

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 September 11, 2023 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 Place 3 Pauline Brown, and Council Member Place 5 Wesley Brown

Council Absent: Council Member Place 4 Cynthia Worsham

Others Present: Connie Stanton-CFO, Lacey Turner- City Secretary, Interim Chief Ken Hobbs, City Attorney Paul Fakuda, Mohammad Sultan, Shahnawaz Momin, Charles Richardson, Samantha Richardson, Johnathan Burton, Bobby Bernhardt

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

Item 2: Invocation.

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

Item 4: Citizen/Visitor's Forum: Mohammad Sultan introduces himself to council. He spoke about building the Exxon in 2020 and how it was grandfathered in. He told council previous owner that was leasing the building didn't pay rent for 2 months, and came in next day and all the machines were removed out of the game room. He is requesting that council considering letting them re-open lakeview cutoff gaming establishment. Council Member Brown stated that they must reapply with new application. Mohammad requested an application for Lakeview Exxon. Application was provided by Connie and this will go on October Agenda for Discussion and possible action.

Charles Richardson resident located at 3265 Lakeview Cutoff proposed to purchase or lease land owned by Pine Forest along Tiger Creek which abuts to his property for farm animals. This item will go on October Agenda for Discussion & possible action.

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Item 5: Mayors Comments:

No comments.

Item 6: Place 5 Council Member Wesley Brown made a motion to approve consent agenda. Place 3 Council Member Pauline Brown 2nd the motion. **MOTION CARRIED BY ALL PRESENT**

Item 7:

A. Report from Interim Chief (Ken Hobbs):

See attached Report. No tickets this month. Spoke to Council about most recent traffic stops.

B. Report from Grant Coordinator (Lacey Turner):

See attached Report. Spoke about Current Grant Updates.

C. Report from the CFO (Connie Stanton):

Connie Stanton spoke about posting budget on website after last meeting, also told council about new payments the city has received.

Item 8: Presentation by Casey Osborn with i3verticals software.

Casey presented to council cost figures for the program. Initial cost includes the annual maintenance fee and the initial set up cost. After that it's just the annual fee. Optional items such as iticket can be added at any time. He also told council how the program works and the different services that they provide. They offer a 1 stop shop for all services including credit card processing and integrated collections services. The software also sends out appearance notices and reminders on behalf of the Pine Forest court. This item will go on October agenda for discussion and possible action.

Item 9: Discussion and possible action to schedule a workshop to discuss the creation of a committee to fill the vacant Pine Forest Police Chief position, including the job description, qualifications for the position, explanation of budgeting requirements under the current budget to cover the position, including all benefits, employment status and work schedule for the position.

Scheduled Workshop for September 18, 2023 at 6:05 PM immediately following the special meeting. NO ACTION REQUIRED

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Item 10: Mayor Pro Tem/ Council Member Place 2 James McCullar made a motion to increase Council Members & Mayors salaries by \$35 a month making total salaries \$75 per Council Member and \$160 for the Mayor a month. Place 5 Council Member Wesley Brown 2nd the motion. **MOTION CARRIED BY ALL PRESENT**

Item 11: Discussion and possible action to purchase City of Pine Forest logo polo shirts for Staff & Council Members.

DISCUSSION ONLY, NO ACTION

We do have a \$250 Council Budget for business cards & shirts.

Item 12: Discussion and possible action regarding the road damages to the mapped well site travel route on Lakeview Cutoff and Sugar Mill Road and the role and responsibilities between Vantage and the City of Pine Forest. **DISCUSSION ONLY, NO ACTION**

Reach out to Rock Asphalt for a new bid for Missouri Limestone material on Sugar Mill Road, Place on October Agenda.

