



**TOWN OF BROCK  
COMMISSION MEETING PACKET  
FEBRUARY 24, 2025**

**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	

<b><u>MEETING DATE AND TIME</u></b>		<b><u>MEETING LOCATION:</u></b>
Monday, February 24, 2025, 6:30 PM		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**
- **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 Meeting minutes
    - (a) January 27, 2025, Meeting minutes
  - 3.2 Review Monthly Financial Reports
- **REGULAR AGENDA: Discussion and Possible action on the following**
- **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*

- 4.1 Brock citizen Tonya Taylor requests pothole repairs for the following addresses:  
209 Savannah Drive  
208 Savannah Drive  
220 Savannah Drive  
Entrance to Olive Branch on FM 1189
- 4.2 Water/Wastewater project update from Provenance Engineering
- 4.3 Take action to approve submissions for reimbursement requests to Parker County for work done in December 2024 by Provenance Engineering
- 4.4 Verdunity Map Service project update
- 4.5 Seek direction and guidance on drafting updated FY 2025-2025 budget for approval
- 4.6 Invoice approvals:
  - (a) Bureau Veritas Invoice 24052923 11/26/2024 \$76.92
  - (b) Bureau Veritas Invoice 24052924 11/26/2024 \$150.00
  - (c) Bureau Veritas Invoice 24057556 12/26/2024 \$1544.39
- 4.7 Future meeting items and date

**REPORTS:**

- **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.

- Determine which Commission members have access to DocuSign, per First Financial request to add Town clerk to bank account
- Discuss BMY audit request
- Discuss Town of Brock 2025 election- deadlines, forms, legal requirements for Town clerk
- Discuss Town of Brock future goals as November 21, 2026 will be the 10 year Town of

Brock incorporation anniversary.

- Town clerk proposes the Commission establish a Town of Brock official logo rather than using Brock I.S.D. logo
- Discuss Town plans for future Town government needs such as real estate purchases for future Town Hall and land/business.
- Town clerk proposes Commission consider hiring a firm to write a Comprehensive Plan/Design for future needs for Town of Brock, after Water/Wastewater study is completed and Verdunity map project is finished

**8. ADJOURN**

**CERTIFICATION**

I hereby certify that the above notice of meeting was posted on or before Friday, February 21, 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.



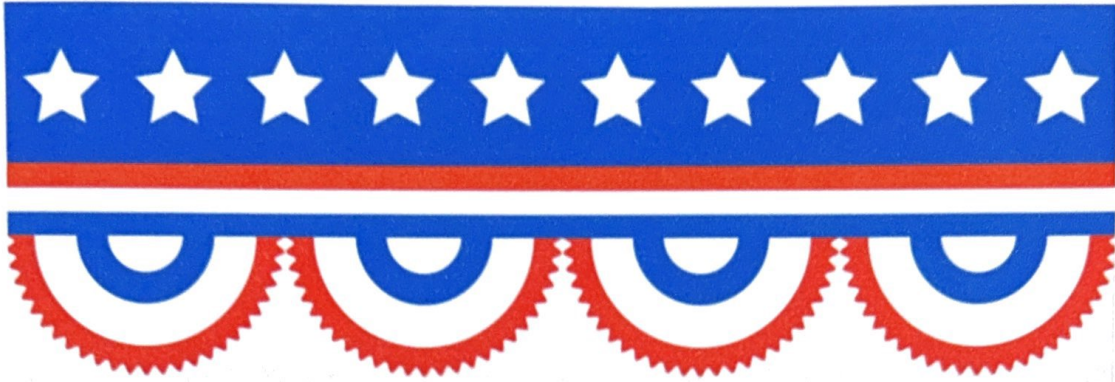
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Melanie Matheus

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 the Town at [sarahwalsh@whflegal.com](mailto:sarahwalsh@whflegal.com)*



**I pledge allegiance  
to the flag of the  
United States of America  
and to the Republic  
for which it stands,  
one Nation under God,  
indivisible,  
with liberty and  
justice for all.**

