CITY OF CONROE

NOTICE OF REGULAR & JOINT MEETING OF
CONROE CITY COUNCIL AND CONROE LOCAL GOVERNMENT CORPORATION
WORK SESSION
CITY HALL COUNCIL CHAMBERS - 300 WEST DAVIS ST. CONROE, TX

CONVENES: WEDNESDAY, OCTOBER 2, 2024 - 2:00 P.M. - RECESS
RECONVENES: THURSDAY, OCTOBER 3, 2024 - 6:00 P.M.

VIDEO CONFERENCE PARTICIPATION ALLOWED:

It is intended that a quorum of the City Council be physically present in the City Council Chambers at all times during the meeting. If a quorum of the Council is physically present then, any other member of the Council, officer or employee of the City may participate in the meeting from a remote location by means of a video conference call if the video and audio feed of the remote participant is broadcast live at the meeting and complies with the provisions of Texas Gov. Code Section 551.127.

EXECUTIVE SESSION

At any time during the WORK SESSION or ACTION AGENDA the City Council may announce it will go into closed session pursuant to Chapter 551 of the Texas Government Code to receive advice from legal counsel, to discuss matters of land acquisition, personnel matters or other lawful matters that are specifically related to items listed on this agenda. Prior to any such closed session the Mayor, in open session, will identify the agenda item to be discussed and the section or sections of Chapter 551 under which the closed discussion is authorized.

CALL TO ORDER

NOTICE: Any required Conflict of Interest affidavits pursuant to Chapter 171, Texas Local Government Code shall be submitted to the City Secretary prior to the start of this meeting.

CALL OF ROLL

CITIZEN INQUIRIES -- NOT TO EXCEED 30 MINUTES

Citizen inquiries are limited to 3 minutes per person. Preference is given to speakers addressing agenda items. Responses are limited to a recitation of existing policy or a statement of specific factual information given in response to the inquiry. Any deliberation or decision by Council shall be limited to a proposal to place the subject on the agenda of a future meeting.

WORK SESSION

1. Urban Forestry and Arbor Day updates.
   N. McGuire

2. Discuss approved Lot Consolidation.
   N. McGuire

3. Discuss the payment to the Montgomery Central Appraisal District.
   C. Boothe

4. Discuss adoption of City Council Rules of Procedure for the City Council 2024 - 2026 term, as required by Section 3.10 of City of Conroe's Home Rule Charter.
   M. Garner

Recess Open Meeting in order to conduct Closed Executive Session for consultation with attorney to receive legal advice concerning the following threatened, contemplated or pending claims and litigation, and to deliberate other matters as authorized by Texas Government Code Chapter 551.071, 551.072, and 551.074 relating to:

5. *SJRA GRP Contract litigation (Sec.551.071).
*QUADVEST, LP, et al vs. SJRA vs. CITY OF CONROE, ET AL (Sec.551.071).
*Legal advice concerning pending litigation in Docket No. 24-08-11842. (Sec.551.071).
*Legal advice concerning contract provisions related to Hotel Convention Center project and governing documents of the Conroe Local Government Corporation (Sec.551.071).
*Deliberation concerning the purchase, exchange, lease or value of real property (Sec.551.072).
*Personnel Matters (Sec.551.074).
Mayor Coon

Reconvene Open Meeting

Briefing -- The Council will be briefed on and may discuss any item on the Action Agenda.

Council Members Inquiry Time -- Pursuant to Tex. Gov. Code Sec. 551.042 the Mayor or Council Members may inquire about a subject not specifically listed on this agenda. Responses are limited to a recitation of existing policy or a statement of specific factual information given in response to the inquiry. Any deliberation or decision shall be limited to a proposal to place the subject on the agenda of a future meeting.

RECESS

Meeting Date: 10/02/2024
Department: Public Works
Contact: Norman McGuire, Asst. City Administrator and Public Works Director
Submitted By: John Mangiameli, Asst. Director Building Inspect. and Permits

Workshop

Item Type: Presentation

CITY OF CONROE

Item Type: Presentation

N. McGuire

Joint Meeting: No Joint Meeting

Description

Urban Forestry and Arbor Day updates.

