

Hood Central Appraisal District
Board of Directors Meeting
1902 W. Pearl St
Granbury, Texas 76048


County Clerk, Hood County, TX

Notice is hereby given that on October 16, 2025, the Board of Directors of the Hood Central Appraisal District will meet in open session for a called meeting beginning at 5:00 p.m. at 1902 W. Pearl St., Granbury, Texas

AGENDA

The public is welcome to address the Board of Directors during the public comment period under agenda Item 3 regarding any item on the agenda listed on the agenda for consideration and action, or any other issues under the Board's jurisdiction. During the Public Comments period, the Chairman will allow each speaker three minutes in which to speak. The Board may not respond to comments regarding the items not on the agenda.

1. **Call to Order**
2. **Verify the Presence of a Quorum**
3. **Recognize Visitors; Hear Public Comments**
4. **Recess to executive session pursuant to the Texas Government Code**
 - a. Section 551.071(1)(a) and (2) Consultation with general counsel regarding contemplated litigation: budget amendment process
5. **Return to open session for possible action on items deliberated on in executive session**
6. **Action Items**
 - a. Consent Action Items:
 - i. Action regarding approval of the Board of Director's meeting minutes from the September 18, 2025 meeting
 - ii. Action regarding approval of the financial statements from September 2025
 - b. General Action Items:
 - i. Discuss and consider taking action to approve the appointment of an Agricultural Advisory Board pursuant to Texas Property Tax Code Section 6.12
 - ii. Discuss and consider taking action to approve an expenditure of \$3,570.00 to BIS Consulting for the set up and implementation of a domain controller
 - iii. Discuss and consider taking action to authorize the Chief Appraiser to begin the budget amendment process
 - iv. Discuss and consider taking action to accept a bid and approve an expenditure for building maintenance: Gutter installation and facia repairs
7. **Information Items**
 - a. Report from the Chief Appraiser
 - Update on Board of Directors Appointment Process
8. **Propose Future Agenda Items; Set Next Meeting Date; Adjourn**
 - a. Proposed next regular meeting date: November 20, 2025

As authorized by Texas Government Code Section 551.071(2) the Board may convene into executive session for the purpose of seeking confidential legal advice from general counsel for any agenda item listed herein.

Consent Action Item 6(a)(i):

Board Action Requested

It is requested the Board take action to approve the meeting minutes from the Hood Central Appraisal District Board of Directors meeting from September 18, 2025

Staff Recommendation:

Move to accept the consent agenda.

Hood Central Appraisal District
Board of Directors Meeting
September 18, 2025

This meeting was conducted "in person" and in compliance with the Open Meetings Act as written in statute. A quorum of the members of the Board attended in person at the HCAD Office.

These minutes are a summary of the only subjects the Board addressed and the actions it took.

Members Present:

Rick Frye, Chairman, Presiding Officer
Rod Litke
Scott Bradley
Richard Hoefs

Members Not Present:

Mark McDonald

Also Participating:

Jeff Law, Chief Appraiser

Mr. Frye called the meeting to order at 5:00PM., verified a quorum was present, and that the notice was posted timely. The board took up the following agenda items:

3. Recognize Visitors; Hear Public Comments

0 members of the public spoke.

4. Action Items

a. Consent Agenda Items

- i. Action regarding approval of Board of Director's meeting minutes from August 21, 2025 meeting
- ii. Action regarding approval of the financial statements from August 2025
- iii. Action regarding approval of an invoice from Pritchard & Abbott in the amount of \$23,750 for mineral appraisal
- iv. Action regarding approval of an invoice from SHI Government Solutions in the amount of \$6,252.00 for Microsoft 365 subscription
- v. Action Regarding approval of an invoice from Southwest Data Solutions in the amount of \$30,000 for estimated postage pre-payment for 2025 tax statements

- vi. Action Regarding approval of an invoice from Roberts & McGee, CPA PLLC for auditing services rendered for year ended 2024

Richard Hoefs made a motion to approve the consent agenda items as presented. Scott Bradley seconded the motion. Motion carried 4-0

b. General Action Items

- i. Discuss and consider taking action to approve the 2025-2026 Hood Central Appraisal District Holiday Schedule

Scott Bradley made a motion to accept the 2025-2026 holiday schedule as presented Richard Hoefs seconded the motion. Motion carried 4-0

- ii. Discuss and consider taking action to refund the 2024.excess proceeds to the entities in proportion to the allocations

Scott Bradley made a motion to refund \$79,912.88 to the taxing units of Hood County on a proportional basis. Richard Hoefs seconded the motion. Motion carried 4-0

- iii. Discuss and consider taking action to purchase new CPUs

Rod Litke made a motion to authorize the Chief Appraiser to purchase and install (up to 20) desktop computers from BIS Consulting, for an amount not to exceed \$33,500. Richard Hoefs seconded the motion. Motion carried 4-0

5. Information Items

a. Report from Chief Appraiser

- Chief Appraiser Law gave a status report regarding the forensic audit: Auditors are still in phase 2 of the audit and expect to begin drafting the report in the near future.

