

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

MAYOR
JAY HAMILTON
COMMISSIONER
BEN DAVIS
COMMISSIONER
DEBBIE SCRIMSHIRE

ATTORNEY
WHITT L. WYATT

MEETING DATE AND TIME:

Monday, January 27 2025, 6:30 PM

MEEETING 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

CALL TO ORDER AND ANNOUNCE QUORUM: Mayor called meeting order and announced quorum present at 6:35 P.M.

INVOCATION AND PLEDGE

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 Minutes from December regular meeting Motion to approve by Commissioner B. Davis, seconded by Commissioner Scrimshire, motion passed.

REGULAR AGENDA: Discussion and Possible action on the following

4.1 Discuss and consider approving a contract extension with Verdunity for Proposal for Map Services: initial agreement expired in December but could extend till April in order to supply Verduinty with information needed to complete project.

Town Attorney explained the need to take action to extend the contract with Verdunity and offered to assist Town clerk with providiing list of items needed to complete project. Motion to extend contract Commissioner, B. Davis, seconded

Commissioner D. Scrimshire, motion passed.

4.2 Texas Workforce Commission requiring employer quarterly reports, confirm last day Alyssa left and where reports are located.

No action taken

4.3 Plat – Lots 1 – 4, Circle T Apartments,

Motion to move item to February 24, 2025 Commission meeting by Commissioner B. Davis, seconded by Commissioner D. Scrimshire.

4.4 Consider ground water study affidavit waiver for plat applicant Ronda Odom
Ronda Odom explained there are four lots total for the Trickle Creek venue and the need to move the parking lot to Track 2 which has no water needs. Texas law states waivers are needed on five lots, but since this request includes only four lots, a survey could be waived by Commission as advised by Town Attorney Sarah Walsh. Commissioner D. Scrimshire claimed that was fine as long as Town of Brock is waived for water responsibilities. Motion to approve waiver for groundwater study made by Commissioner B. Davis, seconded by Commissioner D. Scrimshire, motion passed.

4.5 Choose Option A or Option B concerning the sprinkler system requirements laid out in the North Central Texas Council of Government amendments previously adopted in June of this year – presented by Town attorney

Commission reviewed and discussed Options A and B. Motion to approve Option B by Commissioner B. Davis, seconded by Commissioner D. Scrimshire, motion passed.

4.6 Consider appointing/adding Town Clerk to Bank Account for Town and authorize her to make payments on behalf of the Town for the management of the Town in connection with her duties as the Town Clerk.

Commission discussed who was authorized to make payments in the past on behalf of the Town of Brock. Motion to approve the removal of former Town clerk, Alyssa Vanesler and add current Town clerk, Melanie Matheus to bank account by Commissioner B. Davis, seconded by Commissioner D. Scrimshire, motion approved.

4.7 Approve payment for Provenance Engineering projects 7 & 8

Town Attorney Sarah Walsh requested explanation on which invoices needed approval for action to release funds. Motion to approve payment on invoices 7 due on Projects 7 & 8 by Commissioner B. Davis, seconded by Mayor J. Hamilton, motion approved.

4.8 Take action to approve submissions for reimbursement requests to County for next additional invoices for work done by Provenance engineering.

Mayor J. Hamilton made recommendation to Kent Riker of Provenance Engineering that the Commission needs a more simplified chart showing invoice numbers, project phase, amounts, and month paid. Mayor J. Hamilton requested Town Clerk create a chart showing monies received from Parker County and what funds are remaining. Motion to approve invoices 8 & 9 contingent approval from Parker County by Commissioner B. Davis, seconded by Commissioner D.

Scrimshire, motion approved.

4.9 Kirk Skelton to present to Commission issue regarding a pot hole in front of his house.

No action taken

4.10 Town Clerk requests the Commission to consider and approve a CPA to process payroll for the town clerk position

Town clerk recommended it is the best interest of the Town of Brock to have a third party process payroll in lieu of inhouse payroll processing as well as dual signatures on Town of Brock check signatures for prevention of fraud. Motion to approve by Commissioner B. Davis, seconded by Commissioner D. Scrimshire, motion approved.

4.11 Town Clerk requests authorization to purchase a four drawer lateral filing cabinet to preserve town records

Town Clerk explained the need for additional file cabinet for Town recordkeeping efforts. Motion to approve by Commissioner B.Davis, seconded by Commissioner, D. Scrimshire, motion passed.

4.12 Town Clerk requests via Joshua Anderson per Resolution No. R-2024-002 for the Mayor to sign approved plat for Eagle Air Parc

Town Attorney explained action was taken on plat in June 2024 and plat needed Mayor J. Hamilton signature. Mayor J. Hamilton reviewed plat and signed plat.

4.13 Future meeting items and date

The next Town of Brock meeting was scheduled for Monday, February 24, 2025 due to the upcoming Federal holiday, Presidents' Day.

REPORTS:

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.

Motion to open meeting for Citizen Comments made by Commissioner B.Davis and seconded by Commissioner D. Scrimshire, motion passed on 6:49 pm. Matt McGowen/ Wes Bishop both from Small Town Texas®/ Trifalger Homes introduced their company to the Commission as builders who want to help support small towns across Texas with "market rate housing" including potential multi-family home needs in Brock. Commissioner B. Davis expressed there is not enough land in the Town of Brock along with the water challenge as well. Mayor J. Hamilton stated that some Brock citizens wish to keep Brock a small town, but that is not always a choice as Brock ISD has already expanded 3-4x within the last 10 years. Mayor J. Hamilton encouraged Mr. McGowen to reach out to Brock ISD school board to find out their future plans. Mr. McGowen emphasized that he was trying to identify the needs of the community while not pushing

community growth and used teachers and coaches as examples who may not want to drive in from the city to work in our community. Mayor J. Hamilton restated there is little land in the Town of Brock but more land opportunities inside Brock ISD. Commissioner B. Davis stated that Brock ISD now allows out of district transfers as of last year. Citizen Gil Blackburn stated that water is a very big challenge in Brock and water wells are drying up. Commissioner D. Scrimshire referred Matt McGowen to Parker County SUD and Tri- County Electric for further information. Motion to close by Commssioner B. Davis, seconded by Mayor J. Hamilton motion passed at 7:01 pm.

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

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.


Section 551.074(a) – discuss the appointment of a new Town Clerk; review/interview candidates. **No executive session taken.**

Discuss and consider action following executive session.

8. ADJOURN Motion to adjourn the meeting by Commissioner B. Davis, seconded by Mayor J. Hamilton, motion passed at 7:54pm.

CERTIFICATION

I hereby certify that the above notice of meeting was posted on or before Friday, January 24, 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