MINUTES OF THE SPECIAL
CONROE CITY COUNCIL

JANUARY 13, 2020 – 9:30 A.M.

CALL TO ORDER
CALL OF ROLL

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

ABSENT: Mayor Powell

After a roll call by the City Secretary establishing a quorum was present, the meeting was called to order at 9:30 a.m. by Mayor Pro Tem Coon.

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.

Duke Coon, Mayor Pro Tem

ATTEST:

Soco M. Gorjón, City Secretary
OFFICIAL MINUTES OF THE CONROE CITY COUNCIL

INVOCATION & PLEDGE: Pastor Doug Peters – Grace Crossing Church

Mayor Pro Tem Coon recognized Police Officer Vasquez for her 9 years of service to the Police Department.

CITIZEN INQUIRY
None

VOLUNTARY DIRECT ANNEXATION – 2020-05 – WILLIS ELEMENTARY SCHOOL #6 TRACT
Community Development Director Nancy Mikeska presented Council for their review and consideration a Resolution regarding a proposed Voluntary Direct Annexation Tract, located in the City of Conroe's ETJ, briefly described as 2020-05; Willis Elementary School #6 Tract. Mrs. Mikeska explained that this Resolution would direct staff to move forward to gather data, develop service agreements, offer Development Agreements on any qualified properties, set and hold Public Hearings, and take any other action that may be necessary to prepare for the final annexation, for the proposed parcel of land.

Councilman Ham made a motion to approve the proposed Resolution regarding the Voluntary Direct Annexation Tract, located in the City of Conroe's ETJ, and briefly described as 2020-05; Willis Elementary School #6 Tract, as discussed and presented. Councilman Gibson seconded the motion. Motion passed unanimously.

ARCHITECTURE & ENGINEERING SERVICES – NEW OSCAR JOHNSON JR. COMMUNITY CENTER
Parks and Recreation Director Mike Riggens presented Council for their review and consideration the recommended bid for Architecture and Engineering Services for the new Oscar Johnson, Jr. Community Center. Mr. Riggens stated that in December 2019, the Conroe Economic Development Council approved funding of the architecture and engineering service fees for the new Oscar Johnson, Jr. Community Center and staff recommended awarding the bid to Burditt Consultants, LLC in the amount of $1,792,000.

Councilman Ham made a motion to award the bid to Burditt Consultants for Architecture and Engineering Services for the new Oscar Johnson, Jr. Community Center, as previously discussed and presented. Councilman Czajkoski seconded the motion. Motion passed unanimously.

CIP UPDATE
Director of Capital Projects/Transportation Tommy Woolley presented Council for their review and consideration the CIP project update. (Attached as Exhibit "A").

Councilman Ham made a motion to approve the CIP update, as discussed and presented. Councilman Gibson seconded the motion. Motion passed unanimously.

ALLIGATOR CREEK HIKE & BIKE TRAIL – BLEYL ENGINEERING
Director of Capital Projects/Transportation Tommy Woolley presented Council for their review and consideration the proposed Engineering Consultant Services Contract from Bleyl Engineering for the Alligator Creek Hike & Bike Trail Project. Mr. Woolley pointed out that the project consisted of designing approximately 800-feet of an 8-foot wide hike and bike trail along Betes Street and additional sidewalk to connect to the existing sidewalk at Candy Cane Park. He noted that there would also be 1,100-feet of an 8-foot hike and bike trail along Alligator Creek from SH-75 to Roberson Park and additional sidewalks to connect the existing sidewalk at SH-75 and at Roberson Park, as well as including channel repair design and details. Mr. Woolley stated that after discussing the project thoroughly, staff recommended the design be awarded to Bleyl Engineering in the amount of $52,300.

Councilman Gibson made a motion to award the Engineering Consultant Services Contract for the Alligator Creek Hike & Bike Trail Project to Bleyl Engineering, as discussed and presented. Councilman Czajkoski seconded the motion. Motion passed unanimously.
LIFT STATION REHABILITATION – WEST SUMMERLIN AND GUN RANGE
Director of Capital Projects/Transportation Tommy Woolley presented Council for their review and consideration the proposed Engineering Consultant Services Contract from Bleyl Engineering for the Lift Station Rehabilitation for West Summerlin and Gun Range Project. Mr. Woolley informed that the scope of the project included the rehabilitation of two existing lift stations. He stated that the Engineering staff met with the consultants to discuss the project thoroughly, and recommended awarding the contract to Bleyl Engineering in the amount of $55,850.

Councilman Ham made a motion to award the bid to Bleyl Engineering for the Engineering Consultant Services Contract for the Lift Station Rehabilitation for West Summerlin and Gun Range Project, as discussed and presented. Councilman McDonald seconded the motion. Motion passed unanimously.

