

****Please note that I did not put the tabled minutes from 4.15 and 4.25 on this June agenda. They will be added to the July agenda****

3.3.1

Request for potholes on Olive Branch Rd. to be filled, email request is attached.

Background – August 2021

There was an Addendum approved by Parker County for Precinct # 3 to repair potholes. Potholes were repaired but done poorly. Town of Brock paid for potholes to be filled (\$225.30)

This was mentioned again about poor work from County in November meeting. KP followed up with County and no response.

Sent in the most recent request and it will need to be sent back to add to their addendum once Commission reviews

3.3.2

Request came through via phone call from Tracey Pendleton

Quanah Hill Estates is a one street (Summer Stone Ct.) housing addition on Quanah Hill Rd. Ms.

Pendleton is requesting that the road be repaved and is in poor condition.

If this request is approved, it would be sent over with Olive Branch request and be placed on the same Addendum from Parker County

3.3.3

Jay has this information for this agenda item

3.3.4

No items to provided, discussion only

3.3.5

New Development – email and site plan attached

4.1

Received an email from Chris Hay 6/20/2022 regarding the Town Map.

It looks as though there is a question in relation to the map and the extension to Old Dennis Road.

Courtney is reviewing this information and will be following up with Mr. Hay once she returns 6/27.

4.2

Courtney sent a FINAL draft to Dan White at Tri County for the Brock Franchise Ordinance. Mr. White confirmed his receipt and is reviewing. Courtney expects that we will have this finalized and ready to sign by the next meeting in July.

**NOTICE OF THE JUNE 20, 2022 MEETING
OF THE COMMISSION OF BROCK, TEXAS**

MAYOR JAY HAMILTON	ATTORNEY COURTNEY A. KUYKENDALL
COMMISSIONER BEN DAVIS	CLERK KERRI PRENTICE
COMMISSIONER DEBBIE SCRIMSHIRE	

The Brock Commission will meet on MONDAY, JUNE 20, 2022 at 6:30 PM at the Brock Community Center, 2115 FM 1189 Brock TX 76087, to consider the following agenda items.

Unless specifically noted otherwise, action may be taken on any item. The Commission reserves the right to meet in closed session on any item should the need arise pursuant to Chapter 551, of the Tex. Gov't Code.

AGENDA

1. CALL TO ORDER AND ANNOUNCE QUORUM

2. INVOCATION AND PLEDGE

3. REGULAR AGENDA: Discussion and Possible action:

3.1 Approve the May 16, 2022 minutes

3.2 PUBLIC HEARING –

3.2.1 Replat for Matheny - 808 Woodhollow

3.3 Discuss, Consider, and take possible action on the following:

3.3.1 Request for approval to fill in potholes located on Olive Branch Rd.

3.3.2 Request new pavement for road on Summer Stone Ct., Quanah Hill Estates

3.3.3 Discussion and review regarding ARPA application

3.3.4 Discussion regarding floodplain regulations within Town of Brock

3.3.5 Discussion regarding new Development located at 1110 FM 1189
(also known as Silver Star Center)

4. REPORTS:

4.1 Update on Town Map

4.2 Update on Tri County Franchise Ordinance

4.3 Update from Dakota Tawater at Parker County SUD

4.4 Update from Travis Scrimshire at Brock Fire Department

- 5. EXECUTIVE SESSION:** The Commission reserves the right to adjourn into executive session at any time during the meeting to discuss any of the matters listed, as authorized by Texas Government Code Section 551.071, **CONSULTATION WITH ATTORNEY**—To seek the advice of its attorney about pending or contemplated litigation, settlement offers, or any matter in which the duty of the attorney to the City Commission under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Texas Open Meetings Act **6.1 Reconvene and Take Action if needed from Executive Session.**

6. CITIZEN COMMENTS ON NON-AGENDA ITEMS.

Residents may address the Commission regarding an item that is not listed on the agenda. Residents must register on the sign-in sheet five (5) minutes before the start of the meeting. The comments are limited to three (3) minutes.

Limited reply by the Commission is allowed under The Texas Open Meetings Act as follows: (a) If, at a meeting of a governmental body, a member of the public or of the governmental body inquires about a subject for which notice has not been given as required by this subchapter, the notice provisions of this subchapter do not apply to: (1) A statement of specific factual information given in response; or (2) A recitation of existing policy in response; (b) Any deliberation of 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.

7. Items Commission Would Like to See on Future Agendas

8. FUTURE MEETING DATE (*tentatively set for Monday, July 18*)

9. ADJOURN

In compliance with the Americans with Disabilities Act, reasonable accommodations for persons attending meetings will be provided. To better serve you, requests should be received 24 hours prior to the meetings. Please contact Kerri Prentice, (817) 396 – 5333.