Summary / Recommendation

This is a presentation to introduce the city's Urban Forester, Trey Marrero; to update the mayor and city council on our urban forestry program; to showcase a few of the forester's accomplishments; and to highlight the upcoming Arbor Day celebration.

Attachments

Urban Forestry Presentation

Urban Forestry Updates & Arbor Day

Trey Marrero



- Graduated Sam Houston State University: BS Plant and Soil Science, minor in Conservation Biology.
- Student Assistant to the Campus Urban Forester.
- USFS at Sam Houston National Forest as a forestry technician.
- Raven Environmental Services as a wildlife biologist.
- ISA Certified Arborist.
- Subject Matter Expert for the development of the SAF Certified Urban and Community Forester™ certification program.

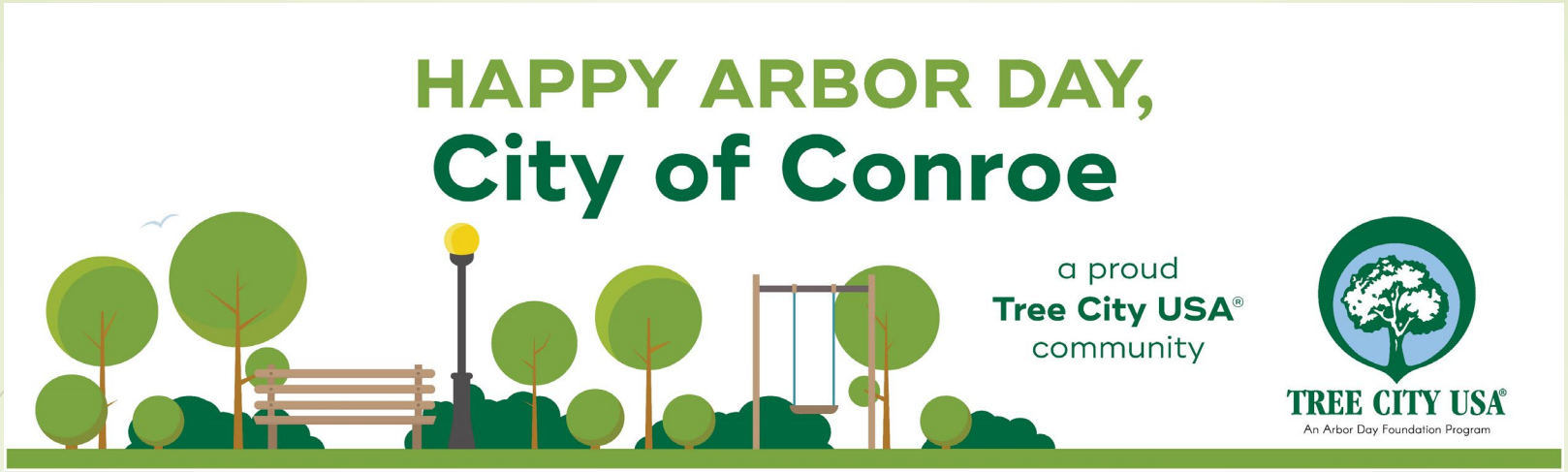
What we've done

- Transitioned clearing permitting/plan review/inspection processes in house.
- Updated our list of urban forest professionals.
- Re-enforcement of tree protection fencing inspection (pre-clearing inspection).
- Created an urban forestry webpage.
- Started development of a tree inventory system.
- Collaborated with legal department to collect from fines. Collected over $150,000.
- Drafted ordinance changes for common issues and clarity.
- Provide arboriculture expertise to other departments.
- Pursue grant opportunities.
- Recovered Tree City USA designation and secured the city's first Growth Award.

