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. Gorjón

After a roll call by the City Secretary establishing a quorum was present, the workshop meeting was called to order at 9:30 a.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

Soco M. Gorjón, City Secretary

ATTEST:
OFFICIAL MINUTES OF THE CONROE CITY COUNCIL

INVOCATION & PLEDGE: Councilman McDonald


SERVICE AWARDS:
- Christy Bryant 1-Year Fire Department
- Keithan Raglon 1-Year Police Department
- Kristina Colville 10 Years Purchasing Department
- Joseph Maddox 15 Years Fire Department

Mayor Powell recognized Police Officer Romero for his service to the Police Department.

CITIZEN INQUIRY
None

PARKS & RECREATION DEPARTMENT REVENUE MANAGEMENT PLAN 2020
Parks & Recreation Director Mike Riggens presented Council for their review and consideration the proposed Parks and Recreation Department Revenue Management Plan for 2020. Mr. Riggens stated that one of the major changes was a price increase for athletic fields and space rental deposits and stated that the City was below the market on fees. Staff recommended approval of the proposed revisions to the Revenue Management Plan. Councilman Ham and Mayor Pro Tem Coon both requested comparisons fees from other cities next time this was presented to Council for consideration. Councilman McDonald thanked the Parks Department’s staff for their work.

Councilman Ham made a motion to approve the proposed Parks and Recreation Department Revenue Management Plan for 2020, as discussed and presented. Councilman McDonald seconded the motion. Motion passed unanimously.

ENGINEERING CONSULTANT SERVICE CONTRACT – HALFF ASSOCIATES
Director of Capital Projects/Transportation Tommy Woolley presented Council for their review and consideration the proposed Engineering Consultant Services Contract from Halff Associates, Inc. for the Waterline Replacement Projects at North Thompson Area and Sherman Street Area. Staff recommended the design be awarded to Halff Associates, Inc. in the amount of $333,652.

Councilman Ham made a motion to approve the Engineering Consultant Services Contract from Halff Associates, as discussed and presented. Councilman Czajkoski seconded the motion. Motion carried unanimously.

CONSULTANT SERVICES CONTRACT – BLEYL ENGINEERING
Director of Capital Projects/Transportation Tommy Woolley presented Council for their review and consideration the proposed Consultant Services Contract from Bleyl Engineering for on-call inspections for Capital Improvement Projects. Staff recommended the proposal be awarded to Bleyl Engineering in the amount of $220,400 for the CIP inspection services.

Councilman Gibson made a motion to approve the Consultant Services Contract from Bleyl Engineering for on-call inspections for Capital Improvement Projects, as discussed and presented. Councilman McDonald seconded the motion. Motion carried unanimously.

CONSTRUCTION CONTRACT – BOIS D’ARC DRAINAGE
Director of Capital Projects/Transportation Tommy Woolley presented Council for their review and consideration the proposed Construction Contract for the Bois D’Arc Drainage Project. Mr. Woolley stated this project was funded by the City and Montgomery County as a 50/50 split; and the County would contribute up to $300,000 for this project. Staff recommended the contract be awarded to Blazey Construction Services in the amount of $481,911 and the City’s portion would be $240,955.50.

Councilman Gibson made a motion to approve the Construction Contract for the Bois D’Arc Drainage Project, as discussed and presented. Councilman Ham seconded the motion. Motion carried unanimously.
CONSTRUCTION CONTRACT – BOIS D’ARC TRAFFIC SIGNAL PROJECT
Director of Capital Projects/Transportation Tommy Woolley presented Council for their review and consideration the proposed Construction Contract for the Bois D’Arc Traffic Signal Project. Mr. Woolley stated this project was funded by the City and Montgomery County as a 50/50 split; and the County would contribute up to $163,000 for this project. Staff recommended the contract be awarded to Third Coast Services, LLC in the amount of $230,803.48.

Councilman Ham made a motion to approve the Construction Contract for the Bois D’Arc Traffic Signal Project, as discussed and presented. Councilman McDonald seconded the motion. Motion carried unanimously.

ENGINEERING CONSULTANT SERVICES CONTRACT – STEWARTS CREEK TRUNK LINE REPLACEMENT
Director of Capital Projects/Transportation Tommy Woolley presented Council for their review and consideration the proposed Engineering Consultant Services Contract from CobbFendley for the Stewarts Creek Trunk Line Replacement (Avenue M to Hwy 105) Project. Staff recommended the design be awarded to CobbFendley in the amount of $226,630.

Councilman Gibson made a motion to approve the Engineering Consultant Services Contract from CobbFendley for the design of the Stewarts Creek Trunk Line Replacement Project, as discussed and presented. Councilman Czajkowski seconded the motion. Motion carried unanimously.

SQL SERVER LICENSES
Police Chief Jeff Christy presented Council for their review and consideration the proposed purchase of SQL server licenses for operation of the new RMS/CAD System. Staff recommended approval of 15 server licenses in the amount of $55,177.

Councilman Ham made a motion to approve the purchase of SQL server licenses for operation of new RMS/CAD System, as discussed and presented. Councilman Gibson seconded the motion. Motion carried unanimously.

