

## PUBLIC NOTICE

Take notice that a Regular Meeting of the Ochiltree Appraisal District board of directors will be held at:

OCHILTREE APPRAISAL DISTRICT OFFICE  
825 S. MAIN, SUITE 100  
PERRYTON, TEXAS 79070

Commencing at 8:00 A.M., Thursday January 9, 2020 to consider, discuss, and act among others the following:

### AGENDA

1. **Invocation**
2. **Open for Public Comments**
3. **Approve minutes from the previous meeting**
4. **Approve accounts paid**
5. **Consider, discuss, and approve Financial Audit**
6. **Disclose and discuss Interim Chief Appraiser for Moore CAD**
7. **Consider, discuss, and approve BIS contract for 2020**
8. **Consider, discuss, and approve amendment to PBFC&M contract**
9. **Chief Appraisers report**
10. **Executive Session**
  - a. The Board may retire into Executive Session, pursuant to Texas Government Code Sec. 551.074, to discuss personnel matters; to deliberate the appointment, employment, evaluation, reassignment, duties discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an office or employee.
  - b. The Board may consider and act upon any item discussed in Executive Session.
11. **Adjourn**

This agenda posted this the 3rd day of January 2020, no later than 72 hours prior to convening of the meeting.

  
\_\_\_\_\_  
Burton Jones, RPA, RTA, CTA  
Chief Appraiser

Regular Meeting 8:00 A.M.

Minutes January 9, 2020

Appraisal board of director members present were Charles Kelly, Joe Ogden, Steve Waide, Duane Pshigoda, Richard Beyea and Tyler Merkel. Burton Jones Chief Appraiser and Julia Morales were also present. Travis Wolfe and Meagan Greeson were present representing Brown, Graham & Co.

Charles Kelly, Secretary opened the meeting with the invocation.

The meeting was open for public comments.

No one was present for public comment.

The Ochiltree County Appraisal District Board of Directors reviewed and approved the minutes from December 5 2019 meeting. Motion made by Duane Pshigoda. Second by Steve Waide. Unanimous decision.

The Ochiltree County Appraisal District Board of Directors reviewed and approved the accounts paid for December. Motion made by Richard Beyea. Second by Joe Ogden. Unanimous decision.

The Ochiltree County Appraisal District Board of Directors approved the 2019-2020 Financial Audit by Brown, Graham, & Co. Motion made by Steve Waide. Second by Joe Ogden. Unanimous decision.

The Ochiltree County Appraisal District Board of Directors reviewed and discussed the disclosure of Burton Jones being appointed Interim Chief Appraiser of Moore CAD for a temporary period. No Action needed.

The Ochiltree County Appraisal District Board of Directors approved 2020 BIS Consulting Contract. Motion made by Joe Ogden. Second by Steve Waide. Unanimous decision.

The Ochiltree County Appraisal District Board of Directors tabled PBFC&M contract till February 6, 2020 meeting. Motion made by Richard Beyea. Second by Joe Ogden. Unanimous decision.

The Chief Appraiser discussed 2019 Supplement Values have been certified. Tax sale will be May 5. Some law changes from SB2 have gone into affect as of January 1, 2020. District Judge Brancheau appointed Brent Thurman as ARB Chairman, and Bruce Roberson as ARB Secretary. Gray CAD budget is more than ours and we collect. We do more with less.

The Board of Directors did go into Executive session 8:30.

The Board of Directors came out of Executive session at 8:42 with no action taken.

The meeting adjourned at 8:43 A.M.

  
Chairman

  
Vice-Chairman or Secretary

## PUBLIC NOTICE

Take notice that a Regular Meeting of the Ochiltree Appraisal District board of directors will be held at:

OCHILTREE APPRAISAL DISTRICT OFFICE  
825 S. MAIN, SUITE 100  
PERRYTON, TEXAS 79070

Commencing at 8:00 A.M., Tuesday, January 21, 2020 to consider, discuss, and act among others the following:

### AGENDA

1. **Invocation**
2. Open for Public Comments
3. Approve minutes from the previous meeting
4. Disclose and discuss Interim Chief Appraiser for Moore CAD
5. Chief Appraisers report
6. Executive Session
  - a. The Board may retire into Executive Session, pursuant to Texas Government Code Sec. 551.074, to discuss personnel matters; to deliberate the appointment, employment, evaluation, reassignment, duties discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an office or employee.
  - b. The Board may consider and act upon any item discussed in Executive Session.
7. Adjourn

This agenda posted this the 17th day of January 2020, no later than 72 hours prior to convening of the meeting.