Austin	32 years	Growth Award for 11 years	
Boerne	14 years		
Bryan	35 years		
Celina	5 years	Growth Award for 5 years	
City Of Buda	5 years		
City Of College Station Parks And Recreation	34 years		
City Of Ennis	1 years		
City Of Frisco	20 years		
City Of Ingleside	1 years		
City Of Manor	3 years		
City Of The Colony	16 years		
Cuero	12 years		
Denton	33 years	Growth Award for 14 years	
Duncanville	22 years		
Euless	38 years	Growth Award for 33 years	
Fairview	13 years		
Fort Cavazos	19 years		
Galveston	6 years		
Grand Prairie	40 years		
Greenville	29 years		
Harker Heights	13 years		
Hickory Creek	16 years	Growth Award for 10 years	
Houston	39 years		
Irving	15 years		
Bastrop	14 years		
Brownsville	25 years		
Burleson	35 years	Growth Award for 1 years	
City Of Azle	2 years		
City Of Cedar Hill	16 years		
City Of Conroe	2 years	Growth Award for 1 years	
City Of Farmers Branch	39 years		
City Of Hilshire Village	1 years		
City Of Lakeway	2 years		
City Of Midlothian	2 years		
Colleyville	26 years		
Dallas	19 years		
Desoto	4 years		
Edinburg	4 years		
Fair Oaks Ranch	1 years		
Flower Mound	30 years		
Fort Worth	45 years	Growth Award for 24 years	
Garland	17 years		
Grapevine	38 years		
Haltom City	11 years		
Hedwig Village	2 years		
Hollywood Park	11 years		
Hutto	4 years		
Justin	2 years		

97 Tree City USA Communities in the state of Texas.

15 Communities with the Growth Award.



- November 2nd 10:00am-2:00pm at Candy Cane Park.
- Participation confirmed from local conservation agencies:
  - Sam Houston National Forest
  - Texas A&M Forest Service
  - Huntsville State Park
  - Sam Houston State University
  - Citizens' Climate Education
  - Montgomery County Master Gardeners
  - Houston-Galveston Area Council
- Over 100 free trees while supplies last.

- Received a $5,000 grant from H-E-B & Texan by Nature to assist with our tree planting event.
- Local nurseries will be selling plants/trees/succulents.
- Representatives from Starbucks giving free coffee & hot chocolate.
- Raffle prizes.
- Mayor to give proclamation.

