



**TOWN OF BROCK
SPECIAL COMMISSION MEETING
AGENDA PACKET**

NOVEMBER 10, 2025



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

MAYOR BEN DAVIS
COMMISSIONER DEBBIE SCRIMSHIRE
COMMISSIONER CODY NELSON

TOWN ATTORNEY WHITT WYATT

MEETING DATE AND TIME:
MONDAY, NOVEMBER 10, 2025

MEETING LOCATION:
2491 FM 1189
WEATHERFORD, TX 76087

SPECIAL COMMISSION MEETING 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**
- 2. INVOCATION AND PLEDGE**
- 3. REGULAR AGENDA**
 - 3.1 Recognition for Jay Hamilton
 - 3.2 Recognition for Debbie Scrimshire
 - 3.3 Issue Certificates of Election, Administer Oaths of Office and Receive Statements of Officers for elected officers in relation to General Election for the Mayor and one (1) Commissioner for the Town of Brock.
- 4. REPORTS:**
- 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

CERTIFICATION

I hereby certify that the above notice of meeting was posted on or before Tuesday, November 4, 2025, prior to 6:30 p.m. at the Brock Community Center, 2115 FM 1189 Brock Texas 76087 and at Brock Town Hall, 2491 FM 1189, Brock, Texas 76087.

Melanie Matheus

Melanie Matheus
Town Administrator

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 Administrator at 817 396-5333.



**TOWN OF BROCK
SPECIAL COMMISSION MEETING BRIEFING**

AGENDA ITEM 3.1

Title

Public Recognition

Item Summary

Recognize and present a plaque to Jay Hamilton for his public service to the Town of Brock during 2018-2025.

Attachments

1. Recognition plaque



**TOWN OF BROCK
SPECIAL COMMISSION MEETING BRIEFING**

AGENDA ITEM 3.2

Title

Public Recognition

Item Summary

Recognize and present a plaque to Debbie Scrimshire for her public service to the Town of Brock during 2018-2025.

Attachments

1. Recognition plaque



**TOWN OF BROCK
SPECIAL COMMISSION MEETING BRIEFING**

AGENDA ITEM 3.3

Title

Election Activities: Issue Certificates of Election and administer Oaths of Office

Item Summary

Issue Certificates of Election, Administer Oaths of Office and Receive Statements of Officers for elected officers in relation to General Election for the Mayor and one (1) Commissioner for the Town of Brock

Attachments

1. Certificate of Election
2. Certificate of Election
3. Oath of Office
4. Oath of Office



In the name and by the authority of

The State of Texas

THIS IS TO CERTIFY, that for the purposes of the

November 4, 2025, election
pursuant to Resolution No. 2025-
003 canceling the election that
BENJAMIN DAVIS
duly elected

MAYOR OF THE TOWN OF
TOWN OF BROCK, TEXAS

In testimony whereof, I have hereunto signed
my name and
caused the Seal of Parker County to be
affixed at the Town of Brock, Texas this 10th day
of November 2025.

Signature of Presiding Officer of
Canvassing Authority



In the name and by the authority of

The State of Texas

THIS IS TO CERTIFY, that for the purposes of the

November 4, 2025, election
pursuant to Resolution No. 2025-
003 canceling the election that
CODY NELSON
duly elected

**COMMISSIONER OF THE
TOWN OF BROCK, TEXAS**

In testimony whereof, I have hereunto signed
my name and
caused the Seal of Parker County to be
affixed at the Town of Brock, Texas this 10th day
of November 2025.

Signature of Presiding Officer of
Canvassing Authority

Form #2204 Rev 9/2017

This space reserved for office use

Submit to:
SECRETARY OF STATE
Government Filings Section
P O Box 12887
Austin, TX 78711-2887
512-463-6334
FAX 512-463-5569
Filing Fee: None



OATH OF OFFICE

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF TEXAS,

I, _____, do solemnly swear (or affirm), that I will faithfully execute the duties of the office of _____ of the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws of the United States and of this State, so help me God.

Signature of Officer

Certification of Person Authorized to Administer Oath

State of _____

County of _____

Sworn to and subscribed before me on this _____ day of _____, 20____.

(Affix Notary Seal,
only if oath
administered by a
notary.)

Signature of Notary Public or
Signature of Other Person Authorized to Administer An
Oath

Printed or Typed Name

Submit to:
SECRETARY OF STATE
Government Filings Section
P O Box 12887
Austin, TX 78711-2887
512-463-6334
FAX 512-463-5569
Filing Fee: None



OATH OF OFFICE

IN THE NAME AND BY THE AUTHORITY OF THE STATE OF TEXAS,
I, _____, do solemnly swear (or affirm), that I will faithfully
execute the duties of the office of _____ of
the State of Texas, and will to the best of my ability preserve, protect, and defend the Constitution and laws
of the United States and of this State, so help me God.

Signature of Officer

Certification of Person Authorized to Administer Oath

State of _____

County of _____

Sworn to and subscribed before me on this _____ day of _____, 20____.

(Affix Notary Seal,
only if oath
administered by a
notary.)

Signature of Notary Public or
Signature of Other Person Authorized to Administer An
Oath

Printed or Typed Name