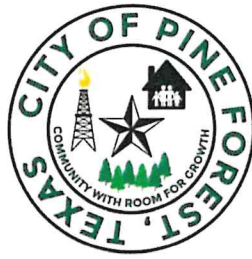


CITY OF PINE FOREST  
305 NAGEL STREET  
VIDOR, TX 77662  
MAYOR: Cathy Nagel



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

City of Pine Forest

**REGULAR MEETING:** Monday November 14, 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, and Council Member Place 5 Wesley Brown

**Council Absent:** Council Member Place 3 Bobby Bernhardt and Council Member Place 4 Cynthia Worsham

**Others Present:** City Attorney Paul Fukuda

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

**Item 2:** Invocation.

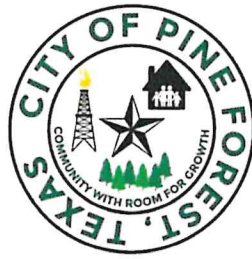
**Item 3:** Pledges to the United States Flag and Texas State Flag.

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

**Item 5: Mayors Comments:** Mayor Cathy Nagel informs council that US Army Corps of Engineers was at the Mayors Breakfast and gave an update of the levy that they are working on. Will probably be several years before completed.

**Item 6:** Place 1 Council Member Jesse Santana made a motion to approve the October Consent Agenda. Place 5 Council Member Wesley Brown 2<sup>nd</sup> the motion. **MOTION CARRIED BY ALL PRESENT**

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



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

**Item 7:**

**A. Report from Chief Bill Meza:**

Not in attendacne

**B. Report from Grant Coordinator (Lacey Turner):**

**Current Grants Council Meeting 11/14**

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.

Hurricane Harvey:

I spoke with Brian Contreras our TDEM/State Rep. on July 26<sup>th</sup> 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 & 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.

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



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

ARPA: American Rescue Plan Act:

We currently have \$93,016.15 in our account which includes both part of the 1<sup>st</sup> tranche and we also received in the 2<sup>nd</sup> tranche last month. 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 since it is a FEMA reimbursement program and the remaining can go to road repair within the City.

CDBG 2019 Floods & Hurricane Imelda:

Applications were due by August 1<sup>st</sup>. 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 2<sup>nd</sup> 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. Now we wait for approval of the applications.

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



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



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

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 31<sup>st</sup>, 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 10<sup>th</sup>, 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 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)-

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



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

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

**C. Report from the CFO (Connie Stanton):**

Connie Stanton reports that everything is fine. City will not be conducting an audit this year. It is not necessary since the city did not receive over \$750,000 in federal funds. Signed a form with GLO taking care of everything. City does have a financial statement. Applications and copies of the gaming ordinance have been delivered to the game. She will go back the first part of December to count all the machines and will be sending out invoices in the middle of December so that we can receive payment by January 1, 2023.

**D. Report from Road Committee:**

Nothing to report

**Item 8:** Discussion and possible action concerning award of an administrative services contract for the preparation of the City's 2023-24 Texas Community Development Block Grant (TxCDBG) CD application and subsequent administrative services contract if funded. **TABLED**

**Item 9:** Council Member Place 5 Wesley Brown made a motion to award Bruno's Professional Lawn and Landscaping the contract for lawn services. Place 1 Council Member Jesse Santana 2<sup>nd</sup> the motion. **MOTION CARRIED BY ALL PRESENT**

**Item 10:** Council Member Place 5 Wesley Brown made a motion to rescind the acceptance of an automobile from Orange County to the City of Pine Forest resulting from a contract between the two entities dated 9-21-2022. Council Member Place 1 Jesse Santana 2<sup>nd</sup> the motion. **MOTION CARRIED BY ALL PRESENT**

**Item 11.** Place 5 Council Member Wesley Brown made a motion to go out for bid for the road repairs for Medford. Council Member Place 2/Mayor Pro-Tem James McCullar 2<sup>nd</sup> the motion. **MOTION CARRIED BY ALL PRESENT**

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



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

**Item 12:** Place 5 Council Member Wesley Brown made a motion to approve the Certification of the 2022 Current Tax Roll. Council Member Place 2/Mayor Pro-Tem James McCullar 2<sup>nd</sup> the motion. **MOTION CARRIED BY ALL PRESENT**

**Item 13:** Place 5 Council Member Wesley Brown made a motion to approve the Certification of the 2022 Delinquent Tax Roll. Council Member Place 2/Mayor Pro-Tem James McCullar 2<sup>nd</sup> the motion. **MOTION CARRIED BY ALL PRESENT**

**Item 14:** Council Member Place 1 Jesse Santana made a motion to approve the yearly Generac Service Maintenance Contract through All Pro Electrical Contractors, Inc. Council Member Place 5 Wesley Brown 2<sup>nd</sup> the motion. **MOTION CARRIED BY ALL PRESENT**

**Item 15:** Council Member Place 5 Wesley Brown made a motion to go out for bid for the repairs to the detention pond fences and to clear our debris from culvert. Council Member Place 2/Mayor Pro-Tem James McCullar 2<sup>nd</sup> the motion. **MOTION CARRIED BY ALL PRESENT**

**Item 16:** Council Member Place 5 Wesley Brown made a motion to adjourn. Council Member Place 2/Mayor Pro-Tem James McCullar 2<sup>nd</sup> the motion. **MOTION CARRIED BY ALL PRESENT**

**Adjournment @ 6:34 pm**

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

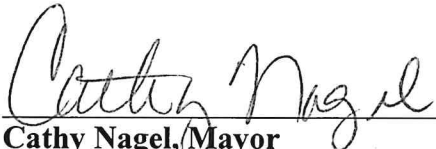


PHONE: 409-786-4100  
FAX: 409-786-4100  
EMAIL: [Cityofpineforest@gt.rr.com](mailto:Cityofpineforest@gt.rr.com)

**City of Pine Forest**



Signed and agreed this 12th day of December, 2022.

  
Cathy Nagel, Mayor

  
Bobby Bernhardt, Council Place 3

  
Cynthia Worsham, Council Place 4

  
Jesse Santana, Council Place 1

  
James McCullar, Council Place 2

  
Wesley Brown, Council Place 5

Attest:   
City Attorney, Paul Fukuda