---

Burton Jones, RPA, RTA, CTA  
Chief Appraiser

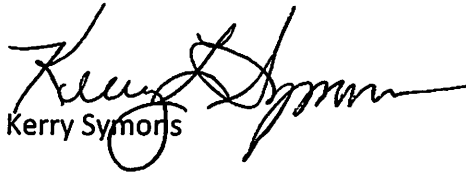
*T. Jones*  
*LaRene*  
*Callahan*  
*LORETTA*

January 21,2020

Interstate Bank

Re:Signature cards-OCAD

Please add all the board members to signature cards for the necessary accounts effective immediately, also Loretta Mick and Lorena Cenicerros.

  
Kerry Symons

President of OCAD Board of Directors

Special Called Meeting 8:05 A.M.

Minutes January 21, 2020

Appraisal board of director members present were Kerry Symons, Charles Kelly, Joe Ogden, Steve Waide, Duane Pshigoda, Richard Beyea and Tyler Merkel. Burton Jones Chief Appraiser was also present.

Kerry Symons, Chairman of the board opened the meeting with the invocation.

The meeting was open for public comments. Shirley Howard and David Pond were present for the meeting to voice their concerns about Burton Jones' interim job in Moore County Appraisal District.

The Ochiltree County Appraisal District Board of Directors reviewed and approved the minutes from the January 9, 2020, meeting. Motion to accept minutes made by Steve Waide. Second by Richard Beyea. Unanimous decision.

The Ochiltree County Appraisal District Board of Directors reviewed and discussed Burton Jones being appointed as interim Chief Appraiser at Moore County Appraisal District.

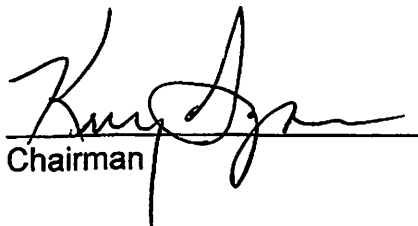
The Chief Appraiser gave his report to the board detailing the Comptrollers' Quarterly Newsletter in which Ochiltree County was recognized for their detailed answering to the state's MAPS review. The Chief Appraiser also updated the board on the BIS Software stating that the software would not be ready to purchase until during the year 2021.

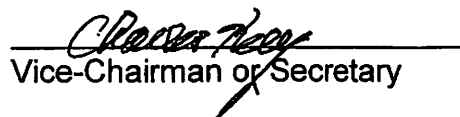
The Board of Directors went into executive session at 9:08 A.M. No action taken.

The Board of Directors came out of executive session at 9:35 A.M.

The Board of Directors went back into an open meeting with all board members and Burton Jones Chief Appraiser in attendance. A motion was made by Richard Beyea to discontinue Burton Jones' employment with Ochiltree County Appraisal District. A second was made by Steve Waide. Those voting yes were Duane Pshigoda, Richard Beyea, Steve Waide and Kerry Symons. Those voting no were Charles Kelly, Joe Ogden and Tyler Merkel.

The meeting adjourned at 9:40 A.M.

  
Chairman

  
Vice-Chairman or Secretary

## PUBLIC NOTICE

Take notice that a Regular Meeting of the Ochiltree Appraisal District board of directors will be held at:


OCHILTREE APPRAISAL DISTRICT OFFICE  
825 S. MAIN ST, SUITE 100  
PERRYTON, TEXAS 79070

Commencing at 8:00 A.M., Thursday February 6, 2020 to consider, discuss, and act among others the following:

### AGENDA

- ✓ 1. Invocation
- ✓ 2. Open for Public Comments
- ✓ 3. Approve minutes from the previous meeting
- ✓ 4. Approve accounts paid
- ✓ 5. Consider, discuss, and approve amendment to PBFC&M contract
6. Consider and discuss mineral value presentation from Thomas Y Pickett
7. Presentation and discussion for possible Interim Chief Appraiser Donna Lee Anderson Stewart
8. Assistant Chief Appraisers Report
9. Executive Session
  - a. The Board may retire into Executive Session, pursuant to Texas Government Code Sec. 551.074, to discuss personal matters; to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: or to hear a complaint or charge against an office or employee.
  - b. The Board may consider and act upon any item discussed in Executive Session.
10. Adjourn

This agenda posted this the 31<sup>st</sup> Day of January, 2020, no later than 72 hours prior to convening of the meeting.