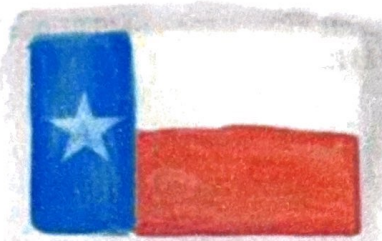


NOTICE OF MEETING  
CITY COMMISSION OF BROCK, TEXAS

MEETING ATTORNEY  
CITY COMMISSION  
CITY OF BROCK, TEXAS  
CITY COMMISSION

MEETING ATTORNEY  
Monday, June 17, 2014  
CITY COMMISSION  
CITY OF BROCK, TEXAS

MEETING LOCATION:  
CITY COMMISSION  
CITY OF BROCK, TEXAS



**HONOR THE TEXAS FLAG;  
I PLEDGE ALLEGIANCE TO THEE,**  
*Texas.*  
**ONE STATE UNDER GOD,  
ONE AND INDIVISIBLE.**

CALL TO ORDER AND A  
INVOCATION AND PLEDGE  
CONSENT AGENDA: 4P  
The City Commission will be...  
individual components of an item is requested, it will be pulled from the Consent  
Agenda and discussed separately.

3.1 Approval of Minutes from the previous meeting...  
Consent Agenda: 3.1 Approval of Minutes from the previous meeting...

**REGULAR AGENDA:** Discussion and possible action on the following

1. The Commission will consider approving a contract addendum with Versharity for Professional for May 2014. Initial agreement was entered in December but was not finalized until April. In order to comply with the contract, the addendum was originally prepared...  
2. The Commission will consider the...  
3. The Commission will consider the...  
4. The Commission will consider the...

**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**

**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**

**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 Commissioner 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**

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Melanie Matheus  
Town Clerk

#### **ACCESSIBILITY STATEMENT**

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**Town of Brock - Public Funds Checking Account**  
**08/31/2024-12/31/2024**

Per Bank Activity:

Beginning Balance (as of August 31, 2024)	\$1,112,872.98
Deposits	\$89,278.68
Sales Tax Income	\$22,258.09
Franchise Tax Income	
Permit Revenue	
Disbursements	\$77,785.31
ARPA Funding Release	\$66,800.00
Ending Balance (As of September 30, 2024)	\$1,124,366.35
Beginning Balance (as of October 1, 2024)	\$1,124,366.35
Deposits	\$97,240.44
Sales Tax Income	\$29,214.48
Franchise Tax Income	
Permit Revenue	
Disbursements	\$1,217.29
Ending Balance (As of October 31, 2024)	\$1,220,389.50
Beginning Balance (as of November 1, 2024)	\$1,220,389.50
Deposits	\$55,524.23
Sales Tax Income	\$29,543.02
Franchise Tax Income	
Permit Revenue	
Disbursements	\$89,802.46
Ending Balance (As of November 30, 2024)	\$1,186,111.27
Beginning Balance (as of December 1, 2024)	\$1,186,111.27
Deposits	\$37,605.94
Sales Tax Income	\$34,167.50
Franchise Tax Income	
Permit Revenue	
Disbursements	\$9,636.66
Ending Balance (As of December 31, 2024)	\$1,214,080.55