CERTIFICATION

I hereby certify that the above notice of meeting was posted on the ___ day of June, 2022, at _____ AM /PM at the Brock Community Center, 2115 FM 1189 Brock TX 76087, interim City Hall for the town of Brock, Texas.

For the Commission of Brock

Kerri Prentice

From: JAMIE TIERCE <jamie_tierce@yahoo.com>
Sent: Monday, June 20, 2022 9:49 AM
To: Kerri Prentice; Town Clerk Kerri Prentice; Courtney Kuykendall
Subject: COUNTRY PLACE SECTION B
Attachments: COUNTRY PLACE TOWN OF BROCK.xlsx

Here you go just two small corrections. Lot 4 is missing the 4R to show that it is a revision and the water source is missing. I;m sure Texas Surveying will get that fixed quickly. Thanks, Jamie

CHECKLIST FOR A NEW SUBDIVISION

NAME OF SUBDIVISION: COUNTRY PLACE ADDITION SECTION B
 CONTACT: LANE AND MADISON MATHENY
 DATE SUBMITTED: 6/20/22

6.431 ACRES
 2 LOTS

INFORMATION ON MYLAR-SURVEYOR PROVIDES THIS ON THE MYLAR

- 1. City Commission Filing Block X
- 2. County Clerk Filing Block X *LOT 4 MISSING "R"
(Size 2 1/2X 4)
- 3. ETJ Statement X
- 4. Flood Plain Statement FLOOD ZONE A AND X(POSSIBLE FLOOD STUDY DUE TO ZONE A)
- 5. Ground water certification
 • OR STATEMENT -----
X
- 6. Land Owner Dedication X
- 7. Land Owner Notary X
- 8. Legal Description X
- 9. Lien Holder X
- 10. Linear Feet WOODHOLLOW DR AND TANGLEWOOD DR
- 11. North Marker X
- 12. Scale (1"=200') X
- 13. Surveyors Stamp/Name X
- 14. Utility Easements X
- 15. Vicinity Map X
- 16. Developer Information LANE AND MADISON MATHENY
- 17. Water Source MISSING

BINDER INFORMATION-PROPERTY OWNER SUBMITS

PRELIMINARY HEARING

- 1. 6 Copies provided for review _____
- 2. Application _____
- 3. Paid receipt _____
- 4. Copy of Deed-current owner _____

FINAL HEARING

- 5. Letter from 9-1-1 _____
- 6. Letter-Permitting Dept _____ SEE ATTACHED LIST
- 7. Deed Restrictions _____ \$26.00 1st Pg \$4.00 Add.
- 8. Letter from Post Office _____
- 9. Letter from Electric Company _____
- 10. Letter from School District _____
- 11. Letter from Water Company WELL
- 12. Groundwater Certification Study N/A
- 13. Tax Certificates Blue Copy From the Appraisal District _____ \$10.00 Page
- 14. Construction Letter Of Credit N/A
- 15. Signed Mylar _____
- 16. Filing Fee Check for County Clerk _____ \$76.00 1st Pg \$4.00 Add.

PURPOSE FOR SUBDIVISION: LOT 4 IS MISSING "4R" IN BOX. MISSING WATER SOURCE FOR EXISTING LOTS

CHECKED BY: JAMIE TIERCE, LEGAL RESEARCH _____

City of Brock

Phone: (817) 396-5333 • Fax: (817) 596-4269

PLAT APPLICATION
MUST BE AN ORIGINAL DOCUMENT
FAXED COPIES WILL NOT BE ACCEPTED ALL SIGNATURES MUST BE ORIGINAL

Type of Plat: Preliminary Final Replat Amended

PROPERTY DESCRIPTION: SUBMITTAL DATE:

Address (If assigned): 808 Wood Hollow Dr

Name of Additions: Country Place, Section B

Location of Addition: Brock ETJ

Number of Lots: 2 Gross Acreage: 6.431 Zoning: N/A # of New Street Intersections: N/A

PROPERTY OWNER: (Required)

Name: Lane & Madison Matheny Contact: Trevor Matheny

Address: 314 Wes Lee Ave Phone: 682-559-1763

City: Weatherford Fax:

State: TX Zip: 76086 Email: sales@pc-grafix.com

Signature:

APPLICANT: (if different from Owner)

Name: Contact:

Address: Phone:

City: Fax:

State: Zip: Email:

Signature:

SURVEYOR: (Required)

Name: Texas Surveying, Inc.

