

**MINUTES OF BOARD OF DIRECTORS MEETING
COLEMAN COUNTY TAX APPRAISAL DISTRICT**

The Board of Directors of the Coleman County Tax Appraisal District met on Wednesday, October 25, 2023, in the Appraisal District Office located at 105 S. Commercial Ave., Coleman, Texas.

Call to Order: Jay Dalton called the meeting to order at 8:00 am.

Present: Jay Dalton, Josh Hale, Scotty Lawrence, Stacey Mendoza, and Eva Bush. Also present were Kevin McBurnett and Colter Asbill with Pritchard & Abbott, Inc.

Absent: Jo Jones.

Minutes of Previous Meeting: The minutes of the previous meeting were read and approved on a motion by Stacey Mendoza and seconded by Scotty Lawrence. The motion passed unanimously.

Consider and possibly act on Mass Appraisal and Tax Collection License Agreement and/or Computer System Lease with Pritchard & Abbott, Inc.: Kevin McBurnett presented and discussed the contract to convert to Pritchard & Abbott, Inc.'s Appraisal and Collections Software for \$15,000 and a yearly fee of \$25,760, along with leasing hardware for a yearly fee of \$10,160. Costs would be adjusted slightly to allow for services and hardware that may or may not be needed by the Appraisal District. Stacey Mendoza made the motion to approve the contract and to convert to Pritchard & Abbott, Inc.'s appraisal and collection software along with leasing the computer hardware. Josh Hale seconded the motion and the motion passed unanimously.

Consider and act on Appraisal Contract with Thomas Y. Pickett & Company Inc.: The yearly contract will increase from \$37,500 to \$40,500 for 2024; \$43,000 for 2025 and 2026. Josh Hale made the motion to approve the appraisal contract with Thomas Y. Pickett & Company, Inc. Scotty Lawrence seconded the motion and the motion passed unanimously.

Discussion of bid process and timelines for bids for aerial imagery services: The bid process and timelines for the aerial imagery services was discussed. It was decided that the bids need to be submitted by December 1, 2023 and then decided on at the next Board of Directors' meeting scheduled for December 13, 2023.

Monthly Reports and Bills: The Board reviewed the monthly expense reports for July, August, and September. Stacey Mendoza made a motion to approve the bills with a second by Josh Hale. The motion passed unanimously.

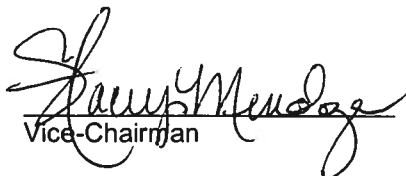
The Collection Reports were reviewed by the Board.

The Third Quarter Budget Comparison Report was reviewed by the Board.

Discussion and acceptance of Letter of Resignation from Ted Taylor from his position on the Agricultural Advisory Board: Josh Hale made the motion to accept Mr. Taylor's Letter of Resignation from his position on the Agricultural Advisor Board. Stacey Mendoza seconded the motion and the motion passed unanimously.

Public Comments: No one was present.

Adjournment: The meeting adjourned at 9:10 am on a motion by Scotty Lawrence and a second motion by Josh Hale. The motion passed unanimously.


Vice-Chairman


Chairman