

**MINUTES OF THE
CONROE CITY COUNCIL**

JANUARY 8 & 9, 2014

**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

ABSENT: Assistant City Secretary Soco M. Gorjón

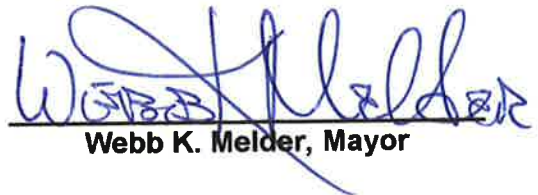
After a roll call by the City Secretary establishing a quorum was present, the meeting was called to order at 2:00 p.m. by Mayor Melder.

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

LONGMIRE CREEK ESTATES UPDATE

Public Works Director Scott Taylor advised Council on the responsibility of the City for commercial and residential construction and the City's authority during the construction phases. He then advised on the list of corrections they had provided to Signorelli and what improvements they had made.

John Bleyl and Michael Mathena gave an update on their responsibility to the project. They designed and sized the driveway culverts. They felt all items for which they were responsible had been corrected other than for the streetlights. Mr. Mathena addressed items that were on their punch list such as removal of construction debris, establishment of rye grass and matting, restoration of roadway ditches to grade, silt fences taken out where necessary and replacing a storm sewer cover with City of Conroe manhole cover.

Don Begley, resident of 9626 Longmire Creek Court, addressed Council and stated that they have seen little, if any, progress in drainage, and in some cases, the drainage issues were even worse.

Mandy Smith, resident of 11310 Longmire Creek Court, addressed Council and informed that she had no culvert at her residence, which deviated from the developer's plan.

Mayor Melder informed that the City would continue to work to resolve all pending issues.

PURCHASE OF PATROL RADIOS – DAILEY-WELLS COMMUNICATIONS (SOLE SOURCE AWARD)

Purchasing Director Wallace Dodd asked Council to consider the purchase of 19 handheld radios from Dailey-Wells Communications, which would be a sole source award. Mr. Dodd pointed out that these new radios would upgrade the new patrol cars replacing older radios. He pointed out that no budget amendment would be required.

PURCHASE OF TOUGHBOOKS

Purchasing Director Wallace Dodd asked Council to consider the purchase of Panasonic CF-31 Toughbooks through the Department of Information Resources State Contract and award the purchase to John Wright Associates who submitted the lowest quote.

PURCHASE OF VIDEO AND RADAR EQUIPMENT – KUSTOM SIGNALS (SOLE SOURCE AWARD)

Purchasing Director Wallace Dodd asked Council to consider approval of Kustom Signals video and radar proposal pertaining to the patrol cars, a sole source award. Mr. Dodd pointed out that this would require no budget amendment.

JANITORIAL SERVICES – GRACEY'S COMMERCIAL CLEANING & EASLEY ENTERPRISES

Purchasing Director Wallace Dodd asked Council to consider splitting the bid between two local vendors; award the Parks Recreation Center and the Public Works Complex to Easley Enterprise for their bid price of \$111,471.00 and award the Park & Downtown Cleaning and the Conroe Tower to Gracey's Commercial Cleaning for their bid price of \$170,608.68.

DEV. AGMT. – CALICO LAND & HERMAN AND KATHLEEN HOFFMAN – DEFER ANNEXATION

Assistant Community Development/Public Works Director Nancy Mikeska addressed Council and asked them to consider a Development Agreement with Calico Land, LLC, and Herman and Kathleen Hoffman, whereby the City agreed to defer the annexation of 20.482 acres of land, in the Martin P. Clark Survey. Ms. Mikeska pointed out that said property would continue to hold the City's extraterritorial property status and would be subject to the terms and conditions of said agreement, which placed certain restrictions upon the property.

DEV. AGREEMENT – HERMAN AND KATHLEEN HOFFMAN – DEFER ANNEXATION – 12.891 ACRES

Assistant Community Development/Public Works Director Nancy Mikeska addressed Council and asked them to consider a Development Agreement with Herman and Kathleen Hoffman, whereby, the City agreed to defer the annexation of 12.891 acres of land in the Martin P. Clark Survey. Ms. Mikeska pointed out that said property would continue to hold the City's extraterritorial property status and would be subject to the terms and conditions of said agreement, which placed certain restrictions upon the property.

