

**HUDSPETH APPRAISAL DISTRICT
BOARD OF DIRECTORS
DECEMBER 13, 2016**

**HUDSPETH APPRAISAL DISTRICT OFFICE
HUDSPETH COUNTY ANNEX BUILDING
SIERRA BLANCA, TEXAS**

MINUTES

- 1. Call to Order and Establishing of quorum:**
The meeting was called to order at 1:10 PM

A quorum was present; namely, Larry Brewton, Jim Ed Miller, Gale Carr, Kevin Lynch, and Russell Moore.
- 2. Certification and Posting of Public Notices:**
Chairman Gale Carr determined that legal posting of meeting had taken place.
- 3. Pledge of Allegiance:**
Pledge was led by Gale Carr.
- 4. Introduction of Guests and Visitors:**
None.
- 5. Solicitation of Public Comments:**
None.
- 6. Reading and Approval of Minutes:**
The minutes of the September 13, 2016 meeting were approved as on a motion by Kevin Lynch with second by Larry Brewton.
- 7. Communication Addressed to the Board of Directors:**
None.
- 8. Executive Session:**
None.
- 9. Budget Report (Including action on outstanding bills):**
The budget report and bills for September was presented to the board. On a motion by Kevin Lynch with second by Larry Brewton, the budget report and bills for September was approved

The budget report and bills for October was presented to the board. On a motion by Larry Brewton with second by Kevin Lynch, the budget report and bills for October was approved.

The budget report and bills for November was presented to the board. On a motion by Larry Brewton with second by Kevin Lynch, the budget report and bills for November was approved.

10. Chief Appraiser's Report :

Chief appraiser Adolfo Ramirez informed the board it appeared that the appraisal district would over spend the budget for 2016 and the budget would need to be amended. One of the main reasons was state required education for chief appraisers and health insurance costs. The board was informed that a budget amendment would be paid for with appraisal district reserves acquired from prior year surpluses and fees from OSSF inspections and other appraisal district revenues not from the taxing units. No additional money would be needed from the taxing units to cover the 2016 budget deficit. Chief appraiser Ramirez discussed with the board that the district was looking into contracting out the printing of tax statements and appraisal notices with a private vendor rather than printing such notices in house. Chief appraiser Ramirez informed the board he had talked to Secure Tech about the installation of a panic button in the appraisal district offices. Secure Tech was in the process of installing panic buttons in other Hudspeth County owned facilities and the building in which the appraisal district office is owned by the county. Chief appraiser Ramirez recommended to the board that the appraisal district board approve a contract with RSI Records to provide the appraisal district records management services as required by the Comptroller of Public Accounts.

11. Tax Collection Report (No action required):
Presented to the board by Rhonda Bowen.

OLD BUSINESS

12. Report from Linebarger, Goggan, Blair, & Sampson LLP:
None.

13. Report from Perdue, Brandon, Fielder, Collins, & Mott LLP:
None.

14. Approval on Sale of Struck Off Properties:
SOP #1608 – Dell Telephone Co-op – R101436 – 1 LEE TRUST ESTATES #1 LOT 6. On a motion by Kevin Lynch with second by Larry Brewton, the bid of \$500 was rejected. The board would accept a bid of \$900 for the lot.

NEW BUSINESS

15. **Appointments to the Agricultural Advisory Board 2015-2016 and 2017-2018 term:**
On a motion by Larry Brewton with second by Jim Ed Miller, John Elder, Frank Dees, and Robert Carpenter were approved for the 2015-2016 term and reappointed to the 2017-2018 term.
16. **Panic Button Proposal – Secure Tech:**
On a motion by Larry Brewton with second by Russell Moore, the proposal by Secure Tech to provide a panic button in the appraisal district office was approved.
17. **Records Management Proposal – RSI Records:**
On a motion by Russell Moore with second by Kevin Lynch, the proposal to provide the appraisal district records management assistance was approved.
18. **Update on Mapping – Raed Aldouri.**
Dr. Aldouri was unable to attend the meeting and the item was tabled on a motion by Jim Ed Miller with second by Russell Moore.
19. **Adjournment:**
On a motion by Kevin Lynch with second by Jim Ed Miller, the meeting adjourned at 2:03 PM.

Zedoch L. Pridgeon
Recording Secretary