Julia Morales Mendez, Assistant Chief Appraiser

Regular Meeting 8:00 A.M.

Minutes February 06, 2020

Appraisal Board of Director members present were Kerry Symons, Charles Kelly, Tyler Merkel, Steve Waide, Joe Ogden. Julia Morales Mendez, Assistant Chief Appraiser and Loretta Mick and Lorena Cenicerros were also present. Stephen Campbell and Michael Parks were present representing Thomas Y Pickett. Donna Lee Stewart was also present.

Kerry Symons, Chairman opened the meeting with the invocation.

The meeting was open for public comment.

No one was present for public comment.

The Ochiltree County Appraisal District Board of Directors reviewed and approved the minutes from January 21, 2020 meeting. Motion made by Tyler Merkel. Second by Steve Waide. Unanimous decision.

The Ochiltree County Appraisal District Board of Directors reviewed and approved the accounts paid for January 2020. Charles Kelly had questions regarding Burtons Jones severance check. Motion made by Joe Ogden. Second by Charles Kelly. Unanimous decision.

Stephen Campbell, President of Thomas Y Pickett and Michael Parks also from Thomas Y Pickett gave a Presentation on Appraisal of Minerals. Stephen stated the main factors are Production and Price. Production is estimated to have a 1/3 decrease for 2020. Stephen stated the appraisal of minerals is composed of two components. Please see Exhibit A for more details.

The Ochiltree County Appraisal District Board of Directors reviewed and approved the Perdue Brandon Fielder Collins & Motts LLP Early Turnover contract. Motion made by Charles Kelly. Second by Joe Ogden. Unanimous decision.

Kerry Symons, chairman introduced Donna Lee Stewart. Mrs. Stewart was interviewed by the BOD for the Interim Chief Appraiser position.

The Assistant Chief Appraiser discussed that at the end of December 31, 2019 the OCAD was at 36.64% collected, by the end of January 31, 2020, the OCAD was at 71.87% collected. She did mention that percent in January did not include payments post marked. Also reported that Appraisal Review Board member Tyler Kirklin was appointed to the Hospital Board. He can no longer be on the ARB. Requested suggestions on a new ARB member. Julia also stated the OCAD staff is continuing the appraisal of Area 1.

The Board of Directors did go into Executive Session @ 8:33 A.M.

The Board of Directors did come out of Executive Session at 8:50 a.m. no action was taken.

Charles Kelly made a motion to accept Donna Lee Stewart as Interim Chief Appraiser. Second by Joe Ogden. Unanimous decision.

The Meeting Adjourned at 8:56 A.M.

  
Chairman

  
Vice-Chairman or Secretary

## **PUBLIC NOTICE**

Take notice that a Regular Meeting of the Ochiltree Appraisal District board of directors will be held at:

**OCHILTREE APPRAISAL DISTRICT OFFICE  
825 S. MAIN, SUITE 100  
PERRYTON, TEXAS 79070**

Commencing at 8:15 A.M., Thursday March 12, 2020 to consider, discuss, and act among others the following:

### **AGENDA**

- 1. Invocation**
- 2. Open for Public Comments**
- 3. Discuss software contract with Kevin McBurnett from Pritchard & Abbot, Inc.**
- 4. Approve minutes from the previous meeting**
- 5. Approve accounts paid**
- 6. Consider for approval 2020 Proposed Budget.**
- 7. Interim Chief Appraisers Report**
- 8. Executive Session**
  - a. The Board may retire into Executive Session, pursuant to Texas Government Code Sec. 551.074, to discuss personal matters; to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: or to hear a complaint or charge against an office or employee.**
  - b. The Board may consider and act upon any item discussed in Executive Session.**
- 9. Adjourn**

This agenda posted this the 6<sup>th</sup> Day of March, 2020, no later than 72 hours prior to convening of the meeting.



---

Donna Lee Stewart, RPA Interim Chief Appraiser



## **PUBLIC NOTICE**

Take notice that a Public Hearing of the Ochiltree Appraisal District board of directors will be held at:

**OCHILTREE APPRAISAL DISTRICT OFFICE  
825 S. MAIN ST, SUITE 100  
PERRYTON, TEXAS 79070**

The Ochiltree Appraisal District will hold a public hearing at 8:00 A.M. on Thursday, March 12, 2020 on the 2021 proposed budget at the Ochiltree Appraisal District office located at 825 S. Main, Suite 100, Perryton, Texas.

