

**HAMILTON COUNTY APPRAISAL DISTRICT
MEETING MINUTES, NOVEMBER 27, 2019
County Annex Meeting Room**

The Hamilton County Board of Directors met on November 27, 2019 at 10:30 AM. T. P. Medlock, Chairman, called the meeting to order and announced that a quorum was present. Other members present included Keith Gatewood, James McInnis, Jeff Serratt and Judge Mark Tynes.

Mr. Serratt, newly elected to the Board from Hico, was sworn into office by Denise Hernandez, Director of Collections.

Mr. Medlock then offered the opportunity for members of the public to speak. No one was present that wished to speak.

Minutes of the October 16, 2019, meeting were approved with a motion for approval offered by Judge Tynes, seconded by Mr. McInnis, and passed without dissent.

Mr. Jeremy Shell, auditor with Boucher, Morgan, and Young of Stephenville, presented the audit for 2018. He went over the highlights of the financials and expressed pleasure with the recent changes implemented to reduce any financial exposure. His only major concern was the District's bank account not being covered on 1/1/18 by dedicated funds. He also made several suggestions going forward concerning reconciliation of the collections account and the clearing out of all personal effects of Mr. Roberts. The Board asked him to put his recommendations in writing. The motion to receive the audit was moved by Mr. Gatewood, seconded by Mr. McInnis and passed unanimously.

Mr. Petree then asked the Board to approved budget amendments including the transfer of surplus funds from 2018 into the budget for 2019 due to the shortage of appraisal service funding and hospitalization insurance. The adjustments are attached to these minutes. The motion to approve the budget adjustments was moved by Keith Gatewood, seconded by Mr. McInnis, and passed without dissent.

A public hearing was opened by Chairman Medlock to hear comments about the revised reappraisal plan for 2019-2020. No one wished to speak and the public hearing was closed.

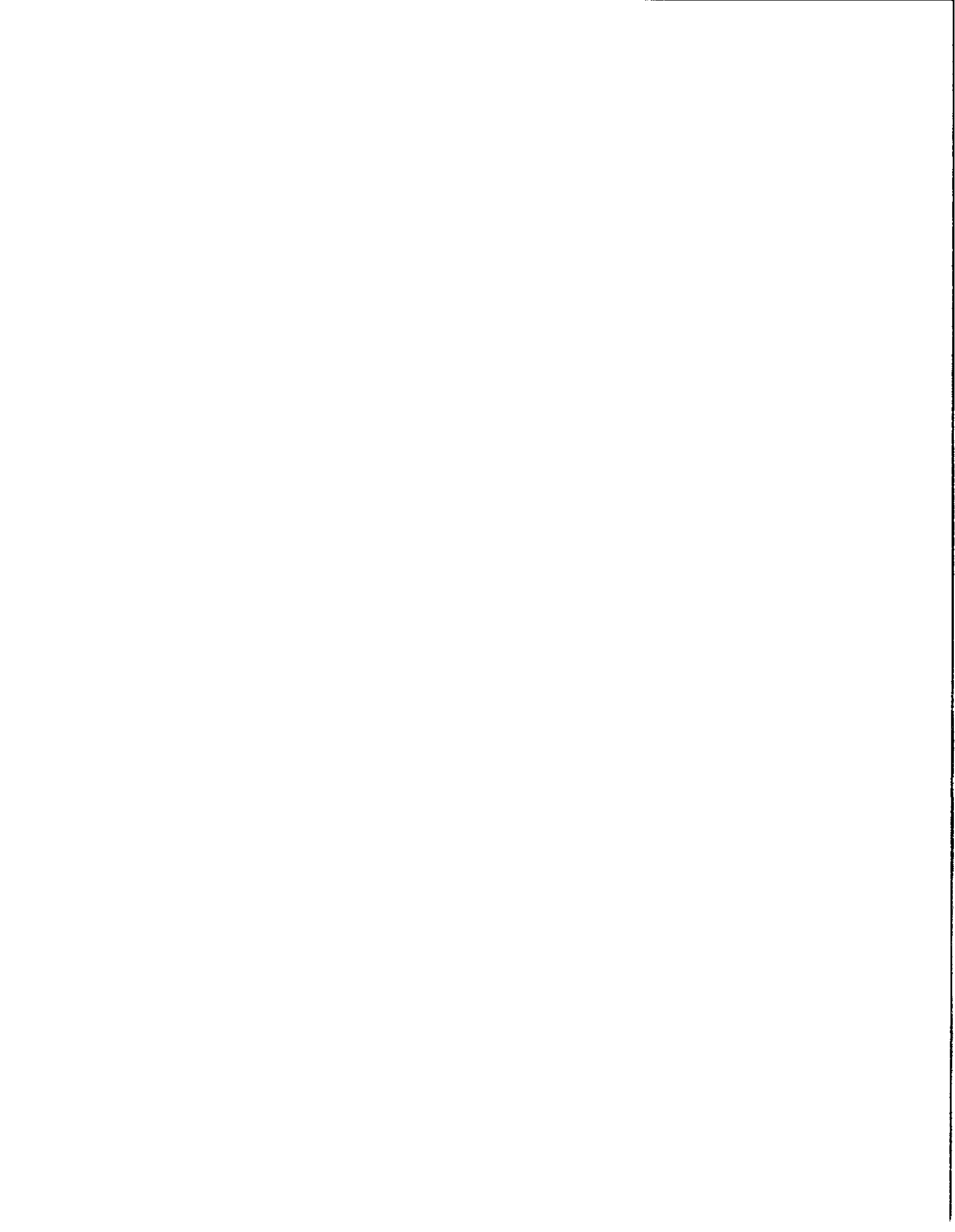
Mr. Petree briefly explained the reason for modifications to the reappraisal plan because of the need to reappraise Hico ISD in 2019 due to the failure of the Property Value Study and potential loss of funding from the Texas Education Agency. Other additions were made to the plan including a detailed calendar of events of the appraisal district. Judge Tynes moved approval, Mr. McInnis seconded, and the motion passed unanimously.

The contract with Capitol Appraisal Group was considered by the Board. They expressed an interest in getting a report from Capitol on their activities in future board meetings. The contract was a reduction from the past contract in the amount of \$16,000 annually. The motion to approve the contract was moved by Judge Tynes, seconded by Mr. McInnis, and passed without dissent.

An explanation of the contract with Western Valuation and Consulting, LLC. was offered by Mr. Petree. It is based on actual accounts worked by Western on a per-parcel cost basis. Judge Tynes moved approval, Mr. McInnis seconded, and the motion passed unanimously.

A discussion was held regarding longevity and/or incentive pay for employees, led by Mr. McInnis. He is an advocate of longevity pay to help retain employees. Mr. Petree also discussed the idea of performance incentive pay. Mr. Gatewood moved that Mr. Petree research the issues and legality of longevity and incentive pay and return with a recommendation to the Board at a meeting early in 2020. Mr. McInnis seconded and the motion passed.

Mr. Petree gave a brief chief appraiser's report on the appraisal progress and plans for that process, the current financial situation, and a report of collections along with a list of primary delinquent accounts.



The Board then had a performance review of the Interim Chief Appraiser, Mr. Petree. All of the Board members speaking, expressed pleasure with Mr. Petree's performance to date and will be turning in individual evaluations of his performance.

The motion to adjourn was moved by Mr. Gatewood, seconded by Mr. McInnis, and passed without dissent. The adjournment occurred at 11:49 AM. The next meeting of the Board will be January 15, 2020, at 10:00 AM.

Approved on this the 15th day of January, 2020.

Board Chairman, TP Medlock