At 2:43 p.m., Mayor Melder along with Council, City Administrator Paul Virgadamo, City Attorney Marc Winberry, and City Secretary Marla J. Porter recessed into a Closed Executive Session for the following purpose:

- **Section 551.074 – Director of Finance & Administration - Performance Evaluation
Director of Human Resources – Performance Evaluation**

The Open Meeting reconvened at 2:50 p.m.

COUNCIL BRIEFING

None

COUNCIL INQUIRY

None

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

RECONVENE

THURSDAY, JANUARY 9, 2014 – 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: Pastor Tony Noriega, The Garden Church

PLEDGE: Boy Scout Troop No. 1045 - Conroe

EMPLOYEE OF THE MONTH: Dattrin Roger, Recreation Coordinator
Oscar Johnson, Jr. Community Center

CITIZEN INQUIRY

Sandy Rapoport and Shaune Stauffer spoke to Council regarding current problem with feral cats in the Conroe area. Both Ms. Rapoport and Ms. Stauffer wanted to know why Conroe did not implement the "trap neuter and release" alternative as the County has done. They pointed out that Conroe Animal Control did not have the right to kill feral cats at their trap sites. Ms. Rapoport stated that she captured the cats to have them neutered, clipped one of their ears, and then released them back to the wild. She pointed out that it was less expensive than euthanizing them, and it also gave better control over the feral cat colonies as well as rat control. They asked Council to check the trapneuterreturn.com website to see what a better humane option that would be for the City of Conroe to adopt.

Martin Douglas son of former Council Member Melvin Douglas thanked City employees and Council for their support and kindness expressed at his father's funeral.

Linda Sasser addressed Council regarding the current tree ordinance clear-cutting. Ms. Sasser encouraged Council to work together with developers to address this horrific problem. She also asked Council to consider placing the red light cameras issue on the upcoming ballot.

Mayor Pro Tem Martin informed that he was already working on the red light camera issues.

Alice Smith asked Council to stop allowing dilapidated mobile home placement in her neighborhood in the Dugan area. Ms. Smith pointed out that when she asked to place a mobile home on her property, Council did not approved it, but now the City has allowed several in the neighborhood. Mayor Melder directed staff to assist Ms. Smith.

Mandy Smith presented and discussed a video of the drainage issues in Longmire Creek Estates for Council's information and action.

Residents of Graystone Hills, Jerry Gray, Kathleen Williams, Toby Ragsdale, Berry Johnson, and Guy Munster, all addressed Council regarding their disappointment for the City allowing clear cutting in their subdivision. They were told by Friendswood Development that trees would be left on individual lots. They asked Council to take an immediate look at the current tree ordinance to prevent any future occurrence.

CONTINUATION - CITIZEN INQUIRY

Everyone in Council sympathized with the residents of Graystone Hills and agreed that something needed to be done to the current ordinance to include residential property and assured everyone that the necessary actions would be taken to correct the problem.

Mike Stoecker, Real Estate Developer Committee Member, addressed Council and pointed out that it was very unusual to see lots of that size (such as in Graystone Hills) to be clear cut. Mr. Stoecker pointed out that there were recourses to allow an in-City MUD with stipulation of a certain amount of tree canopy to be set aside and allow developers to select areas for trees. Mr. Stoecker assured Council that this issue would be addressed in the next Real Estate Developer Committee Meeting.

Bill Cochran, Jr., addressed Council and pointed out that Council worked on the tree ordinance back in the 1990's when he was on Council, but felt it needed to be a stronger. He asked Council to help preserve our City trees.

NOVEMBER 2013 MONTHLY FINANCIAL SUMMARY REPORT

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

Following Mr. Williams' presentation, Councilman Gibson made a motion to approve the November 2013 Monthly Financial Summary Report as presented. Councilwoman Porter seconded, and the motion carried unanimously.

OSCAR JOHNSON JR. COMMUNITY CENTER – ADVISORY BOARD REAPPOINTMENTS

Parks Department Director Mike Riggins asked Council to consider the reappointment of Ruby Johnson, Marlen Tejada, Jeff Cashner, and Greg Chapman to the Oscar Johnson, Jr. Community Center Advisory Board with terms to expire December 31, 2016.