This hearing will be open for public comment.

The Board of Director's may approve this budget as submitted, amend it, or table it for future consideration.

If approved at the hearing this proposed budget will take effect automatically unless disapproved by the governing bodies of the county, school districts, and city served by the Ochiltree Appraisal District.

This agenda posted this 6<sup>th</sup> day of March 2020, no later than 72 hours prior to convening of the meeting.



---

Donna Lee Stewart, RPA Interim Chief Appraiser

Regular Meeting 8:11 A.M.

Minutes March 12, 2020

Appraisal Board of Director members present were Kerry Symons Charles Kelly, Richard Beyea, Tyler Merkel, Joe Ogden and Duane Pshigoda. Donna Lee Stewart, Interim Chief and Julia Morales Mendez, Loretta Mick, Lorena Cenicerros, and Kevin MrBurnett.

Kerry Symons, Chairman opened the meeting.

The meeting was open for public comments.

No public comment.

Kevin Mcburnett from Pritchard & Abbot, Inc. presented the 2 proposed software contracts for 2021 with both contracts showing increases. Kerry Symons and Richard Beyea voiced their concerns with the lack of customer service the OCAD office had been experiencing from the P&A support group. Kevin stated there was an overload of work for the P&A support group. Loretta Mick stated she had issues on receiving feedback from the support group with her end of the month balancing reports. OCAD was making several calls daily to the P&A office and no one would answer/return phone calls. OCAD staff present stated that it is essential to have the customer support needed from Donna Lee Stewart. Kerry Symons request for the contract price be the same as last years. Kevin Mcburnett approved.

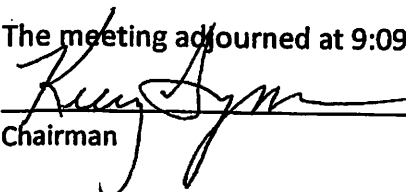
The Ochiltree County Appraisal District Board of Directors reviewed and approved the minutes from the previous meeting. Motion by Charles Kelly. Second by Duane Pshigoda. Unanimous decision

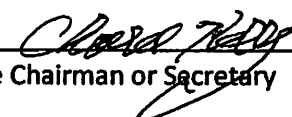
The Ochiltree County Appraisal District Board of Directors reviewed and approved the accounts payable. Motion by Richard Beyea. Second by Joe Ogden. Unanimous decision.

The Ochiltree County Appraisal District Board of Directors reviewed, discussed, and approved the 2021 proposed budget. This budget was approved and will be automatically adopted unless disapproved by the governing bodies served by the Ochiltree County Appraisal District. Motion by Charles Kelly. Second by Duane Pshigoda. Unanimous decision.

The Interim Chief Appraiser discussed some OCAD staff will be attending a workshop presented by Pritchard and Abbot in April 2020. Thomas Y Pickett will be giving a presentation in Gray CAD on Mineral Appraisals. OCAD office plans to send Notice of Appraised Values on May 15, 2020. TYP should provide preliminary numbers soon. All BOD members and OCAD staff must complete a Cyber security training by June 1, 2020.

The meeting adjourned at 9:09 A.M.

  
Chairman

  
Vice Chairman or Secretary

## Public Notice

Take notice that a Regular Meeting of the Ochiltree Appraisal District board of directors will be held at:

**OCHILTREE APPRAISAL DISTRICT OFFICE  
825 S. MAIN ST, SUITE 100  
PERRYTON, TX 79070**

Commencing at 8:00 A.M., Thursday June 18, 2020 to consider, discuss, and act among others the following:

### AGENDA

1. Invocation *KS*
2. Open for Public Comments ✓
3. Approve minutes from the previous meeting ✓
4. Approve accounts paid and financial statement ✓
5. Discuss, Consider, and Adopt 2021 Budget
6. Discuss, Consider, and Approve Employer rate for TCDRS
7. Interim Chief Appraisers report
8. Executive Session
  - a. The Board may retire into Executive Session, pursuant to Texas Government Code Sec. 551.074, to discuss personal matters: to deliberate the appointment, employment, evaluation, reassignment, duties discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an office or employee.
  - b. The Board may consider and act upon any item discussed in Executive Session.
9. Adjourn

This agenda posted this 12<sup>th</sup> day of June 2020, no later than 72 hours prior to convening of the meeting.