Item 13: Council Member Place 5 Wesley Brown made a motion to adjourn. Council Member Place 1 Jesse Santana 2nd the motion. **MOTION CARRIED BY ALL PRESENT**

Adjournment @ 6:34 PM

To : Pine Forest City Council
From : Kenneth M Hobbs
Subject : Patrol Activity for August
September 10, 2023

On Thursday Aug 3rd I patrolled from 1p until 3:30p. Checked the parking lots of all the area stores and visited the clerk at the Valero store. Refueled the patrol car at this time. Patrolled most of the neighborhood streets. Monitored the roadways for traffic violations but none were observed.

On Monday August 14th I patrolled the area from 3:30p until 7:30p. Stopped a motorcycle at the Valero station on Hwy 105 for not displaying a license plate. A verbal warning was given. At 6p I ended patrolling and attended the monthly city council meeting.

On Wednesday August 23rd I patrolled from 1:30p until 4p. Stopped by city hall and spoke with Lacy about the school bus schedule. At 2p I parked in the lot of Lone Star Liquor and monitored the speeds on south bound lanes of Hwy 105. The speed limit in that area is 55mph. I found numerous vehicles in the 60 mph range but none that could have warranted a citation. At 3:05p in began following the afternoon school bus through the area but observed no violations. At 3:45p I stopped a speeding violation in the 3700 block of Lakeview cutoff near Sugar Mill Rd. 41mph in 30mph zone. A written warning was issued. I ended patrol at 4p.

On Monday August 28th, I took Bills car in for an overheating problem. The radiator fan and its thermostat had to be replaced. It wasn't ready until Thursday the 31st so I wasn't able to patrol this week.

Current Grants Council Meeting 9/11

Infrastructure:

We have advertised in the paper for construction over the next 2 weeks. There will be a pre-bid meeting scheduled for September 20th here at City Hall at 2:00PM. Mayor and council does not have to attend. And then all bids are due in no later than September 27th. Hoping construction will begin sometime in October.

ARPA: American Rescue Plan Act:

We currently have a balance of \$29,090.92 left in the account.

CDBG 23-24

No update at this time.

Based on LMI surveys that were completed, Langford determined Hulett & Labouve would be our 2 targeted streets that met qualifications based on LMI surveys. We had Clarence Street also on the list, but due to qualifications based from GLO criteria, there had to be at least 5 residents living on a street in order for it to be eligible, so we had to remove that one from our application. The application was submitted in the TDA system on May 3rd, just waiting for approval of application. The Grant amount is for \$500,000.

CDBG 2019 Floods & Hurricane Imelda:

No update at this time.

Both Applications were approved by GLO. A Copy of the award letters were emailed to council for review.

Project Information:

Applicant: City of Pine Forest
CDBG-DR Amount: \$1,000,000.00
Project Title: Street/Drainage Improvements
Application #:CDR17-1446-APP

Project Information:

Applicant:	City of Pine Forest
CDBG-DR Amount:	\$ 1,000,000.00
Project Title:	Water System Improvements
Application #:	CDR17-1447-APP

The projects we determined and placed on the applications were application #1 Street/Drainage improvements 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.

The projects for these applications were brainstormed with Traylor and associates' staff during our monthly meeting was determined as possible city needs/projects that may benefit the city and its citizens. It is council's decision to determine if they want to move forward with either of these applications.

FMA Grant (County Grant)-

No update at this time.

Pine Forest submitted 1 household on this county grant that was eligible, 140 Nagel Street due to excessive flooding. A walk-through has been completed. They will be the 1st household that was purchased after Harvey, so they are having to take extra measures as far as the paperwork, but the paperwork is in process. At this time, they are not sure if demolition/buyout will take place or raising of the property to meet elevation requirements. Waiting for an update from the County.

City of Pine Forest



Signed and agreed this 16th day of October, 2023.

Cathy Nagel

Cathy Nagel, Mayor

Pauline Brown

Pauline Brown, Council Place 3

Jesse Santana

Jesse Santana, Council Place 1

Cynthia Worsham, Council Place 4

James McCullar, Council Place 2/ Mayor Pro Tem

Wesley Brown, Council Place 5

Attest: *Paul Fukuda*
City Attorney, Paul Fukuda