At 9:45 a.m., Mayor Pro Tem Coon along with Council, City Administrator Paul Virgadamo, City Attorney Marcus Winberry, and City Secretary Socio 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
- Lone Star Groundwater Conservation District fees
- Consultation concerning the purchase, exchange, lease or value of real property
- Consultation concerning the offer of a financial or other incentive to a business prospect

The Closed Executive Session was recessed at 10:50 a.m.

ENTERGY RIGHT-OF-WAY EASEMENT – CARL BARTON, JR. PARK
Parks and Recreation Director Mike Riggins presented Council for their review and consideration the proposed Entergy Right-of-Way Easement for Carl Barton, Jr. Park. Mr. Riggins stated that due to the new electrical demands at Carl Barton, Jr. Park, a new transformer was needed and to accomplish this, we need to grant Entergy a right-of-way easement. Staff recommended the easement be granted to Entergy for the required pad mounted transformer.

Councilman Ham made a motion to approve the Entergy Right-of-Way Easement for Carl Barton, Jr. Park, as discussed and presented. Councilman Gibson seconded the motion. Motion passed unanimously.

TRANSIT SERVICE AGREEMENT – MONTGOMERY COUNTY SHERIFF’S OFFICE
Transit Operations Coordinator DeAndre Guin presented Council for their review and consideration the proposed Transit Service Agreement with the Montgomery County Sheriff’s Office for a transit bus stop location. Mr. Guin stated the purpose of the agreement was to utilize and secure access of the property for Conroe’s public transit service and noted that the agreement did not convey any actual interest in real property. He informed that the proposed stop would be located at the corner of Criminal Justice Drive and Hlbig and also noted that the Montgomery County Sheriff’s Office would be purchasing the shelter and maintaining the area. Staff recommended approval.

Councilman Ham made a motion to approve the Transit Service Agreement with the Montgomery County Sheriff’s Office for a transit bus stop location, as discussed and presented. Councilman Gibson seconded the motion. Motion passed unanimously.

CONSENT AGENDA
A motion was made by Councilman Gibson, seconded by Councilman Ham to approve the Consent Agenda Items 9 through 11, as presented. Motion carried unanimously.

- Approve Commission and Board Meeting absences:
  - 12/19/19 – Steve Hailey

- Approve Council Meeting Minutes held December 11 & 12, 2019 and December 23, 2019.

Minutes
January 13, 2020
Special Meeting
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CONSENT AGENDA CONTINUED

- Payment of Statements:
  - GTT, Inc. Inv. No. 5 – Aquatic Center Water Park Improvements $244,048.00
  - CP&Y Inv. No. CONR1600771.00-6 – Design Fees/ McCaleb Water Well & EST (WW29) $164,093.90
  - Weisinger, Inc. Inv. No. 5 – Robinwood Water Well / Construction $55,100.00
  - LJA Engineering, Inc. Inv. No. 201924342 – Construction Management/ Inspections $51,089.00
  - Knight Security Inv. No. 816452 – Knight Security Annual Renewal $187,252.32
  - Greenscapes, Inc. Inv. No. 3 – Sidewalks, N. Loop 336, Sgt. Ed Holcomb, 3rd Route $87,676.20
  - SJRA Inv. Surface/Ground Water Fee payment $690,928.63
  - Half Inv. No. 10031912 – Design / CIDC Road with Bridge & Farrel $144,396.00
  - Randy Roan Construction Inv. No. 6 – Street Rehab – Brass Nail Rd. & Grace Crossing Ext. $133,186.55
  - DVL Enterprises, LLC Inv. No. 3 – Sidewalks-Wilson Rd. & Foster Dr. $61,607.27
  - Texas Wall and Landscape Inv. No. 1902-06 – Carl Barton, Jr. Park CIP $41,248.00
  - Kronos Inv. No. 11468999 – Kronos annual Software Maintenance renewal $34,605.58
  - SHI Government Solutions Inv. No. GB00353075 – SQL license for Central Square PD RMS $56,176.50
  - Berkly/Stealth Partner Group January Stop Loss $114,742.32
  - Collier Construction Inv. No. 3 – Fleet Facility $214,315.20

COUNCIL MEMBERS INQUIRY TIME
None

There being no further business to consider, a motion was made by Councilman Ham, seconded by Councilman Gibson to adjourn the meeting.
CIP Updates

Projects under Construction: 54
Projects under Design: 34 (24 new fiscal year)
1-Year CIP Maintenance Inspections: 18

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.
- Phonoscope will use one extra conduits previously installed
- Contractor is coordinating power with Entergy.
- Completion: February 2020
- Entergy to start tree clearing/trimming for back easements this week

New Conroe Central Wastewater Treatment Plant
- Contractor working on CIP sign
- Clearing is 90% complete
- Working on plan to extend Fiber from Loop 336 to the new plant.
- Contractor submitted schedule of values for City to review
- Completion: March 2022

Industrial Park Rehab (Pollok & Conroe Park)
- Project is Substantially Complete; contractor to start close out paperwork
- Contractor is working on clean-up and striping.
- Road is open

