

# CLAY COUNTY APPRAISAL DISTRICT BOARD OF DIRECTORS

## Minutes of September 29, 2022 Meeting

Clay County Appraisal District Board of Directors held a regular meeting on September 29, 2022, in the Clay County Appraisal District office building located at 101 E. Omega, Henrietta, Texas. Members present were: Chase Broussard, Bobby Elledge, Richard Harding, John Grunseich, Dee Ann Littlefield, and Roy Boswell. Mike Coker was absent. Chief Appraiser, Lisa Murphy and Office Manager, Lisa McLachlan were also present.

2022-115. At 6:00 p.m. John Grunseich called the Board of Directors meeting to order.

2022-116. A quorum was established

2022-117. Public Access: No one from the public was present to address the board.

2022-118. Bobby Elledge made a motion, seconded by Richard Harding to approve minutes from meetings held on August 11, August 16, September 6, and the public hearing held on September 6, 2022. Motion passed 6-0-0.

2022-119. Richard Harding made a motion, seconded by John Grunseich, to approve the financial report for August 2022. Motion passed 6-0-0.

2022-120. John Grunseich made a motion, seconded by Chase Broussard, to approve proposed changes to Appraiser Duties and Responsibilities in the Employee Handbook. Motion passed 6-0-0.

2022-121. Bobby Elledge made a motion, seconded by Roy Boswell, to approve changing job title in Employee Handbook from GIS-Appraiser Assistant to GIS Mapping/Ownership Change. Motion passed 6-0-0.

2022-122. Richard Harding made a motion, seconded by Bobby Elledge, to table action regarding a new complaint policy. Motion to table passed 6-0-0.

2022-123. Chase Broussard made a motion, seconded by Dee Ann Littlefield, to table action regarding extension of the current depository contract for two years. Motion passed 6-0-0.

2022-124. Roy Boswell made a motion, seconded by Richard Harding, to return to procedures in Texas Tax Code Title 1. Subtitle B. Chapter 6. Subchapter A. Sec. 6.06. (e) regarding the imposition of a 5% delinquent penalty on quarterly payments from taxing jurisdictions received after the due date, beginning first quarter 2023. Motion passed 6-0-0.

2022-125. Next meeting was set for October 20, 2022 at 6 pm.

2022-126. Meeting adjourned at 7:20 pm.



(signature and office) Clay County Appraisal District