

**HAMILTON CENTRAL APPRAISAL DISTRICT
MEETING MINUTES, November 23, 2022
County Annex Meeting Room**

The Hamilton County Board of Directors met on November 23, 2022 at 10:00 a.m. Mark Tynes called the meeting to order at 10:00 a.m. and announced that a quorum was present. Other members present included Jeff Serratt, Steven Watson, Millie Shinn, and Linda Catoe.

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

Minutes from the October 19, 2022 meeting were approved with a motion for approval offered by Serratt seconded by Catoe.

The agreement for mineral and industrial appraisal services were discussed. Shinn moved to sign the appraisal service contract with Pritchard & Abbott, Inc. Valuation Consultants for the 2023-2024 tax years. The motion was seconded by Serratt, and passed without dissent.

The board discussed the 2023 budget and salary increases. The board requested that we have multiple meeting regarding the budget in the future.

Line-Item adjustments were discussed for the 2022 budget year by the board. The motion for the accountant to make the line-item adjustments was moved by Shinn, seconded Serratt and passed unanimously.

Ms. Donahoo explained the replacement procedure per Tax Code Section 6.03(l) to the Board of Directors. The board requested Ms. Donahoo go ahead and notify the entities to get the item on their agenda to replace Ms. Catoe for the first available date after January 1, 2023.

Ms. Donahoo presented the financial reports through the end of October and a list of all payments made during the month of October 2022. The Board requested Ms. Donahoo to ask the accounting firm if they can add the Collection account to the list of payments made each month.

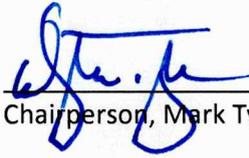
Chief Appraiser Donahoo presented the collection report to the board through the month of October and stated that the appraisal district has collected 98.15% of the 2021 taxes. The top 100 delinquent taxpayers were also provided to the board. The board requested an index key for the bill adjustment codes.

Ms. Donahoo also presented the supplemental changes to the board. All 25.25 changes are provided so that the Board can ask questions about any changes of concern.

Ms. Donahoo updated the board regarding the building purchase and that we have the 8 of 10 entities approval required to proceed with the building purchase at 401 E. Main Street. Ms. Donahoo informed the board that she is waiting on additional information from Government Capital and will send any information received over to the board for review.

Ms. Donahoo gave a staff update to the Board letting them know that Jayson Martinez has been hired to work in Collections and complete miscellaneous other tasks as needed. The Board requested that Ms. Donahoo provide a weekly CAD update to them each week. Ms. Donahoo was in agreement.

Judge Tynes moved adjournment at 12:30 p.m. It was seconded by Jeff Serratt and passed without dissent. The next meeting of the Board will be in Wednesday, December 28, 2022, unless a special meeting is needed.



Chairperson, Mark Tynes