



**TOWN OF BROCK  
COMMISSION MEETING PACKET  
MARCH 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	

<u><b>MEETING DATE AND TIME</b></u>	<u><b>MEETING LOCATION:</b></u>
Monday, March 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) February 24, 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 Public hearing** to consider approval of ONE APPLICATION REQUESTING FINAL PLAT.

(a) THE FIRST PLAT IS FOR THE ESTATES AT TRICKLE CREEK WHICH IS LOCATED AT 555 OLD BROCK ROAD, BLOCK 1 WITH FOUR LOTS.

4.2 Take action to approve plat for The Estates at Trickle Creek

4.3 ARPA/Brock Water/Wastewater study plan project update from Provenance Engineering

4.4 Take action to approve invoice submissions for reimbursement requests to Parker County for work done in January 2025 and February 2025 by Provenance Engineering

4.5 Verdunity Map Service project update

4.6 Discuss a Sign Permit Application to take action for approval  
(a) Brock Baptist Church

4.7 Follow up and take action on pothole repairs for the following addresses.

209 Savannah Drive  
208 Savannah Drive  
220 Savannah Drive  
Entrance to Olive Branch on FM 1189

4.8 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.

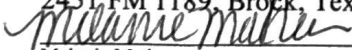
Discuss and consider action following executive session.

- Discuss Town plans for future Town government needs such as real estate purchases for future Town Hall and land/business.
- Discuss permit violations and enforcement
- Discuss approximate dates main roads within Brock town limits were constructed for BMY financial audit

#### 8. ADJOURN

#### CERTIFICATION

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



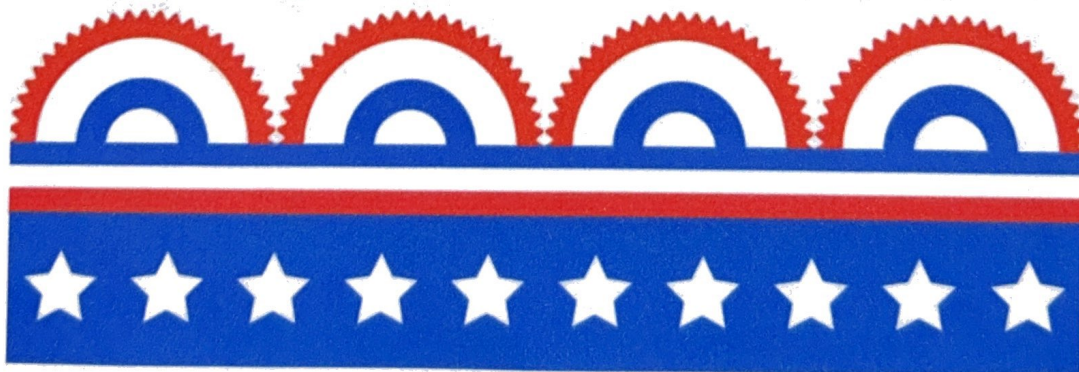
Melanie Matheus  
Town Clerk

#### 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*



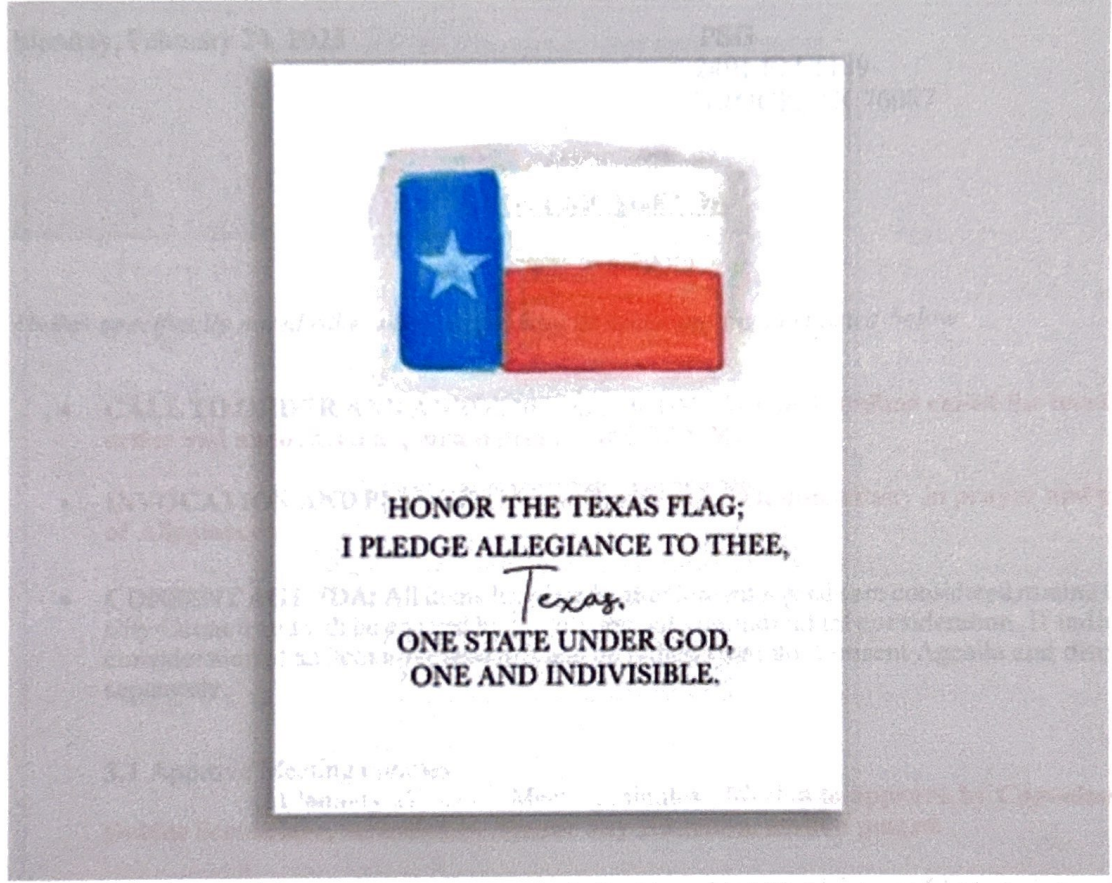
**I pledge allegiance  
to the flag of the  
United States of America  
and to the Republic  
for which it stands,  
one Nation under God,  
indivisible,  
with liberty and  
justice for all.**



ACTIVELY PARTICIPATING  
THE CITY OF DALLAS, TEXAS

THE CITY OF DALLAS, TEXAS, HAS THE HONOR TO INVITE YOU TO PARTICIPATE IN THE DALLAS PLEDGE OF ALLEGIANCE TO THE TEXAS FLAG AND THE TEXAS STATE CONSTITUTION.

PLEASE CONTACT THE CITY OF DALLAS AT (214) 670-3333 FOR MORE INFORMATION.



