

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

MAYOR JAY HAMILTON

ATTORNEY SARAH WALSH for WHITT
L. WYATT

COMMISSIONER BEN DAVIS

COMMISSIONER DEBBIE SCRIMSHIRE

MEETING DATE AND TIME: Monday, April 28, 2025				
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

Mayor Jay Hamilton called the meeting to order and announced a quorum present at 6:45 P.M.

2. INVOCATION AND PLEDGE

Mayor Hamilton led the community in prayer and pledge of Allegiances

3. 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 Review Meeting Minutes:

- (a) February 24, 2025, Meeting Minutes **Tabled**
- (b) March 24, 2025, Meeting Minutes **Tabled**
- (c) April 16, 2025, Special Meeting Minutes

Motion made by Commissioner Ben Davis to table the approval of the February 24, 2025, and March 24, 2025, minutes until the May 19, 2025, Commission meeting as well as to approve the April 16, 2025, Commission meeting minutes, seconded by Commissioner Debbie Scrimshire, motion passed.

3.2 Review Monthly Financial Reports

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

4.1 Brock Crossing— Mr. Josh Harendt requests a variance related to the fire code which was adopted prior to submitting the original concept to the council. **Josh Harendt presented the proposal that the Brock Crossing plans were approved with the 2015 International Building Code (IBC) and fire code. Mr. Harendt's understanding was he had the option of choosing between Option A or Option B whereas Option A was needed for Brock Crossing, which would include a firewall to separate businesses instead of utilizing fire sprinklers for fire suppression. Mr. Harendt explained that Building A of Brock Crossing will be 9000 square feet, single story (30 ft. High). He requested a firewall be placed between the business tenant with 6000 sq. Ft and the remainder of the building tenants leaving 3000 sq. Ft on the other side of the firewall.**

According to Town Attorney Sarah Walsh, the Town of Brock adopted Option B and is bound by the Fire Code where she provided two options.

Option 1- The Commission adopt an appeal board with three individuals with Fire Code knowledge to determine what is safe for this development.

Option 2- Contact Parker County Fire Code Enforcement, Randy Franks for guidance.

Town Attorney Sarah Walsh stated that whichever option 1 or option 2 is faster for Mr. Harendt, it should provide a legal and safe measure to ensure fire safety for Brock Crossing.

Commissioner Ben Davis made a motion to approve Option 2 for contact with Parker County Fire Code Enforcement Randy Franks, Debbie Scrimshire seconded, motion passed.

Mayor Jay Hamilton made a motion to approve Option 1, the establishment of the appeal board which appointed Fire Chief Travis Scrimshire, Mr. G. Blackburn, and Commissioner Ben Davis, seconded by Commissioner Ben Davis, motion passed.

**4.2 Follow up on pothole repairs for Savannah Drive
Tabled for May 19, 2025, Commission meeting**

4.3 Review monthly Town of Brock accounts payable

APRIL

1. TJH Accounting – Invoice 2292 \$75.00
2. Nextlink- Billing Statement Reference #B125199003-55 \$ 45.44
3. Bureau Veritas –
Saddlerock Safari (Commercial Plan review/inspection) \$3203.84
4. Brock Community Center –2/1/2025 annual dues invoice \$550.00
5. Wyatt Hamilton Findlay, PLLC – Invoice #69 \$ 7329.75
6. Verdunity – Invoice 132-01-05 \$2598.75
7. Learn to Live- Town of Brock monthly rent due 7th of each month - \$700.00
8. Provenance Engineering- Invoice 007.23.01-11 \$12250.00
Invoice 007.23.02.-11 \$3000.00
Invoice 007.23.02.12 \$4,000.00
Invoice 007.23.01-12 \$12,000.00

4.4 Discuss, review, and approve Verdunity preliminary Town of Brock map proposals

- (a) Town Boundary Map
- (b) Town Zoning Map

Mayor Jay Hamilton needs more information and a larger map to approve the preliminary Town Boundary Map and Town Zoning Map before any approvals can be made.

- 4.5** Town Clerk requests approval for personal reimbursement for Notary expenses incurred
- (a) Notary Bond Insurance –Higginbotham \$73.49
 - (b) Notary Stamp and Notary book- \$51.95

Approved

- 4.6** Discuss, review, and approve permit requests

- (a) Brock Liquors- Alcohol permit **Approved**
- (b) Chefs Pantry – Alcohol permit **Approved**
- (c) GG Food Factory- mobile food vendor permit **Approved**
- (e) Clarke Real Estate Group- sign permit **Approved**
- (f) Saddlerock Safari – alcohol permit **Not approved- due to past self-annexation which requires a ballot vote by Brock citizens approving the allowance of an alcohol permit**
- (e) RTB Construction- temporary sign permit **Approved**
- (g) Dreamworx- temporary sign permit **Approved**
- (h) Eagles Nest- alcohol permit **Tabled to the May 19, 2025, Commission meeting**

- 4.7** Discuss updating the Town of Brock Master Fee Schedule for FY 26

Commissioner Ben Davis and Commissioner Debbie Scrimshire approved the Town Clerk begin the work of updating the Master Fee Schedule for FY26. Any changes will be approved by the Commissions prior to FY 26.

- 4.8** Discuss Future meeting items and date

The next Town of Brock Commission meeting will be held on Monday, May 19, 2025.

5. REPORTS:

- 6. 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

7. 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.

- Discuss Town of Brock plans for future Town government needs such as real estate purchases for future Town Hall and land/business.

Motion to open Executive Session at 7:18 P.M. by Commissioner Ben Davis, seconded by Commissioner Debbie Scrimshire, motion passed.

Discussion only and no action was taken during the Executive Session.

Motion to close Executive Session at 7:38 P.M. by Commissioner Ben Davis, seconded by Commissioner Debbie Scrimshire, motion passed.

Commissioner Ben Davis made the motion to empower Commissioner Debbie Scrimshire to take steps to investigate the purchase of real estate property, motion seconded by Commissioner Debbie Scrimshire, motion passed.

8. ADJOURN

Motion made by Commissioner Ben Davis to adjourn the Town of Brock Commission meeting at 8:25 P.M., seconded by Commissioner Debbie Scrimshire, motion passed.

CERTIFICATION

I hereby certify that the above notice of meeting was posted on or before Friday, April 25, 2025, prior to 6:30 p.m. at the Brock Community Center, 2115 FM 1189 Brock Texas 76087 and at the Town of Brock office at 2451 FM 1189 Ste B, Brock, TX 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 Melanie Matheus at townclerk@brocktx.net or via phone 817-396-5333.