

# CLAY COUNTY APPRAISAL DISTRICT BOARD OF DIRECTORS

## Minutes of April 24, 2025 Meeting

Clay County Appraisal District Board of Directors held a regular meeting on April 24, 2025 in the Clay County Appraisal District office building located at 101 E. Omega, Henrietta, Texas. Members present were: Billy Carlton, Bobby Elledge, Richard Harding, and Dee Ann Littlefield. Also present were Chief Appraiser Lisa Murphy; Office Manager Kimberly Allen; TCDRS Employer Services Representative Erika Aguirre; and Cindy Fox, Kevin McBurnett, and Colter Asbill of Pritchard & Abbott.

**2025-037.** The meeting was called to order at 6:00 PM by Dee Ann Littlefield.

**2025-038.** A quorum was established with 4 of 7 board members present.

**2025-039.** Public Access: No members of the public were present to address the board.

**2025-040.** Motion by Bobby Elledge, seconded by Richard Harding, to approve the minutes of the March 20, 2025 meeting. Motion passed 4-0.

**2025-041.** Motion by Billy Carlton, seconded by Bobby Elledge, to approve the financial reports for March 2025. Motion passed 4-0.

**2025-042.** Erika Aguirre, TCDRS Employer Services Representative, presented the 2026 TCDRS rate calculations. The presentation included the district's current funding status, actuarial assumptions, and recommended contribution rates. The board will continue to monitor investment performance and demographic trends to determine whether adjustments to the funding rate are needed.

**2025-043.** Motion by Richard Harding, seconded by Billy Carlton, to approve the Pritchard & Abbott Mineral and Utility contract as presented by Cindy Fox. Motion passed 4-0.

**2025-044.** Motion by Billy Carlton, seconded by Bobby Elledge, to approve the Pritchard & Abbott Maps & Software contract with a negotiated 8% increase from the previous contract. Motion passed 4-0.

**2025-045.** Presentation of the Western Valuation & Consulting appraisal services contract was canceled due to the current contract being in effect until October 2027.

**2025-046.** Agenda item regarding discussion, consideration, and/or approval of appraisal services and presentation by Pritchard & Abbott, with Kevin McBurnett and Colter Asbill, was tabled.

**2025-047.** Agenda item to discuss, consider, and/or approve the LexisNexis Search Contract was tabled until the May 8, 2025 meeting.

**2025-048.** Chief Appraiser's report was tabled until the May 8, 2025 meeting.

**2025-049.** The next regular board meeting was scheduled for Thursday, May 8, 2025, at 6:00 PM.

**2025-050.** The meeting was adjourned at 9:07 PM.

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Secretary, Clay County Appraisal District