3.2. Review history of the state of Texas and the role of the Texas State Constitution in the development of the state.

4. **4.1. DALLAS PLEDGE OF ALLEGIANCE TO THE TEXAS FLAG AND THE TEXAS STATE CONSTITUTION**
- 4.2. **4.2.1. DALLAS PLEDGE OF ALLEGIANCE TO THE TEXAS FLAG AND THE TEXAS STATE CONSTITUTION**
- 4.3. **4.2.2. DALLAS PLEDGE OF ALLEGIANCE TO THE TEXAS FLAG AND THE TEXAS STATE CONSTITUTION**
- 4.4. **4.2.3. DALLAS PLEDGE OF ALLEGIANCE TO THE TEXAS FLAG AND THE TEXAS STATE CONSTITUTION**

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

MAYOR JAY HAMILTON

ATTORNEY WHITT L. WYATT

COMMISSIONER BEN DAVIS **NOT PRESENT**

COMMISSIONER DEBBIE SCRIMSHIRE

**MEETING DATE AND TIME**

**MEETING LOCATION**

Monday, February 24, 2025

PSG  
2491 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 Hamilton called the meeting to order and announced a quorum present at 6:35 P.M.
- **INVOCATION AND PLEDGE** Mayor Hamilton led the community in prayer and pledge of Allegiances
- **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 **Motion to approve by Commissioner Debbie Scrimshire, seconded by Mayor Jay Hamilton, motion passed.**
  - 3.2 Review Monthly Financial Reports **Commission reviewed Town of Brock Public Funds Checking account report and EOM Pledging reports. No questions were presented to the Town clerk, Commission approved the 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*

**(a) Brady and Stephanie Anderson requested a status of document submission to the Town on behalf of 777 Automotive. Town Attorney Sarah Walsh presented a document list, and a permit payment list needed for submission.**

**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

**Mrs. Taylor was not present, however the Commission discussed inquiring with Parker County about what is needed to get the potholes repaired. Mayor Jay Hamilton stated he would stop by the Precinct 3 barn to follow up. Motion to allow Mayor to follow up by Commissioner Debbie Scrimshire, seconded by Mayor Jay Hamilton, motion approved.**

**4.2 Water/Wastewater project update from Provenance Engineering Provenance Engineering updated the Commission on the status of the Water/Wastewater project. Mr. Riker stated the project is getting more refined which will hopefully showcase a comprehensive plan to bring water to the entire Brock community over the next possible 50 years.**

**4.3 Take action to approve submissions for reimbursement requests to Parker County for work done in December 2024 by Provenance Engineering Not discussed**

**4.4 Verdunity Map Service project update - Tabled per Town Attorney Sarah Walsh until March 24, 2025, Commission meeting.**

**4.5 Seek direction and guidance on drafting updated FY 2025-2025 budget for approval Mayor Jay Hamilton stated that the Town is currently operating on the FY 23-24 budget, but the FY 25-26 budget would need to be completed around July 2025 so that the budget release and Weatherford Democrat announcement can be done no less than 30 days prior to passing just before October 1, 2025.**

**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

**The Commission reviewed the Bureau Veritas invoices and Town Attorney Sarah Walsh confirmed the Town had been paid for the invoices. Motion to approve by Commissioner Debbie Scrimshire, seconded by Mayor Jay Hamilton, the motion passed.**

**4.7 Future meeting items and date**

**The next Commission meeting was scheduled for Monday, March 24, 2025, at the Brock Community Center with a backup plan for it to be held at PCG if needed.**

**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. **Motion to open Executive Session at 7:35 P.M. by Commissioner Debbie Scrimshire, seconded by Mayor Jay Hamilton, motion passed.**

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

**Motion to close Executive Session at 8:03 P.M by Mayor Jay Hamilton, seconded by Commissioner Debbie Scrimshire, motion passed.**

**8. ADJOURN Motion by Commissioner Debbie Scrimshire to adjourn the Commission meeting at 8:04 P.M., seconded by Mayor Jay Hamilton, the motion passed.**

#### 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

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## Town of Brock - Public Funds Checking Account

01/01/25-02/28/2025

Per Bank Activity:

Beginning Balance (as of December 31, 2024)	\$1,214,080.55
Deposits	\$103,442.15
Sales Tax Income	\$35,942.15
Franchise Tax Income	
Permit Revenue	
Disbursements	\$75,798.24
ARPA Funding Release	\$67,500.00
Ending Balance (As of January 31, 2025)	<u>\$1,241,724.46</u>
Beginning Balance (as of February 1, 2025)	\$1,241,724.46
Deposits	\$292,971.53
Sales Tax Income	\$163,907.03
Franchise Tax Income	19,676.96
Permit Revenue	\$360.00
Disbursements	\$122,987.02
ARPA Fund Release	\$109,000.00
Ending Balance (As of February 28, 2025)	<u>\$1,411,708.97</u>

# Reportfolio

First Financial Bankshares Inc, Abilene, TX

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

Management Report  
Pledged To: TOWN OF BROCK

Section V-C

Date: 31-Jan-25  
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 FAS 115	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</b>	<b>3 To: BRO</b>	<b>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.

# Reportfolio

First Financial Bankshares Inc, Abilene, TX

Published: 3/3/2025 12:32:12 PM

Management Report  
Pledged To: TOWN OF BROCK

Date: 28-Feb-25  
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	3140XBTR1 622164202108111	FNMA Pool #FM7759 7/1/2036	FM7759 2.000		\$19,155,639.00 1.04%	\$200,000.00	\$133,481.37	\$137,185.03	\$120,417.55
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	\$362,736.43	\$376,197.33	\$317,267.42
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	\$756,322.17	\$783,210.94	\$665,056.77
FROST NATIONAL BANK		AFS							
<u>3 MBS - Fixed Rate</u>						<u>\$1,700,000.00</u>	<u>\$1,252,539.98</u>	<u>\$1,296,593.29</u>	<u>\$1,102,741.75</u>
FNBK1	3137HAMS2 723884202501091	FHMS K507 A2 9/25/2028	4.800		\$25,000,000.00 1.00%	\$250,000.00	\$250,000.00	\$250,293.11	\$253,399.80
FROST NATIONAL BANK		AFS							
<u>1 CMBS - Fixed CMO</u>						<u>\$250,000.00</u>	<u>\$250,000.00</u>	<u>\$250,293.11</u>	<u>\$253,399.80</u>
<u>Total Pledged</u>	<u>4 To: BRO</u>	<u>TOWN OF BROCK</u>				<u>\$1,950,000.00</u>	<u>\$1,502,539.98</u>	<u>\$1,546,886.41</u>	<u>\$1,356,141.55</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			\$1,502,539.98 Other securities with Stated Maturity Over 2 Years				

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



**TOWN OF BROCK  
APPLICATION FOR ZONING AND LAND DEVELOPMENT**

TYPE OF APPLICATION: (CHECK ALL THAT APPLY)		
PLATS	ZONING	DEVELOPMENT PLAN APPROVAL
<input checked="" type="checkbox"/> Preliminary Plat	<input type="checkbox"/> Zoning Change	<input type="checkbox"/> Preliminary Site Plan
<input checked="" type="checkbox"/> Final Plat	<input type="checkbox"/> Conditional Use Permit	<input type="checkbox"/> Site Plan
<input type="checkbox"/> Replat/Amended Plat	<input type="checkbox"/> Planned Development	<input type="checkbox"/> Other: _____
<input type="checkbox"/> Subdivision variance	<input type="checkbox"/> Zoning Variance	

**PROPERTY DESCRIPTION:**

Submittal Date: \_\_\_\_\_ Address (if assigned): 5555 Old Brock Rd

Legal description of subject property (metes & bounds must be described on an attached sheet) \_\_\_\_\_

Lot Number \_\_\_\_\_ Number of Lots: 4 Block 1 Name of Addition THE ESTATES AT TRICKLE CREEK

Gross Acreage: \_\_\_\_\_ Present Zoning Classification: \_\_\_\_\_ # of New Street Intersections: \_\_\_\_\_

**PROPERTY OWNER/APPLICANT:**

I hereby certify that the information in this application is true and correct to the best of my knowledge.

