to Outdoor Music Venue and Amplification Permits. Mrs. Mikeska discussed in detail the proposed amendment and stated that the Legal Department had reviewed it as well. Mr. Frank Jackson addressed Council in support of the amendment.

PROJECT DEVELOPMENT AGREEMENT-INVESTMENT GRADE AUDIT
City Administrator Paul Virgadamo addressed Council and stated that this was similar to the Performance Based Contract with Siemens in 2007 that identified savings, which made the City more energy efficient. Assistant City Administrator/CFO Steve Williams noted the savings when the City replaced meters, and pointed out that the 10-year warranty has expired. Community Development Director Nancy Mikeska presented Council for their review and consideration a Project Development Agreement for an Investment Grade Audit and implementation thereof to assess, and improve the efficiency and cost savings infrastructures. Mrs. Mikeska noted that it would take time before implementation. After a lengthy discussion, it was the consensus of Council to move forward with the audit and asked Mrs. Mikeska when ready to bring back to Council.

COMPREHENSIVE PLAN UPDATE
Community Development Director Nancy Mikeska introduced consultant Chad Comeaux with Freese and Nichols, who presented a detailed Comprehensive Plan update to Council for their review. Mr. Comeaux stated on November 1, the second phase would begin. Councilman Czajkoski inquired on the cost of the study and Mrs. Mikeska replied it cost $280,000.

NAMING NEW LOOP ROAD WITHIN CARL BARTON, JR. PARK
Parks and Recreation Director Mike Riggins presented Council for their review and consideration the proposed naming of the new loop road within Carl Barton, Jr. Park. Mr. Riggins stated that the Parks and Recreation Advisory Board recommended the loop road to be named Law-Tolbert Lane in recognition of Susan Law and Mary Tolbert for their years of community service.

CUSTODIAL SERVICES BID
Parks Superintendent Lauren Arnold presented Council for their review and consideration the Custodial Services Bid Award pertaining to parks, bus shelters, Park and Ride, Fire Training Facility, medians, and downtown. Staff recommended awarding the bid to Pure Service Corporation for $154,932, for a one-year contract beginning January 1, 2020 with options for three one-year renewals.

CONSULTING SERVICES FEES – FIRE STATION NO. 4 AND NO. 6 - HVAC RENOVATIONS
Fire Chief Ken Kreger presented Council for their review and consideration the EBE/I-ENG-A Consulting Services fees for the purpose of providing MEP Engineering Services for the HVAC renovations of Fire Station No. 4 and Fire Station No. 6. Chief Kreger stated that Fire Station No. 4 and No. 6 were plagued with HVAC issues causing excessive condensation, which has caused mold in the Fire Stations. Staff recommended the approval of an additional $35,000 to EBE/I-ENG-A for the consulting service to draw up plans, write up specifications, and send the projects out to bid for repair.
CIP UPDATE
Director of Capital Projects/Transportation Tommy Woolley presented Council for their review and consideration the CIP project update (Attached as Exhibit “A”).

PAVING REHAB WESTVIEW BLVD - MONTGOMERY PARK BLVD – WATERLINE REPLACEMENT
Director of Capital Projects/Transportation Tommy Woolley presented Council for their review and consideration the bids for the Paving Rehab Project for Westview Blvd. and Montgomery Park Blvd., and Waterline Replacement Project. Mr. Woolley explained the project included the reconstruction of concrete pavement roadway, concrete curb, concrete sidewalks, asphalt driveways, replacement of 21 storm-sewer inlet structures, reinforced concrete pipe, 12-inch waterline replacement, fire hydrants, and service connections. Staff recommended the contract be awarded to Precise Services, Inc. in the amount of $3,147,767.50.

ENGINEERING CONSULTANT SERVICES – LIFT STATION CONSOLIDATED – AREA NO. 3 PROJECTS
Director of Capital Projects/Transportation Tommy Woolley presented Council for their review and consideration the Bleyl Engineering Consultant Services Contract for the Lift Station Consolidated Area No. 3 Project. Mr. Woolley stated the project was to design approximately 3,800 linear ft. of 10-inch gravity sewer system from the existing lift stations located at Willis High School south to the proposed gravity sewer at the corner of SH-75 and FM 830. Staff recommended awarding the design bid to Bleyl Engineering in the amount of $102,850.

