

**HAMILTON COUNTY APPRAISAL DISTRICT
MEETING MINUTES, JUNE 3, 2020
County Annex Meeting Room**

The Hamilton County Board of Directors met on June 3, 2020 at 10:00 AM. T. P. Medlock, Chairman, was unable to attend. Keith Gatewood, Vice-Chair called the meeting to order and announced that a quorum was present. Other members present included James McInnis, Jeff Serratt and Judge Mark Tynes.

Mr. Gatewood offered the opportunity for members of the public to speak. Mr. W. P. Paul spoke to the Board about his concern over the value of his property and his inability to get agricultural valuation on his land. He was encouraged to visit with appraisal district staff about his concerns. He has filed a protest.

Minutes of the March 19th meeting were approved with a motion for approval offered by Judge Tynes, seconded by Mr. McInnis, and passed without dissent.

The preliminary budget for 2021 was presented to the Board. The budget is slightly below the budget for 2020 and includes accurate amounts for appraisal services and health care for employees. The budget includes the premise that Heather Donahoo will become the chief appraiser in early 2021 and the interim services will be needed on a much more limited basis. Also included in the budget was software and hardware for mobile assessor, where iPads will be used in the field to gather data and the information will be automatically uploaded to the server of the district. This will allow one reduction in staff moving forward due to not having to enter appraisal data. After hearing the information on the budget, Judge Tynes moved approval of the preliminary budget, Mr. McInnis seconded, and the motion passed unanimously. It was noted by Mr. Petree, interim chief appraiser, that the final budget will be presented in August and will be approved after a public notice and public hearing on the budget.

The Board was then asked to name officers for the Appraisal Review Board for 2020. Everett Vandiver was named chairman and Danny Kennedy was named as secretary. The motion was made by Mr. McInnis and seconded by Mr. Serrett and passed without dissent.

Mr. Petree presented the financial report through the end of April and noted the front end loading of the budgeted expenditures due to the payment to Capital Appraisal Group and Western Appraisal, the company working on the reappraisal of real estate.

Mr. Petree presented the collections report indicating that 93.56% of the 2019 taxes have been paid. He also presented an updated list of the top 100 delinquent accounts. The Board members had several questions about some of the accounts and asked for some research to be done on the collections process for the delinquent accounts. The attorney representing the district will be asked to attend the August meeting.

Mr. Petree then asked the Board what direction the office should take in light of the Coronavirus threat. The Board unanimously agreed that we should reopen to the public immediately but with visitors to the district maintaining social distancing. Also, Judge Tynes agreed to the Appraisal Review Board holding their hearings in the county annex meeting room which will allow more social distancing of those participating in the process.

Mr. Petree then presented the preliminary results of the Methods and Procedures audit by the state comptroller's office. Only four questions received a "no" answer and those will be corrected before the final report is issued in November. Mr. Petree also answered numerous questions by the Board about the large increases in value this year and about how the protests were being handled.

The motion to adjourn was moved by Judge Tynes, seconded by Mr. Serratt, and passed without dissent. The adjournment occurred at 11:40 AM. The next meeting of the Board will be in August at the call of Mr. Petree and Mr. Medlock.

Approved on this the th day of August, 2019.



Board Chairman, TP Medlock