

CERTIFICATE OF TOWN ADMINISTRATOR

**THE STATE OF TEXAS
PARKER COUNTY
TOWN OF BROCK**

I, Melanie Matheus, the undersigned Town Administrator and custodian of records of the Town of Brock, Parker County, Texas (the "Town of Brock") DO HEREBY CERTIFY that:

1. On the 30th day of September, 2025, the Town Commission for the Town of Brock convened in regular session in the regular meeting place at the Town of Brock Community Center located at 2115 FM 1189, Brock, Texas, roll was called of the duly elected members of the Town Commission as follows:

Ben Davis, Mayor
Debbie Scrimshire, Town Commissioner
Cody Nelson, Town Commissioner

and all such persons were present at the Meeting, thus constituting a quorum ("Meeting"). Among other business considered at the Meeting, an Ordinance (a true and correct copy of which is attached hereto and incorporated herein (the "Ordinance"), with the following caption was considered:

ORDINANCE NO. 0-2025-006

AN ORDINANCE OF THE TOWN OF BROCK, TEXAS,
APPROVING AND ADOPTING THE ANNUAL BUDGET FOR
FISCAL YEAR BEGINNING OCTOBER 1, 2025 THROUGH
SEPTEMBER 30, 2026, AND PROVIDING THAT EXPENDITURES
FOR SAID FISCAL YEAR SHALL BE MADE IN ACCORDANCE
WITH THE ADOPTED BUDGET; PROVIDING A SEVERABILITY,
REPEALING, AND SAVINGS CLAUSES; AND PROVIDING AN
EFFECTIVE DATE.

After presentation, public hearing, and discussion of the Ordinance, it was then duly moved by Commissioner Scrimshire and seconded by Commissioner Nelson that said Ordinance be approved; and, after due discussion, said motion prevailed by following roll call vote:

Ben Davis, Mayor	Aye
Debbie Scrimshire, Commissioner	Aye
Cody Nelson, Commissioner	Aye

2. That true and correct copy of the aforesaid Ordinance passed the Meeting described in the above and foregoing paragraph is attached to and follows this Certificate; that said Ordinance has been duly recorded in said Town Commission's minutes of said meeting; that the above and foregoing paragraph is true and correct description of the

actions taken at the Meeting pertaining to the passage of said Ordinance; that the persons named in the above and forgoing paragraph are the duly chosen, qualified and acting officers and members of said Town Commission as indicated therein; and that said Meeting was given to the public and public notice of the time, place, and purpose of said meeting was given, all as required by Chapter 55 1, Texas Government Code.

3. That the Mayor of the Town of Brock has approved the aforesaid Ordinance; and that the Mayor, Town Administrator, and Town Attorney have duly signed said Ordinance.

SIGNED AND SEALED THE 30th DAY OF SEPTMBER, 2025.



Melanie Matheus

Town Administrator, Town of Brock, Texas

ORDINANCE NO. 0-2025-006

AN ORDINANCE OF THE TOWN OF BROCK, TEXAS, APPROVING AND ADOPTING THE ANNUAL BUDGET FOR FISCAL YEAR BEGINNING OCTOBER 1, 2025 THROUGH SEPTEMBER 30, 2026, AND PROVIDING THAT EXPENDITURES FOR SAID FISCAL YEAR SHALL BE MADE IN ACCORDANCE WITH THE ADOPTED BUDGET; PROVIDING A SEVERABILITY, REPEALING, AND SAVINGS CLAUSES; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, a proposed general budget for the Town covering the fiscal year beginning October 1, 2025 and ending September 30, 2026 has been filed with the Town Clerk's office and made available for public inspection in accordance with applicable law; and

WHEREAS, the Town, in accordance with law, properly posted the proposed budget and held a public hearing regarding the proposed budget and provided notice of such public hearing by publication in the official newspaper of the Town at least ten (10) days before the date of the public hearing, and during the public hearing on the budget, all interested persons were given the opportunity to be heard for or against any item contained in said budget, and all said persons were heard, after which the public hearing was closed; and

WHEREAS, the Town Commission finds that all legal notices, hearings, procedures and publishing requirements for the adoption of the budget have been performed or completed in the manner and form set forth by law, and is of the opinion that the budget hereinafter set forth is proper and should be approved and adopted.

