

**NOTICE OF MEETING
THE CITY COMMISSION OF BROCK, TEXAS**

MAYOR JAY HAMILTON

ATTORNEY WHITT L. WYATT

COMMISSIONER BEN DAVIS **NOT PRESENT**

COMMISSIONER DEBBIE SCRIMSHIRE

MEETING DATE AND TIME

MEETING LOCATION

Monday, February 24, 2025

PSG

2491 FM 1189

BROCK, TX 76087

REGULAR AGENDA

Begins at 6:30pm

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

- **CALL TO ORDER AND ANNOUNCE QUORUM** Mayor Hamilton called the meeting to order and announced a quorum present at 6:35 P.M.
- **INVOCATION AND PLEDGE** Mayor Hamilton led the community in prayer and pledge of Allegiances
- **CONSENT AGENDA:** All items listed under the Consent Agenda are considered routine by the City Council and will be enacted by one motion with no individual consideration. If individual consideration of an item is requested, it will be pulled from the Consent Agenda and discussed separately.

3.1 Approve Meeting minutes

(a) January 27, 2025, Meeting minutes **Motion to approve by Commissioner Debbie Scrimshire, seconded by Mayor Jay Hamilton, motion passed.**

3.2 Review Monthly Financial Reports Commission reviewed Town of Brock Public Funds Checking account report and EOM Pledging reports. No questions were presented to the Town clerk, Commission approved the reports.

- **REGULAR AGENDA: Discussion and Possible action on the following**
- **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

(a) Brady and Stephanie Anderson requested a status of document submission to the Town on behalf of 777 Automotive. Town Attorney Sarah Walsh presented a document list, and a permit payment list needed for submission.

4.1 Brock citizen Tonya Taylor requests pothole repairs for the following addresses:

209 Savannah Drive
208 Savannah Drive
220 Savannah Drive
Entrance to Olive Branch on FM 1189

Mrs. Taylor was not present, however the Commission discussed inquiring with Parker County about what is needed to get the potholes repaired. Mayor Jay Hamilton stated he would stop by the Precinct 3 barn to follow up. Motion to allow Mayor to follow up by Commissioner Debbie Scrimshire, seconded by Mayor Jay Hamilton, motion approved.

4.2 Water/Wastewater project update from Provenance Engineering Provenance Engineering updated the Commission on the status of the Water/Wastewater project. Mr. Riker stated the project is getting more refined which will hopefully showcase a comprehensive plan to bring water to the entire Brock community over the next possible 50 years.

4.3 Take action to approve submissions for reimbursement requests to Parker County for work done in December 2024 by Provenance Engineering Not discussed

4.4 Verdunity Map Service project update - Tabled per Town Attorney Sarah Walsh until March 24, 2025, Commission meeting.

4.5 Seek direction and guidance on drafting updated FY 2025-2025 budget for approval Mayor Jay Hamilton stated that the Town is currently operating on the FY 23-24 budget, but the FY 25-26 budget would need to be completed around July 2025 so that the budget release and Weatherford Democrat announcement can be done no less than 30 days prior to passing just before October 1, 2025.

4.6 Invoice approvals:

(a)	Bureau Veritas	Invoice 24052923	11/26/2024	\$76.92
(b)	Bureau Veritas	Invoice 24052924	11/26/2024	\$150.00
(c)	Bureau Veritas	Invoice 24057556	12/26/2024	\$1544.39

The Commission reviewed the Bureau Veritas invoices and Town Attorney Sarah Walsh confirmed the Town had been paid for the invoices. Motion to approve by Commissioner Debbie Scrimshire, seconded by Mayor Jay Hamilton, the motion passed.

4.7 Future meeting items and date

The next Commission meeting was scheduled for Monday, March 24, 2025, at the Brock Community Center with a backup plan for it to be held at PCG if needed.

REPORTS:

- **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. **Motion to open Executive Session at 7:35 P.M. by Commissioner Debbie Scrimshire, seconded by Mayor Jay Hamilton, motion passed.**

Discuss and consider action following executive session.

- Determine which Commission members have access to DocuSign, per First Financial request to add Town clerk to bank account
- Discuss BMY audit request
- Discuss Town of Brock 2025 election- deadlines, forms, legal requirements for Town Clerk
- Discuss Town of Brock future goals as November 21, 2026, will be the 10 year Town of Brock incorporation anniversary.
- Town clerk proposes the Commission establish a Town of Brock official logo rather than using Brock I.S.D. logo
- Discuss Town plans for future Town government needs such as real estate purchases for future Town Hall and land/business.
- Town clerk proposes Commission consider hiring a firm to write a Comprehensive Plan/Design for future needs for Town of Brock, after Water/Wastewater study is completed and Verdunity map project is finished

Motion to close Executive Session at 8:03 P.M by Mayor Jay Hamilton, seconded by Commissioner Debbie Scrimshire, motion passed.

8. **ADJOURN Motion by Commissioner Debbie Scrimshire to adjourn the Commission meeting at 8:04 P.M., seconded by Mayor Jay Hamilton, the motion passed.**

CERTIFICATION

I hereby certify that the above notice of meeting was posted on or before Friday, February 21, 2025, 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.

Melanie Matheus
Town Clerk

ACCESSIBILITY STATEMENT

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 the Town at sarahwalsh@whflegal.com

