

**HAMILTON CENTRAL APPRAISAL DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS
FEBRUARY 21, 2025**

1. **CALL TO ORDER.**
Meeting was called to order at 9:00 a.m. by Todd Jordan.
2. **OPENING PRAYER.**
Prayer was given by Lloyd Huggins.
3. **ROLL CALL/CERTIFY QUORUM.**
Board members present were: Todd Jordan, Lloyd Huggins, Vernon McCann and Gary Haggard. Board Members absent were: Jeff Serratt. Staff Members present were: Chief Appraiser, Codi McCarn and Denise Wolfe. Quorum was certified by Todd Jordan.
4. **PUBLIC COMMENTS.**
No one was in attendance.
5. **ADMINISTER OATH OF OFFICE AND ANTI-BRIBERY STATEMENT TO ALL BOARD MEMBERS.**
The oath of office and anti-bribery statement was administered by, Chief Appraiser, Codi McCarn.
6. **CONSIDER AND ACT ON APPOINTING NEW OFFICERS FOR THE 2025 TERM.**
Motion was made by Gary Haggard to keep the same officers as elected from 2024. Motion was seconded by Todd Jordan and the motion carried 4 in favor and none opposed.
Chairman- Jeff Serratt
Vice-Chairman- Todd Jordan
Secretary- Lloyd Huggins
7. **CONSENT AGENDA.**
After reviewing the December 20, 2024 and No Meeting Minutes in January 17, 2025, paid bills and financials the motion was made by Lloyd Huggins to approve the minutes, paid bills and financials as presented. The motion was seconded by Todd Jordan and the motion carried 4 in favor and none opposed.
8. **CHIEF APPRAISER REPORTS.**
The collections reports were given by, Denise Wolfe. The appraisal and general reports were given by, Chief Appraiser, Codi McCarn. The Board of Directors asked Codi to send out RFP's for Yearly Auditors and Cama Software.
9. **CONSIDER AND POSSIBLE ACTION ON LETTER OF ENGAGEMENT WITH BMY FOR 2024 YEAR END AUDIT.**
Motion was made by Lloyd Huggins to approve the letter of engagement with BMY for the 2024-year end audit. The motion was seconded by Vernon McCann and the motion carried 4 in favor and none opposed.
10. **CONSIDER AND ACT ON ALL INTERLOCAL AGREEMENTS FOR ASSESSMENT AND COLLECTIONS BETWEEN THE CAD AND ENTITIES.**
Motion was made by Vernon McCann to approve the Interlocal Agreements for Assessment and Collections between the CAD and entities. Motion was seconded by Lloyd Huggins and the motion carried 4 in favor and none opposed.
11. **PRESENT QUARTERLY SUPPLEMENT REPORT.**
Chief Appraiser, Codi McCarn presented the quarterly supplement reports.

12. INVESTMENT OFFICER REPORT.

Chief Appraiser, Codi McCarn presented the officers report.

13. ADJOURNMENT.

Motion was made at 9:56 a.m. by Todd Jordan to adjourn. Motion was seconded by Gary Haggard and the motion carried unanimously.


Chairman


Vice-Chairman

March 21, 2025

Date