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

SECTION 1. Findings Incorporated. The findings set forth above are incorporated into the body of this Ordinance as if fully set forth herein.

SECTION 2. Adoption of Budget. That the budget for the Town of Brock, Texas for the Fiscal Year beginning October 1, 2025, and ending September 30, 2026, a true and correct copy of which is attached to this ordinance as Exhibit "A" is hereby adopted and approved.

SECTION 3. Publication of Budget. The budget as adopted hereby shall be deemed the official budget for the Town of Brock, Texas for the said fiscal year and a copy of the same attached hereto and marked as Exhibit "A" shall be filed with the county clerk as provided by state law.

SECTION 4. Appropriation of Funds. For the Town's fiscal year beginning October 1, 2025 and ending September 30, 2026, the amounts reflected in the budget to provide for the payment of expenditures shown in the budget, are hereby officially appropriated for maintenance and operations and such other expenditures and appropriated recited therein.

SECTION 5. Amendments to the Budget. Pursuant to state law, expenditures during the 2025-2026 Fiscal Year shall be made in accordance with this budget and this ordinance, unless amended in accordance with Chapter 102 of the Texas Local Government Code.

SECTION 6. Authority of Mayor. That specific authority is given to the Mayor to make transfers of budgeted appropriations from one account/fund classification to another account/fund classification within the same fund or department.

SECTION 7. Repealing Clause. All ordinances of the Town in conflict with the provisions of this Ordinance be, and the same are hereby repealed and all other ordinances of the Town not in conflict with the provisions of this Ordinance shall remain in full force and effect.

SECTION 8. Severability Clause. The sections, paragraphs, sentences, phrases, and words of this Ordinance are severable, and if any section, paragraph, sentence, phrase, or word in this Ordinance or application thereof to any person or circumstance is held invalid, void, unlawful or unconstitutional by a Court of competent jurisdiction, such holding shall not affect the validity of the remaining portions of this Ordinance, and the Town Commission hereby declares that it would have passed such remaining portions of this Ordinance despite such invalidity, voidness, unlawfulness or unconstitutionality, which remaining portions shall remain in full force and effect.

SECTION 9. Effective Date. This Ordinance shall take effect upon its passage.

PASSED AND APPROVED BY THE TOWN COMMISSION OF THE TOWN OF BROCK, TEXAS ON THIS THE 30TH DAY OF SEPTEMBER, 2025.

TOWN OF BROCK, TEXAS



ATTEST:

Ben Davis, Mayor
Ben Davis, Mayor

APPROVED AS TO FORM:

