

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

DATE: December 21, 2020  
TIME: 7:00 P.M.  
PLACE: 1512B E LOOP 304  
CROCKETT, TX 75835

FILED  
HOUSTON COUNTY  
COUNTY CLERK  
2020 DEC 16 AM 10:08  
TERRI MEADOWS

Filed with the County Clerk's Office at 10:30 A.M. on the 16th day of December 2020.

Posted in Appraisal District Office at 11:00 A.M. on the 16th day of December 2020.

**AGENDA**

1. Call to order and establish a quorum
2. Review/Approve minutes from November 16, 2020 regular meeting
3. Approve financial report and payment of bills
4. Discuss/Approve budget balances and adjustments for 2020
5. Discuss/Appoint Board of Review members to position 1 and 3 along with replacement for position 2
6. Review/Approve revised Board of Director Manual for 2020
7. Review/Approve revised HCAD Emergency & Disaster Recovery Policy for 2020
8. Approve Laronica Smith, new County Tax Collector, as signer on operating bank account as Secretary for the Board of Directors beginning in 2021
7. Chief Appraiser report
8. Public comment
9. Unfinished/New Business
10. 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**

December 21, 2020

On December 21, 2020 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, W.F. (Red) Kitchen, Tod English; Danette Millican

Members Absent: Dick Bridges

Staff Present: Carey Minter, Chief Appraiser; Danica Saxon, Employee

Visitors: Laronica Smith

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 Tommy Lundy and unanimous approval, the minutes from the November 16, 2020 regular meeting were approved.

Motion by Tommy Lundy, seconded by Tod English and unanimous approval, the Board agreed to the payment of the November bills.

After review of the 2020 budget balances, motion by Tod English, seconded by Tommy Lundy and unanimous approval, the Board approved the budget amendments presented for 2020.

Motion by Tod English, seconded by W.F. (Red) Kitchen and unanimous approval, the following were appointed to Board of Review positions 1 & 3 for 2021-2022. The replacement for position 2 to continue through 2021 has not been determined and the appointment of this position was tabled at this time.

Lois Ball, Position 1  
Reginald Berry, Position 3

Motion by W.F. (Red) Kitchen, seconded by Tommy Lundy and unanimous approval, the Board approved the revised Board of Director Manual for 2020.

Motion by Tod English, seconded by Tommy Lundy and unanimous approval, the Board approved the revised HCAD Emergency & Disaster Recovery Policy for 2020 after error observed and corrected.

Motion by Tommy Lundy, seconded by W.F. (Red) Kitchen and unanimous approval, The Board approved Laronica Smith, Tax Collector, as signer on operating bank as Secretary for The Board of Directors beginning in 2021.

Carey Minter then presented the Chief Appraiser report. Postcards will be mailed in 2021 with instructions for taxpayers to access a separate HCAD website for specific tax information. This website will be created by Pritchard & Abbott for 2021. The district employees will transfer from United Health to Blue Cross Blue Shield health insurance administered through TML Health Benefits Pool beginning January 1, 2022.

Chairman Kathy Calvert then asked the Board if there was any unfinished business to discuss.

Finally, the Board was asked by Chairman Kathy Calvert if there was any new business to be discussed.

With no further business, motion by Tommy Lundy, seconded by Tod English and unanimous approval, the meeting adjourned at 7:15 P.M.

APPROVED THIS 19<sup>th</sup> DAY January, 2020

Kathy Calvert  
CHAIRMAN

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VICE CHAIRMAN

Tommy Lundy  
MEMBER

[Signature]  
MEMBER

[Signature]  
MEMBER

[Signature]  
MEMBER