WATERLINE REHAB PROJECTS
Director of Capital Projects/Transportation Tommy Woolley presented Council for their review and consideration the bids for the Waterline Rehab Projects. Mr. Woolley stated that the project consist of the installation of 38,000 linear feet of 6-inch waterline through existing areas inside the City of Conroe (Lewis, Roberson, Dallas, and Palestine, Academy and Pozos, Adkins Area), including fittings, appurtenances, site restoration, and minor removal and replacement of sanitary sewer pipe. Staff recommended the contract be awarded to D.L. Elliott in the amount of $3,582,148.

PARTIAL RELEASE OF A COMBINATION EASEMENT– MADISON BEND DEVELOPMENT
Director of Capital Projects/Transportation Tommy Woolley presented Council for their review and consideration a request for a partial release of a Combination Drainage and Utility Easement in the Madison Bend Development. Mr. Woolley stated this request was on behalf of the developer. Staff recommended granting the request for the partial release of the easement so that the plat could be approved.

PUBLIC HEARING – PARTIAL RELEASE EASEMENT – MADISON BEND DEVLMNT
At 3:09 p.m., Mayor Powell recessed the Open Meeting in order to conduct a Public Hearing on a partial release of a Combination Drainage and Utility Easement in the Madison Bend Development.

After receiving no comments, the meeting was reconvened at 3:10 p.m.

TAX ABATEMENT AGREEMENT - VGXI
This item was deferred.

AMENDMENT–ECONOMIC DEVLMNT AGRMT-CONROE MUNICIPAL MANAGEMENT DISTRICT NO. 1
Assistant City Administrator/CFO Steve Williams presented Council for their review and consideration the First Amendment to the Economic Development Agreement between the City of Conroe and Conroe Municipal Management District No. 1. Mr. Williams stated this was contingent upon the purchase of 7.464 acres in Grand Central Park from Johnson Development for the purposes of constructing a hotel and convention center and the changes would take effect once the land is purchased.

WASTE MANAGEMENT - APPLICATION OF A CONTAMINATION FEE
Assistant City Administrator/CFO Steve Williams presented Council for their review and consideration the Waste Management application of a contamination fee of $148 per ton for the processing and disposal of materials in excess of the 20% contamination threshold. Mayor Powell inquired how we were keeping the citizens informed of accepted materials. City Administrator Paul Virgadamo replied it would take a general education level of the public on our part. Mayor Pro Tem Coon requested that Waste Management send the city a report of the percentage of recyclables and trash. He also stated he was informed that both cans were emptied in the same truck. Councilman McDonald concurred with Mayor Pro Tem Coon’s statements.
FY 19-20 WATER & SEWER RATE STUDY
Assistant Finance Director Collin Boothe presented Council for their review and consideration the FY 19-20 Water & Sewer Rate Study prepared by New Gen Strategies and Solutions, LLC. After a detailed summary of the findings, Councilman McDonald stated he struggled with raising water and sewer rates and had concerns. Assistant City Administrator/CFO Steve Williams informed Council that the City had already borrowed the money and now was time to cover the cost.

MONTGOMERY COUNTY APPRAISAL DISTRICT BOARD OF DIRECTORS
City Attorney Marc Winberry presented Council for their review and consideration a proposed Resolution casting City of Conroe votes for the election of the Montgomery Central Appraisal District Board of Directors. Mr. Winberry pointed out that we needed to cast our votes quickly. Mayor Pro Tem Coon stated that Carl White was the only candidate that lived in the City limits and asked Council to consider casting the votes for Mr. White.

At 3:52 p.m., Mayor Powell along with Council, City Administrator Paul Virgadamo, Assistant City Attorney Gary Scott, and City Secretary Socco M. Gorjón, recessed into a Closed Executive Session for consultation with the Attorney concerning the following threatened, contemplated or pending claims, and litigation, or to receive legal advice pursuant to Texas Government Code Chapter 551.071, 551.072 concerning the following:

- SJRA GRP Contract Litigation
- Threatened litigation – Donation Bin Ordinance
- Deliberation concerning the purchase, exchange, lease or value of real property

The Closed Executive Session was recessed at 4:43 p.m.

BRIEFING
None

COUNCIL MEMBERS INQUIRY TIME
Councilman Ham asked Mr. Virgadamo to place an item on the next Council Meeting concerning the SJRA Lake levels.