Melanie Matheus
Melanie Matheus, Town Administrator

Whitt Wyatt
Whitt Wyatt, Town Attorney

Town of Brock, Texas Fiscal Year 2025-2026 Budget

	APPROVED 10/01/2023-09/30/2024	ACTUAL 10/01/2023-09/30/2024	PROPOSED 10/01/2024-09/30/2025	ACTUAL 10/01/2024-07/30/2025	ESTIMATED August & Sept 2025	PROPOSED FY2025-2026	COMMENTS
INCOME							
406 Franchise Fee Revenue	88,000.00	77,892.53	100,000.00	89,145.45	25,000.00	99,000.00	Tri-County Electric Co-Op
Permit Revenue	3,500.00	6,343.92	6,000.00	20,561.32	4,000.00	26,000.00	Permits/Applications/Misc. Revenue
440 Sales and Use Tax Revenue	306,000.00	331,150.81	320,000.00	445,617.29	64,000.00	450,000.00	
Mixed Beverage Tax	3,000.00	3,135.37	3,000.00	3,414.87	440.00	3,200.00	
430 Misc Income (ARPA Grant)	518,500.00	381,800.00	231,200.00	330,800.00	37,400.00		Parker County Treasurer
Refund				12.76			Stamps subscription cancellation
TOTAL INCOME	919,000.00	800,322.63	660,200.00	889,551.69	130,840.00	578,200.00	
EXPENSES							
510 Advertising and Marketing				3,271.77		6,500.00	Website Redesign + Civic Plus Annual Subscription
520 Publications Expense	1,200.00	856.55	1,200.00	422.40	200.00	500.00	Weatherford Democrat Public Notice
Legal	85,600.00	50,565.00	75,000.00	55,643.34	16,000.00	90,000.00	
Services		20,431.77	15,000.00	5,875.15		5,000.00	Bureau Veritas, BMY, Jamie Tierce, and CPA
ARPA Water/Wastewater Plan Study	518,500.00	381,800.00	231,200.00	330,800.00	37,400.00		
540 Insurance/Bond	5,000.00	2,690.74	5,000.00	3,097.46		3,100.00	TML
545 Office Supplies & Software		7,362.05		5,706.69	1,070.00	8,190.00	
546 Postage		292.28		154.69	20.00	100.00	
565 Office Expense/Payroll/Contractor Expense	37,500.00	15,885.00	7,500.00	N/A	N/A	N/A	
Payroll Wages	25,000.00	15,406.25	39,000.00	10,443.75	2,800.00	249,304.00	Town Manager, Town Administrator, Town Code Enforcement Officer
Payroll Expenses (Bookkeeping Services)				300.00	225.00	900.00	TJH Accounting LLC
Payroll Expenses (Taxes)		1,337.58		1,221.20	280.00	20,000.00	
580 Telephone Expense		518.67		477.43	94.00	564.00	
590 Street/Bridge Repair & Maint. Expense	130,000.00	237.80	65,000.00		20,000.00	65,000.00	
595 Misc Expenses	5,000.00	10,000.00					
Bank Fees				35.00			
Comprehensive Plan/Map Project	60,000.00	3,281.25	60,000.00	6,355.00	4,000.00	40,000.00	
Reimbursable Expenses				125.44			
Election Expenses	7,500.00		7,500.00			7,500.00	
Uncategorized Expense		206.00		1,383.15			
Town Hall Office-Rent/Lease	9,200.00	7,385.00	9,200.00	7,550.00	1,400.00	9,600.00	Town Hall rent + Brock Community Center lease
Real Estate Asset Purchase for Town Hall	N/A	N/A	N/A	N/A	N/A	36,000.00	
Real Estate Asset Purchase for WWTP	N/A	N/A	N/A	N/A		28,800.00	
Donations/Community Events			10,000.00	10,000.00			
TOTAL EXPENSES	894,500.00	517,955.94	525,600.00	442,862.47	83,489.00	571,058.00	
OVER/UNDER TOTAL		282,366.69		446,689.22		7,142.00	
						1,562,464.15	Public Fund Checking Account Balance as of 7/31/2025
						47,351.00	Estimated August 2025 & September 2025
						7,142.00	Projected Un-allocated case reserves for FY 2025-2026
						1,616,957.15	Estimated Account Balance for FY 2025-2026

TOWN OF BROCK, TEXAS
FISCAL YEAR 2025-2026 BUDGET
BUDGET COVER SHEET

Record Vote on Adoption of the Budget

On September 30, 2025, the Town Commission of the Town of Brock, Texas approved Ordinance Number 0-2025-006 approving the Town of Brock, Texas Fiscal Year 2025-2026 Budget by roll call vote as follows:

Motion by Commissioner Debbie Scrimshire: "I move to approve the ORDINANCE adopting the Town of Brock, Texas budget for the fiscal year beginning October 1, 2025 and ending September 30, 2026, as presented";

Motion seconded by Commissioner Cody Nelson

	<u>FOR</u>	<u>AGAINST</u>
Ben Davis , Mayor	_____x_____	_____
Debbie Scrimshire, Commissioner	_____x_____	_____
Cody Nelson, Commissioner	_____x_____	_____