8. Propose Future Agenda Items; Set Next Meeting Date; Adjourn

No items were proposed. The next regular meeting was announced as Thursday, October 16, 2025. The meeting was adjourned at 5:40PM.

Rod Litke, Secretary

Consent Action Item 6(a)(ii):

Board Action Requested

It is requested the Board take action to approve the financial statements from September 2025.

Staff Recommendation:

Move to accept the consent agenda.

Hood Central Appraisal District
Statement of Revenue & Expenditures
Year-to-Date Performance, September 2025 - current month

	<i>9 Months Ended September 30, 2025</i>	<i>Annual Budget</i>	<i>Unused</i>	<i>% Used</i>
Revenue				
Cresson Crossroads MUD 2	3,173.82	3,173.82	0.00	100.0 %
City of Granbury	227,433.04	227,431.04	(2.00)	100.0 %
City of Lipan	2,432.12	2,432.13	0.01	100.0 %
City of Tolar	12,718.00	12,717.98	(0.02)	100.0 %
Granbury ISD	1,908,691.44	1,908,691.44	0.00	100.0 %
Lipan ISD	45,405.24	45,405.24	0.00	100.0 %
Tolar ISD	112,347.28	112,347.27	(0.01)	100.0 %
Bluff Dale ISD	2,213.52	2,213.50	(0.02)	100.0 %
Godley ISD	9,324.28	9,324.29	0.01	100.0 %
Glen Rose ISD	9,229.68	9,229.69	0.01	100.0 %
Hood County	720,925.32	720,925.32	0.00	100.0 %
Revenue-Maps	40.00	200.00	160.00	20.0 %
Revenue-Data Sales	2,560.00	6,000.00	3,440.00	42.7 %
Revenue-Tax Sale Certificate	60.00	300.00	240.00	20.0 %
Interest All Accounts	11,214.47	15,000.00	3,785.53	74.8 %
Miscellaneous Revenue	1,171.74	0.00	(1,171.74)	
TOTAL Revenue	3,068,939.95	3,075,391.72	6,451.77	99.8 %
	3,068,939.95	3,075,391.72	6,451.77	99.8 %
	3,068,939.95	3,075,391.72	6,451.77	99.8 %
Expenditures				
Salaries	1,086,000.71	1,498,260.00	412,259.29	72.5 %
Service Incentive	0.00	16,282.00	16,282.00	
Payroll Taxes	88,103.08	126,964.00	38,860.92	69.4 %
SUTA - State Unemployment	0.00	2,457.00	2,457.00	
Group Health Insurance	215,191.09	296,015.00	80,823.91	72.7 %
Workmens Compensation	136.32	5,500.00	5,363.68	2.5 %
Retirement	124,492.92	195,305.00	70,812.08	63.7 %
Aerial Photography Services	56,263.20	58,000.00	1,736.80	97.0 %
Salary Supplement /Auto	82,088.69	113,000.00	30,911.31	72.6 %
Entity Refund 2024	79,912.87	0.00	(79,912.87)	
Appraisal Review Board	18,037.46	24,500.00	6,462.54	73.6 %
Arbitration Expense	0.00	7,500.00	7,500.00	
ARB Attorney	600.00	1,500.00	900.00	40.0 %