There being no further business brought before the Council, the meeting was recessed until tomorrow at 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, Ham, and Czajkoski
City Administrator Paul Virgadamo
City Attorney Marcus Winberry
City Secretary Soco M. Gorjón

INVOCATION & PLEDGE: Pastor Jeff Williams – Eagles Nest Ministries

Mayor Powell recognized Police Officer Hogan for his two years of service to the Conroe Police Department.

Fire Marshal Cottar presented a Recognition for a “Rescue Save” during Storm Imelda and recognized Police Dispatcher Sarah Lincey, Lt. Maddox, Lt. McDonald, Firefighter Polnick, Firefighter Maiden, Firefighter Huizinga and Chief Miller for rescuing victim, Margie Shelton.

CITIZEN INQUIRY
None

PAVING REHAB WESTVIEW BLVD - MONTGOMERY PARK BLVD – WATERLINE REPLACEMENT
Councilman Ham made a motion to award the contract to Precise Services, Inc. for the Paving Rehab Project at Westview Blvd. and Montgomery Park Blvd., and the Waterline Replacement Project., as presented and discussed. Councilman Czajkoski seconded the motion. Motion carried unanimously.

WATERLINE REHAB PROJECTS
Councilman Czajkoski made a motion to award the contract to D.L. Elliott for the Waterline Rehab Projects, as discussed and presented. Councilman Ham seconded the motion. Motion carried unanimously.

TAX ABATEMENT AGREEMENT - VGXI
This item was deferred.

CONSENT AGENDA
A motion was made by Councilman Gibson, seconded by Councilman Czajkoski to approve the Consent Agenda, Items 4 through 19, excluding Item 15, as presented. Motion carried unanimously.

- Approve payment of 1st Quarter 2020 Groundwater Allocation invoice to the Lone Star Groundwater Conservation District.
- Approve 2018 CDBG Comprehensive Annual Performance Evaluation Report (CAPER) for submission to HUD.
- Approve amendment to Chapter 26, City Code of Ordinances, pertaining to Outdoor Music Venue and Amplification Permits.
- Approve naming the new loop road within Carl Barton, Jr. Park to Law-Tolbert Lane.
- Award Custodial Services Bid pertaining to Parks, Bus Shelters, the Park and Ride, the Fire Training Facility, Medians, and Downtown to Pure Service Corporation.
• Award EBE/I-ENG-A Consulting Services fees for providing MEP engineering services for the HVAC renovations of Fire Station No. 4 and No. 6.

• Approve re-appointment of Scott Stevens and Alan McKee to the Advisory Committee on Development Board.

• Award the Engineering Consultant Services Contract to Bleyl Engineering for the Lift Station Consolidated – Area No. 3 Project.

• Approve notification of lot consolidation.

• Approve request for a partial release of a Combination Drainage and Utility Easement in the Madison Bend Development.

• Approve first amendment to the Economic Development Agreement between the City of Conroe and Conroe Municipal Management District No. 1.

• Approve Resolution casting City of Conroe votes for the election of the Montgomery Central Appraisal District Board of Directors.

• Approve Commission and Board Meeting Absences
  o 11/07/19 – Steve Hailey
  o 11/21/19 – Steve Hailey and Curt Maddux

• Approve Council Minutes held November 13 & 14, 2019, and November 25, 2019.

• Payment of Statements:
  • DVL Enterprises, LLC
  • Randy Roan Construction
  • Larry Young Paving, Inc.
  • Larry Young Paving, Inc.
  • Fressa & Nichols
  • Texas Commission on Environmental Quality
  • Berkley/Stealth Partner Group
  • GTF, Inc.
  • D.L. Elliott Enterprises, Inc.
  • Greenscapes, LLC
  • Metropolitan Transit Authority
  • Ride Right
  • T Construction, LLC
  • SJRA

