

CITY OF PINE FOREST  
305 NAGEL STREET  
VIDOR, TX 77662  
MAYOR: Cathy Nagel



PHONE: 409-786-4100  
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EMAIL: Cityofpineforest@gt.rr.com

City of Pine Forest

**REGULAR MEETING:** Monday, March 12, 2018 at 6:00 PM, held at Temporary City Hall due to Hurricane Harvey.

**Council Present:** Mayor Cathy Nagel, Place 1 Councilman Katie Fox, Place 2 Councilman Wesley Brown, Mayor Pro Tem / Place 3 Councilman Kevin Singleton, Place 4 Councilman Mike Lea

**Absent:** Place 5 Councilman Jason Dunwoody

**Others Present:** Rodney Price-City Attorney; George Garza; Steve Brown; Zach Johnson; Duane Gordy; HR Sonny Stevenson Jr

**Item 1:** Invocation and Pledge: Mayor Nagel

**Item 2:** Mayor's Report. Mayor Nagel invited council members to attend 2 TML workshops: Elected Officials 101 and TML Budget and Tax Rate workshop, hosted at The Hotel Elegante in Beaumont, Texas on June 7<sup>th</sup> and 8<sup>th</sup>, 2018.

**Item 3:** Citizen/Visitor's Forum: **NONE**

**Item 4:** Mayor Pro Tem / Place 3 Councilman Kevin Singleton made motion to extent current contract for Creative Development Services through the end of April 2018. Place 2 Councilman Wesley Brown 2<sup>nd</sup> the motion. **MOTION CARRIED UNANIMOUS**

**Item 5:** Place 2 Councilman Wesley Brown made motion to submit the request for submission of Public notice for Request for Qualifications (RFQ's) and Request for Proposal (RFP's) for Professional Services for flood control plan; City Auditor; Accounting and accounting software; Lawn Maintenance; Engineering Service for flood control, Grant Administrator; Procurement of removal of temporary blockages and obstructions. Place 4 Councilman Mike Lea 2<sup>nd</sup> the motion. **MOTION CARRIED UNANIMOUS**

**Item 6:** Mayor Pro Tem / Place 3 Councilman Kevin Singleton made motion to set workshop date for Personnel Policy Manual on Tuesday, March 20, 2018 at 7pm. Place 2 Councilman Wesley Brown 2<sup>nd</sup> the motion. **MOTION CARRIED UNANIMOUS**

**Item 7:** Place 2 Councilman Wesley Brown made motion to approve the installation of new street lights per this list with the changes to Lakeview Cutt-off to 13. Place 4 Councilman Mike Lea 2<sup>nd</sup> the motion. **MOTION CARRIED UNANIMOUS**

**Item 8:** Discussion and possible action on initial discussions for a development agreement with land owners on asset acquisition for detention system. **Tentative pending land owners: March 26, 2018 at 7pm.**

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**Item 9:** Mayor Pro Tem / Place 3 Councilman Kevin Singleton made motion to approve City Secretary to attend certified Public Manager Program at Stephen F. Austin University. Place 2 Councilman Wesley Brown 2<sup>nd</sup> the motion. **MOTION CARRIED UNANIMOUS**

**Item 10:** Place 2 Councilman Wesley Brown made motion to amend ordinance 2018-0220 Chapter 1 code Procedures and Decorum to include financial policies and procedures. Place 1 Councilman Katie Fox 2<sup>nd</sup> the motion. **MOTION CARRIED UNANIMOUS**

**Item 11:** Place 2 Councilman Wesley Brown made motion to form a committee for Hazard Mitigation Grant Program consisting of at least 2 members. Place 4 Councilman Mike Lea 2<sup>nd</sup> the motion. **MOTION CARRIED UNANIMOUS**

**Item 12:** Discussion and possible action to purchase desk and office equipment for Court Clerk.  
**- TABLED**

**Item 13:** Place 2 Councilman Wesley Brown made motion to approve upgrade to internet services to 100MB x 10MB for \$199.00 per month and a one-time \$99 fee for a technician to come out and upgrade it. Place 1 Councilman Katie Fox 2<sup>nd</sup> the motion. **MOTION CARRIED UNANIMOUS**

**Item 14:** (Mayor reversed items 14 and 15- Item 15 will be discussed first) **Item 15:** Mayor Pro Tem / Place 3 Councilman Kevin Singleton made motion for the appropriation of unanticipated income of \$9,480.23 to half of it to Council training in the amount of \$4,740.11 and the other half to City Secretary training \$4,740.12. Place 2 Councilman Wesley Brown 2<sup>nd</sup> the motion. **MOTION CARRIED UNANIMOUS**