# Reportfolio

First Financial Bankshares Inc, Abilene, TX  
 Published: 10/1/2024 10:31:31 AM

Management Report  
 Pledged To: TOWN OF BROCK

Date: 30-Sep-24  
 Page: 21  
 Section V-C

## Safekeeping

Code	Cusip Trans#	Description Maturity Prerefund	Pool Coupon	Moody StdPoor	Original Face Pledged Percent	Pledged Original Face Value	Pledged Par Value	Pledged Book Value	Pledged Market Value
FNBK1	3132D9F33 639689202111151	FHLMC Pool #SC0186 9/1/2041	SC0186 2.500		\$19,550,145.00 2.56%	\$500,000.00	\$376,655.68	\$391,003.55	\$339,931.75
		FROST NATIONAL BANK	AFS						
FNBK1	3140XCWG9 633248202110121	FNMA Pool #FM8746 9/1/2041	FM8746 2.500		\$26,845,280.00 3.73%	\$1,000,000.00	\$778,404.29	\$806,806.08	\$706,269.56
		FROST NATIONAL BANK	AFS						
<u>2 MBS - Fixed Rate</u>						<u>\$1,500,000.00</u>	<u>\$1,155,059.97</u>	<u>\$1,197,809.63</u>	<u>\$1,046,201.32</u>
<u>Total Pledged</u>	<u>2</u>	<u>To: BRO</u>	<u>TOWN OF BROCK</u>			<u>\$1,500,000.00</u>	<u>\$1,155,059.97</u>	<u>\$1,197,809.63</u>	<u>\$1,046,201.32</u>
		\$0.00	Munis with Maturity Under 2 Years		\$0.00	Other securities with Stated Maturity Under 2 Years			
		\$0.00	Munis with Maturity Over 2 Years		\$1,155,059.97	Other securities with Stated Maturity Over 2 Years			

\*\* If no data is shown, then there are no pledges for the current period.

# Reportfolio

First Financial Bankshares Inc, Abilene, TX  
 Published: 11/1/2024 10:51:58 AM

Management Report  
 Pledged To: TOWN OF BROCK

Date: 31-Oct-24  
 Section V-C Page: 21

## Safekeeping

Code	Cusip Trans#	Description Maturity FAS 115	Prerefund	Pool Coupon	Moody StdPoor	Original Face Pledged Percent	Pledged Original Face Value	Pledged Par Value	Pledged Book Value	Pledged Market Value
FNBK1	3132D9F33 639689202111151	FHLMC Pool #SC0186 9/1/2041		SC0186 2.500		\$19,550,145.00 2.56%	\$500,000.00	\$373,037.30	\$387,173.80	\$322,919.74
FROST NATIONAL BANK		AFS								
FNBK1	3140XCWG9 633248202110121	FNMA Pool #FM8746 9/1/2041		FM8746 2.500		\$26,845,280.00 3.73%	\$1,000,000.00	\$775,084.59	\$803,220.24	\$674,687.88
FROST NATIONAL BANK		AFS								
<u>2 MBS - Fixed Rate</u>							<u>\$1,500,000.00</u>	<u>\$1,148,121.89</u>	<u>\$1,190,394.04</u>	<u>\$997,607.62</u>
<u>Total Pledged 2 To: BRO TOWN OF BROCK</u>							<u>\$1,500,000.00</u>	<u>\$1,148,121.89</u>	<u>\$1,190,394.04</u>	<u>\$997,607.62</u>
		\$0.00	Munis with Maturity Under 2 Years			\$0.00	Other securities with Stated Maturity Under 2 Years			
		\$0.00	Munis with Maturity Over 2 Years			\$1,148,121.89	Other securities with Stated Maturity Over 2 Years			

\*\* If no data is shown, then there are no pledges for the current period.