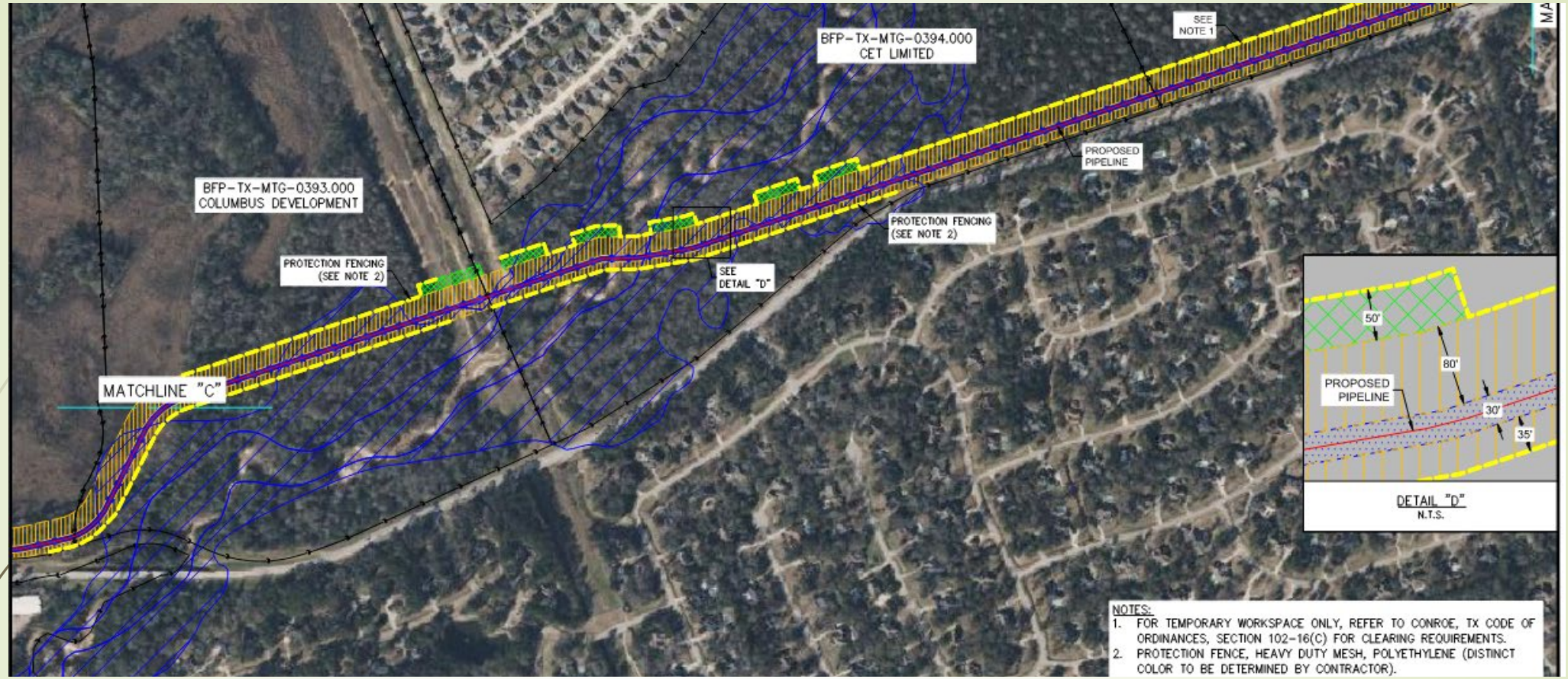


Current Responsibilities

- Attend pre-development meetings
- Review and approve clearing permit applications
  - Review landscape & tree preservation plans
  - Reference utility, grading, site, etc.
  - Bonds, affidavits
- Perform all inspections related to clearing
  - Pre-clearing inspection
  - Inspection for certificate of occupancy
  - 1-Year maintenance period inspection (bond release)
- Improving ordinance with changes that ensure longevity, resilience and overall health of our urban forest.
- Writing reports and issuing violations.
- Maintaining Tree City USA & Growth Award designation

Current Responsibilities

- Run tree committee meetings for ordinance revisions and strategic planning for the future of the city's urban forest.
- Finding sources of funding and pursing grant opportunities.
- Answering emails/phone calls from the general public, developers, engineers, etc.



Blackfin Pipeline

- Agreement for reforestation in temporary workspace areas. Reforestation plan bonded, approved and signed.
- Tree protection fencing when clearing next to forested areas to prevent over clearing.
- Clearing starts soon, 2 phases of reforestation planned. 2024 - areas immediately adjacent to Crighton Rd. 2025 – Remaining project areas.

Urban Forestry in 2025

- New tree ordinance with technical manual.
- Start planting events for $50,000.00 HGAC grant.
- Implement “City Champion Trees” for arbor day 2025.
- Continue to work on inventory and management plan for city owned trees.
- Reforestation of the Blackfin Pipeline.
- Collaborate with local conservation agencies to provide citizens with volunteer opportunities working in conservation.

Meeting Date: 10/02/2024
Department: Public Works
Contact: Greg Hall, Asst. Public Works Director
Submitted By: Carlos Salazar, Development Coordinator

Workshop

Item Type: Consent

Item Type: Consent

N. McGuire

Joint Meeting: No Joint Meeting

Description

Discuss approved Lot Consolidation.