---

Donna Lee Stewart, RPA  
Interim Chief Appraiser

Regular Meeting 8:01 A.M.

Minutes for June 18, 2020

Appraisal Board of Director members present were Kerry Symons, Charles Kelly, Duane Pshigoda, Joe Ogden, Tyler Merkel, and Steven Waide. Donna Lee Stewart, Interim Chief and Julia Morales Mendez were also present.

Kerry Symons, Chairman opened the meeting with an Invocation.

The Ochiltree County Appraisal District Board of Directors reviewed and approved the minutes from the previous meeting Motion by Joe Ogden. Second by Tyler Merkel. Unanimous decision.

The Ochiltree County Appraisal District Board of Directors reviewed and approved the accounts payable Motion by Steven Waide. Second by Charles Kelly. Unanimous decision.

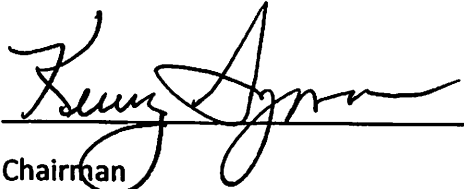
The Ochiltree County Appraisal District Board of Directors discussed, considered, and approved the 2021 proposed budget. Motion by Charles Kelly. Second by Duane Pshigoda. Unanimous decision.

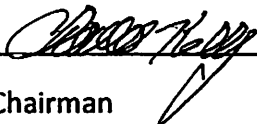
The Ochiltree County Appraisal District Board of Directors reviewed, discussed, considered and approved the lower rate for TCDRS. Motion by Charles Kelly. Second by Duane Pshigoda. Unanimous decision.

Kerry Symons discussed Pritchard and Abbot contracts. Kerry request new contract information from P&A.

Interim Chief Appraiser, Donna Lee Stewart discussed Thomas Y Pickett mineral estimates. TYP early estimates are lower than original anticipated estimates. OCAD is still expecting to receive more protests. TYP contract up in December 2020. Donna Lee mentioned there are 1.9 million taxes still due for base tax in 2019. OCAD will have a tax sale on the 1<sup>st</sup> Tuesday in October 2020. Donna Lee discussed the possible use of a new camera system and panic button for the front office.

The meeting adjourned at 9:08 A.M.

  
Chairman

  
Vice Chairman

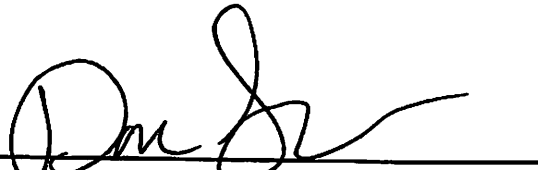
## **PUBLIC NOTICE**

Take notice that a **Public Hearing** of the Ochiltree County Appraisal District board of directors will be held at:

**OCHILTREE COUNTY APPRAISAL DISTRICT OFFICE  
825 S. MAIN, SUITE 100  
PERRYTON, TX 79070**

The Ochiltree County Appraisal District will hold a public hearing at 8:00 A.M. on Thursday, September 03, 2020 on the 2021-2022 Reappraisal Plan at the Ochiltree County Appraisal District office located at 825 S. Main, Suite 100, Perryton, TX. The business to be transacted is as follows:

1. Call Meeting to Order
2. Public Forum
3. Consider, Discuss, and approve 2021-2022 Reappraisal
4. Adjournment



Donna Lee Stewart, RPA, CCA

## Public Notice

Take notice that a Regular Meeting of the Ochiltree County Appraisal District board of directors will be held at:

**OCHILTREE COUNTY APPRAISAL DISTRICT  
825 S. MAIN, SUITE 100  
PERRYTON, TX 79070**

Commencing at 8:05 A.M., Thursday September 03, 2020 to consider, discuss, and act among others the following:

### AGENDA

1. Invocation
2. Open for Public Comments
3. Pritchard and Abbott MIUP Presentation
4. Thomas Y Pickett MIUP Presentation
5. Approve minutes from previous meeting
6. Approve financial statement
7. Consider, Discuss, and approve contract for Brown, Graham & Company for annual audit
8. Consider, Discuss, and approve contract for Remote Deposit Capture Service Agreement
9. Consider, discuss, and approve Employee Manual vacation policy
10. Consider, discuss, consent, and advise Agriculture Advisory Board
11. Consider, discuss, and approve Interim Chief Appraiser Evaluation
12. Interim Chief Appraisers Report
13. Executive Session
  - a. The Board may retire into Executive Session, pursuant to Texas Government Code Sec. 551.074, to discuss personnel matters: to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: or to hear a complaint or charge against an office of employee.
  - b. The Board may consider and act upon any item discussed in Executive Session.
14. Adjourn

This agenda posted this the 30th day of August 2020, no later than 72 hours prior to convening of the meeting.