# Reportfolio

First Financial Bankshares, Inc, Abilene, TX

Published: 12/2/2024 10:35:21 AM

Management Report  
Pledged To: TOWN OF BROCK

Date: 30-Nov-24  
Section V-C  
Page: 21

## Safekeeping

Code	Cusip Trans#	Description Maturity FAS 115	Prerefund	Pool Coupon	Moody StdPoor	Original Face Pledged Percent	Pledged Original Face Value	Pledged Par Value	Pledged Book Value	Pledged Market Value
FNBK1	3140XBTR1 622164202108111	FNMA Pool #FM7759 7/1/2036		FM7759 2.000		\$19,155,639.00 1.04%	\$200,000.00	\$137,340.58	\$141,242.51	\$123,180.77
FROST NATIONAL BANK		AFS								
FNBK1	3132D9F33 639689202111151	FHLMC Pool #SC0186 9/1/2041		SC0186 2.500		\$19,550,145.00 2.56%	\$500,000.00	\$369,447.09	\$383,374.78	\$323,111.04
FROST NATIONAL BANK		AFS								
FNBK1	3140XCWG9 633248202110121	FNMA Pool #FM8746 9/1/2041		FM8746 2.500		\$26,845,280.00 3.73%	\$1,000,000.00	\$771,943.62	\$799,820.82	\$678,847.22
FROST NATIONAL BANK		AFS								
<b>3 MBS - Fixed Rate</b>							<b>\$1,700,000.00</b>	<b>\$1,278,731.30</b>	<b>\$1,324,438.12</b>	<b>\$1,125,139.03</b>
<b>Total Pledged 3 To: BRQ TOWN OF BROCK</b>							<b>\$1,700,000.00</b>	<b>\$1,278,731.30</b>	<b>\$1,324,438.12</b>	<b>\$1,125,139.03</b>
		\$0.00	Munis with Maturity Under 2 Years			\$0.00	Other securities with Stated Maturity Under 2 Years			
		\$0.00	Munis with Maturity Over 2 Years			\$1,278,731.30	Other securities with Stated Maturity Over 2 Years			

\*\* If no data is shown, then there are no pledges for the current period.

# Reportfolio

First Financial Bankshares Inc, Abilene, TX  
 Published: 1/2/2025 11:17:22 AM

Management Report  
 Pledged To: TOWN OF BROCK

Date: 31-Dec-24  
 Page: 21  
 Section V-C

## Safekeeping

Code	Cusip Trans#	Description Maturity Prerfund	Pool Coupon	Moody StdPoor	Original Face Pledged Percent	Pledged Original Face Value	Pledged Par Value	Pledged Book Value	Pledged Market Value
FNBK1	3140XBTR1 622164202108111	FNMA Pool #FM7759 7/1/2036	FM7759 2.000		\$19,155,639.00 1.04%	\$200,000.00	\$136,105.23	\$139,942.08	\$120,217.66
FROST NATIONAL BANK		AFS							
FNBK1	3132D9F33 639689202111151	FHLMC Pool #SC0186 9/1/2041	SC0186 2.500		\$19,550,145.00 2.56%	\$500,000.00	\$366,965.29	\$380,727.24	\$312,577.37
FROST NATIONAL BANK		AFS							
FNBK1	3140XCWG9 633248202110121	FNMA Pool #FM8746 9/1/2041	FM8746 2.500		\$26,845,280.00 3.73%	\$1,000,000.00	\$768,688.39	\$796,304.49	\$658,473.85
FROST NATIONAL BANK		AFS							
<b>3 MBS - Fixed Rate</b>						<b>\$1,700,000.00</b>	<b>\$1,271,758.91</b>	<b>\$1,316,973.81</b>	<b>\$1,091,268.88</b>
<b>Total Pledged 3 To: BRO TOWN OF BROCK</b>						<b>\$1,700,000.00</b>	<b>\$1,271,758.91</b>	<b>\$1,316,973.81</b>	<b>\$1,091,268.88</b>
		\$0.00 Munis with Maturity Under 2 Years		\$0.00	Other securities with Stated Maturity Under 2 Years				
		\$0.00 Munis with Maturity Over 2 Years		\$1,271,758.91	Other securities with Stated Maturity Over 2 Years				

\*\* If no data is shown, then there are no pledges for the current period.