**PROPERTY OWNER: (Required)**

Name: (printed) Ronda Odom/Darrell Odom Contact: Ronda Odom  
Address: 5555 Old Brock Rd Phone: 917.597-6557  
City: Weatherford State: TX Email: rkodom21@gmail.com  
Zip: 76087  
Signature: Ronda Odom

(Additional)

APPLICANT: (If different from Owner)

Name: (printed) Trickle Creek Ranch  
Address: 5555 Old Black Rd  
City: Weatherford State: TX  
Zip: 76087  
Signature: Ronda Dohm

Contact: Ronda Dohm  
Phone: 917.597.6557  
Email: ronda@tricklecreekwvks.com

SURVEYOR: (Required)

Name: (printed) ALAN W. HICKEY  
Address: 930 Hickey Ct.  
City: Granbury State: TX  
Zip: 76049  
Signature: Alan W. Hickey

Contact: ALAN  
Phone: 917-279-0232  
Email: alanh@brookesbaker  
surveyors.com

ENGINEER: (if applicable)

Name: (printed) \_\_\_\_\_  
Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_  
Zip: \_\_\_\_\_  
Signature: \_\_\_\_\_

Contact: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_

PRINCIPAL CONTACT:

(APPLICABLE DOCUMENTS WILL BE DISTRIBUTED ONLY TO DESIGNATED PRINCIPAL CONTACT)

Owner       Applicant       Surveyor       Engineer

UTILITY PROVIDERS:

Electric Provider: Tri County Elec Cmp  
Water Provider: Private Well  
Wastewater Provider: Private Septic  
Gas Provider (if applicable): NA

**FEES:**

See *Town of Brock Master Fee Schedule*. All reasonable fees and/or costs, which are required by the City of Brock for a proper review of this request, are the sole responsibility of the applicant. Such fees or costs shall include, but are not limited to engineering reviews, legal opinions, building(s)/property inspections and/or testing(s).

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**City Use Only**

Project #: \_\_\_\_\_ Completed Application Received on: \_\_\_\_\_

Affidavit for Groundwater Availability Received on: \_\_\_\_\_

Fees Collected: \_\_\_\_\_ Receipt #: \_\_\_\_\_ Project #: \_\_\_\_\_

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**FEES:**

See *Town of Brock Master Fee Schedule*. All reasonable fees and/or costs, which are required by the City of Brock for a proper review of this request, are the sole responsibility of the applicant. Such fees or costs shall include, but are not limited to engineering reviews, legal opinions, building(s)/property inspections and/or testing(s).

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**City Use Only**

Project #: \_\_\_\_\_

Completed Application Received on: \_\_\_\_\_

Affidavit for Groundwater Availability Received on: \_\_\_\_\_

Fees Collected:

\$ 360.00  
2/22/25

Receipt #: \_\_\_\_\_

Project #: \_\_\_\_\_

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**SIGNATURE TO AUTHORIZE PLAT/ZONING REQUEST**

Ronda K Dohm  
Applicant's Name (Print):

Ronda K Dohm  
Applicant's Signature:

The State of Texas

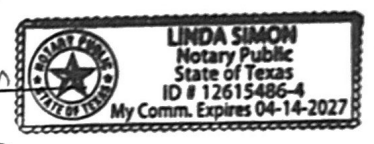
County of Parker

Before Me Linda Simon on this day personally appeared Ronda Dohm  
(notary) (applicant)

known to me (or proved to me on the oath of card or other document) to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

(Seal) Given under my hand and seal of office this 8 day of November, A.D. 2024.

Linda Simon  
Notary In and For State of Texas



\* DARRELL K ODOM  
Property Owner's Name (Print):

\* Darrell K Odom  
Property Owner's Signature:

The State of Texas

County of Parker

Before Me Beatrice Martin on this day personally appeared Darrell K Odom  
(notary) (property owner)

known to me (or proved to me on the oath of card or other document) to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed the same for the purposes and consideration therein expressed.

(Seal) Given under my hand and seal of office this 12 day of November, A.D. 2024



Beatrice Martin  
Notary In and For State of Texas



**ACKNOWLEDGEMENT FOR PLAT AND ZONING APPLICATIONS**

All Plat and Zoning applications, including Conditional Use Permits (CUPs), are subject to administrative review for completeness. Only complete applications will be considered filed and eligible to be scheduled for public hearing and consideration by the Town Commission.

All public hearings will be opened, and testimony given by applicants and all interested persons.

Any changes to a site plan (no matter how minor or major) approved in connection with a Conditional Use Permit (CUP) are required to be approved by the Town Commission through the public hearing process.

I HAVE READ AND UNDERSTAND THE REQUIREMENTS AS SET FORTH BY THE APPLICATION FOR AND ACKNOWLEDGE THAT THE INFORMATION PROVIDED HEREIN IS TRUE AND CORRECT AND THAT ALL REQUIREMENTS OF THIS APPLICATION HAVE BEEN MET AT THE TIME OF SUBMITTAL.

Ronda Udum  
Applicant's Signature

11-7-24  
Date

Ronda K Udum  
Applicant's Name (Print)

X [Signature]  
Owner's Signature (if different)

11-12-24  
Date

X DARRELL K ODOM  
Owner's Name (Print)

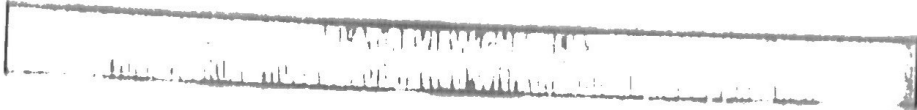
**CONDITIONAL USE APPLICATION/SITE PLAN APPLICATION CHECKLIST**  
\*\*This checklist must be submitted with the initial application\*\*

**I. GENERAL:**

Name of Addition: \_\_\_\_\_  
Applicant: \_\_\_\_\_  
Property Owner(s): \_\_\_\_\_  
Location of Addition: \_\_\_\_\_

**II. REQUIRED DOCUMENTS FOR A CONDITIONAL USE APPLICATION/SITE PLAN APPLICATION**

- \_\_\_ Application with original/notarized signatures of owner and applicant
- \_\_\_ Filing and publication fee (see *Town of Brock Master Fee Schedule*)
- \_\_\_ Site plan drawing showing the existing structures and proposed requested structure.  
Drainage and elevations may be required.
- \_\_\_ Submit a letter describing the proposed Conditional use and note the request on the site plan document, describe or show on the site plan special requirements or conditions imposed upon the particular conditional use by applicable district regulations (example: buffer yards, distance between users), describe whether the proposed conditional use will , or will not cause substantial harm to the value, use, or enjoyment of other property in the neighborhood.