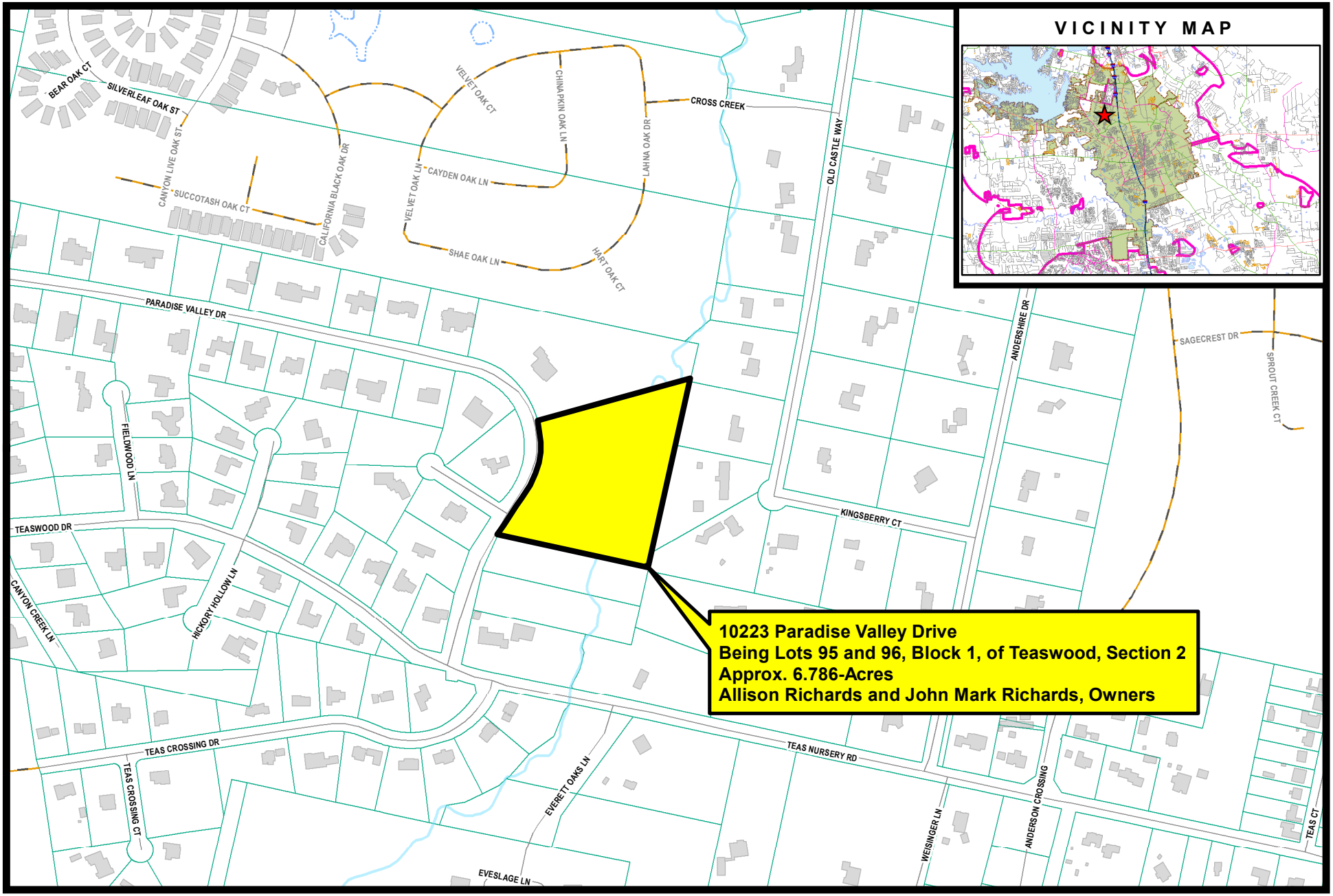
Summary / Recommendation

As required by Ordinance 2487-19, Amending Code of Ordinances 14-43 Consolidated Building Sites, attached is the most recent Lot Consolidation including the location, ownership and size of the consolidated building site. Reason for Lot Consolidation: The proposed consolidation is intended to facilitate the construction of a 17,448 sq. ft. single-family dwelling across Lots 95 and 96 in Block 1, Teaswood, Section 2. Although both lots exceed the City's minimum lot size requirements, they are encumbered by easements. As such, consolidating the two lots into a single building site is the only feasible option for development.

Attachments

Lot Consolidation information (1 Building Site)

Disclaimer: This map was compiled utilizing an overlay onto the latest revision of the Flood Insurance Rate Map. As such it represents an approximate location of the property in relation to the legally adopted limits of the floodplain. This product is for informational purposes and may not have been prepared for, or be suitable for, legal, engineering, or surveying purposes. It does not represent an on-the-ground survey and represents only the approximate location of property boundaries. For complete accuracy, you must have a surveyor provide a completed Elevation Certificate for the property, with respect to FEMA designation and the legally adopted base flood elevation. The City of Conroe has established the legal limits of the floodplain based on the best available information at the time of the drainage study. The City of Conroe assumes no liability for the accuracy of this map.



N
W E
S

Scale: 1 inch = 500 feet

Date Issued: 10/03/2024

10223 Paradise Valley Drive
LOT CONSOLIDATION

Engineering Department
P. O. Box 3066 Conroe, Texas 77301
Phone: (936) 522-3100 Fax: (936) 522-3125
www.cityofconroe.org/comdev

Our Mission:
"To protect and serve the citizens of Conroe and exceed their expectations."