CONROE MMD #1 ECONOMIC DEVELOPMENT AGREEMENT
Assistant City Administrator/CFO Steve Williams asked Council to consider the proposed payment to Conroe MMD #1 per the Economic Development Agreement. Mr. Williams explained that the payment was a reimbursement for Economic Development Improvement costs, which were defined in the agreement and stated to an easement on the property and other incidental and related costs. Staff recommended approval of the required payment of $3,948,335.

Mayor Pro Tem Coon made a motion to approve payment to Conroe MMD #1 per Economic Development Agreement, as discussed and presented. Councilman Ham seconded the motion. Motion carried unanimously.

NOVEMBER 2019 MONTHLY REPORT
Assistant City Administrator/CFO Steve Williams presented Council for their review and consideration the proposed November 2019 Monthly Financial Summary Report. Mr. Williams stated that three of five funds exceeded 16.7% of the budget.

Councilman McDonald made a motion to approve the November 2019 Monthly Financial Summary Report, as discussed and presented. Councilman Gibson seconded the motion. Motion carried unanimously.

SJRA - LAKE CONROE WATER LEVEL LOWERING STRATEGY
City Administrator Paul Virgadamo stated that Councilman Ham requested the proposed Resolution be placed on the agenda for Council’s review and consideration. Mr. Virgadamo informed that the proposed Resolution opposes the continuation of the Lake Conroe water level lowering strategy adopted by SJRA. Mayor Powell stated he was in favor of the proposed Resolution. Councilman Gibson and Councilman McDonald stated they were in favor of the Resolution. Councilman Ham stated his favor for the Resolution and asked to send a copy of the Resolution to the Governor. Mayor Pro Tem Coon had no comment.

Councilman Ham made a motion to approve the proposed Resolution opposing the continuation of Lake Conroe water level lowering strategy adopted by SJRA, as discussed and presented. Councilman Gibson seconded the motion. Motion carried unanimously.
At 10:10 a.m., Mayor Powell along with Council, City Administrator Paul Virgadamo, City Attorney Marcus Winberry, and City Secretary Soco Gorjón, recessed into a Closed Executive Session Chapter 551.071, 551.072, and 551.087 concerning the following threatened contemplated or pending claims and litigation, or to receive legal advice concerning the following:

- SJRA GRP Contract Litigation
- Threatened Litigation – Donation Bin Ordinance
- Consultation concerning the purchase, exchange, lease or value of real property
- Consultation concerning the offer or a financial or other incentive to a business prospect

The Closed Executive Session was recessed at 11:20 a.m.

PURCHASE OF 7.5499 ACRES IN GRAND CENTRAL PARK
City Attorney Marcus Winberry presented Council for their review and consideration a proposed Resolution authorizing the closing of the purchase of 7.5499 acres in Grand Central Park subject to receiving all required reports.

Councilman McDonald made a motion to approve the proposed Resolution concerning the purchase of 7.5499 acres in Grand Central Park, as discussed and presented. Councilman Gibson seconded the motion. Motion carried unanimously.

AMEND ARTICLE IX CHAPTER 18 – UNATTENDED DONATION BINS
This item was deferred.

CONSENT AGENDA
A motion was made by Councilman Gibson, seconded by Councilman McDonald to approve the Consent Agenda Items 14, 16, 17, 18 and 19, as presented. Motion carried unanimously.

- Approve Performance Based Cash Incentive for Southern Star Buske, LLC.
- Approve notification of Unit Development.
- Award bid for PD PPV Equipment to Defender Supply.
- Approve Resolution appointing Cherilyn Williams and Karin Lincoln as Deputy City Secretaries.
- Payment of Statements:
  - Collier Construction LLC Inv. No. 2 – Fleet Facility $94,853.41
  - Smith & Company Inv. No. 2 – Street Rehab & Asphalt Overlay Milltown Area Ph 2 $101,961.08
  - T Construction Inv. No. 2 – Sewer Rehab Forest Estates & Wroxton $166,544.50
  - Metropolitan Transit Authority Inv. No. 7 – Commuter Service Provider $105,121.82
  - Ride Right Inv. No. CTX026-201911 – Transit Service Provider $55,006.61
  - Montgomery County Appraisal District Inv. No. 2 – Annual Revenue Share fees $83,220.54
  - Montgomery County Hospital District Inv. No. 1 – Revenue Share Fees $112,814.35

DOWNTOWN DISTRICT – SECTION 90-27
City Attorney Marcus Winberry presented Council for their review and consideration the amended Section 90-27 of the Code of Ordinances concerning the color palette for signs in the Downtown District that included black and white.

Councilman Gibson made a motion to approve the color palette for signs in the Downtown District according to the amended Section 90-27 of the Code of Ordinances, as discussed and presented. Councilman McDonald seconded the motion. Motion carried unanimously.

COUNCIL MEMBERS INQUIRY TIME
Councilman Czajkoski thanked Mr. Woolley and his staff for moving forward so quickly with the notification of Unit Development.

It was the consensus of Council to move the first regular Council Meeting in January to a combined meeting on January 13, 2020 at 9:30 a.m. Mayor Pro Tem Coon requested that the Council packets be prepared earlier to allow Council plenty of time to review the information.

Mayor Powell wished everyone a Merry Christmas and thanked all of staff for a job well done.

There being no further business to consider, Mayor Powell adjourned the meeting.