

**MINUTES OF THE
CONROE CITY COUNCIL**

MAY 22 & 23, 2013

**CALL TO ORDER
CALL OF ROLL**

PRESENT: Mayor Melder
Mayor Pro Tem Martin
Council Members, Gibson, Porter, Snider, and Gentry
City Attorney Marcus L. Winberry
City Secretary Marla J. Porter

ABSENT: City Administrator Paul Virgadamo

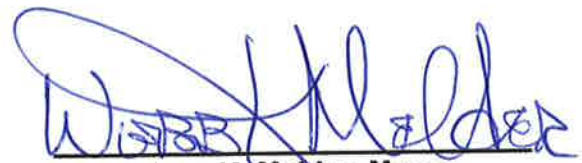
After a roll call by the City Secretary establishing a quorum was present, the meeting was called to order at 2:00 p.m. by Mayor Melder.

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.


Webb K. Melder, Mayor

ATTEST:


Marla J. Porter, TRMC, City Secretary

OFFICIAL MINUTES OF THE CONROE CITY COUNCIL

SUPPORT OF FAIR HOUSING POLICIES – FFAST AND CDBG

Assistant Community Development/Public Works Director Nancy Mikeska addressed Council and introduced Jay Rice who made a presentation regarding fair housing laws.

PUBLIC HEARING – FAIR HOUSING LAWS

The Open Meeting was recessed at 2:20 p.m. in order to conduct a Public Hearing regarding Fair Housing Laws.

Ms. Andrea Chachere addressed Council and asked if the City was continuing to build CDBG housing. Ms. Mikeska answered in the affirmative.

After calling for additional comments and receiving none, the Open Meeting was reconvened at 2:23 p.m. by Mayor Melder.

RESTROOMS AND PAVILIONS - CANDY CANE PARK

Parks Department Director Mike Riggins asked Council to consider awarding the proposal to Montgomery Building Services for their bid price of \$148,010.00. Mr. Riggins pointed out that a budget amendment of \$5,088.00 would be required.

APPOINTMENTS TO PARKS AND RECREATION ADVISORY BOARD

Parks Department Director Mike Riggins asked Council to consider the reappointment of Mary Ann Metcalf and James Stewart and the appointment of Denny Buckalew to the Parks and Recreation Advisory Board with expiration terms as stated on the proposed Resolution. Mr. Riggins advised Ms. Susan Law would fill the vacant Vice Chair position with term to expire May 31, 2014.

Due to his long tenure on the Parks Board, it was Council's consensus to appoint C.K. Ray as an Ex-officio Member of the Board.

TREE ORDINANCE UPDATE

Assistant Community Development/Public Works Director Nancy Mikeska and Mike Stoecker, Chairman of the Developers Committee, addressed Council and gave an update on the current tree ordinance and projects that have come in under the new ordinance.

CONROE CAN UPDATE – CODE ENFORCEMENT INITIATIVE

Assistant Community Development/Public Works Director Nancy Mikeska addressed Council and gave an update report regarding Conroe CAN – Code Enforcement Initiative in Uptown. Ms. Mikeska pointed out that they were expanding the focus area from City Hall to Conroe Drive and from Frazier to Railroad. Staff was very pleased with the current results.

ELECTRONICS RECYCLING AND PAPER SHRED EVENT RECAP

Utility Billing Manager Sam Masiel made a presentation to Council regarding the 2013 Electronic Recycling and Paper Shred Event. Mr. Masiel informed that out of 200 electronics-recycling participants, 188 were from Conroe and out of 203 paper-shredding participants, 191 were from Conroe. Mr. Masiel pointed out that 22,032 lbs. of electronics-recycling materials and 12,200 lbs. of paper materials were collected.

POLICE VEHICLE RE-AWARD

Buyer Kristina Colville informed Council that on April 25, 2013 Council awarded the police vehicle equipment bid to Lone Star Products and Equipment, the low bidder; however, they could not fulfill the bid requirements concerning certain products. Staff recommended re-awarding the bid to Siddons Martin Emergency Group, the second low bidder, who would be able to supply all of the items bid.

CDBG 2013 ANNUAL ACTION PLAN

Assistant Community Development/Public Works Director Nancy Mikeska asked Council to consider a proposed Resolution adopting the CDBG 2013 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. Ms. Mikeska informed that the projects were approved by the CDBG Citizens Advisory Board.

ANNEXATION PARCELS FOR 2013

Assistant Community Development/Public Works Director Nancy Mikeska addressed Council and asked them to consider four proposed annexation parcels of land for the 2013 cycle, which were City ETJ parcels, and described as 1) Covenant Christian School, 2) League Line A, 3) League Line B, and 4) FM 830/Triflo. Ms. Mikeska asked Council to consider authorization of developing Service Plans, setting and holding Public Hearings, and take any other actions necessary to prepare for final annexation.