First American Title Guaranty Company	Commitment For Title Insurance T-7 ISSUED BY **First American Title Guaranty Company**
SCHEDULE A	

Effective Date: **March 21, 2024** at 8:00 a.m. GF No. **2858033-HO43**

Commitment No. **2858033-HO43**, issued **April 04, 2024**, at 8:00 a.m.

1. The policy or policies to be issued are:

   (a) OWNER'S POLICY OF TITLE INSURANCE (Form T-1)
   (Not applicable for improved one-to-four family residential real estate)
   Policy Amount: $
   PROPOSED INSURED:

   (b) TEXAS RESIDENTIAL OWNER POLICY OF TITLE INSURANCE
   ONE-TO-FOUR FAMILY RESIDENCES (Form T-1R)
   Policy Amount: $5,721,050.00
   PROPOSED INSURED: John Mark Richards and Allison Richards

   (c) LOAN POLICY OF TITLE INSURANCE (Form T-2)
   Policy Amount: $4,185,000.00
   PROPOSED INSURED: First Financial Bank
   Proposed Borrower: John Mark Richards and Allison Richards

   (d) TEXAS SHORT FORM RESIDENTIAL LOAN POLICY OF TITLE INSURANCE (Form T-2R)
   Policy Amount $
   PROPOSED INSURED:
   Proposed Borrower:

   (e) LOAN TITLE POLICY BINDER ON INTERIM CONSTRUCTION LOAN (Form T-13)
   Binder Amount: $
   PROPOSED INSURED:
   Proposed Borrower:

   (f) OTHER
   Policy Amount: $
   PROPOSED INSURED:

OWNERS

2. The interest in the land covered by this Commitment is: **Fee Simple**

3. Record title to the land on the Effective Date appears to be vested in: **ALLISON RICHARDS AND JOHN MARK RICHARDS, WIFE AND HUSBAND**

4. Legal description of land: LOTS 95, 96, 97 AND 98, BLOCK 1, OF TEASWOOD, SECTION II, A SUBDIVISION TO MONTGOMERY COUNTY, TEXAS, ACCORDING TO MAP OR PLAT THEREOF RECORDED IN CABINET L, SHEET 121, OF THE MAP AND/OR PLAT RECORDS OF MONTGOMERY, TEXAS

Notes:
1. Basis of Bearings:Southeast right-of-way line of Paradise Valley Drive per the Recorded Plat.
2. Easements and building lines as shown are per the recorded plat and CF No's. 9629002, 9709983, 99074708.
3. Survey performed and prepared in reliance upon First American Title Guaranty Company Commitment GF # 2858033-HO43. effective date March 21, 2024, issued date April 4, 2024.
4. Subject to a right-of-way agreement to Entergy Gulf States, Inc. recorded in CF No. 99049225.
5. Per plat a 20 foot wide utility easement inside the perimeter of each lot in Section 2 exists in favor of League Line Utilities.
6. A 30 foot prescriptive easement exists around any in-ground sewer lines, 15 feet wide on each side of the centerline of the pipe.
7. Subject to an easement granted to Tachus Infrastructure, LLC, a Delaware limited liability Company as recorded in CF No. 2020125312.
8. There is an Encroachment Agreement that affects Lots 95 and 96 as recorded in CF No. 2024-057463.
9. It is this Surveyors opinion that the exceptions within the Title Commitment under 10 (j,k,l,m, and n) do not affect this property.

Boundary Line Table

CURVE	DELTA ANGLE	RADIUS	ARC LENGTH	CHORD BEARING	CHORD LENGTH
C1	48°02'54"	330.00'	276.74'	N 11°50'07" E	268.70'
PLAT	47°55'21"		276.01'	N 11°23'23" E	268.04'

Line Table for Sewer Easement CF No. 99074708

LINE	BEARING	DISTANCE
L1	S 08°16'48" W	61.87'
L2	S 25°23'58" W	77.34'
L3	N 12°19'34" E	162.37'
L4	N 77°38'31" E	26.08'

This property lies within ZONE 'X' and 'AE' as SCALED from FEMA Map Panel Number 48339C0380G, dated August 18, 2014.

