

**NOTICE OF REGULAR MEETING
OF
HOUSTON COUNTY APPRAISAL DISTRICT**

DATE: May 17, 2021
TIME: 7:00 P.M.
PLACE: 1512B E LOOP 304
CROCKETT, TX 75835

FILED
HOUSTON COUNTY
COUNTY CLERK
2021 MAY 12 AM 10:37
TERRI MEADOWS

Filed with the County Clerk's Office at 10:30 A.M. on the 12th day of May 2021.

Posted in Appraisal District Office at 11:00 A.M. on the 12th day of May 2010.

AGENDA

1. Call to order and establish a quorum
2. Review/Approve minutes from March 22, 2021 regular meeting
3. Approve financial report, investment report and payment of bills
4. Budget Workshop; Discuss/Approve 2022 Proposed Budget
5. Verify/Approve the completion of cybersecurity training by all HCAD employees provided by TMLIRP
6. Adopt new collection policy to accept partial payments on current taxes
7. Adopt Pritchard & Abbott 2022-2023 appraisal and tax collection contract
8. Approved revised HCAD Operations Manual
9. Present Certification to Correct Appraisal Roll for April 2021
10. Distribute Chief Appraiser evaluation form to submit next meeting
11. Chief Appraiser report
12. Motion to adjourn

The Board of Directors of the Houston County Appraisal District reserves the right to enter into Executive Session for any purpose authorized by the Open Meetings Act.

MINUTES OF THE BOARD OF DIRECTORS

HOUSTON COUNTY APPRAISAL DISTRICT

May 17, 2021

On March 17, 2021 the Houston County Appraisal District Board of Directors met in a regular meeting at 7:00 PM in the Appraisal District Office, 1512 B East Loop 304, Crockett, Texas.

Members Present: Kathi Calvert, Tommy Lundy, Dick Bridges, W.F. (Red) Kitchen, Tod English

Members Absent: Laronica Smith

Staff Present: Carey Minter, Chief Appraiser

Visitors: None

The meeting was called to order by Chairman Kathi Calvert who noted that a quorum was present and then the meeting was opened.

Motion by Tod English, seconded by Dick Bridges and unanimous approval, the minutes from the March 22, 2021 regular meeting were approved.

Motion by Tommy Lundy, seconded by Tod English and unanimous approval, The Board agreed to the payment of the March and April bills and approved the investment report.

At this time the Board conducted the 2022 budget workshop. After discussion, The Board moved to table the 2022 proposed budget with no action taken.

Motion by Dick Bridges, seconded by Tod English and unanimous approval The Board then verified and approved the completion of now required cybersecurity training by all HCAD employees provided by TMLIRP for 2021.

Motion by Tommy Lundy, seconded by Dick Bridges and unanimous approval The Board adopted the HCAD Collection Policy to accept partial payments on current taxes beginning with the 2021 tax year.

Next, Carey presented the Board with the Pritchard & Abbott 2022-2023 appraisal and tax collection contract. Motion by Tod English, seconded by W.F. (Red) Kitchen and unanimous approval, The Board approved this contract.

Motion by Dick Bridges, seconded by W.F. (Red) Kitchen, and unanimous approval The Board approved the revised HCAD Operations Manual.

At this time the Certification to Correct Appraisal Roll form for April 2021 signed by the 2021 ARB members was presented to the Board as now required by the tax code. Motion by Dick Bridges, seconded by Tommy Lundy and unanimous approval, The Board approved the certification.

Carey Minter then distributed the Chief Appraiser evaluation form and asked the board to complete and submit at the next board meeting.

Carey Minter then presented the Chief Appraiser report. She stated that Stephen Bobbitt had resigned and that she had hired his replacement to begin employment on June 1, 2021. She reported that the Midcoast suit has been finally settled and is waiting for the Judge to sign off on. However, the Eastern Shore suit is still open.

With no further business motion by Tod English, seconded by Dick Bridges and unanimous approval, the meeting adjourned at 7:40 P.M.

APPROVED THIS 3rd DAY June, 2021

Kate Carroll
CHAIRMAN

VICE CHAIRMAN

Tommy Lundy
MEMBER

ABay
MEMBER

T. English
MEMBER

MEMBER