  Inv. No. 1 – Sidewalks – Wilson Rd. & Foster Dr. $ 88,733.27
  Inv. No. 5 – Street Rehab Brass Nail Rd. & Grace Crossing Ext. $ 591,122.08
  Inv. No. 10 – CIIDC – Conroe Industrial Dr. & Pollock Dr. $1,206,301.48
  Inv. No. 8 – Longmire Rd. Widening $ 337,462.19
  Inv. No. 1302557 – Design/ Sewer System Improvements Carl Barton $ 59,773.95
  Inv. No. PHS0189979 – Annual Water fees $ 62,367.20
  Inv. No. Stop Loss December $ 99,545.74
  Inv. No. Pmt. App #4 – Aquatic Center Water Park Improvements $ 297,417.00
  Inv. No. 6 & Final – SH 105 West Waterline Extension $ 75,362.20
  Inv. No. 2 – Sidewalks- N. Loop 336, Sgt. Ed Holcomb, 3rd Route $ 91,823.40
  Inv. No. 6 – Commuter Service Provider $ 71,452.06
  Inv. No. CTX026-201910 – Transit Service Provider $ 61,837.10
  Inv. No. 13 & Final – SSOI Section 6 Sewer Rehab $ 193,072.49
  Inv No. Surface and Water fees $ 679,479.22

**WASTE MANAGEMENT APPLICATION**

Councilman McDonald made a motion to approve the Waste Management application with a contamination fee of $148 per ton for the processing and disposal of materials in excess of the 20% contamination threshold, as discussed and presented. Mayor Pro Tem Coon seconded the motion. Councilman Ham, Councilman Gibson and Councilman Czajkoski voted Nay. Motion failed.

There being no further business to consider, a motion was made by Mayor Pro Tem Coon, seconded by Councilman McDonald to adjourn the meeting.
Projects under Construction: 49
Projects under Design: 33
1-Year CIP Maintenance Inspections: 17

SH 105 Underground Utilities - SH 105, IH-45 to SH 75 (CIDC)
- Contract time started August 28
- A&H transformer pads an internal connections coordinating with property owners.
- Contractor working with Phonoscope to resolve any utility conflicts.
- Completion: December 2019 - Coordinating with Entergy to Start January 2020

New Conroe Central Wastewater Treatment Plant
- Contractor working on CIP sign
- Started clearing and drone video.
- Working on plan to extend Fiber from Loop 336 to the new plant.
- Contractor submitted schedule of values for City to review
- Contractor received burn permit
- Temporary power resolved
- Completion: March 2020

Industrial Park Rehab (Pollok & Conroe Park)
- Concrete pavement has been poured at the intersection of Wally Wilkerson and Pollok and in front of FedEx
- Contractor is working on tying steel at the end of Wally Wilkerson
- Project 85% complete; Scheduled for completion in January 2020

Longmire Road Widening
- Contractor installed 100% of the 16” waterline; 5 tie-ins remaining; Wedgewood water is complete
- Working with an Arborist’s to preserve trees and protect roots.
- 6,100 linear feet of the underground storm sewer has been installed.
- Temporary pavement widening and the first phase of new pavement scheduled to begin.
- Scheduled for completion in November 2020

Projects under construction
- Brass Nail Road & Grace Crossing Loop – Project substantially complete; Scheduled completion November 2019.
- Robinwood Water Well (Jasper) – Drilling complete; test pumping completed. Project 70% complete; sizing pump and motor for fabrication; Scheduled completion February 2020.
- Sidewalks for Semands, Silverdale, Sgt Ed Holcomb & San Jacinto – Project is 85% complete; scheduled to be complete end of November 2019. Contractor will finish San Jacinto after Wilson Road and Foster Sidewalks are complete.
- Sidewalks - Wilson & Foster (Federal Funding) – Project is 90% complete; clean-up and dressing up at Wilson Road Location. Scheduled to be complete December 2019
- Sewer Rehab - Forest Estates and Wroxton – Processing submittals, Pre-TVing and completed 30% of sewer lines rehabilitation; approximately 8,000 linear feet have been pipe bursted; scheduled to be complete April 2020.
- Street Rehabs for Milltown – ADA Ramps, Curbs and drainage repairs have started with 60% of project complete; Removed Hilbig Street from the project; Repairs on 1s street continues; scheduled to be complete June 2020.
- SSOI Section-7.2 Sewer Rehab – Project began late August 2019; The project is 50% complete; Contractor completed 3,500 LF on Avenue E.; scheduled to be complete June 2020
- Sidewalks for Conroe Connection Transit 3rd bus route and Sgt. Ed Holcomb Blvd – Sidewalks are complete around the Isaac House and have crews are working in the 1st Street area; Scheduled completion January 2020.
- Lift Station Removal Pebble Glen & Longmire Pointe –Began project 10/29/19; contractor is working with the city on submittals and scheduling; Project to be complete March 2020.
- Crighton Road at IH-45 (RR) - Pre-con meeting 11/18/19; begin project 12/4/19. 1 week notice to start Detours.
  1. South-East Section – Saturday, December 7, 2019; Contractors work progressed smoothly; Railroad flaggers did not show for the closing.
  2. North-West Section – Saturday, December 14, 2019
  3. Remaining Section – weekend of January 11, 2020
  4. Union Pacific will remove & replace gates during the weekend of January 11, 2020
  5. Project to be complete March 2020
- Fountain Park Bridge and Sidewalks – Council to award 10/8/19; working on contracts; contractor working to get bonds during the holidays. Met with contractor 12/9/19 to discuss the schedule/timing for this project.
- FM 1488 Water System Improvements – Project time began 12/4/19; contractor is on site and clearing; scheduled to be complete April 2021.