Contact: James Stevens

Address: 104 S Walnut St

Phone: 817-594-0400 ext. 107

City: Weatherford

Fax:

State: TX Zip: 76086

Email: james@txsurveying.com

Signature: [Handwritten Signature]

ENGINEER: (If applicable)

Name: _____

Contact: _____

Address: _____

Phone: _____

City: _____

Fax: _____

State: _____ Zip: _____

Email: _____

Signature: _____

PRINCIPAL CONTACT: Owner Applicant Surveyor Engineer

- Staff comment letters and mark-ups will be distributed only to the designated principle contact
- Comments will be sent via email unless otherwise specified

<p>UTILITY PROVIDERS</p> <p>Electric Provider: _____</p> <p>Water Provider: _____</p> <p>Wastewater Provider: _____</p> <p>Gas Provider (if applicable): _____</p>

APPLICATION FEES

_____ \$300.00 PLUS \$25 PER LOT

Additional fees (if applicable):

Any reasonable fees and/or costs, which are required by the City of Brock for a proper review of this request, are the sole responsibility of the applicant. Such fees or costs shall include, but are not limited to engineering reviews, legal opinions, building(s)/property inspections and/or testing(s).

City Use Only

Fees Collected: \$ _____ \$ _____

\$ _____ \$ _____

Receipt Number: _____

PLAT REVIEW CHECKLIST:

****This checklist must be submitted with the initial plat application****

I. GENERAL:

Name of Addition: Country Place Addition, Section B
Applicant Trevor Matheny
Property Owner(s): Lane & Madison Matheny
Location of Addition: Brock ETJ, 808 Wood Hollow Dr

II. REQUIRED DOCUMENTS FOR A PRELIMINARY PLAT

Applicant

Staff

- A. Preliminary Plat Application (original signatures)
- B. Preliminary Plat Drawing (5 paper copies & 1 digital)
- C. Preliminary Drainage Analysis (5 paper copies & 1 digital)
- D. Concept Construction Plan (5 paper copies & 1 digital)
- E. Tree Survey
- F. Location and Dimensions of Existing Structures
- G. Sectionalizing or Phasing of Plats
- H. Zoning Classification of All Properties Shown on the Plat
- I. Dimensions of all Proposed or Existing Lots
- J. Location of 100-year Flood Limits Where Applicable
- K. Underground water study

III. REQUIRED DOCUMENTS FOR A FINAL PLAT

- A. Final Plat Application (original signatures)
- B. Final Plat Drawing (5 paper copies & 1 digital copy)
- C. Drainage Study (5 paper copies & 1 digital)
- D. Submit 1 mylar copy and 1 paper copy from county filing
- E. Written Metes and Bounds Description
- F. Dimensions of All Proposed or Existing Lots
- G. Area in acres for each lot
- H. Any Existing Structures which Encroach and Setback Lines
- I. Parker County Tax Certificate
- J. Plans for all water & sewer lines
- K. Plans for fire hydrants
- L. Plans for all proposed streets and sidewalks

IV. REQUIRED DOCUMENTS FOR A REPLAT

- A. Replat Application (original signatures)
- B. Replat Drawing (5 paper copies & 1 digital copy)
- C. Original Plat for comparison
- D. Drainage Study (5 paper copies & 1 digital)
- E. Submit 1 mylar copy and 1 paper copy from county filing
- F. Written Metes and Bounds Description
- G. Dimensions of All Proposed or Existing Lots
- H. Area in acres for each lot
- I. Any Existing Structures which Encroach and Setback Lines
- J. Parker County Tax Certificate

VII.	ADDITIONAL DOCUMENTS REQUIRED ON FINAL PLATS	APPLICANT	<u>STAFF</u>
A.	A written and notarized statement describing the minimum improvements which the subdivider agrees to provide, conditional upon City Council approval of the final plat	_____	_____
B.	A written and notarized statement that all property taxes and assessments have been paid for past years and up to Current date. This statement shall be signed by the owner or owners (original and one copy)	_____	_____
C.	A written and notarized acknowledgement of the dedication to public use of streets, parks, water courses, drains, easements and other such public places as shown on the plat, and of payments in lieu of certain public dedications. Property designated for schools, churches, hospitals, municipal purposes, and other uses, shall be noted, as well as the conditions and procedures by which such property and monies shall be made available to prospective purchasers or governing bodies. This statement shall be signed by the owner or owners, and all persons having a mortgage or lien interest in the property. (if applicable)	_____	_____

PLEASE NOTE: After staff approval, up to fifteen (15) additional paper copies may be required for review by the Planning & Zoning Commission and City Council.

**Brock
Plat
Building Official Review**

Applicant Questions:

Front building setback: _____ ft.