# Reportfolio

First Financial Bankshares Inc, Abilene, TX

Published: 2/3/2025 11:16:27 AM

Management Report  
Pledged To: TOWN OF BROCK

Date: 31-Jan-25  
Section V-C  
Page: 21

## Safekeeping

Code	Cusip Trans#	Description Maturity Prerefund	Pool Coupon	Moody StdPoor	Original Face Pledged Percent	Pledged Original Face Value	Pledged Par Value	Pledged Book Value	Pledged Market Value
FNBK1	3140XBTR1 622164202108111	FNMA Pool #FM7759 7/1/2036	FM7759 2.000		\$19,155,639.00 1.04%	\$200,000.00	\$134,536.02	\$138,298.78	\$119,677.86
FROST NATIONAL BANK		AFS							
FNBK1	3132D9F33 639689202111151	FHLMC Pool #SC0186 9/1/2041	SC0186 2.500		\$19,550,145.00 2.56%	\$500,000.00	\$364,384.83	\$377,978.40	\$310,477.74
FROST NATIONAL BANK		AFS							
FNBK1	3140XCWG9 633248202110121	FNMA Pool #FM8746 9/1/2041	FM8746 2.500		\$26,845,280.00 3.73%	\$1,000,000.00	\$759,469.35	\$786,612.13	\$650,903.21
FROST NATIONAL BANK		AFS							
<b>3 MBS - Fixed Rate</b>						<b>\$1,700,000.00</b>	<b>\$1,258,390.21</b>	<b>\$1,302,889.30</b>	<b>\$1,081,058.81</b>
<b>Total Pledged 3 To: BRO TOWN OF BROCK</b>						<b>\$1,700,000.00</b>	<b>\$1,258,390.21</b>	<b>\$1,302,889.30</b>	<b>\$1,081,058.81</b>
		\$0.00	Munis with Maturity Under 2 Years		\$0.00	Other securities with Stated Maturity Under 2 Years			
		\$0.00	Munis with Maturity Over 2 Years		\$1,258,390.21	Other securities with Stated Maturity Over 2 Years			

\*\* If no data is shown, then there are no pledges for the current period.

**Provenance Engineering**

**Town of Brock: Project # 007.23.01**

**Brock Water Master Plan**

**Total Budget: \$500,000**

**Provenance Engineering**

**Town of Brock: Project # 007.23.02**

**Brock Wastewater Master Plan**

**Total Budget: \$250,000**

Invoice #	Invoice Date	Amount Invoiced	Advanced Funding?	Advanced Funding?	Invoice Paid?
007.23.01-01	1/10/2024	\$ 74,500.00	Yes	Yes	Yes
007.23.01-02	3/15/2024	\$ 50,500.00	Yes	Yes	Yes
007.23.01-03	5/6/2024	\$ 17,500.00	Yes	Yes	Yes
007.23.01-04	7/1/2024	\$ 53,500.00	Yes	Yes	Yes
007.23.01-05	8/5/2024	\$ 36,000.00	Yes	Yes	Yes
007.23.01-06	9/3/2024	\$ 43,500.00	Yes	Yes	Yes
007.23.01-07	10/11/2024	\$ 41,500.00	Yes	Yes	Yes
007.23.01-08	12/19/2024	\$ 40,500.00	Yes	Yes	Yes
007.23.01-09	12/19/2024	\$ 44,000.00	Yes	Yes	Yes
007.23.01-10	1/14/2025	\$ 24,500.00			
		<b>\$ 426,000.00</b>			

Invoice #	Invoice Date	Amount Invoiced	Requested Advanced Funding?	Received Advanced Funding?	Invoice Paid?
007.23.02-01	1/10/2024	\$ 32,000.00	Yes	Yes	Yes
007.23.02-02	3/7/2024	\$ 42,000.00	Yes	Yes	Yes
007.23.02-03	5/6/2024	\$ 15,000.00	Yes	Yes	Yes
007.23.02-04	7/1/2024	\$ 30,000.00	Yes	Yes	Yes
007.23.02-05	8/5/2024	\$ 30,800.00	Yes	Yes	Yes
007.23.02-06	9/3/2024	\$ 24,200.00	Yes	Yes	Yes
007.23.02-07#####		\$ 26,000.00	Yes	Yes	Yes
007.23.02-08#####		\$ 12,000.00	Yes	Yes	Yes
007.23.02-09#####		\$ 12,500.00	Yes	Yes	Yes
007.23.02-10	1/14/2025	\$ 13,000.00			
		<b>\$ 237,500.00</b>			



January 14, 2025

Mr. Jay Hamilton  
Town of Brock  
2481 FM 1189  
Brock, Texas 76087

Subject: Brock Water Master Plan – Project Status Report December 2024

Dear Mr. Jay Hamilton:

Provenance Engineering is pleased to provide this Project Status Report (PSR) for the Water Master Plan. The following table shows the work completed to date.