Exhibit "A"
Projects under Design

- Old Conroe Road – Processed AFA for TXDOT review of project; preforming survey and schematic work. Paid TXDOT for review fees. Moving forward with information for Public Meeting 2020.
- McCaleb Water Well & EST – Land acquisition. 100% design received doing final review; Schedule to advertise for bids in December 2019.
- Street Rehabs Tanglewood/Briarwood – Survey complete and started design. Pushed back bidding until the water rehab project is completed in the area.
- GLO-CDBG-Disaster Recovery-Hurricane Harvey – Waiting on contract from GLO. Received contract
- GLO-CDBG-DR 2016 Flood Grant – 100% design complete. Start bidding in December
- Alligator Creek Riverwalk – Design Study provided options along Dallas and Alligator Creek; reviewing additional scope and cost from study. Approved sidewalks only in sections; east of Frazier and north to Candy Cane Park.
- Cooling Towers (Panorama) – 100% design due September 2019; project pending agreement with Panorama. Received ($150K) and counteroffered ($75K) a cost proposal from the City of Panorama for Golf Cart Barn.
- Conroe Industrial Park Extension & Farrell paving & Widening; Conroe Industrial Park Extension Water & Sewer Seven Coves Waterline – 100% design December 2019; Schedule to advertise for bids in December 2019.
- Sewer Upgrades to Carl Barton System – working on easements and Entergy discussion. Plans 100% pushed to November; Schedule to advertise for bids in December 2019
- Water Line Extension/Water Well #24 Blending – Carollo is moving forward on design with coordination with SJRA; project scope changed; design to be ready early spring 2020. (trunk-line design 100% complete in-house design)
- Signal/Drainage - Bois D'Arc Bend at Walden Road – Sent amendment to agreement to Commissioner Meador with County to cover the extra cost 50/50 ($300,000) / Scheduled to receive bids 12/12/19.
- Traffic Signal Study on S. LP 336: received study on needed for turning movements and upgrades. Will include in next year's CIP submission.
  - LP 336 at Medical Center Blvd
  - LP 336 at River Pointe Blvd
- Sanitary Sewer Evaluation Survey (SSES) – Final draft scheduled pushed to December 2019

NEW FY 19-20 Design Projects

- Street Rehab – Sunset Ridge
- Railroad Crossing Quiet Zone Upgrades – Downtown
- Rehab – West Grand Lake Creek Drainage
- Roadway Extension – Market Place Drive
- Sidewalks – Metcalf (IH-45 to SH-75)
- Sidewalks – River Pointe Drive
- Sidewalks – Loop 336 North
- Signal – North Loop 336 at Montgomery Park Blvd
- Water Line Rehab – Hwy 105 West to Lester
- Water Line Rehab – North Thompson Area
- Street Rehab – Sherman Area
- Street Rehab – Wiggins Village
- Sewer Rehab and Expansion of Lift Station – Camp Silver Springs
- Lift Station Consolidations – Area 1 & 3
- Lift Station Rehabilitation – West Summerlin and Gun Range
- Gravity Main Replacement – Upper Stewarts Creek Phase 1
- Trunk Line Replacement – Stewarts Creek (Avenue M to Ed Kharbat)
- Trunk Line Replacement – Stewarts Creek (Avenue M to SH 105)
- Roadway Extension – FM 1314 (Developer with CIDC
- Water Line Replacement – Sherman Street Area
- New tank rehabs of GST’s at WW #4 & #5.