

NOTICE OF MEETING
THE CITY COMMISSION OF BROCK, TEXAS

MAYOR JAY HAMILTON

ATTORNEY WHITT L. WYATT

COMMISSIONER BEN DAVIS

TOWN CLERK ALYSSA VANESLER

COMMISSIONER DEBBIE SCRIMSHIRE

MEETING DATE AND TIME:

Monday, October 16, 2023, 6:30 PM

MEETING LOCATION:

Brock Community Center
2115 FM 1189 Brock TX 76087

REGULAR AGENDA

Begins at 6:30pm

Unless specifically noted otherwise, action may be taken on any item listed below

1. CALL TO ORDER AND ANNOUNCE QUORUM

Commissioner Debbie Scrimshire called the regular meeting to order at 6:32 P.M. and announced that a quorum was present. Present at the meeting: Commissioners Ben Davis and Debbie Scrimshire, Town Clerk Alyssa Vanesler, and Attorney Whitt Wyatt (via phone).

2. INVOCATION AND PLEDGE

Commissioner Debbie Scrimshire led the Commission and attendees in the invocation and the pledge.

3. REGULAR AGENDA: Discussion and possible action on the following:

3.1 Chef's Pantry (The Vander Lans) - Variance request for indoor chairs/outdoor patio seating for dining.

Town Clerk Alyssa Vanesler explained that the current business designation for Chef's Pantry is Mercantile, which does not allow for dining at any time. John Vanderlans explained that they will be selling pre-made meals, and would like customers to come at their leisure and eat. Commissioner Ben Davis made a motion to approve Item 3.1. Commissioner Debbie Scrimshire seconded. The motion passed 2-0. Town Clerk Alyssa Vanesler asked if we want to look at revising an Ordinance; Attorney Whitt Wyatt recommended we can look at options at a future meeting, to include reviewing our zoning ordinance.

3.2 Discuss Water/Wastewater Engineering Plan.

Kent Riker from Provenance Engineering delivered a kick-off presentation to review options and create a capital plan for water/wastewater. Kent identified that he will be the Town's point of contact and will have the Town Clerk collect and disseminate information as necessary to the Commission. The plan will include reviewing the demands of long-term water supply and bringing diversification to water supply. The project will also look at wastewater treatment options, to include identifying demand and future needs, funding sources and creating a timeline. All costs must be incurred by 12/31/24, and all payments made by 9/30/26. The study must be completed prior to September 2026 to fully utilize ARPA funds.

3.3 Discuss and consider approval of updated contract with Bureau Veritas. **Town Clerk Alyssa Vanesler explained that the contract on file with Bureau Veritas has expired. Attorney Whitt Wyatt confirmed that he reviewed the contract. Commissioner Ben Davis made a motion to approve Item 3.3, with Commissioner Debbie Scrimshire signing the updated contract as Mayor Pro Tem. Commissioner Debbie Scrimshire seconded. The motion passed 2-0.**

3.4 Authorize Interlocal agreement with Parker County for joint road projects. **Attorney Whitt Wyatt verified that there are no changes to the terms of the agreement. Mayor Jay Hamilton to sign the contract. Commissioner Ben Davis made a motion to approve Item 3.4, and Commissioner Debbie Scrimshire seconded. The motion passed 2-0.**

3.5 TABLED FROM THE 9/18/23 TOWN COMMISSION MEETING: **Public Hearing** to discuss an Ordinance establishing a permitting requirement for mobile food vendors. **Commissioner Ben Davis made a motion to table and reconsider Item 3.5 at the next Commission meeting on November 20, 2023. Commissioner Debbie Scrimshire seconded.**

3.6 **Public Hearing** to discuss amending the comprehensive zoning ordinance by amending the off-street parking regulations and providing for variances to off-street parking regulations in certain districts. **Commissioner Debbie Scrimshire made a motion to approved Item 3.6. Commissioner Ben Davis made a motion to table, pending review with Mayor Jay Hamilton. Both Commissioners agreed to table Item 3.6 until the November 20, 2023 Commission meeting.**

3.7 TABLED FROM THE 9/18/23 TOWN COMMISSION MEETING: Discuss fire certification of occupancy inspection. **Commissioner Ben Davis made a motion to table until the next Commission meeting on November 20, 2023. Commissioner Debbie Scrimshire seconded.**

3.8 Approve Meeting Minutes from September 18, 2023 Commission Meeting. **Commissioner Ben Davis made a motion to approve Item 3.8. Commissioner Debbie Scrimshire seconded. Motion passed 2-0.**

3.9 Approval of Invoices for Payment:
(a) Legal Services – WHF Invoice #189 (\$7,840)
(b) Nextlink monthly phone service – 10/6/23 Invoice (\$42.39)
(c) The Weatherford Democrat – 9/30/23 Invoice (\$218.95)

Commissioner Debbie Scrimshire made a motion to approve Item 3.9. Commissioner Ben Davis seconded. Motion passed 2-0.

3.10 Review RFQ for audit services response received. **Both Commissioners agreed to bring back the proposed agreement at the November 20, 2023 Commission meeting.**

3.11 Review Town checking account deposits/disbursements.

3.12 TABLED FROM THE JUNE 26, 2023 TOWN COMMISSION MEETING: Public hearing to consider approval of AN ORDINANCE OF THE TOWN OF BROCK, TEXAS, AMENDING THE COMPREHENSIVE ZONING ORDINANCE BY REZONING APPROXIMATELY 11.51± ACRES OF LAND GENERALLY LOCATED

AT 1700 FM 1189, FROM LOCAL RETAIL (LR), TO A NEW PLANNED DEVELOPMENT (PD) ZONING DISTRICT TO ALLOW A MIXED USE DEVELOPMENT COMPRISED OF OFFICE, RESTAURANT AND RETAIL, USES, AND ASSOCIATED PUBLIC AND PRIVATE OPEN SPACE AND COMMON AREAS; FURTHER PROVIDING FOR THE APPROVAL OF A CONCEPT PLAN AND BUILDING ELEVATIONS; PROVIDING A PENALTY NOT TO EXCEED TWO THOUSAND AND NO/100 DOLLARS (\$2,000.00); PROVIDING FOR SAVINGS, NO SEVERABILITY AND AN EFFECTIVE DATE.

4. REPORTS:

4.1 City Attorney Update re the Town's Comprehensive Plan, Zoning Ordinance and Development Codes.

5. CITIZEN COMMENTS: The public may address the Commission regarding any item. Persons desiring to address the Commission must register on the sign-in sheet prior to the start of the meeting. 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

6. 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 on the agenda, as authorized by Texas Government Code Section 551.071, CONSULTATION WITH ATTORNEY.

Discuss and consider action following executive session.

7. ADJOURN:

Commissioner Ben Davis made a motion to adjourn the meeting and Commissioner Debbie Scrimshire seconded. The meeting was adjourned at 7:46 P.M.

CERTIFICATION

I hereby certify that the above notice of meeting was posted on or before Friday, October 13, 2023, prior to 6:30 p.m. at the Brock Community Center, 2115 FM 1189 Brock Texas 76087 and at Brock Town Hall, 2451 FM 1189, Brock, Texas 76087.

Alyssa Vanesler

Alyssa Vanesler
Town Clerk