

**MINUTES OF THE AUGUST 17, 2020 MEETING
OF THE COMMISSION OF BROCK, TEXAS**

Meeting Date: August 17, 2020, 6:30 PM, at the Brock Fire Department

Attendees: Mayor Jay Hamilton & Commissioner Ben Davis. Commissioner Debbie Scrimshire. Sharon Hicks Attorney. Kerri Prentice Clerk.

1. CALL TO ORDER BY MAYOR AND ANNOUNCEMENT OF QUORUM

Mayor Hamilton called the meeting to order at 6:31 PM and announced a quorum was present.

2. INVOCATION and PLEDGE

Mayor Hamilton gave the invocation and Mayor Hamilton led the Pledge.

3. REGULAR AGENDA-- Discussion and Possible Action:

3.1 Approval of minutes from the July 20, 2020 meeting

Commissioner Davis moved to approve the minutes of the July 20, 2020 meeting and Commissioner Scrimshire seconded. Motion carried.

3.2 Update on current development—No action taken on any of the updates.

3.2.1 Vaquero Ventures /Dollar General

Mrs. Hicks gave an update on Dollar General and the status of TXDOT requirements and the right and left turn lanes and noted that waiting on final design from TXDOT.

3.2.2 The Shops at Brock

Mrs. Hicks and Mayor Hamilton spoke to The Shops at Brock in regard to the signage and the entrance access with TXDOT. Waiting on final design.

3.2.3 Corner of 1189 and Brock Spur

Mr. Blackburn gave an update – waiting on water from PCSUD and TCEQ regarding water storage tanks for facility and water tap. The building will include various food vendors as well as create 50 jobs for the Brock Community.

3.2.4 Processes for new development including permitting

Mrs. Hicks and Laura Hodgson discussed permit process and scheduling a meeting to develop a process for permits.

3.3 Road repair update, review work performed by County and approve invoices

Mayor Hamilton and Commissioner Davis have made trips down Summer Stone Ct. and determined road work has not yet been completed. County to return and finish work. Invoices on 534 Olive Branch RD, Shovel Patch \$54.04, Country Place Rd Dig outs \$3063.04, Country Place Rd Sign Work \$88.84, Summer Stone Clean up ditch work 941.64, Summer Stone Ditch Work \$2918.4 were reviewed. Commissioner Davis moved to approve the invoices and Commissioner Scrimshire seconded. Motion Carried to pay invoices totaling \$ 7065.96.

3.4 Budget update and review draft of fiscal year 2021 budget beginning October 1, 2020.

Clerk Prentice and Attorney Hicks prepared proposed budget beginning Oct. 1, 2020 (see attached) Commissioner Davis moved to add the fees for Sales Tax company fee and proceed forward with proposed budget with that addition and Commissioner Scrimshire seconded. Motion carried.

3.5 Video presentation from HdL Companies regarding sales tax, Richard Fletcher, VP and Katie

Biggers, Business Development Manager, and consider entering into business relationship

Richard Fletcher, VP and Katie Biggers Business Development Manager led a Microsoft conference to discuss potential of HdL running reports on Brock Sales Tax and making adjustments to add more Sales Tax to the City. Mayor Hamilton, Commissioner Davis and Commissioner Scrimshire requested more information from cities that are common to Brock. HdL will charge a \$2,500 yearly fee for the initial audit and an additional 30% of any tax funds recovered after evaluation. No action taken, will be reviewed after additional information received.

3.6 Consider Clerk Kerri Prentice absorbing the coordinator functions; discuss need for additional assistance, review resumes of interested candidates

Attorney Hicks discussed Clerk Prentice taking on more clerk roles and coordinator position as well as possibility of hiring a third party to prepare permits. Commissioner Davis moved to approve this format and Commissioner Scrimshire seconded. Motion Carried.

3.7 COVID-19 Update

Mayor Hamilton read information from Parker County's most recent update.

4 **EXECUTIVE SESSION:** None

5 **CITIZEN COMMENTS ON NON-AGENDA ITEMS.**

6 **FUTURE MEETING DATE:** Monday, September 28, 2020 at 6:30PM

7 **ADJOURN:** There being no further business, the meeting adjourned at 8:32 PM.



Town Clerk, Kerri Prentice

Mayor Hamilton

Approved September 28, 2020