Task	Due By	Prior % Complete	Current % Complete	Status
1 Project Management	03/31/25	75%	80%	In Progress
2 Data Gathering & Review	02/29/24	100%	100%	Completed
3 Demand Projections	03/31/24	100%	100%	Completed
4 Water Supply Planning	01/31/25	85%	90%	In Progress
5 Capital Improvements Plan	02/31/25	85%	90%	In Progress
6 Rate Study Analysis	03/31/25	40%	50%	In Progress
7 Regulatory & Stakeholder Coordination	03/31/25	50%	55%	In Progress
Total Project	03/31/25	80%	85%	In Progress

We have refined the water supply options analysis completing 85% of the task; we have completed a layout of the water infrastructure for the town's water system in GIS and broke down into different phases for the capital improvements plan (90% of the task during this work time). Should you have any questions, please do not hesitate to call me at 817.694.6324.

Sincerely,

Kent Riker, PE  
President | Servant Leader

Kent Riker, PE  
President | Servant Leader



# PROVENANCE ENGINEERING

Rooted to Be Uniquely Different

Provenance Engineering, LLC.  
ATTN: Kent Riker  
401 Russell Ln.  
Weatherford, TX 76087  
817.785.7172

## INVOICE

INVOICE #007.23.01 - 10  
DATE: 01/14/25

### BILLED TO:

Town of Brock  
2481 FM 1189  
Brock, Texas 76087  
email: townclerk@brocktx.net

### FOR:

Engineering Master Services Agreement  
Brock Water Master Plan  
Provenance Engineering PN 007.23.01

PHASE	CONTRACT AMOUNT	PERCENT COMPLETE	PRIOR BILLED	CURRENT BILLED	TOTAL BILLED
1.0 - Project Management	\$40,000.00	80%	\$30,000.00	\$2,000.00	\$32,000.00
2.0 - Data Gathering & Review	\$25,000.00	100%	\$25,000.00	\$0.00	\$25,000.00
3.0 - Demand Projections	\$20,000.00	100%	\$20,000.00	\$0.00	\$20,000.00
4.0 - Water Supply Planning	\$250,000.00	90%	\$212,500.00	\$12,500.00	\$225,000.00
5.0 - Capital Improvements Plan	\$100,000.00	90%	\$85,000.00	\$5,000.00	\$90,000.00
6.0 - Rate Study Analysis	\$35,000.00	50%	\$14,000.00	\$3,500.00	\$17,500.00
7.0 - Regulatory and Stakeholder Coordination	\$30,000.00	55%	\$15,000.00	\$1,500.00	\$16,500.00
	<b>\$500,000.00</b>	<b>85%</b>	<b>\$401,500.00</b>	<b>\$24,500.00</b>	<b>\$426,000.00</b>

We appreciate the opportunity to serve you and your staff.

Thank you in advance for payment of **\$24,500.00**

TERMS Net 30 days

Thank you for your business!

Kent Riker, PE  
President | Servant Leader



January 14, 2025

Mr. Jay Hamilton  
Town of Brock  
2481 FM 1189  
Brock, Texas 76087

Subject: Brock Wastewater Master Plan – Project Status Report December 2024

Dear Mr. Jay Hamilton:

Provenance Engineering is pleased to provide this Project Status Report (PSR) for the Wastewater Master Plan. The following table shows the work completed to date.

Task	Due By	Prior % Complete	Current % Complete	Status
1 Project Management	03/31/25	90%	95%	In Progress
2 Data Gathering & Review	01/31/24	100%	100%	Completed
3 Wastewater Flow Projections	02/29/24	100%	100%	Completed
4 Wastewater Infrastructure Analysis	03/31/24	100%	100%	Completed
5 Wastewater Treatment & Disposal Analysis	12/31/24	95%	100%	Completed
6 Capital Improvements Plan	01/31/25	90%	95%	In Progress
7 Rate Study Analysis	02/28/25	70%	80%	In Progress
8 Regulatory & Stakeholder Coordination	03/31/25	75%	80%	In Progress
Total Project	03/31/25	90%	95%	In Progress

The main wastewater infrastructure needed for over 20,000 acres of the Brock community has been laid out in GIS and broken down into different phases drafted into a capital improvements plan. We continue to coordinate with Brock ISD and developers to coordinate long-term objectives and ways to collaborate. Should you have any questions, please do not hesitate to call me at 817.694.6324.

