


City of Pine Forest



Signed and agreed this 9th day of January, 2023.


Cathy Nagel, Mayor

Bobby Bernhardt, Council Place 3


Jesse Santana, Council Place 1

Cynthia Worsham, Council Place 4


James McCullar, Council Place 2


Wesley Brown, Council Place 5

Attest: 
City Attorney, Paul Fukuda



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



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City of Pine Forest

REGULAR MEETING: Monday December 12, 2022 at 6:00 PM, held at Pine Forest City Hall.

Council Present: Mayor Cathy Nagel, Council Member Place 1 Jesse Santana, Mayor Pro-Tem/Council Member Place 2 James McCullar, Council Member 3 Bobby Bernhardt, Council Member 4 Cynthia Worsham, and Council Member Place 5 Wesley Brown

Council Absent: None

Others Present: City Attorney Paul Fukuda

Item 1: Meeting Called to order at 6:00PM.

Item 2: Invocation.

Item 3: Pledges to the Unites States Flag and Texas State Flag.

Item 4: Citizen/Visitor's Forum: N/A

Item 5: Mayors Comments: Mayor Cathy Nagel informed council that the Christmas Tree Lighting was a success.

Item 6: Place 5 Council Member Wesley Brown made a motion to approve the November Consent Agenda. Place 2 Council Member/Mayor Pro-Tem James McCullar 2nd the motion.
MOTION CARRIED BY ALL PRESENT

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Item 7:

A. Report from Chief Bill Meza:

Chief visited with Phillip Dilley on Hulett St concerning the rabbits on the property. He has been asked to move the cages and animals to the back of the property due to the smell and fly issues. This has become an issue with the neighbors next door. Mr. Dilley has agreed to move the animals and cages. Chief will do another visit soon to make sure this has been done. He has been monitoring speed and issuing warnings.

B. Report from Grant Coordinator (Lacey Turner):

Current Grants Council Meeting 12/12

Infrastructure:

Fittz & Shipman just finished the 100% design plans which were approved a couple council meetings ago. I met with Langford, GLO & Fittz and Shipman this past month via conference call. Everything is on track.

Our next step is the archaeological dig. The contract was awarded for this service and should begin soon. Once the dig results come back, we will be able to move forward with the construction phase of the project.

Message from Langford regarding the dig "Good morning! THC requested additional information for the Sugarmill Road Outfall project, so we are waiting on their response by Dec 29. You might recall that the project at that site was recently changed, and we are attempting to have the archy dig that was initially required to be waived. Once this info comes in, I will alert you two and we will get it going. Mel"

Hurricane Harvey:

I spoke with Brian Contreras our TDEM/State Rep. on July 26th to discuss road project. We completed the RTM closing meeting with FEMA on 9/16/22, so we will now only work with TDEM (state) from here on out until the road project and DAC is completely closed out.

I have also forwarded Orange County all of the Scope and costing and coordinates for the approved, assigned Lakeview Cutoff pieces. Of course, the county is currently backed up and will most likely not be able to complete work until after the beginning of next year. The County stated that we could piggyback off of their current road projects and they could do the work for us without having to hire an engineer directly. We were awarded \$65,290.56 from FEMA and will have a 10% match. We were told by Traylor

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& Associates that the City can use funds from the ARPA grant to cover the full cost plus the 10% match since TDEM is now saying we must pay for repairs upfront and be reimbursed by State. Once this is complete, we will finally be complete with all Hurricane Harvey projects.

I was also told FEMA made some adjustments to the DAC and we should be getting an additional \$1800 for administrative cost associated with Hurricane Harvey that will go back into the general account.

ARPA: American Rescue Plan Act:

We currently have \$93,016.15 in our account which includes both part of the 1st tranche and we also received in the 2nd tranche in October 2022. Out of this total, we need to decide how council would like to use these funds. I know it was discussed that we would use part of these funds to cover Hurricane Harvey road repairs, plus the 10% match since it is a FEMA reimbursement program and the remaining can go to road repair within the City.

We also need to decide if we would like to continue mailing out the Covid-19 Newsletter within the City. You're looking at roughly \$200 a month for the overage on Toner for the printer, 2 rolls of stamps and reams of paper. If you would like we can opt to go digital, meaning the newsletter can still be created and posted electronically via Pine Forest Talk and The City's official website to save funding.

CDBG 2019 Floods & Hurricane Imelda:

Applications were due by August 1st. This is what we needed the community surveys for. We actually submitted 2 applications. One application was for Streets and drainage in the amount of 1 million, 10 thousand. The projects we selected were street improvements to improve drainage along Hulett Street & Kilmer Drive. The 2nd application was for development and construction for a water plant to provide water to the City in the amount of 1 million 10 thousand. We procured Traylor & Associates and Fittz & Shipman to work with on this Grant. We received response from GLO on 12/2/22 that applications are being reviewed and they have requested additional information in which must be provided by January 2023 to be considered. I will keep everyone updated.

The projects for these applications were brainstormed with Traylor and associates' staff during our monthly meeting as city needs/projects that would benefit the city and its citizens. We submitted 2 separate applications in case 1 project application is not selected.