**Item 15:** (Mayor reversed items 14 and 15) **Item 14:** Place 2 Councilman Wesley Brown made motion to amend the budget to add \$2,024.70 to the Municipal Court fund, back into it. Place 4 Councilman Mike Lea 2<sup>nd</sup> the motion. **MOTION CARRIED UNANIMOUS**

Place 2 Councilman Wesley Brown made motion to allocate money from Unappropriated unanticipated income fund to the appropriated special projects fund in the sum of \$15,000 for removal of obstructions from drainage facilities. Place 1 Councilman Katie Fox 2<sup>nd</sup> the motion. **MOTION CARRIED UNANIMOUS**

**Item 16:** Place 2 Councilman Wesley Brown made motion to approve authorizations of council members to acquire easements or dedications of property impacting drainage. Mayor Pro Tem / Place 3 Councilman Kevin Singleton 2<sup>nd</sup> the motion. **MOTION CARRIED UNANIMOUS**

**Item 17:** Place 2 Councilman Wesley Brown made motion that council accept the certification of unopposed candidates for the City of Pine Forest, Texas. Place 4 Councilman Mike Lea 2<sup>nd</sup> the motion. **MOTION CARRIED UNANIMOUS**

Place 2 Councilman Wesley Brown made motion for order of cancellation for cancelled elections for special election for place 1, and general elections for Place 3 and 4. Place 4 Councilman Mike Lea 2<sup>nd</sup> the motion. **MOTION CARRIED UNANIMOUS**

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Place 2 Councilman Wesley Brown made motion to declare council members elected Council Place 1 Katie Fox, Council Place 3 Kevin Singleton, and Council Place 4 Mike Lea. Place 1 Councilman Katie Fox 2<sup>nd</sup> the motion. **MOTION CARRIED UNANIMOUS**

**Item 18:** Place 2 Councilman Wesley Brown made motion to accept ordinance 2018-0312 an ordinance of the city of Pine Forest, Texas, authorizing participation with other Entergy service area cities in matters concerning Entergy Texas, Inc. at the public utility commission of Texas in 2018; authorizing the hiring of lawyers and rate experts; and authorizing the cities participation to the full extent permitted by law at the public utility commission of Texas. Mayor Pro Tem / Place 3 Councilman Kevin Singleton 2<sup>nd</sup> the motion. **MOTION CARRIED UNANIMOUS**

**Item 19:** Place 2 Councilman Wesley Brown made motion to approve Minutes for Workshop February 5, 2018, Special Meeting February 20, 2018 and Special Meeting February 26, 2018. Mayor Pro Tem / Place 3 Councilman Kevin Singleton 2<sup>nd</sup> the motion. **MOTION CARRIED UNANIMOUS**

**Item 20:** Mayor Pro Tem / Place 3 Councilman Kevin Singleton made motion to approve paying the bills for February 2018. Place 2 Councilman Wesley Brown 2<sup>nd</sup> the motion. **MOTION CARRIED UNANIMOUS**

**Item 21:** Open the floor to members of the public or of City Council for inquiries about a subject not listed on the agenda. Speakers shall be requested to limit their remarks to three (3) minutes or less. Specific factual information or existing policy may be stated in response to an inquiry. Any deliberation or decision about the subject of the inquiry shall be limited to a proposal to place the subject on the Agenda for a subsequent meeting for the City Council. - **NONE**

**Item 22:** Place 4 Councilman Mike Lea made motion to adjourn. Place 2 Councilman Wesley Brown 2<sup>nd</sup> the motion. **MOTION CARRIED UNANIMOUS**

**Adjournment at 7:17 PM**

**City of Pine Forest**



Signed and agreed this the 9th day of April 2018.

  
Cathy Nagel, Mayor

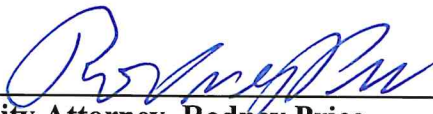
  
Kevin Singleton, Mayor Pro Tem  
Council Place 3

  
Katie Fox, Council Place 1

  
Wesley Brown, Council Place 2

  
Mike Lea, Council Place 4

\_\_\_\_\_  
Jason Dunwoody, Council Place 5

Attest:   
City Attorney, Rodney Price

**ORIGINAL**

