

RESOLUTION NO. 2025-002

A RESOLUTION OF THE TOWN OF BROCK, TEXAS, AUTHORIZING THE TOWN ADMINISTRATOR TO PROCURE AND PAY EXPENSES RELATED TO IT SERVICES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town of Brock has previously authorized the Town Secretary/Administrator to perform certain duties and responsibilities related to the maintenance and upkeep of the Town email address and website; and

WHEREAS, the Town Secretary/Administrator requires specialized support from IT services to maintain necessary software for the Town's administration and the functionality of the website and email address; and

WHEREAS, after reviewing relevant qualifications, the Town Secretary/Administrator has provided the Town Commission with a range of possible services and a recommended provider that will be cost effective and within the Town's budget.

NOW THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE TOWN OF BROCK, TEXAS:

SECTION 1. The recitals and findings set forth above are hereby found to be true and correct and incorporated as if fully set forth herein.

SECTION 2. The Town Commission grants the Town Secretary/Administrator the authority to procure necessary IT services on behalf of the Town, including the authority to negotiate and enter into service agreements and contracts and to execute any amendments as the Town Secretary/Administrator deems necessary.

SECTION 3. The Town Commission grants the Town Secretary/Administrator the authority to make payments on behalf of the Town for necessary IT services, including any recurring monthly payments or lump sum payments as required by any service agreement or contract, in a total amount not to exceed five thousand dollars (\$5,000.00) per fiscal year, paid from lawful available funds of the Town.

SECTION 4. This resolution is effective from and after its passage and approval.

PASSED AND APPROVED by the Town Commission of the Town of Brock, Texas,
on October 20, 2025.



ATTEST:

Melanie Matheus

Melanie Matheus, Town Administrator

TOWN OF BROCK, TEXAS

Ben Davis

Ben Davis, Mayor

APPROVED AS TO FORM:

Alex M. Phipps III

Alex M. Phipps III, Town Attorney