THIS MEANS THAT THE SUBJECT PROPERTY SCALES WITHIN THE 100 YEAR FLOOD PLAIN.

This determination is made strictly according to the FEMA Maps and does not reflect actual on ground flood conditions. Furthermore, this company takes no responsibility for such.





Lots 95 and 96 in Block 1, of TEASWOOD, Section 2, a subdivision in Montgomery County, Texas, according to the map or plat thereof recorded in Cabinet L, Sheet 121, of the Map Records of Montgomery County, Texas.

Date: July 23, 2024	GF No. 2858033-H043
Job No. 24-0067	Scale: 1" = 60' (18" x 24")
Address: 10223 Paradise Valley Drive	Drawn By: SC
City, State Conroe, Texas	Zip: 77304 Rev: 9/6/24

C & C SURVEYING, INC.
Firm Number 10009400
33300 Egypt Lane, Suite F200 Magnolia, Texas 77354
Office: 281-356-5172
survey@ccsurveying.com/www.ccsurveying.com

STATE OF TEXAS
REGISTERED
STEVEN L. CREWS
4141
PROFESSIONAL
LAND SURVEYOR

R.P.L.S. Seal

Certified To: First American Title Guaranty Company
John Mark Richards and Allison Richards
Client: John Mark Richards and Allison Richards

I HEREBY CERTIFY THIS SURVEY WAS MADE ON THE GROUND, AND THAT THIS PLAT CORRECTLY REPRESENTS THE FACTS FOUND AT THE TIME OF SURVEY AND THAT THIS PROFESSIONAL SERVICE CONFORMS TO THE TEXAS SOCIETY OF PROFESSIONAL SURVEYORS STANDARDS AND SPECIFICATIONS FOR A CATEGORY 1A CONDITION III SURVEY, AND THAT THERE ARE NO ENCROACHMENTS EXCEPT AS SHOWN.

Steven L. Crews R.P.L.S. # 4141

Meeting Date: 10/02/2024
Department: Finance
Contact: Collin Boothe, Asst. City Administrator and Director of Finance
Submitted By: Michael Monteilh, Finance Manager

Workshop

Item Type: Other

C. Boothe

Joint Meeting: No Joint Meeting

Description
Discuss the payment to the Montgomery Central Appraisal District.

Summary/Recommendation
This payment is for the City's share of the Montgomery Central Appraisal District's (MCAD) 2025 approved budget. Staff recommends approval.

1. Is the request necessary?
Yes, this is a non-discretionary item.

2. Why was the item not budgeted in the normal budget process?
This item was budgeted in the FY 24-25 Budget. However, the budget was prepared before receiving the 2025 estimated cost allocation from MCAD.

3. Why can a transfer not be made within the department?
The amount needed to cover the overage cannot be absorbed in the budget.

Source of Funds & Amount of Amendment Needed:

Reserves: $117,227.86	Grants: $
Bond Proceeds: $	Additional Revenues: $

5-Year Budget Impact

	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Revenues	$0					$0
Expenditures						
Personnel	$	$	$	$	$	$
Supplies						
Contractual	117,227.86					117,227.86
Capital						
Total	**$117,227.86**	**$**	**$**	**$**	**$**	**$117,227.86**
Net Impact	**$(117,227.86)**	**$**	**$**	**$**	**$**	**$(117,227.86)**

City of Conroe Financial Management Policy, Section V.B. - The budget may be amended by using the following criteria for evaluation of requests. The following questions must be answered by the appropriate department head prior to submittal to the City Council for approval and shall be included as a part of the agenda packet:

The Director of Finance certifies that there are available revenues in excess of those estimated in the budget or that unreserved/unencumbered fund balance is available.