**II. GENERAL:**

Name of Addition: \_\_\_\_\_  
Applicant: \_\_\_\_\_  
Property Owner(s): \_\_\_\_\_  
Location of Addition: \_\_\_\_\_

**II. REQUIRED DOCUMENTS FOR A PRELIMINARY PLAT**

- Preliminary Plat Application (original signatures)
- Preliminary Plat Drawing (5 paper copies & 1 digital)
- Preliminary Drainage Analysis (5 paper copies & 1 digital)
- Concept Construction Plan (5 paper copies & 1 digital)
- Tree Survey
- Location and Dimensions of Existing Structures
- Sectionalizing or Phasing of Plats
- Zoning Classification of All Properties Shown on the Plat
- Dimensions of all Proposed or Existing Lots
- Location of 100-year Flood Limits Where Applicable
- Underground water study
- Affidavit for Groundwater Availability (if applying to waive the groundwater study requirement for plats with 10 lots or less)

**III. REQUIRED DOCUMENTS FOR A FINAL PLAT**

- Final Plat Application (original signatures)
- Final Plat Drawing (5 paper copies & 1 digital)
- Drainage Study (5 paper copies & 1 digital)
- Submit 1 mylar copy and 1 paper copy from county filing
- Written Metes and Bounds Description
- Dimensions of All Proposed or Existing Lots
- Area in acres for each lot
- Any Existing Structures which Encroach and Setback Lines
- Parker County Tax Certificate
- Plans for all water & sewer lines
- Plans for fire hydrants
- Plans for all proposed streets and sidewalks
- Affidavit for Groundwater Availability (if applying to waive the groundwater study requirement for plats with 10 lots or less)

**PLAT REVIEW CHECKLIST**

**\*\*This checklist must be submitted with the Initial plat application\*\***

**II. GENERAL:**

Name of Addition: \_\_\_\_\_  
Applicant: \_\_\_\_\_  
Property Owner(s): \_\_\_\_\_  
Location of Addition: \_\_\_\_\_

**II. REQUIRED DOCUMENTS FOR A PRELIMINARY PLAT**

- Preliminary Plat Application (original signatures)
- Preliminary Plat Drawing (5 paper copies & 1 digital)
- Preliminary Drainage Analysis (5 paper copies & 1 digital)
- Concept Construction Plan (5 paper copies & 1 digital)
- Tree Survey
- Location and Dimensions of Existing Structures
- Sectionalizing or Phasing of Plats
- Zoning Classification of All Properties Shown on the Plat
- Dimensions of all Proposed or Existing Lots
- Location of 100-year Flood Limits Where Applicable
- Underground water study
- Affidavit for Groundwater Availability (if applying to waive the groundwater study requirement for plats with 10 lots or less)

**III. REQUIRED DOCUMENTS FOR A FINAL PLAT**

- Final Plat Application (original signatures)
- Final Plat Drawing (5 paper copies & 1 digital)
- Drainage Study (5 paper copies & 1 digital)
- Submit 1 mylar copy and 1 paper copy from county filing
- Written Metes and Bounds Description
- Dimensions of All Proposed or Existing Lots
- Area in acres for each lot
- Any Existing Structures which Encroach and Setback Lines
- Parker County Tax Certificate
- Plans for all water & sewer lines
- Plans for fire hydrants
- Plans for all proposed streets and sidewalks
- Affidavit for Groundwater Availability (if applying to waive the groundwater study requirement for plats with 10 lots or less)

**IV. REQUIRED DOCUMENTS FOR A REPLAT**

- Replat Application (original signatures)
- Plat Drawing (5 paper copies & 1 digital)
- Original Plat for comparison
- Drainage Study (5 paper copies & 1 digital copy)
- Submit 1 mylar copy and 1 paper copy from county filing
- Written Metes and Bounds Description
- Dimensions of All Proposed or Existing Lots
- Area in acres for each lot
- Any Existing Structures which Encroach and Setback Lines
- Parker County Tax Certificate
- Affidavit for Groundwater Availability (if applying to waive the groundwater study requirement for plats with 10 lots or less)

**V. REQUIRED DOCUMENTS FOR AN AMENDED PLAT**

- Amended Plat Application (original signatures)
- Final Plat Drawing (5 paper copies & 1 digital)
- Original Plat for comparison
- Drainage Study (5 paper copies & 1 digital copy)
- Submit 1 mylar copy and 1 paper copy from county filing
- Written Metes and Bounds Description
- Dimensions of All Proposed or Existing Lots
- Area in acres for each lot
- Any Existing Structures which Encroach and Setback Lines
- Affidavit for Groundwater Availability (if applying to waive the groundwater study requirement for plats with 10 lots or less)

**VI. REQUIREMENTS ON ALL PLATS**

- Adjacent Property Lines, Streets, Easements
- Names of Owners of Property within 200 feet
- Names of Adjoining Subdivisions
- Front and Rear Building Setback Lines
- Side Setback Lines
- City Boundaries Where Applicable
- Date the Drawing was Prepared
- Location, Width, Purpose of all Existing Easements
- Location, Width, Purpose of all Proposed Easements
- Consecutively Numbered or Lettered Lots and Blocks
- Map Sheet Size of 18"x 24" to 24"x 36"
- North Arrow
- Name, Address, Telephone of Property Owner
- Name, Address, Telephone of Developer
- Name, Address, Telephone of Surveyor
- Seal of Registered Land Surveyor
- Consecutively Numbered Plat Notes and Conditions
- Town of Brock Plat Dedication Language
- Affidavit for Groundwater Availability (if applying to waive the groundwater study requirement for plats with 10 lots or less)

- \_\_\_ Location and Dimensions of Public Use Area
- \_\_\_ Graphic Scale of Not Greater than 1" =200'
- \_\_\_ All Existing and Proposed Street Names
- \_\_\_ Dimensions of All Existing and Proposed Right-of-way as Specified on Master Thoroughfare Plan
- \_\_\_ Subdivision Boundary in Bold Lines
- \_\_\_ Subdivision Name
- \_\_\_ Title Block Identifying Plat Type
- \_\_\_ Key Map at 1" =200'
- \_\_\_ Surveyor's Certification of Compliance
- \_\_\_ Texas NAD83 State Plane Coordinates (Grid) (at least 2 corners)
- \_\_\_ Show relationship of plat to existing "water, sewage, and drainage."