DBL I-45 CONROE, LLC DEVELOPER AGREEMENT – DEFERRED ANNEXATION OF 9.358 ACRES

Assistant Community Development/Public Works Director Nancy Mikeska presented Council a Developer Agreement with DBL I-45 Conroe, LLC, Henry T. Brooks, Managing Director, whereby, the City agreed to defer the annexation of 9.358 acres. Ms. Mikeska advised said property would continue the City of Conroe extraterritorial status and would be subject to the terms and conditions of said agreement.

MICHAEL & DENISE STEWART DEV. AGREEMENT – DEFERRED ANNEXATION OF 41.1232ACRES

Assistant Community Development/Public Works Director Nancy Mikeska presented Council a Developer Agreement with Michael and Denise Stewart, whereby, the City agreed to defer the annexation of 41.1232 acres. Ms. Mikeska advised said property would continue the City of Conroe extraterritorial status and would be subject to the terms and conditions of said agreement.

SUZANNE W. BRIGNAC DEVELOPER AGREEMENT – DEFERRED ANNEXATION OF 20.490 ACRES

Assistant Community Development/Public Works Director Nancy Mikeska presented Council a Developer Agreement with Suzanne W. Brignac, whereby the City agreed to defer the annexation of 20.490. Ms. Mikeska advised said property would continue the City of Conroe extraterritorial status and would be subject to the terms and conditions of said agreement.

DEVELOPER PARTICIPATION AGREEMENT – 12470 MILROY LANE

City Engineer Erwin Burden asked Council to consider a Developer Participation Agreement with Ron Daniel to extend sanitary sewer and water service to a commercial property located at 12470 Milroy Lane. Mr. Burden informed that the owner would be responsible for the cost of all materials and Public Works would be responsible for project design, upsizing of the lines, and installation of the project. Staff recommended approval.

COUNCIL BRIEFING

Mayor Pro Tem Martin had some concerns regarding 50' lot sizes. City Attorney Marc Winberry pointed out how any changes affect fair housing policies. It was the Council's determination for Councilman Gentry to meet with the Developer's Committee to discuss their point of view regarding lot sizes.

COUNCIL INQUIRY

None

There being no further business to be brought before the Council the Open Meeting was recessed until tomorrow at 6:00 p.m.

RECONVENE

THURSDAY, MAY 23, 2013 – 6:00 P.M.

OFFICIAL ACTION OF THE CONROE CITY COUNCIL

**CALL TO ORDER
CALL OF ROLL**

PRESENT:

**Mayor Melder
Mayor Pro Tem Martin
Council Members Gibson, Porter, Snider, and Gentry
City Administrator Paul Virgadamo
City Attorney Marcus L. Winberry
City Secretary Marla J. Porter
Assistant City Secretary Soco M. Gorjón**

INVOCATION/PLEDGE: Brother Gene Kendrick - Mims Baptists Church

RECOGNITIONS: Mayor Melder recognized Sacred Heart Church Boy Scout Troop 1517 who were present to obtain their communication and citizenship badges.

Maria Navarro, Mayor Elect for the Citizenship Conroe Hispanic Task Force Class 592, addressed Mayor and Council and thanked them for their continued support of the citizenship classes in Conroe.

**SERVICE AWARD: 15-Year Service: Juan Saucedo – Police Department
10-Year Service: Sarah Hightower – Recreation Center**

CITIZEN INQUIRY

Juanita Stanley, President of Conroe Live, Inc., addressed Council and presented a \$35,000 check for pledges for the Owen Theatre. Mayor Melder thanked Ms. Stanley for Conroe Live assistance.

SUPPORT CITY'S FAIR HOUSING POLICIES – FFAST AND CDBG PROGRAM

A motion was made by Councilwoman Porter, seconded by Councilman Snider, to approve a proposed Resolution supporting the City's Fair Housing Policies with regard to FFAST and CDBG Program as discussed. Motion carried unanimously.

AWARD CANDY CANE PARK PAVILIONS AND RESTROOMS CONSTRUCTION

A motion was made by Councilman Snider, seconded by Councilman Gibson, to award the project to Montgomery Building Services as discussed. The motion carried unanimously.

APPOINTMENTS TO PARKS AND RECREATION ADVISORY BOARD

Councilman Gentry made a motion to reappoint Mary Ann Metcalf and James Stewart and to appoint Denny Buckalew as well to make C.K. Ray an Ex-Officio to the Parks and Recreation Advisory Board as discussed. The motion was seconded by Mayor Pro Tem Martin. Motion carried unanimously.