Sincerely,

Kent Riker, PE  
President | Servant Leader



**PROVENANCE**  
ENGINEERING  
Rooted to Be Uniquely Different

Provenance Engineering, LLC.  
ATTN: Kent Riker  
401 Russell Ln.  
Weatherford, TX 76087  
817.785.7172

# INVOICE

INVOICE #007.23.02 - 10  
DATE: 01/14/25

**BILLED TO:**  
Town of Brock  
2481 FM 1189  
Brock, Texas 76087  
email: townclerk@brocktx.net

**FOR:**  
Engineering Master Services Agreement  
Brock Wastewater Master Plan  
Provenance Engineering PN 007.23.02

PHASE	CONTRACT AMOUNT	PERCENT COMPLETE	PRIOR BILLED	CURRENT BILLED	TOTAL BILLED
1.0 - Project Management	\$20,000.00	95%	\$18,000.00	\$1,000.00	\$19,000.00
2.0 - Data Gathering & Review	\$10,000.00	100%	\$10,000.00	\$0.00	\$10,000.00
3.0 - WW Flow Projections	\$25,000.00	100%	\$25,000.00	\$0.00	\$25,000.00
4.0 - WW Infrastructure Analysis	\$40,000.00	100%	\$40,000.00	\$0.00	\$40,000.00
5.0 - WW Treatment & Disposal Analysis	\$40,000.00	100%	\$38,000.00	\$2,000.00	\$40,000.00
6.0 - Capital Improvements Plan	\$60,000.00	95%	\$54,000.00	\$4,000.00	\$58,000.00
7.0 - Rate Study Analysis	\$35,000.00	80%	\$24,500.00	\$4,500.00	\$29,000.00
8.0 - Regulatory and Stakeholder Coordination	\$20,000.00	80%	\$15,000.00	\$1,500.00	\$16,500.00
	<b>\$250,000.00</b>	<b>95%</b>	<b>\$224,500.00</b>	<b>\$13,000.00</b>	<b>\$237,500.00</b>

We appreciate the opportunity to serve you and your staff.



Thank you in advance for payment of **\$13,000.00** TERMS

Net 30 days

Thank you for your business!

Kent Riker, PE  
President | Servant Leader

# Invoice RI 24052923

Remit Checks To: Bureau Veritas North America, Inc. PO Box 841566 Dallas, TX 75284-1566  Courier/Overnight Address: Bank of America Lockbox Services Lockbox # 841566 1950 N Stemmons Freeway, Suite 5010 Dallas, TX 75207	 	Remit ACH Transfers to: ABA Routing Number 122000661 Account Number 14594-11058  Remit Wire Transfers to: Routing Number 026009593 Account Number 14594-11058 SWIFT Code BOFAUS3N Please Email Remittances to: ARremittance@bureauveritas.com  Federal Tax ID # 06-1689244
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Unknown  
 Town of Brock  
 2451 FM 1189  
 Ste. B  
 Brock, TX 76087

Customer no: 4136162  
 Invoice Date: 11/26/2024  
 Net Due Date: 12/26/2024

24124908 2024-030350 D/FW  
 Project: 2024-030350  
 1110 FM 1189 ; Ste: 100  
 Brock TX 76087  
 Parker County; ParcelID:  
 Legal info:  
 Business Name: ;Scope: Certificate of Occupancy  
 Description: Certificate of Occupancy  
 PO Number:  
 Plan:Certificate of Occupancy ; Project Valuation: \$0; Total Project Square Footage: 0  
 For billing inquiries, please call 1-800-906-7199.