**VII. ADDITIONAL DOCUMENTS REQUIRED ON FINAL PLATS**

- A. A written and notarized statement describing the minimum Improvements which the subdivider agrees to provide, conditional upon Town Commission approval of the final plat.
- B. A written and notarized statement that all property taxes and assessments have been paid for past years and up to current date. This statement shall be signed by the owner or owners (original and one copy)
- C. A written and notarized acknowledgement of the dedication to public use of streets, parks, water courses, drains, easements and other such public places as shown on the plat, and of payments in lieu of certain public dedications. Property designated for schools, churches, hospitals, municipal purposes, and other uses, shall be noted, as well as the conditions and procedures by which such property and monies shall be made available to prospective purchasers or governing bodies. This statement shall be signed by the owner or owners, and all persons having a mortgage or lien interest in the property (if applicable).

PLEASE NOTE: After staff approval, additional paper copies may be required for review by the Town Commission.

**TOWN HALL CONTACT INFORMATION**

Please direct questions to the Town Clerk: [townclerk@brocktx.net](mailto:townclerk@brocktx.net) or (817) 396-5333

**Delivery and Correspondence Address (Please schedule an Appointment)**

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

STATE OF TEXAS

§

COUNTY OF PARKER

§

§

Before me, the undersigned authority, personally appeared Ronda Nelson who, after first being by me duly sworn, stated upon oath as follows:

1. My name is Ronda Nelson. I am above the age of eighteen years, and I am fully competent to make this affidavit. The facts stated in this affidavit are within my personal knowledge and are true and correct.

2. I have submitted a plat application for the subdivision of a tract of land, being 10 lots or less, for which the source of the water supply intended is groundwater. The purpose of the subdivision of property is solely to rearrange lot lines, and no new development or structures are proposed. No increase in water supply is needed and no new wells or water sources will be required, as there is continued groundwater availability in the vicinity of the proposed subdivision.

3. I request the Town of Brock determine that sufficient groundwater is available and will continue to be available to the subdivided tract of land and waive the groundwater study requirement.

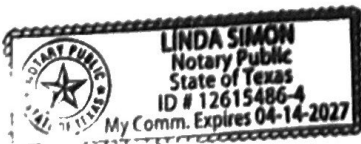
FURTHER AFFIANT SAYTETH NOT.

Ronda Nelson  
AFFIANT

SUBSCRIBED and SWORN TO BEFORE ME, the undersigned authority, on this the 8

day of November, 2024.

Linda Simon  
NOTARY PUBLIC IN AND FOR  
THE STATE OF TEXAS



Town of Brock  
2451 FM 1189  
Brock, TX 76087 USA  
(817)396-5333  
townclerk@brocktx.net



**BILL TO**  
Rhonda Odom  
Trickle Creek Ranch LLC  
dba Trickle Creek Events

**INVOICE 001988913**

**DATE 11/12/2024 TERMS Net 60**

**DUE DATE 01/11/2025**

DATE	DESCRIPTION	QTY	RATE	AMOUNT
11/12/2024	Preliminary Plat	1	300.00	300.00
11/12/2024	Preliminary Plat +15.00 per lot	4	15.00	60.00
<b>PAYMENT</b>				<b>360.00</b>
<b>TOTAL DUE</b>				<b>\$0.00</b>

PAID





March 14, 2025

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

Subject: Brock Water Master Plan – Project Status Report January 2025

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	80%	85%	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	90%	92%	In Progress
5 Capital Improvements Plan	02/31/25	90%	92%	In Progress
6 Rate Study Analysis	03/31/25	50%	55%	In Progress
7 Regulatory & Stakeholder Coordination	03/31/25	55%	60%	In Progress
<b>Total Project</b>	<b>03/31/25</b>	<b>85%</b>	<b>88%</b>	<b>In Progress</b>

We have refined the water supply options analysis completing 92% 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 (92% 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



**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 - 11  
DATE: 03/14/25

**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	85%	\$32,000.00	\$2,000.00	\$34,000.00
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	92%	\$225,000.00	\$5,000.00	\$230,000.00
5.0 - Capital Improvements Plan	\$100,000.00	92%	\$90,000.00	\$2,000.00	\$92,000.00
6.0 - Rate Study Analysis	\$35,000.00	55%	\$17,500.00	\$1,750.00	\$19,250.00
7.0 - Regulatory and Stakeholder Coordination	\$30,000.00	60%	\$16,500.00	\$1,500.00	\$18,000.00
	<b>\$500,000.00</b>	<b>88%</b>	<b>\$426,000.00</b>	<b>\$12,250.00</b>	<b>\$438,250.00</b>

We appreciate the opportunity to serve you and your staff.

Thank you in advance for payment of **\$12,250.00**

TERMS Net 30 days

Thank you for your business!

Kent Riker, PE  
President | Servant Leader



March 14, 2025

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

Subject: Brock Wastewater Master Plan – Project Status Report January 2025

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	95%	96%	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	100%	100%	Completed
6 Capital Improvements Plan	01/31/25	95%	95%	In Progress
7 Rate Study Analysis	02/28/25	80%	85%	In Progress
8 Regulatory & Stakeholder Coordination	03/31/25	80%	85%	In Progress
<b>Total Project</b>	<b>03/31/25</b>	<b>95%</b>	<b>96%</b>	<b>In Progress</b>

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 - 11  
DATE: 03/14/25

**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	96%	\$19,000.00	\$250.00	\$19,250.00
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%	\$40,000.00	\$0.00	\$40,000.00
6.0 – Capital Improvements Plan	\$60,000.00	95%	\$58,000.00	\$0.00	\$58,000.00
7.0 – Rate Study Analysis	\$35,000.00	85%	\$29,000.00	\$1,750.00	\$30,750.00
8.0 – Regulatory and Stakeholder Coordination	\$20,000.00	85%	\$16,500.00	\$1,000.00	\$17,500.00
	<b>\$250,000.00</b>	<b>96%</b>	<b>\$237,500.00</b>	<b>\$3,000.00</b>	<b>\$240,500.00</b>

We appreciate the opportunity to serve you and your staff.

Thank you in advance for payment of **\$3,000.00**

TERMS Net 30 days

Thank you for your business!

Kent Riker, PE  
President | Servant Leader



March 16, 2025

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

Subject: Brock Water Master Plan – Project Status Report February 2025

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	85%	88%	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	92%	95%	In Progress
5 Capital Improvements Plan	02/31/25	92%	92%	In Progress
6 Rate Study Analysis	03/31/25	55%	60%	In Progress
7 Regulatory & Stakeholder Coordination	03/31/25	60%	65%	In Progress
<b>Total Project</b>	<b>03/31/25</b>	<b>88%</b>	<b>90%</b>	<b>In Progress</b>

We have refined the water supply options analysis completing 95% 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 (92% 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



**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 - 12  
DATE: 03/16/25

**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	88%	\$34,000.00	\$1,200.00	\$35,200.00
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	95%	\$230,000.00	\$7,500.00	\$237,500.00
5.0 - Capital Improvements Plan	\$100,000.00	92%	\$92,000.00	\$0.00	\$92,000.00
6.0 - Rate Study Analysis	\$35,000.00	60%	\$19,250.00	\$1,800.00	\$21,050.00
7.0 - Regulatory and Stakeholder Coordination	\$30,000.00	65%	\$18,000.00	\$1,500.00	\$19,500.00
	<b>\$500,000.00</b>	<b>90%</b>	<b>\$438,250.00</b>	<b>\$12,000.00</b>	<b>\$450,250.00</b>

We appreciate the opportunity to serve you and your staff.  
Thank you in advance for payment of **\$12,000.00**  
TERMS Net 30 days

Thank you for your business!