Donna Lee Stewart, RPA  
Interim Chief Appraiser

Regular Meeting 8:00 A.M.

Minutes for September 03, 2020

Appraisal Board of Director members present were Kerry Symons, Richard Beyea, Steven Waide, Charles Kelly, Joe Ogden, Tyler Merkel, and Duane Pshigoda. Julia Mendez, Loretta Mick, and Donna Lee Stewart, Interim Chief Appraiser were also present.

Kerry Symons, Chairman Opened the meeting with an Invocation.  
No Public Comments

The Ochiltree County Appraisal District Board of Directors reviewed, discussed, and adopted the 2021-2022 Reappraisal Plan for Ochiltree County Appraisal District.

Prichard & Abbot discussed their MIUP Presentation. Doug Soli, District Manager, Rodney Kret, Manager Engineering services, Josh Raider, Asst. District Manager are with P&A. Doug Opened discussion with their customer service experience. Rodney Kert introduced the mission statement for P&A. He mentioned that P&A does not outsource any work through other companies. Doug discussed how P&A appraises minerals. Josh Raider discussed the appraisal of pipelines. Doug discussed the MIUP contract including all the Division Orders and Addresses. Doug stated OCAD would have a new Division Order Clerk, her name is Kathy. Doug did state the previous problems with OCAD has had with them have been eliminated. They would provide better customer service.

Thomas Y Pickett discussed their MIUP Presentation. Stephen Campbell, President, and Michael Parks, Vice President, and Will Hefner, Petroleum Engineer are with TYP. Stephen introduced him self and gave a brief discussion on how TYP appraises minerals.

The Ochiltree County Appraisal District Board of Directors reviewed and approved the minutes form previous meeting. Motion by Richard Beyea. Second by Joe Ogden. Unanimous decision.

The Ochiltree County Appraisal district Board of Directors reviewed and approved the accounts payable. Motion by Richard Beyea. Second by Steven Waide. Unanimous decision.

The Ochiltree County Appraisal District board of Directors considered, discussed and approved the contract for Remote Deposit Capture Service Agreement. Joe Ogden abstained himself from voting. Motion by Richard Beyea. Second by Steven Waide. Unanimous decision.

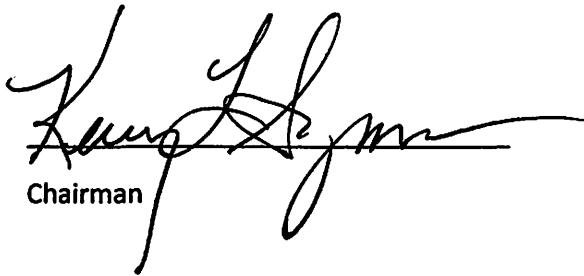
The Ochiltree County Appraisal Board of Directors considered, discussed, and approved changing the Employee Manual regarding the Vacation Policies. The new policies will go into effect immediately. Motion by Richard Beyea. Second by Duane Pshigoda. Unanimous decision.

The Ochiltree County Appraisal District Board of Directors considered, discussed, and advised the members for the Agriculture Advisory Board. They approved keeping the same board members for 2020. Eric Phillip, Kevin Mc Garraugh, Austin Pshigoda, and David Peckenpaugh. Motion by Steven Waide. Second by Charles Kelly. Unanimous decision.

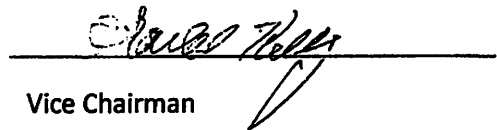
The Ochiltree County Appraisal District Board of Directors went into Executive Session to consider, discuss, and approve the Interim Chief Appraiser Evaluation.

Donna Lee Stewart, Interim Chief Appraiser discussed the \$13,00,000 supplemental that will be added to the tax roll. Stated the OCAD office is at 98.3% collected. Donna stated the possibility of obtaining a security camera system installed in the office.

The meeting adjourned at 9:30 A.M.



