

CLAY COUNTY APPRAISAL DISTRICT BOARD OF DIRECTORS  
Minutes of June 22, 2023 Meeting

Clay County Appraisal District Board of Directors held a regular meeting on June 22, 2023, in the Clay County Appraisal District office building located at 101 E. Omega, Henrietta, Texas. Members present were: Bobby Elledge, Dee Ann Littlefield, Richard Harding, and Oat Deweber. John Grunseich- and Chase Broussard were absent, and Roy Boswell had sent his resignation from the board earlier in the day. Chief Appraiser, Lisa Murphy and Office Manager, Lisa McLachlan were also present, along with John Rutledge of Pritchard & Abbott.

2023-047. At 6:07 p.m. Bobby Elledge called the Board of Directors meeting to order.

2023-048. A quorum was established (4 of 7).

2023-049. Public Access: No one from the public was present to address the board.

2023-050. Chief Appraiser, Lisa Murphy gave her report.

2023-051. Richard Harding made a motion, seconded by Dee Ann Littlefield, to approve the minutes from the April 20, 2023 meeting. Motion passed 4-0-0.

2023-052. Richard Harding made a motion, seconded by Oat Deweber, to approve the financial reports for April and May 2023. Motion passed 4-0-0.

2023-053. Motion to approve the Chief Appraiser's Report was made by Oat Deweber, seconded by Richard Harding, and passed 4-0-0.

2023-054. Motion was made by Richard Harding and seconded by Dee Ann Littlefield to approve the contract with Edgin, Parkman, Fleming, and Fleming PC Certified Public Accountants for the 2024 financial audit for \$10,250. Motion passed 4-0-0.

2023-055. Dee Ann Littlefield made a motion, seconded by Richard Harding to approve the contract with Western Valuation & Consulting, LLC for covered services conducted October of 2023 to July 1, 2026 at \$96,000 per year. Motion passed 4-0-0.

2023-056. Richard Harding made a motion, seconded by Dee Ann Littlefield to approve the contract with Pritchard & Abbott, Inc. for Mineral, Industrial, Utility, and Personal Property (MIUP) appraisal services for tax years 2024 -2025 at \$\$63,500 per year. Motion passed 4-0-0.

2023-057. Substantial discussion and explanation took place regarding the purchase of a subscription for Texas Imagery Service from the Texas Department of Information Resources Shared Technology Services program. These services are vitally important to CCAD and have formerly been provided to all Texas CADs free of charge. Free access will be discontinued on September first. Bobby Elledge made a motion, seconded by Oat Deweber to purchase a one-year subscription at \$6,331.80 for September 1, 2023-August 31, 2024. Motion passed 4-0-0.

2023-058. Motion to approve the attached Preliminary 2024 Budget dated June 22, 2023 (revised from the April 20, 2023 version) for public hearing was made by Richard Harding, seconded by Dee Ann Littlefield, and passed 4-0-0.

2023-059. Motion was made by Richard Harding and seconded by Oat Deweber to approve 2023 and 2024 Collector and Appraiser salary schedule for education certification as presented by the Chief Appraiser at the April 20, 2023 board meeting. Motion passed 4-0-0

2023-060. Next meeting was set for July 20, 2023 at 6 pm.

2023-061. Meeting was adjourned at 8:12 pm.

\_\_\_\_\_ (signature and office) Clay County Appraisal District