Kent Riker, PE  
President | Servant Leader



March 17, 2025

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

Subject: Brock Wastewater Master Plan – Project Status Report February 2025

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	96%	98%	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	100%	100%	Completed
6 Capital Improvements Plan	01/31/25	95%	98%	In Progress
7 Rate Study Analysis	02/28/25	85%	90%	In Progress
8 Regulatory & Stakeholder Coordination	03/31/25	85%	90%	In Progress
<b>Total Project</b>	<b>03/31/25</b>	<b>96%</b>	<b>98%</b>	<b>In Progress</b>

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



00  
Provenance Engineering, LLC.  
ATTN: Kent Riker  
401 Russell Ln.  
Weatherford, TX 76087  
817.785.7172

## INVOICE

INVOICE #007.23.02 - 12  
DATE: 03/17/25

**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	98%	\$19,250.00	\$250.00	\$19,500.00
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%	\$40,000.00	\$0.00	\$40,000.00
6.0 - Capital Improvements Plan	\$60,000.00	98%	\$58,000.00	\$1,000.00	\$59,000.00
7.0 - Rate Study Analysis	\$35,000.00	90%	\$30,750.00	\$1,750.00	\$32,500.00
8.0 - Regulatory and Stakeholder Coordination	\$20,000.00	90%	\$17,500.00	\$1,000.00	\$18,500.00
	<b>\$250,000.00</b>	<b>98%</b>	<b>\$240,500.00</b>	<b>\$4,000.00</b>	<b>\$244,500.00</b>

We appreciate the opportunity to serve you and your staff.

Thank you in advance for payment of **\$4,000.00**

TERMS Net 30 days

Thank you for your business!

Kent Riker, PE  
President | Servant Leader





**PROVENANCE**  
ENGINEERING  
Rooted to Be Uniquely Different

00  
Provenance Engineering, LLC.  
ATTN: Kent Riker  
401 Russell Ln.  
Weatherford, TX 76087  
817.785.7172

## INVOICE

INVOICE #007.23.02 - 12  
DATE: 03/17/25

**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	98%	\$19,250.00	\$250.00	\$19,500.00
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%	\$40,000.00	\$0.00	\$40,000.00
6.0 - Capital Improvements Plan	\$60,000.00	98%	\$58,000.00	\$1,000.00	\$59,000.00
7.0 - Rate Study Analysis	\$35,000.00	90%	\$30,750.00	\$1,750.00	\$32,500.00
8.0 - Regulatory and Stakeholder Coordination	\$20,000.00	90%	\$17,500.00	\$1,000.00	\$18,500.00
	<b>\$250,000.00</b>	<b>98%</b>	<b>\$240,500.00</b>	<b>\$4,000.00</b>	<b>\$244,500.00</b>

We appreciate the opportunity to serve you and your staff.  
Thank you in advance for payment of **\$4,000.00**  
TERMS Net 30 days

Thank you for your business!

Kent Riker, PE  
President | Servant Leader

Brock Baptist Church  
2111 FM 1189  
Brock, TX 76087

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

Please review the attached permit regarding the installation of a new sign at Brock Baptist Church, 2111 FM 1189. I supplied several map options I hope you will find acceptable.

We sincerely apologize for the oversight in attaining the required permits. This work was performed by a sign contractor who had responsibility for all permitting. Several conversations were had beginning months in advance of the installation in which we were assured everything would be handled. This contractor was chosen on the recommendation of two Parker County churches who have had positive experiences with the company. Upon receiving the notice of violation, we immediately reached out to our contractor, who again assured us it was being handled. After several more attempts to communicate with the sign contractor, we received this application for permit, to which we included additional information from our research.

Materials used in the construction of the sign are as follows:

4X8' Electronic Message Center - double sided  
2X6" rectangular tubing posts

We propose to build a stone facade around the sign similar to this, if approved.



We at Brock Baptist Church care deeply about our community and are committed to ethical processes and positive community relations. Please accept our apologies and please reach out to me directly if anything else is needed to complete this permit.

Sincerely,  
Wes McMillian  
facilities@fcbrock.com  
817-565-5960



Town of

# Sign Permit

## Application Brock, Texas

NOTICE: One application per sign is required All blanks must be filled in for application to be complete.

Type of Sign:  Temporary  Permanent

Political  Commercial  Real Estate  Construction  Special Event

Address and location of Proposed Sign:

2111 Fm 1189, Weatherford TX  
76087

Legal Description: ACRES: 3.894, TR: 5, SURV: JAMES H WARFIELD  
PROPERTY ID: R000059935

Zoning Classification of Property: PD

Applicant: Encore Reimage, LLC  Owner  Agent

Applicant's Address: 554 Hideaway Ln E  
City: Hideaway TX Zip: 75771 Phone No. 903-330-2166

Email Address: Sales@EncoreReimage.com

Owner: First Baptist Church of Brock  Owner  Agent

Owner's Address: 2111 Fm 1189

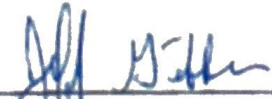
City, State: Weatherford TX Zip: 76087 Phone No. 817-596-7944

Email Address: facilities@fbcbrock.com

Style of Sign:  Monument  Faade  Hanging

The following must be submitted along with the completed petition before processing and scheduling:

- 1.) Two Maps. A %" scaled location map clearly showing the placement of the proposed sign in relation to adjacent streets and distance to adjacent streets and other signs on property
- 2.) 1/4" Scaled drawing of proposed sign w dimensions of the front of the building
- 3.) Description of materials used in construction of sign
- 4.) Filing Fee

Signature of Applicant:  Date: 3-8-25

Signature of Owner:  Date: 3-13-25

Date completed application received 3/13/25 Amount Due: \$1000.00 Check # 11292

Approval Signature: \_\_\_\_\_ Date: \_\_\_\_\_



PHONE: (817) 396 - 5333  
 MAILING ADDRESS: 2451 FM 1189, ste B, Brock, TX 76087  
 EMAIL: townclerk@brocktx.net

**MASTER FEE SCHEDULE**

Revised by Ordinance 23-009, January 15, 2024

**GENERAL ADMINISTRATIVE FEES**

**Sign Permit Fees\***

Attached/Wall Sign	\$100
Monument Sign	\$150
Pole Sign	\$500
Offsite Sign	\$3,000 (Requires site plan review)
Electronic Message Center	\$1,000
Temporary Sign	\$75
Weekend Builders Advertising (annual)	\$75

\*All sign permits may require an additional plan review fee equal to 65% of the amount of the sign permit. A building permit may be required for all new and certain existing permanent signs. An SUP is required for pole and offsite signs.