CONROE CAN CODE ENFORCEMENT INITIATIVE – FOCUS AREA

Councilman Gibson made a motion to approve increasing the focus area for the Conroe CAN Code Enforcement Initiative as discussed. The motion was seconded by Councilman Gentry. Motion carried unanimously.

ANNEXATION PARCELS FOR THE 2013 CYCLE

Mayor Pro Tem Martin made a motion to approve a Resolution regarding four proposed annexation parcels of land for the 2013 cycle, which were described as 1) Covenant Christian School, 2) League Line A, 3) League Line B, and 4) FM 830/Triflo, and direct staff to develop Service Plans, set and hold Public Hearings, and/or take other actions necessary to prepare for final annexation as discussed. The motion was seconded by Councilman Gibson. Motion carried unanimously.

DEVELOPER PARTICIPATION AGREEMENT – 12470 MILROY LANE

Councilwoman Porter made a motion to approve a proposed Developer Participation Agreement with Ron Daniel to extend sanitary sewer and water service to a commercial property located at 12470 Milroy Lane as discussed. The motion was seconded by Councilman Gentry. Motion carried unanimously.

DEVELOPER AGREEMENT – DBL I45 CONROE, LLC – DEFERRED ANNEXATION OF 9.358 ACRES

Councilman Gentry made a motion to approve a proposed Development Agreement with DBL I-45 Conroe, LLC, Henry T. Brooks, Managing Director, whereby, the City agreed to defer the annexation of 9.358 acres as discussed. The motion was seconded by Councilman Gibson. Motion carried unanimously.

DEVLP. AGRMNT. – MICHAEL & DENISE STEWART – DEFERRED ANNEXATION - 41.1232 ACRES

Councilwoman Porter made a motion to approve a proposed Development Agreement with Michael and Denise Stewart, whereby, the City agreed to defer the annexation of 41.1232 acres as discussed. The motion was seconded by Councilman Gibson. Motion carried unanimously.

DEVELOPMENT AGREEMENT – SUZANNE W. BRIGNAC – DEFERRED ANNEXATION 20.490 ACRES

A motion was made by Councilman Gibson, seconded by Mayor Pro Tem Martin, to approve a proposed Development Agreement with Suzanne W. Brignac, whereby, the City agreed to defer the annexation of 20.490 acres as discussed. The motion carried unanimously.

CDBG 2013 ANNUAL ACTION PLAN

A motion was made by Councilman Gentry, seconded by Councilwoman Porter, to approve a Resolution adopting the proposed CDBG 2013 Annual Action Plan and authorize the Mayor to sign all documents for transmittal to the U.S. Department of Housing and Urban Development for the acceptance and implementation of the grant as discussed. The motion carried unanimously.

APRIL 2013 MONTHLY FINANCIAL SUMMARY REPORT

Finance Director Steve Williams presented a detailed monthly financial summary report for the month of April 2013 to Mayor and Council for review and consideration.

Following Mr. Williams' presentation, Mayor Pro Tem Martin made a motion to approve the April 2013 Monthly Financial Summary Report as presented. Councilman Gibson seconded, and the motion carried unanimously.

CONSENT AGENDA

A motion was made by Councilman Gibson, seconded by Councilwoman Porter, to approve the Consent Agenda Items 12 thru 16 as presented. The motion carried unanimously.

- Consider approval for Commercial Solid Waste Franchise for Waste Connections of Texas, LLC. – First Reading

CONSENT AGENDA - CONTINUATION

- Consider action to re-award the police vehicle equipment bid to Siddons Martin Emergency Group.
- Bid Award – Building security for Public Works and Parks Department.
 - Award bid to Securadyne Systems for their bid price of \$59,531.00.
- Minutes of Council Meetings held May 8 & 9, 2013.

Payment of Statements:

• San Jacinto River Authority/ GRP	Surface Water Fee	\$328,254.89
• Tripple B Services	Pay No. 8 – Drennan Rd Way	\$175,436.72
• Tripple B Services	Pay No. 8 – Plantation Dr North Phase 1 & 2	\$131,334.60
• CaraSoft Technology Corp.	Inv. No. IN123363	\$134,566.16
• Lewis Contractors	Pay No. 13 – I-45 to SWTP	\$207,147.89
• Huff & Mitchell, Inc.	Pay No. 2 – LaSalle to League Line Rd	\$728,738.19

There being no further business to consider, Councilwoman Porter made a motion, seconded by Mayor Pro Tem Martin, to adjourn. The motion carried unanimously.