Description	Quantity	Rate	Net Amount
Commercial Inspection Only	1.00	76.920	76.92
<b>Invoice Subtotal</b>			<b>76.92</b>

Payment Terms: 30 DAYS NET	<b>Total</b>	<b>USD</b>	<b>76.92</b>
Please Reference Our Invoice Number With Your Payment			
	<b>Total at Due Date</b>	<b>USD</b>	<b>76.92</b>

# Invoice RI 24052924

Remit Checks To: Bureau Veritas North America, Inc. PO Box 841566 Dallas, TX 75284-1566	 <b>BUREAU VERITAS</b>	Remit ACH Transfers to: ABA Routing Number 122000661 Account Number 14594-11058
Courier/Overnight Address: Bank of America Lockbox Services Lockbox # 841566 1950 N Stemmons Freeway, Suite 5010 Dallas, TX 75207		Remit Wire Transfers to: Routing Number 026009593 Account Number 14594-11058 SWIFT Code BOFAUS3N Please Email Remittances to: ARremittance@bureauveritas.com
		Federal Tax ID # 06-1689244

Town of Brock  
 2451 FM 1189  
 Ste. B  
 Brock, TX 76087

Customer no: 4136162  
 Invoice Date: 11/26/2024  
 Net Due Date: 12/26/2024

24407202 2024-032924 D/FW  
 Project: 2024-032924  
 1110 FM 1189 ; Ste: 100  
 Brock TX 76087  
 Parker County; ParcelID:  
 Legal info:  
 Business Name: Whitestone at Brock ;Scope: Food Service - Certificate of Occupancy  
 Description: Certificate of Occupancy  
 PO Number:  
 Plan:Food Service - Certificate of Occupancy/Whitestone ; Project Valuation: \$0; Total Project Square Footage: 0

For billing inquiries, please call 1-800-906-7199.

Description	Quantity	Rate	Net Amount
Commercial Inspection Only	1.00	150.000	150.00
<b>Invoice Subtotal</b>			<b>150.00</b>

Payment Terms: 30 DAYS NET	<b>Total</b>	<b>USD</b>	<b>150.00</b>
Please Reference Our Invoice Number With Your Payment			
	<b>Total at Due Date</b>	<b>USD</b>	<b>150.00</b>



# Invoice RI 24057556

Remit Checks To: Bureau Veritas North America, Inc. PO Box 841566 Dallas, TX 75284-1566		Remit ACH Transfers to: ABA Routing Number 122000661 Account Number 14594-11058
Courier/Overnight Address: Bank of America Lockbox Services Lockbox # 841566 1950 N Stemmons Freeway, Suite 5010 Dallas, TX 75207		Remit Wire Transfers to: Routing Number 026009593 Account Number 14594-11058 SWIFT Code BOFAUS3N Please Email Remittances to: ARremittance@bureauveritas.com
		Federal Tax ID # 06-1689244

Unknown  
 Town of Brock  
 2451 FM 1189  
 Ste. B  
 Brock, TX 76087

Customer no: 4136162  
 Invoice Date: 12/26/2024  
 Net Due Date: 01/25/2025

24163797 2024-031077 D/FW  
 Project: 2024-031077  
 1903 FM 1189 ; Ste: 100  
 Brock TX 76087  
 Parker County; ParcelID:  
 Legal info:  
 Business Name: Parker County Family Denistry ;Scope: Remodel offices & workspace to accomodate dentist office  
 Description: Commercial Alter Package  
 PO Number:  
 Plan:Remodel offices & workspace to accomodate dentist ; Project Valuation: \$201000; Total Project Square Footage: 0

For billing inquiries, please call 1-800-906-7199.

Description	Quantity	Rate	Net Amount
Commercial Plan Review	1.00	608.780	608.78
Commercial Inspection Only	1.00	935.610	935.61
<b>Invoice Subtotal</b>			<b>1,544.39</b>

Payment Terms: 30 DAYS NET	<b>Total</b>	<b>USD 1,544.39</b>
Please Reference Our Invoice Number With Your Payment		
	<b>Total at Due Date</b>	<b>USD 1,544.39</b>



**TOWN OF BROCK  
EXECUTIVE SESSION**