

**BOARD OF DIRECTORS  
HOWARD COUNTY APPRAISAL DISTRICT  
MEETING MINUTES  
April 14, 2021**

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The Board of Directors of the Howard County Appraisal District (HCAD) convened for their Regular Meeting on April 14, 2021 at 12:30 p.m. Directors present were Craig Wyrick, Scott Emerson, Mike Dawson and Tiffany Sayles; Mark Barr came in a few minutes after the meeting started. Richard Petree and Cara Nichols represented the HCAD.

**Opening of Meeting:**

Craig Wyrick, Chairman, called the meeting to order, announced that the meeting had been duly posted and that a quorum was present. The opportunity for public comments was offered by the Chairman. No public comments were made.

**Regular Business**

Scott Emerson moved to approve the Minutes of March 10, 2021. Mike Dawson seconded the motion; it was approved 3 to 0.

Craig Wyrick moved to approve the Bills and Financial Reports for March 2021. Mike Dawson seconded the motion; they passed 4 to 0.

Kevin Telchik presented the Audit Report for 2020. Mark Barr moved to accept the Audit Report for 2020. Scott Emerson seconded the motion; it passed 4 to 0.

Mark Barr moved to approve Stephens, Stephens, & Telchik for the 2021 Audit Contract. Scott Emerson seconded the motion. The motion carried 4 to 0.

**New Business**

Scott Emerson reported that the County informed him that Janitorial Services are not part of the lease agreement and they are not responsible for any Janitorial Services.

Craig Wyrick moved to approve bid from Andrea Hogan for Janitorial Services for Weekly at \$75 or Bi-Weekly at \$125 services, as needed. Scott Emerson seconded the motion. Motion passed 4 to 0.

Craig Wyrick moved to approve the 2020 Budget Amendments. Mark Barr seconded the motion. Motion passed 4 to 0.

Craig Wyrick moved to approve the 2021 Budget Amendments. Scott Emerson seconded the motion; they passed 4 to 0.



**Budget Workshop**

The Board reviewed and discussed the Proposed Budget for 2022. Mr. Petree explained the increases or decreases from different line items in the previous year's budget. He answered questions from the Board and from taxpayers in attendance. Changes were made at the Board's request following the Audit Report and approval of Janitorial Services. Board Authorized Carryover from Surplus was changed from \$330,000 to \$341,281, and Janitorial Services was changed from \$3,000 to \$3,900. There was a significant increase in the Budget for potential salary increases based on performance. Craig Wyrick stated he could support the potential raises only if the Chief Appraiser submitted a written request to the Board for review and the Board authorized the salary increase on a case by case basis. Mark Barr had some concerns with this, stating that the Chief Appraiser should have control over salary increases, not the Board. Craig Wyrick stated that the Board was responsible for setting and maintaining the Budget. Richard Petree said he could accept Craig Wyrick's suggestion to bring any salary increases to the Board for prior approval. Craig Wyrick moved to approve the changes to the Proposed Budget for 2022. Motion was seconded by Mike Dawson; they passed 4 to 0.

The 2022 Public Budget Hearing will be May 12, 2021 at 12:30 PM.

**Chief Appraiser Report**

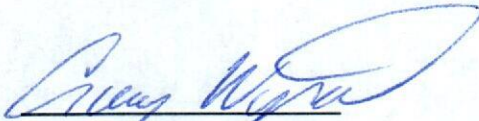
Mr. Petree reported that all three appraisers are doing an excellent job and have worked diligently to complete the field work of appraisals and taking pictures of each property in BSISD. Notices will be going out around the second week of May.

Mr. Petree informed the Board that there are still two lawsuits, Sleep Inn and The Reserves, and an arbitration, McDonald's pending.

Mr. Petree reported no changes in the Budget at this time.

No adverse finding were reported by Mr. Petree that would affect the Appraisal District.

The Chairman adjourned the Meeting at 2:25 PM

  
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Craig Wyrick, Chairman

  
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