

## CLAY COUNTY APPRAISAL DISTRICT BOARD OF DIRECTORS

### Minutes of December 16, 2021 Meeting

Clay County Appraisal District Board of Directors held a regular meeting on December 16, 2021, in the Clay County Appraisal District office building located at 101 E. Omega, Henrietta, Texas. Members present were: Richard Lowery, Mike Coker, John Grunseich, Dee Ann Littlefield, Howard Raeke, and Bobby Elledge. Chairman Eddie Dunn was absent, so Secretary John Grunseich presided. Chief Appraiser Lisa Murphy and Lisa McLachlan were also present, along with Dallas Saucedo of Commercial & Industrial Electronics, Inc., and Clay County Commissioner Chase Broussard, who will be filling the board member position currently occupied by Richard Lowery beginning January 1, 2022.

2021-299. At 6:00 p.m. John Grunseich called the Board of Directors meeting to order.

2021-300. A quorum was established

2021-301. Public Access: No one from the general public was present.

2021-302. Motion to approve the minutes from the previous meeting was made by Mike Coker, seconded by Bobby Elledge, and passed 6-0-0.

2021-303. Motion to approve financial statements for November 2021 was made by Howard Raeke, seconded by Richard Lowery, and passed 6-0-0. Several board members expressed interest in receiving an extremely abbreviated summary of the monthly collection reports sent to all eleven of the taxing jurisdictions for which CCAD collects, with particular emphasis placed on the current tax-year-to-date amounts collected as a percentage of total adjusted tax balance to help them manage the budgets of the other boards they serve on.

2021-304. Action regarding panic buttons and security cameras was tabled pending receipt of a revised bid meeting the exact specifications requested by the board after they had asked questions and discussed details with Mr. Saucedo. Motion to table was made by Bobby Elledge, seconded by Howard Raeke and passed 6-0-0.

Mike Coker had to leave at 6:45, but quorum was not broken.

2021-305. Motion to enter into a closed meeting in accordance with Open Meetings Act, Texas Government Code 551.074 to discuss the Chief Appraiser's job performance evaluation was made by John Grunseich, seconded by Bobby Elledge, and passed 5-0-0. Closed meeting began at 6:50 pm and ended at 8:21 pm with no action taken as reported by Bobby Elledge. After returning to the open meeting, members expressed concerns about lack of specific detail on the two forms available, and the possibility of creating a whole new evaluation system based upon specific tasks included in each job description, incorporating level of accountability into the evaluation, and providing opportunity for the employee being evaluated to expound on their own performance and identify contributions beyond the applicable job description, but no formal action was taken.

2021-306. Motion to retain excess salary monies from 2021 budget to apply to 2022 salary budget was made by Richard Lowery, seconded by Howard Raeke, and passed 5-0-0.

2021-307. Motion to approve the Ag Advisory Board of Directors as presented was made by Bobby Elledge, seconded by John Grunseich, and passed 5-0-0. The board will consist of: Luke Halsell, Mark Mathews, and Chris Littlefield (who is replacing Annie McIntock) serving 2-year terms 2022-2023; and Keith Davis and Wilson Scaling, who each have one year left of their 2-year terms 2021-2022.

2021-308. Chief Appraiser, Lisa Murphy, gave her report.

2021-309. Next meeting was set for Thursday January 20, 2022 at 6 p.m. with a motion made by Howard Raeke, seconded by Dee Ann Littlefield, and passing 4-0-1. Richard Lowery had left the room prior to vote being taken.

2021-310. At 8:45 p.m. the meeting was adjourned.

\_\_\_\_\_ Chairman, Clay County Appraisal District