Rear building setback: _____ ft.

Side building setback: _____ ft.

Side building setback: _____ ft.

Does the site include any utility/electric/gas/water/sewereasements? Yes No

Does the site include any drainage easements? Yes No

Does the site include any roadway/through fare easements? Yes No

Staff Review:

Does the plat include all the required designations? Yes No

Are the setbacks for the building sufficient? Yes No

Are there any easement conflicts? Yes No

Do the proposed easements align with neighboring easements? Yes No

Are the proposed easements sufficient to provide service? Yes No

Does the proposed project pose any planning concerns? Yes No

Approved

Not Approved

Needs More Information or Corrections

Building Official Approval Signature: _____ Date: _____

**Brock Plat
Public Works Review**

Applicant Questions:

Is the project serviced by an existing road? Yes No

If yes, which road? _____

Is the project serviced by an existing water line? Yes No

If yes, what size line? _____

Will the project require the extension of a water line? Yes No

Does the project use well water? No Drinking Irrigation

If yes, which aquifer does the well pull from? _____

Is the project serviced by an existing sewer line? Yes No

If yes, what size line? _____

If no, what type and size is the septic system? _____

Staff Review:

Will servicing this project require additional infrastructure beyond what is identified in the Capital Improvement Plan?

Yes No

Any additional concerns: _____

Approved

Not Approved

Needs More Information or Corrections

Public Works Approval Signature: _____ Date: _____

**Brock
Plat
Flood Plain Review**

Applicant Questions:

Is any part of the plat in the 100-year flood plain?	Yes	No
If yes, what is the base flood elevation for the area? _____		
Is the footprint of any built improvement in the 100-year flood plain?	Yes	No
If yes, what is the base flood elevation for the area?		
Is the footprint of any habitable structure in the 100-year flood plain?	Yes	No
If yes, what is the base flood elevation for the area?		

Staff Review:

Base flood elevations confirmed?	Yes	No
Does the proposed project pose any safety concerns?	Yes	No

Approved

Not Approved

Needs More Information or Corrections

Flood Plain Manager Approval Signature: _____ Date: _____

Kerri Prentice

From: Courtney Kuykendall
Sent: Thursday, June 2, 2022 3:09 PM
To: Kerri Prentice
Subject: FW: 808 Wood Hollow - Prepayment Invoice and Work Order
Attachments: Brock plat application.pdf; Country Place Addn, Sec B replat 5-27-22 (W2204032-P).pdf

We need to set up a new file for this – it is on Woodhollow. I can send to Jamie.

Courtney A. Kuykendall

E | K | D

EGGLESTON KING DAVIS, LLP

102 Houston Avenue, Suite 300
Weatherford, TX 76086

(817) 596-4200 | www.ekdlaw.com

From: AledoGrafix <sales.aledo.grafix@gmail.com>
Sent: Thursday, June 2, 2022 3:07 PM
To: Courtney Kuykendall <Courtney@ekdlaw.com>
Subject: Fwd: 808 Wood Hollow - Prepayment Invoice and Work Order

----- Forwarded message -----

From: James Stevens <james@txsurveying.com>
Date: Fri, May 27, 2022 at 5:22 PM
Subject: Re: 808 Wood Hollow - Prepayment Invoice and Work Order
To: AledoGrafix <sales.aledo.grafix@gmail.com>

Trevor, please see attached replat and Brock plat application; I filled out the surveyor info and a few other parts. You might check with Brock to see what all they are requiring for the submittal, as sometimes they need additional items depending on your property. If they need hard copies I can print some and run them over to Courtney Kuykendall's office, so just let me know if you need anything else.

Thanks,

On 5/6/2022 10:16 AM, Rodney Lambert wrote:

I'm going to bring James, our platting coordinator, in on this as he is better equipped to handle any platting questions.

Thanks,

On Fri, May 6, 2022 at 10:15 AM AledoGrafix <sales.aledo.grafix@gmail.com> wrote:

Thanks I will be there around 11:30. What do you think about the application?

Kerri Prentice

From: Tonya Taylor <taylorsintexas@att.net>
Sent: Wednesday, June 1, 2022 2:00 PM
To: Kerri Prentice
Subject: Road damage

Good afternoon

Can you please put on the agenda to get approval for pothole repair on Savannah and the entrance to Olive Branch from the frontage road?

Thank you

[Sent from AT&T Yahoo Mail for iPhone](#)

Kerri Prentice

From: Jay Hamilton <jay@presagesolutions.com>
Sent: Tuesday, June 14, 2022 3:45 PM
To: Kerri Prentice
Subject: FW: [External] Site Scheme 1
Attachments: SITE PLAN ON 6-8-22.pdf

Please add this to the upcoming agenda. The new buyers of the Silver Star center is proposing to new office buildings at the back.