Fiscal Impact

Expenditure Amount: $616,084.86
Revenue Amount: $0
Account Number: 001-1100-8060
Budget Amendment Required Y/N: Y
Financial Review Complete: MM
Financial Review Notes:

Attachments

2025 Cost Allocation

MONTGOMERY CENTRAL APPRAISAL DISTRICT
2025 ESTIMATED COST ALLOCATION BY TAXING UNIT

TAXING UNIT	Estimated % Budget Share	Estimated $ Budget Share
Conroe ISD	27.6799%	$ 4,993,862.22
Montgomery County	19.0600%	$ 3,438,716.93
Magnolia ISD	5.5931%	$ 1,009,082.70
New Caney ISD	5.5075%	$ 993,636.63
Lone Star CC	5.1743%	$ 933,520.08
Montgomery ISD	4.9691%	$ 896,504.86
City of Conroe	3.4148%	$ 616,084.86
Willis ISD	3.3919%	$ 611,943.90
Montgomery Co Hospital Dist	2.6364%	$ 475,648.71
The Woodlands Township	2.5692%	$ 463,527.36
Splendora ISD	1.1403%	$ 205,727.12
Tomball ISD	0.9042%	$ 163,130.56
Montgomery County MUD 113	0.6968%	$ 125,708.92
Montgomery Co ESD 10	0.6813%	$ 122,921.44
Montgomery County MUD 119	0.6497%	$ 117,224.47
Montgomery Co ESD 8	0.5455%	$ 98,413.95
Montgomery County MUD 46	0.4701%	$ 84,813.87
Montgomery County MUD 95	0.4615%	$ 83,269.71
Montgomery Co ESD 1	0.4232%	$ 76,355.83
Spring Creek UD	0.4085%	$ 73,694.12
Montgomery Co ESD 2	0.3616%	$ 65,245.20
Montgomery County MUD 115	0.3555%	$ 64,143.00
Conroe Municipal Mgmt Distr 1	0.3470%	$ 62,611.66
Montgomery County MUD 139	0.3416%	$ 61,625.39
City of Houston	0.3188%	$ 57,516.90
Montgomery County MUD 105	0.2968%	$ 53,543.03
Montgomery County MUD 47	0.2889%	$ 52,115.40
Montgomery Co ESD 6	0.2867%	$ 51,728.90
Montgomery County MUD 112	0.2826%	$ 50,976.34
Montgomery County MUD 111	0.2715%	$ 48,982.52
Montgomery Co ESD 3	0.2655%	$ 47,901.72
Porter MUD	0.2625%	$ 47,355.48
Woodlands Road Dist 1	0.2617%	$ 47,219.78
Montgomery County MUD 94	0.2361%	$ 42,591.70
Montgomery Co ESD 7	0.2323%	$ 41,904.90
Rayford Road MUD	0.2197%	$ 39,644.10
Montgomery Co ESD 4	0.2121%	$ 38,262.22
Montgomery County MUD 88	0.2116%	$ 38,179.55
Montgomery County MUD 18	0.2043%	$ 36,851.70
Montgomery County MUD 15	0.2028%	$ 36,583.83
Montgomery County MUD 99	0.1922%	$ 34,684.64
Montgomery County MUD 60	0.1888%	$ 34,054.23
City of Willis	0.1852%	$ 33,421.68
Montgomery County MUD 67	0.1849%	$ 33,366.61

Meeting Date: 10/02/2024
Department: Legal
Contact: Mike Garner, Interim City Attorney
Submitted By: Mike Garner, Interim City Attorney

Workshop

Item Type: Resolution

Item Type:
Resolution

M. Garner

Joint Meeting:
No Joint Meeting

Description
Discuss adoption of City Council Rules of Procedure for the City Council 2024 - 2026 term, as required by Section 3.10 of City of Conroe's Home Rule Charter.

Summary / Recommendation
Passage of this resolution will adopt City Council Rules of Procedure for the City Council 2024 - 2026 term, as required by Section 3.10 of City of Conroe's Home Rule Charter.

Meeting Date: 10/02/2024
Department: Legal
Contact: Mike Garner, Interim City Attorney
Submitted By: Yanira Peres-Gutierrez, Adm. Assistant - Legal

Workshop

Item Type: Executive Session

Item Type:
Executive Session

Mayor Coon

Joint Meeting:
No Joint Meeting

Description
*SJRA GRP Contract litigation (Sec.551.071).
*QUADVEST, LP, et al vs. SJRA vs. CITY OF CONROE, ET AL (Sec.551.071).
*Legal advice concerning pending litigation in Docket No. 24-08-11842. (Sec.551.071).
*Legal advice concerning contract provisions related to Hotel Convention Center project and governing documents of the Conroe Local Government Corporation (Sec.551.071).
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Summary / Recommendation
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