

**MINUTES OF THE NOVEMBER 28, 2022 MEETING  
OF THE COMMISSION OF BROCK, TEXAS**

**Meeting Date:** November 28, 2022, 6:30 PM, Brock Community Center

**Attendees:** Mayor Hamilton, Commissioner Davis, Attorney Kuykendall, and Clerk Prentice

**1. CALL TO ORDER BY MAYOR AND ANNOUNCEMENT OF QUORUM**

Mayor Hamilton called the meeting to order at 6:30 PM and announced a quorum was present.

**2. INVOCATION and PLEDGE**

Mayor Hamilton gave the invocation and led the Pledge.

**3. REGULAR AGENDA: Discussion and Possible action:**

- 3.1 Approve the October 24, 2022 minutes  
Commissioner Davis makes motion to approve, Commissioner Scrimshire Seconded.  
Minutes Approved.
- 3.2 Possible request to Parker County for guard rail repair on Summer Stone Court  
No action taken.  
Commissioner Davis to find specific location of damage and relay to Precinct.
- 3.3 Lease Agreement for Town of Brock office space located at 2451 FM 1189, Suite B, Brock, TX 76087  
No action taken. Commissioner Davis to work on getting the lease completed and executed.
- 3.4 Tri-County Franchise Ordinance  
No action taken. Attorney Kuykendall gave an update on Franchise Ordinance and status for execution.
- 3.5 Application for Replat for Lots 1-60 Kessler Farms  
Applicant, Osborn was present and provided a summary for the need of an amendment. The engineer sent the FFE numbers incorrect (a scrivener error). Attorney Kuykendall advised that Jamie Tierce reviewed and approved. There were no changes made other than the minor error.  
Commissioner Davis makes motion to approve, Commissioner Scrimshire Seconded.  
Replat approved.
- 3.6 Discussion regarding Town Clerk and bookkeeping  
General discussion regarding what is needed. Commissioner SCRIMSHIRE provided an example from City of Justin.  
Clerk Prentice to prepare Job Description for Town Clerk Position and post on website.  
Commissioner Davis makes motion to approve, Commissioner Scrimshire Seconded.

**4. REPORTS:**

- 4.1 Update from Dakota Tawater at Parker County SUD  
Dakota Tawater did not provide any updates.
- 4.2 Update from Travis Scrimshire at Brock Fire Department  
Travis Scrimshire was not in attendance.

- 4.3 Update on Town of Brock Map  
Attorney Kuykendall gave an update on email correspondence with eHT and the updated Brock Map. The Commission would like to see Abstract Names, Street Names, and a copy sent to the Mayor and Commission electronically.
- 4.4 Update from Courtney Kuykendall at Eggleston King Davis, LLP regarding the transition for legal services to Wood Banowsky PLLC.  
Attorney Kuykendall gave final date for legal services and town clerk services to be December 31, 2022.. EKD and Clerk Prentice are to work on getting information to Wood Banowsky PLLC.

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

No public comments

**6. Items Commission Would Like to See on Future Agendas**

- Town Map
- Franchise Agreement
- Town Clerk
- Office furniture
- Computers/phone/etc.
- Wifi at the Community Center

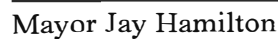
**7. FUTURE MEETING DATE:**

December 19, 2022

8. **ADJOURN:** There being no further business, Commissioner Davis makes motion to adjourn, Commissioner Scrimshire seconds, all in favor. The meeting adjourned 7:27PM.



Town Clerk, Kerri Prentice



Mayor Jay Hamilton

Approved: December \_\_\_, 2022