A motion was made by Councilman Snider, seconded by Mayor Pro Tem Martin, to approve the reappointment of the Oscar Johnson, Jr. Community Center Advisory Board Members as discussed and presented. Motion carried unanimously.

PARKS AND RECREATION ADVISORY BOARD APPOINTMENT

Parks Department Director Mike Riggins informed Council that due to the resignation of Alton Mathis from the Parks and Recreation Advisory Board, Mary Tolbert was recommended to fill the vacancy.

Councilman Gibson made a motion to approve the appointment of Mary Tolbert to the Parks and Recreation Advisory Board as discussed. Councilman Snider seconded, and the motion carried unanimously.

DEVELOPMENT AGREEMENT – CALICO LAND, LLC & HERMAN & KATHLEEN HOFFMAN

A motion was made by Mayor Pro Tem Martin, seconded by Councilman Gentry, to approve the proposed Development Agreement with Calico Land, LLC and Herman and Kathleen Hoffman to defer annexation of 20.482 acres of land in the Martin P. Clark Survey as presented. The motion carried unanimously.

DEVELOPMENT AGREEMENT – HERMAN & KATHLEEN HOFFMAN

A motion was made by Mayor Pro Tem Martin, seconded by Councilman Gentry, to approve the proposed Development Agreement with Herman and Kathleen Hoffman to defer annexation of 12.891 acres of land in the Martin P. Clark Survey as presented. The motion carried unanimously.

UTILITY BILLING AUDIT

Internal Auditor Sherrie Mattson addressed Council and presented a Utility Billing Audit Report, which verified the meter readings tied to the consumption billed on the customer accounts. Ms. Mattson observed that most meters were swapped out because they allowed water to pass through the meter without recording the amount of usage. After further research, it was estimated that the average revenues lost on

CONTINUATION - UTILITY BILLING AUDIT

these meters was over \$237,000, with an estimated 54,831,000 gallons of water lost (almost 50% of the unaccounted water reported to TCEQ for 2012). Ms. Mattson advised that to resolve this problem the Utility Billing Meter Technicians and the Public Works crews have created a plan of action to repair or replace these meters with an estimated completion date of March 2014. Ms. Mattson also informed that out of over 17,000 lines of data compared, only one account had been misread, which was an excellent accuracy rate and highly commended the Utility Billing staff.

Councilwoman Porter made a motion to approve the Utility Billing Audit as presented. The motion was seconded by Mayor Pro Tem Martin. Motion carried unanimously.

CONSENT AGENDA

A motion was made by Mayor Pro Tem Martin seconded by Councilman Snider, to approve the Consent Agenda Items 7 thru 12, defer Item 13, but also approve Item 14 as presented and discussed. The motion carried unanimously.

- Debt proration payment due Montgomery County Emergency Service District #1 for de-annexation of property incorporated into the City of Conroe on December 31, 2009.
- Purchase 19 patrol radios from Dailey-Wells communications. (Sole Source Award).
- Approve the purchase of Panasonic CF-31 Toughbooks through the Department of Information Resources State Contract (Dir #SDD-1365).
- Approve Kustom Signals video and radar proposal pertaining to the patrol cars. (Sole Source Provider).
- Award bid for janitorial services to Gracey's Commercial Cleaning and Easley Enterprises.
- Board and Commission Member absences.
 - November 7, 2013 Meeting – Mike Stoecker and Jim Arnold
 - November 21, 2013 – Chris Caywood
- Approval of Council Meeting Minutes held December 11 & 12, 2013 – THIS ITEM WAS DEFERRED.

Payment of Statements:

• ISCO Industries	Inv. 27026308 – Fuel Max Project	\$ 50,421.60
• Dailey Wells Communications	Inv. 13CC110715/13CC110716	\$1,811,382.43
• Siddons-Martin Emergency Group	Inv. JC120213 – Fire Truck	\$ 354,448.00

There being no further business to consider, Mayor Pro Tem Martin made a motion to adjourn. Councilman Snider seconded the motion. The motion carried unanimously.