Chairman



Vice Chairman



## **PUBLIC NOTICE**

Take notice that a Regular Meeting of the Ochiltree Appraisal District Board of Directors will be held at:

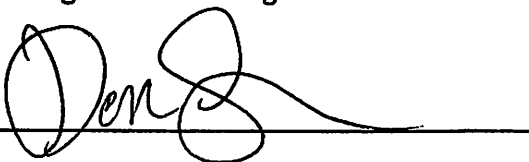
**OCHILTREE APPRAISAL DISTRICT OFFICE  
825 S MAIN, SUITE 100  
PERRYTON, TEXAS 79070**

**Commencing at 8:00 A.M., Thursday, December 03, 2020 to consider, discuss, and act among others the following:**

### **AGENDA**

- 1. Invocation**
- 2. Open for Public Comments**
- 3. Approve minutes from previous meeting**
- 4. Approve accounts payable**
- 5. Consider, discuss, and approve Employee Manual Sick time policy**
- 6. Consider, discuss, and approve Disaster Recovery and Mitigation Plan**
- 7. Consider, discuss, and appoint by Resolution ARB members for 2021**
- 8. Consider, discuss, and approve Pritchard & Abbott Software Contract 2021-2023**
- 9. Consider, discuss, and approve Thomas Y Pickett MIUP Contract 2021-2022**
- 10. Interim Chief Appraisers Report**
- 11. Executive session**
  - a. The Board may retire into Executive Session, pursuant to Texas Government Code sec. 551.074, to discuss personnel matters: to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: or to hear a complaint or charge against an office of employee.**
  - b. The Board may consider and act upon any item discussed in Executive Session.**
- 12. Adjourn**

This Agenda posted this the 29<sup>th</sup> day of November 2020, no later than 72 hours prior to convening of the meeting.



**Donna Lee Stewart, RPA, CCA  
Interim Chief Appraiser**

## **Regular Meeting 8:03 A.M.**

**Minutes for December 03, 2020**

**Appraisal Board of Director members present were Kerry Symons, Richard Beyea, Charles Kelly, Steven Waide, and Joe Ogden. Julia Mendez, Lorena Cenicerros, Loretta Mick and Interim Chief Appraiser Donna Lee Stewart were also present.**

**Kerry Symons, Chairman opened the meeting with an Invocation.**

**No Public Comments**

**The Ochiltree County Appraisal District Board of Directors reviewed and approved the minutes from the previous meeting. Motion by Richard Beyea. Second by Joe Ogden. Unanimous decision.**

**The Ochiltree County Appraisal District Board of Directors reviewed and approved the accounts payable. Motion by Joe Ogden. Second by Charles Kelly. Unanimous decision.**

**The Ochiltree County Appraisal District Board of Directors reviewed and approved the updated sick time policy. New sick policy will begin for 2020-2021 fiscal year. Motion by Richard Beyea. Second by Joe Ogden. Unanimous decision.**

**The Ochiltree County Appraisal District Board of Directors reviewed and approved Disaster recovery and Mitigation Plan. Board member Joe Ogden did suggest we need to update our off-site location. Charles Kelly stated it is an item that needs to be on the commissioner's court agenda. Motion by Richard Beyea. Second by Charles Kelly. Unanimous decision.**

**The Ochiltree County Appraisal District Board of Directors decided to table the ARB members for 2021. Motion by Kerry Symons. Second by Steven Waide. Unanimous decision.**

**The Ochiltree County Appraisal District Board of Directors reviewed and approved the Pritchard & Abbott Software Contract. Donna Lee Stewart did discuss the option for live taxes and payments with Easy Pay. There is a 3-5% charge for this service. Richard Beyea did mention to have a discussion with Kevin with P&A for a lower % charge. Motion by Charles Kelly. Second by Joe Ogden. Unanimous decision.**

**Thomas Y Pickett MIUP Contract for 2021-2022. Board member Richard Beyea did discuss his concerns with TYP. Motion by Charles Kelly. Second by Joe Ogden. Those voting yes were Kerry Symons, Charles Kelly, Steven Waide, and Joe Ogden. Richard Beyea voted no.**

**Donna Lee Stewart, Interim Chief Appraiser discussed the issues with the statements. She states she will contact Kevin with P&A to discuss the convenience fee for the online payments. She did suggest we discontinue taking payment information over the phone.**

The meeting adjourned at 9:30 A.M.

  
Chairman

  
Vice Chairman