Best Regards,
Jay

Jay Hamilton
President & CEO
Presage Solutions, Inc
817.439.3051 (office)
817.713.9701 (Cell)
jay@presagesolutions.com

www.presagesolutions.com



From: Casey Borgers <cborgers@dominuscommercial.com>
Sent: Monday, June 13, 2022 4:12 PM
To: Jay Hamilton <jay@presagesolutions.com>
Subject: FW: [External] Site Scheme 1

Casey H. Borgers | Vice President
Dominus FW, LLC | Fort Worth
909 Magnolia Ave, Suite 2, Fort Worth, Texas. 76104
T: 817.813.5637 | M: 817.965.3780
Web: www.dominuscommercial.com | Email: cborgers@dominuscommercial.com

Please see my [Information About Brokerage Services](#) which Texas law requires me to share.

From: Casey Borgers <cborgers@dominuscommercial.com>
Date: Friday, June 10, 2022 at 2:55 PM
To: Jay Hamilton <jay@presagesolutions.com>
Subject: FW: [External] Site Scheme 1

Here's our rough plan. Do we need more details before we go in front of the water guy?

Casey H. Borgers | Vice President
Dominus FW, LLC | Fort Worth
909 Magnolia Ave, Suite 2, Fort Worth, Texas. 76104
T: 817.813.5637 | M: 817.965.3780
Web: www.dominuscommercial.com | Email: cborgers@dominuscommercial.com

Please see my [Information About Brokerage Services](#) which Texas law requires me to share.

From: Gerry Schwarz <gerry@schwarz-hanson.com>
Date: Wednesday, June 8, 2022 at 10:00 AM
To: 'Eric Van Deman' <race1615@yahoo.com>
Cc: Casey Borgers <cborgers@dominuscommercial.com>
Subject: RE: [External] Site Scheme 1

Morning-Here's that scheme with the two buildings. Please call or email with any comments or changes.

Thanks,

Gerry



Gerald H. Schwarz AIA
Schwarz-Hanson Architects
2570 River Park Plaza, Suite 100
Fort Worth, TX 76116 817-377-3600 / 817-377-3612 FAX

[Web](#) | [Facebook](#) | [LinkedIn](#) | [Instagram](#)

<https://link.edgepilot.com/s/d170607e/wBpPWw1GuEylF4ZO3Rxeig?u=http://www.schwarz-hanson.com/>

From: Eric Van Deman <race1615@yahoo.com>
Sent: Tuesday, June 7, 2022 4:00 PM
To: Gerry Schwarz <gerry@schwarz-hanson.com>
Cc: Casey Borgers <cborgers@dominuscommercial.com>
Subject: Re: [External] Site Scheme 1

Thanks Gerry, much appreciated. I think this is in line with the general idea I had in mind and the 65' depth is good and allows for some variation vs. the buildings currently there. I think your scheme makes sense to allow for potential self-storage or flex space back behind the retail center given that the triangular shape of the lot isn't conducive to more retail, nor do we really know if the immediate market would support that much additional retail space.

I think we might also consider an option with two new buildings instead of three along that back line you created. As I don't have the funds to build all three at once, it might be nice to consider building Dr. Bratton's space plus a little more additional square footage, then building the second building in a follow-up phase of construction. Having two larger buildings would also provide a little more flexibility to service larger tenants in the future.

Happy to reconvene on it after you and Casey discuss with Dr. Bratton.

Kind regards,
Eric

On Thursday, June 2, 2022, 02:47:32 PM MDT, Gerry Schwarz <gerry@schwarz-hanson.com> wrote:

Afternoon-Attached is a scheme with three, new 5,200 SF buildings that are 65' deep. These can be for medical or retail. There is more than enough existing parking

on site for the new buildings without additional, new parking. We're showing a service drive around the back of the new buildings (for retail), but can be omitted if medical or regular office use.

Just a start for feedback. We did look at new buildings for the entire site (no storage), but it's difficult to make it efficient and a lot of the buildings would be hidden.

Thanks,

Gerry



Gerald H. Schwarz AIA

Schwarz-Hanson Architects

2570 River Park Plaza, Suite 100

Fort Worth, TX 76116 817-377-3600 / 817-377-3612 FAX

[Web](#) | [Facebook](#) | [LinkedIn](#) | [Instagram](#)

<https://link.edgepilot.com/s/d170607e/wBpPWw1GuEylF4ZO3Rxeig?u=http://www.schwarz-hanson.com/>

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