

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

MAYOR JAY HAMILTON
COMMISSIONER BEN DAVIS
COMMISSIONER DEBBIE SCRIMSHIRE

ATTORNEY WHITT L. WYATT
TOWN CLERK ALYSSA VANESLER

MEETING DATE AND TIME:
Monday, July 15, 2024, 6:30 PM

MEETING 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

1. CALL TO ORDER AND ANNOUNCE QUORUM

Mayor Hamilton called the meeting to order at 6:34 p.m. A quorum was present to include Commissioner Ben Davis and Commissioner Debbie Scrimshire. Also present at the meeting: Town Clerk Alyssa Vanesler and via Zoom call, Attorney Whitt Wyatt.

2. INVOCATION AND PLEDGE

Commissioner Scrimshire led the Commission and attendees in the invocation and the pledge.

3. 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 Review Meeting Minutes:

- (a) May 20, 2024 Meeting Minutes
- (b) June 17, 2024 Meeting Minutes

Commissioner Davis made a motion to approve Agenda item 3.1(a) and Mayor Hamilton seconded. Commissioner Davis made a motion to approve Agenda item 3.1(b) and Commissioner Scrimshire seconded. Both motions passed 2-0.

3.2 Review Monthly Financial Reports

4. REGULAR AGENDA: Discussion and Possible action on the following

4.1 Financial Audit Presentation

Kim Knox from BMY presented a general overview of the financial audit report. Ms. Knox discussed the question of how the roads became the property of the Town of Brock. Mayor Hamilton said the streets were designated as Town property by default. The Town is responsible for repairing the roads, and we have an Interlocal agreement with Precinct 3 to perform road repairs. Ms. Knox said that per accounting standards, if the roads belong to the Town, we need to reflect the estimated value of what we own. Town Clerk will look into determining the number of square miles of roads in Brock and then contact Precinct 3 to get an estimated per mile average dollar amount.

Ms. Knox discussed the basis of accounting; we currently are on a cash basis; BMY reports financials on an accrual basis. The Mayor recommended including an Agenda item at a

future meeting to discuss cash versus accrual basis. Ms. Knox also recommended that the Town have a second person reviewing the monthly bank reconciliations. The Commission agreed to discuss the reconciliation process at a future meeting. In addition, the Commission will work to review recommendations from the Financial Audit report at each upcoming monthly meeting.

Ms. Knox discussed that the next audit should be less in depth and lower in cost than this initial 2-year audit; it will only cover one fiscal year. The next audit can take place as early as the end of October. Ms. Knox concluded that the financial statements are materially correct.

4.2 Seek direction on drafting budget for FY 2024-2025

The Commission recommended changing the format of the budget to identify any variances between actual and budget; if over budget, designate in red, if under budget, designate in black. The Commission also recommended including a financial audit for next year's budget and decreasing the road repair budget by half of the current fiscal year budget.

4.3 Update on Town Hall office/lease and additional desk

Mayor Hamilton signed the lease agreement. The Commission agreed to get rid of the original, used desk that was purchased for the Town Hall but did not fit in the office.

4.4 Resolution – Payment of Routine expenses

Mayor Hamilton signed Resolution No R-2024-004.

4.5 Update on Water/Wastewater project - Provenance Engineering

No discussion. A representative from Provenance Engineering was not in attendance, but the Town Clerk had communicated with Kent Riker prior to the meeting, and he expects to be at the next Commission meeting.

4.6 Violation Issues:

- (a) Brock Place – lights

Commissioner Davis made a motion to Table Agenda item 4.6(a) until the next Commission meeting. Commissioner Scrimshire seconded. The motion to table this agenda item passed 3-0.

4.7 Status of Verdunity Map Service Project

Commissioner Davis made a motion to Table Agenda item 4.7 until the next Commission meeting. Commissioner Scrimshire seconded. The motion to table this agenda item passed 3-0.

4.8 Future meeting items and date

- (a) Public Hearing – Adoption of FY 2024-2025 Budget

The Commission agreed that the next meeting will be held on August 26, 2024. The Commission will review the proposed budget at the August 26th meeting and a public hearing will be held at the September Commission meeting.

5. REPORTS:

6. **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

7. **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.

8. ADJOURN

Commissioner Davis made a motion to adjourn the meeting at 7:49 p.m. Commissioner Scrimshire seconded. The motion passed 3-0.

CERTIFICATION

I hereby certify that the above notice of meeting was posted on or before Friday, June 14, 2024, 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.

Alyssa Vanesler

Alyssa Vanesler
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 Alyssa Vanesler at townclerk@brocktx.net or via phone 817-396-5333.