**Special Event Permit Fees**

Special Event Permit	\$100
Special Event Permit (Local Non-Profit)	\$50
Special Event Mobile Food Vendor Permit	\$50

**Miscellaneous Permit Fees**

Accessory Building	\$100
Demolition Permit	\$150
Fence Permit	\$70

96"

80"

48"

7'-0" ±

64"

4'-0"



REIMAGE, LLC

Sign For Approval

SCALE 1/8" = 1' Approved by:

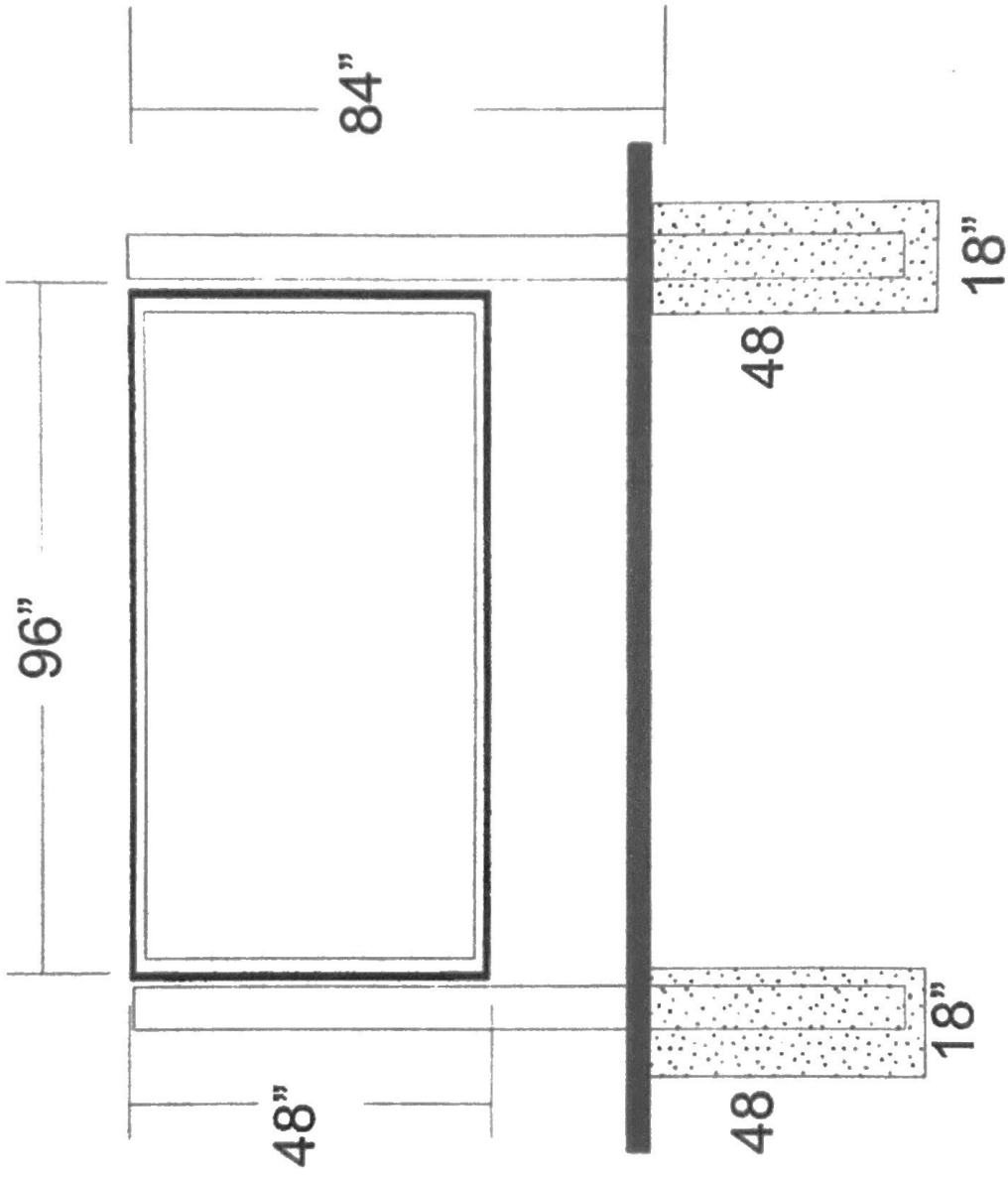
JOB INFORMATION

COLORS	JOB INFORMATION
BACKGROUND	BACKGROUND
TEXT	EDK1
FRAME	EDK2
WALL COLOR	EDK3
	EDK4
	EDK5



554 Hideaway Lane E. Lindale TX. 75771-1196 · 903-330-2166

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Google Maps

Search

2111 FM 1189

2111 FM 1189

2111 FM 1189

Directions

Info

2111 FM 1189, Houston, TX 76081

Photos





Map data ©2025 Google 100 ft



### 2111 FM1189

Building

- Directions
- Save
- Nearby
- Send to phone
- Share

2111 FM1189, Brock, TX 76087

Photos



Ameritex Services

Dollar General

First Baptist Church of Brock

Intermediate School

420'

316'

560'

Out West Hair Salon & Tanning

Hungry Jalapeno

Brock Church of Christ

Brock Cemetery

Google

Map data ©2025 Google 100 ft



2111 FM1189

2111 FM1189

BROOK BAPTIST CHURCH

1921

146' 4"