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H2O Hazard Mitigation Plan- (Orange County Community wide grant):

This is a grant that the county is submitting as a whole. We have attended several in-person and online meetings with the County and surrounding cities to brainstorm eligible projects for each City and we also have several community wide projects that the county has chosen that will benefit the entire county. We have submitted our Action Plan to the County for review and have selected these eligible projects based upon our City needs such as assistance with Flood insurance premiums due to Hurricane Harvey, street & drainage improvements including water retention, detention ponds, upgrading culverts and clearing debris due to severe storms and weather, reconstruct city-wide flood prone properties, canopy cover in public park area for extreme heat & weather, area wide emergency alert system "Reverse 911" and digital weather signs, NOAA weather radios for police station and emergency response personnel, construct a community wide evacuation center, build safe room shelters in high risk areas for residents during severe weather alerts, and install outdoor city-wide warning siren. These projects are not guaranteed to be funded, but we at least have a good action plan to move forward with. The County will be submitting this application by, and then it will be a waiting stage. Will update when I have more information.

Update from Stevie with Orange County on H2O

Below is the remaining time line of the SETRPC Regional Hazard Mitigation Plan Update /Orange County Hazard Mitigation Plan Update:

- Orange County draft Plan will be submitted to Orange County and the participating jurisdiction, ISDs, and special districts for review by the end of this week, early next. We will request a 2-week review period in which any revisions or feedback will be due back to us.
- My mid-August review feedback will be provided back to H2O and we will incorporate revisions into the Plan to submit to TDEM by August 31st, 2022.
- TDEM is usually a 6-week review period, however we are experiencing a longer review process on their end, so as of right now we are informing our clients to expect anywhere from 12-18 week review with TDEM.
- Once they complete their review, we will make any necessary revisions to submit to FEMA; if not revisions come from their review, it will be sent to FEMA for review and approval

I know Orange County plan expires on September 10th, 2022, in which we discussed with SETRPC and they further discussed on their 7/12/22 meeting the following:

- A letter can be sent requesting additional time to get approval to TDEM/FEMA for applications.
- This letter is called "Extraordinary Circumstance Letter (ECL)" – FEMA allows 12 months for ECL's. If the counties or any of the participating jurisdictions have applied under 4485 or previous disasters, they can submit an extraordinary circumstance letter stating

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they will have an approved and adopted plan within 12 months of accepting the award and that will cover them, IF the plan isn't approved at the time of the award from the grant.

- The extraordinary circumstance letter covers them for 12 months, however there shouldn't be any reason for this review to take anywhere near that amount of time.
- Even with the plans being expired, the Counties and jurisdictions will remain eligible for Public Assistance funds due to a tropical storm. And then once the HMGP funds become available for the disaster and jurisdictions want to apply for mitigation funding, they can still submit a letter of extraordinary circumstances

CDBG 23-24

Procurement was completed for administrative services for this upcoming grant opportunity. We received 2 responses back on this. Both bids are on the agenda to discuss and review in tonight's meeting. Once a bid has been awarded, we can begin the application process.

FMA Grant (piggyback with county)-

submitted 1 household. 140 Nagel Street due to excessive flooding. No current update on this.

Lacey has also informed council that she will need help with doing surveys again.

C. Report from the CFO (Connie Stanton):

Connie informs council that everything is in good standing. She has made a visit to all gaming rooms and have dropped off all paperwork (applications) that needs to be completed by each game room. Lakeview Grocery has turned in their application and fee. Connie had gone to each establishment and counted all machines. There are 87 in total which will generate approximately \$108,000 in revenue. City stickers for the gaming machines have been ordered.

D. Report from Road Committee:

Nothing to report

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Item 8: Council Member Place 5 Wesley Brown made a motion to send out the January Newsletter and announce that going forward the Newsletters will be posted on cities Website. Council Member Place 1 Jesse Santana 2nd the motion. **MOTION CARRIED BY ALL PRESENT**

Item 9: Council Member Place 5 Wesley Brown made a motion to award an administrative services contract for the preparation of the City's 2023-24 Texas Community Development Block Grant (TxCBG) application and subsequent administrative services to Langford Communities. Council Member Place 2/Mayor Pro-Tem James McCullar 2nd the motion. **MOTION CARRIED BY ALL PRESENT**

Item 10: Council Member Place 4 Cynthia Worsham made a motion to accept the resignation of Council Member Place 3 Bobby Bernhardt. Council Member Place 5 Wesley Brown 2nd the motion. **MOTION CARRIED BY ALL PRESENT**

Item 11. Discussion and possible action to appoint a new council member for Pine Forest Council Member Place 3 for the remainder of the unexpired term. **TABLED**

Item 12: Place 5 Council Member Wesley Brown made a motion to approve Ordinance # 12122022-1 declining to approve the change in rates requested in Entergy Texas Inc.'s Statement of Intent filed with the City on July 1, 2022, AND FINDING AND DETERMINING THAT THE MEETING AT WHICH THIS ORDINANCE WAS CONSIDERED WAS OPEN TO THE PUBLIC AND IN ACCORDANCE WITH STATE LAW. Council Member Place 2/Mayor Pro-Tem/ James McCullar 2nd the motion. **MOTION CARRIED BY ALL PRESENT**

Item 13: Place 5 Council Member Wesley Brown made a motion to adjourn. Council Member Place 2/Mayor Pro-Tem James McCullar 2nd the motion. **MOTION CARRIED BY ALL PRESENT**

Adjournment @ 6:37