

**HUDSPETH APPRAISAL DISTRICT
BOARD OF DIRECTORS
SEPTEMBER 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 1:00 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 April 12, 2016 meeting were approved as on a motion by Jim Ed Miller with second by Russell Moore.
- 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 April was presented to the board. On a motion by Kevin Lynch with second by Larry Brewton, the budget report and bills for April was approved

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

The budget report and bills for June was presented to the board. On a motion by Larry Brewton with second by Jim Ed Miller, the budget report and bills for June was approved.

The budget report and bills for July was presented to the board. On a motion by Larry Brewton with second by Jim Ed Miller, the budget report and bills for July was approved.

The budget report and bills for August was presented to the board. On a motion by Larry Brewton with second by Jim Ed Miller, the budget report and bills for August was approved.

10. Chief Appraiser's Report :

The appraisal district Periodic Reappraisal Plan for 2017-2018 was presented and discussed with the board. The board was informed of the minor changes to the 2015-2016 plan. The appraisal district Mass Appraisal Report for 2016 was discussed. The preliminary MAP review performed by the Comptroller of Public Accounts (PTAD) was presented to the board. Chief Appraiser Ramirez discussed problem areas of the report and what actions the appraisal district will take to correct the problems. Chief appraiser Ramirez reported to the board that there were problems with the export of tax collection data for the Dell City I. S. D. to the school district's tax collection law firm of Perdue Brando Fielder Collins & Mott LLP. The board was informed that the law firm believed the data transmitted was incorrect. The board was informed that the appraisal district has worked with the appraisal district computer software vendor (True Automation) to be sure that the procedure being used to export the data to the law firm was correct. It appears the law firm may have not been reading the data correctly. The board was informed that appraisal district staff is not trained in information technology and are dependent on the district's software vendor to solve problems. According to True Automation, the appraisal district is following the proper procedures to transmit the information. Possible solutions were discussed such as the collection law firm buying a license from True Automation allowing the law firm to have real time access to appraisal district collection records and receiving the technical support given to all True Automation customers. If the problem is the appraisal district is not following the proper procedures in transmitting the information, the board was informed that law firm could have their own information technology person come to our office anytime and do the data export on their own to determine if the problem is at the law firm or the appraisal district. The board was reminded that there are no problems with the same issues with Linebarger, Goggan, Blair, & Sampson LLP who has purchased a license with True Automation allowing them to have access to the full resources of True Automation.

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:**
None.

NEW BUSINESS

15. **Public Hearing on 2017 Operating Budget:**
On a motion by Larry Brewton with second by Kevin Lynch, the meeting was recessed at 1:38 PM to hold the public hearing on the 2017 Operating Budget.
16. **Approval of 2017 Operating Budget:**
The regular meeting reconvened at 1:46 PM. On a motion by Kevin Lynch with second by Larry Brewton the 2017 Operating Budget was approved in the amount of \$395,390.00. This includes \$228,456.34 for the appraisal budget and \$166,933.66 for the collection budget.
17. **Public Hearing on Periodic Reappraisal Plan:**
At 1:48 on a motion by Kevin Lynch with second by Jim Ed Miller, the meeting was recessed to hold the public hearing on the periodic reappraisal plan.
18. **Approval of Periodic Reappraisal Plan.**
At 1:49 PM, the regular meeting reconvened. After the board was shown the minor changes to the plan, the plan was approved on a motion by Jim Ed Miller with second by Russell Moore.
19. **Approval of Disaster Recovery Plan (Revised).**
The revised Disaster Recovery Plan was present and discussed with the board. On a motion by Russell Moore with second by Larry Brewton, the plan was approved.
19. **Adjournment:**
On a motion by Kevin Lynch with second by Jim Ed Miller, the meeting adjourned at 2:02 PM.

Zedoch L. Pridgeon
Recording Secretary