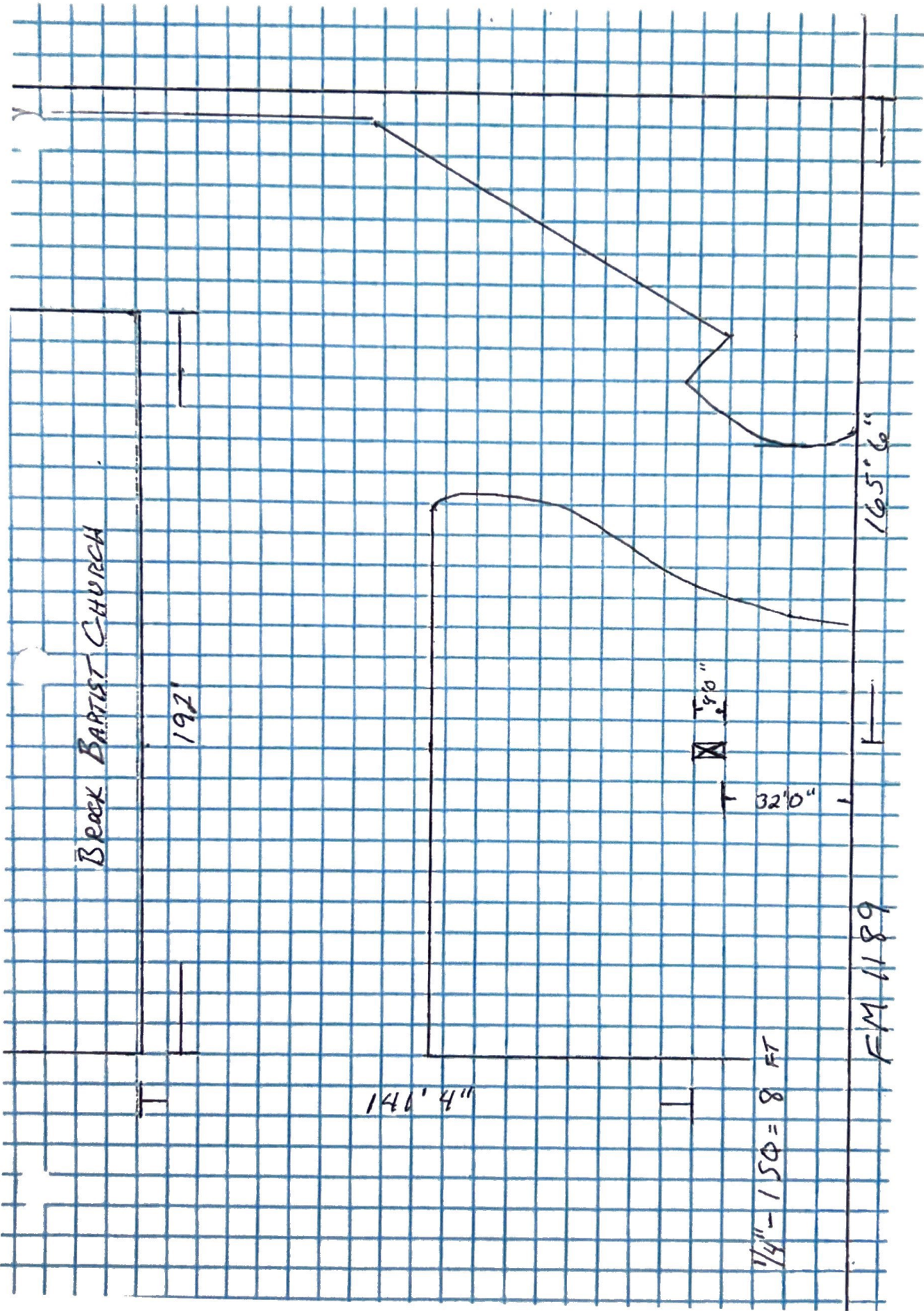
9' 0"

1/4" = 150' = 8 FT

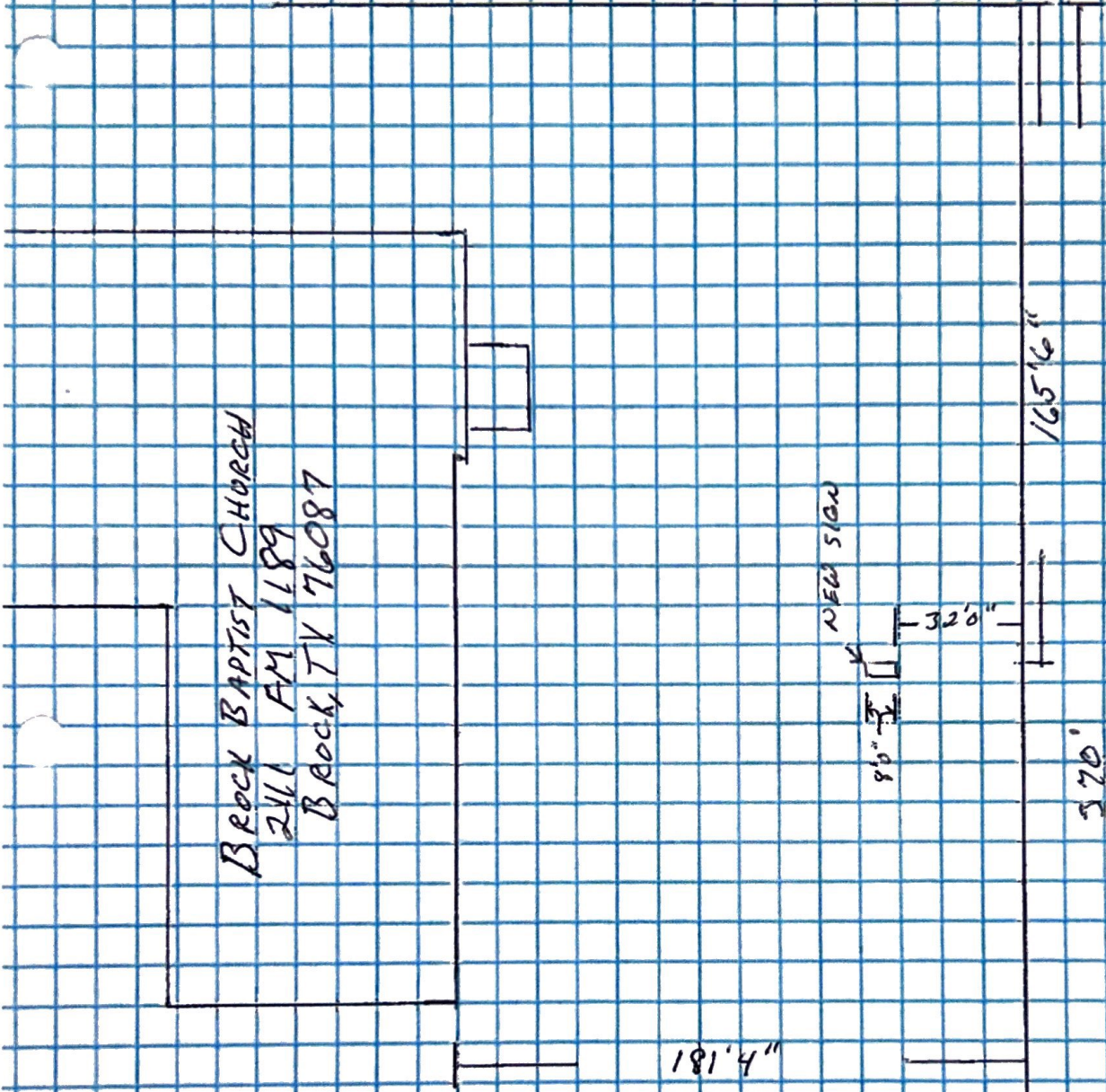
32' 0"

FM 1189

165' 6"



BRock BAPTIST CHURCH  
2411 FM 1189  
BRock, TX 76087



181'4"

165'6"

370'

EXISTING SIGN

32'0"

8'0"

NEW SIGN

32'0"

8'0"

1/4" = 10 FT

**Town of Brock**  
2451 FM 1189  
Brock, TX 76087 USA  
(817)396-5333  
townclerk@brocktx.net



**BILL TO**  
Brock Baptist Church  
2111 FM 1189  
Brock, TX 76087 United  
States

**INVOICE 001988915**

**DATE 02/25/2025 TERMS Due on receipt**

**DUE DATE 02/25/2025**

DATE	DESCRIPTION	QTY	RATE	AMOUNT
02/25/2025 Permit	Electronic Message Center Sign Permit	1	1,000.00	1,000.00
	<b>PAYMENT</b>			<b>1,000.00</b>
	<b>TOTAL DUE</b>			<b>\$0.00</b>

PAID



**TOWN OF BROCK  
COMMISSION MEETING  
MARCH 24, 2025**

**EXECUTIVE SESSION**