Longmire Road Widening
- Contractor installed 100% of the 16” waterline; all tie-ins are complete except SJRA; Wedgewood water is complete; tested and operational
- 75% of the storm sewer has been installed
- Temporary pavement widening ongoing.
- Scheduled for completion in November 2020

Projects under construction
- Brass Nail Road & Grace Crossing Loop – Project substantially complete; Contractor to complete close out paperwork.
- Robinwood Water Well (Jasper) – Drilling complete (1,250’ depth); sizing pump and motor for fabrication; Entergy working on upgrading the transformer and service line. Scheduled completion February 2020.
- Sidewalks for Semands, Silverdale, Sgt. Ed Holcomb & San Jacinto – Project is 85% complete; Contractor is working on San Jacinto. Preparing to pour ramps near the church. Complete in February 2020
- Sidewalks - Wilson & Foster (Federal Funding) – Wilson Road Sidewalks is complete. Except for manufacturer fabrication for shelters. Contractor is working on San Jacinto sidewalks currently. Contractor will move back to Foster Drive in February. Scheduled to be complete March 2020.
- Sewer Rehab - Forest Estates and Wroxton – Processing submittals, Pre-TVing and completed 35% of sewer lines rehabilitation; approximately 9,000 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; Contractor is working on Cartwright; scheduled to be complete June 2020.
- SSOr Section -7.2 Sewer Rehab – Project began late August 2019; The project is 12% complete; Contractor completed 3,500 LF on Avenue E.; scheduled to be complete June 2020
- Sidewalks for Conroe Connection Transit 3’ bus route and Sgt. Ed Holcomb Blvd – Sidewalks are complete around the Isaac Conroe House and have crews are working in the 1” Street area; Getting quotes for the wooden ADA Ramps for the Isaac Conroe House; Scheduled completion Feb. 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.
- Crighten Road at IH-45 (RR) - Pre-con meeting 11/18/19; begin project 12/4/19. 1 week notice to start Detours. South East Section and North-West Section / Complete Remaining Section – weekend of January 11, 2020 & Union Pacific will remove & replace gates during this weekend. Project to be complete March 2020.
- Fountain Park Bridge and Sidewalks–Council to award 10/8/19; Project scheduled to begin 1/22/2020 and be complete 3/22/2020.
- FM 1488 Water System Improvements – Project time began 12/4/19; contractor is on site and clearing; scheduled to be complete April 2021.
- Remove & Replace - Ground Storage Tank #20 (CIDC) – Awarded 9/26/19; working on contracts with DN Tanks. Started on submittals; scheduled to be complete August 2020
• Signal Projects: Council to award 11/14/19 – contracts are signed; Pre-Construction meeting held January 6, 2020.  
  1) Sgt. Ed Holcomb at Camelot; 2) Wally Wilkerson at Conroe Park West (CIDC); 3) Wally Wilkerson at Pollok (CIDC)  
  Project to start 1/21/2020; Project to be Complete June 2020

• Flashing Yellow Arrows (5 year plan) – Council awarded 10/24/19; contracts are signed. Pre-Con is January 6, 2020.  
  Project to start: 1/21/2020; Project to be Complete April 2020

• SH 105 W Force Main - Chapel Hill to April Sound – Council to award 11/14/19 - working on contracts; Start Construction 
  January 1/22/20; Scheduled to be complete June 2020

• Drainage Rehab for Live Oak Creek – Council awarded 11/25/19 – Pre-Construction scheduled for 1/23/2020

• Street Rehab-Westview Blvd & Montgomery Park Blvd w/sidewalks & waterline– 90% design complete; scheduled to be 
  awarded 12/12/19; working on contracts.

• Water Line Rehab - Lewis, Roberson, Dallas, & Palestine, 31st Street; Academy; Pozos & Adkins Area – Receive bids 11/21/19. 
  Council to awarded 12/12/19; working on contracts.

• 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) / Working on Contracts.

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.

• 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 – Receive contract from GLO. Schedule to advertise for bids soon.

• GLO-CDBG-DR 2016 Flood Grant – 100% design complete; Receive bids 1/16/2020

• 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. Panorama verbally 
  approved; City staff working on amendment to the agreement.

• Conroe Industrial Park Extension & Farrell paving & Widening, Conroe Industrial Park Extension Water & Sewer Seven Coves 
  Waterline – 100% design complete; Advertised to receive bids 2/13/2020

• Sewer Upgrades to Carl Barton System–working on easements and Entergy discussion. 100% design complete, bid Jan 2020.

• Water Line Extension/Water Well #24 Blending – Carollo is moving forward on design with coordination with SIRA; project 
  scope changed; design to be ready early spring 2020. (trunk-line design 100% complete in-house design)

• 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

• Drainage Rehab – Crighton Ridge

NEW FY 19-20 Design Projects - kicking off scoping and designs

• 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 Ld 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