**9 Months Ended
September 30, 2025**

		Annual Budget	Unused	% Used
Appraisal Services P/A	71,250.00	95,000.00	23,750.00	75.0 %
Third Party Appraisals	0.00	7,500.00	7,500.00	
Audit Services	97,757.59	20,000.00	(77,757.59)	488.8 %
Payroll Services	3,372.68	3,090.00	(282.68)	109.1 %
Building Maintenance	2,524.51	12,020.00	9,495.49	21.0 %
Capital Outlay	0.00	10,000.00	10,000.00	
Building Renovation and Alteration	0.00	65,000.00	65,000.00	
Appr/Coll Software	83,437.72	79,061.00	(4,376.72)	105.5 %
Contingency Fund	0.00	40,000.00	40,000.00	
Equip Rental	7,858.43	9,940.00	2,081.57	79.1 %
Insurance-Bldg/Contents	2,463.00	2,200.00	(263.00)	112.0 %
Insurance-C/A Honesty Bond/Ntr	655.80	1,100.00	444.20	59.6 %
Insurance- Cyber Security	1,875.00	1,000.00	(875.00)	187.5 %
Insurance-Directors Liability	3,396.00	2,900.00	(496.00)	117.1 %
Insurance-Public Emp Crime	1,377.00	1,000.00	(377.00)	137.7 %
Janitorial Services	9,992.59	15,590.00	5,597.41	64.1 %
Legal Services	31,392.00	125,000.00	93,608.00	25.1 %
General Legal Counsel	2,487.35	10,000.00	7,512.65	24.9 %
Misc Supplies	1,821.56	6,424.00	4,602.44	28.4 %
Printing Services	3,265.20	19,610.00	16,344.80	16.7 %
Office Supplies	9,019.94	14,914.00	5,894.06	60.5 %
Postage	40,269.73	81,564.00	41,294.27	49.4 %
Public & Legal Notices	4,900.05	11,200.00	6,299.95	43.8 %
Software-Financial	104.57	2,000.00	1,895.43	5.2 %
Software Mapping	8,220.48	6,600.00	(1,620.48)	124.6 %
TNT Software	2,500.00	3,370.00	870.00	74.2 %
NexisLexis Software	840.00	0.00	(840.00)	
Microsoft 365	6,418.27	3,251.00	(3,167.27)	197.4 %
SW Data ARB Protest Software	3,500.00	3,500.00	0.00	100.0 %
Quick Books Software	0.00	720.00	720.00	
Travel	9,252.69	17,190.00	7,937.31	53.8 %
Training	8,123.58	11,843.00	3,719.42	68.6 %
Membership/Subscriptions/Fees	12,218.21	14,960.00	2,741.79	81.7 %
Utilities-Electricity	4,385.92	10,080.00	5,694.08	43.5 %
Utilities-Sewer	462.09	840.00	377.91	55.0 %
Utilities-Telephone	14,197.17	10,524.00	(3,673.17)	134.9 %
Utilities-Water	355.71	840.00	484.29	42.3 %
Information Technology/Hardware	13,081.52	9,340.00	(3,741.52)	140.1 %
Information Technology Consulting	27,726.66	935.00	(26,791.66)	2965.4 %
TOTAL Expenditures	2,241,329.36	3,075,389.00	834,059.64	72.9 %
Program Revenue over Expenditures	827,610.59	2.72	(827,607.87)	126859.9 %

	<i>9 Months Ended September 30, 2025</i>	<i>Annual Budget</i>	<i>Unused</i>	<i>% Used</i>
	827,610.59	2.72	(827,607.87)	126859.9 %
Excess of Revenue over Expenditures	827,610.59	2.72	(827,607.87)	126859.9 %

Hood Central Appraisal District

Statement of Assets & Liabilities

September 2025

Assets

Current Assets		
Operating Fund Cash	1,227,658.80	
Cash On Hand Tax	1,300.00	
Due from Funding Sources	2,307.42	
Due from Agency Fund	5,120.02	
Utility Deposit	75.00	
TOTAL Current Assets	1,236,461.24	
TOTAL Assets		1,236,461.24

Liabilities

Current Liabilities		
Accounts payable	89,210.70	
AFLAC Payable	1,394.58	
Deferred Revenue	2,305.42	
Due to Agency Fund	(1.00)	
Insurance Payable	6,361.07	
Retirement Payable NACO	2,941.20	
Retirement Payable TCDRS	10,607.56	
Collections Payable	(11,351.13)	
Interest Income Payable	11,351.13	
TOTAL Current Liabilities	112,819.53	
TOTAL Liabilities		112,819.53

Fund Balance

General Balance	296,031.12	
Excess of Revenue over Expenditures	827,610.59	
TOTAL Fund Balance	1,123,641.71	
TOTAL Liabilities & Fund Balance		1,236,461.24

Hood Central Appraisal District

Accounts Payable Detail Report

(Report period: September 1, 2025 to September 30, 2025)

8:55 am

Transaction	Date	Due Date	Reference	Transaction Amount	Original Balance	Current Balance
AFLAC	AFLAC					
330826	09/19/25	Close	AFLAC		1163.58	CK004360
CK004360	09/19/25		Payment	1163.58		
Vendor Total					1163.58	0.00
AT&TMOBILE	AT&T Mobility					
09022025	09/08/25	Close	Mobile Phones		189.53	CK004350
CK004350	09/08/25		Payment	189.53		
Vendor Total					189.53	0.00
BIS	BIS Consulting, LLC					
13981	09/19/25	Close	5 Computer Per BO		10060.00	CK004361
CK004361	09/19/25		Payment	10060.00		
Vendor Total					10060.00	0.00
BLUFFISD	Bluff Dale ISD					
ENTITY REFUND 2024	09/26/25	Close	ENTITY REFUND		54.58	CK004380
CK004380	09/26/25		Payment	54.58		
Vendor Total					54.58	0.00
BOOMER	Meg Boomer					
REIMBURSE 9/19	09/19/25	Close	Donuts for 101&10		29.80	CK004362
CK004362	09/19/25		Payment	29.80		
Vendor Total					29.80	0.00
CARD	Card Service Center					
08/09-09/07	09/19/25	Close	Credit Card		228.52	CK004363
CK004363	09/19/25		Payment	228.52		
Vendor Total					228.52	0.00
CITYGRANBURY	City of Granbury					
ENTITY REFUND 2024	09/26/25	Close	ENTITY REFUND		6021.08	CK004381
CK004381	09/26/25		Payment	6021.08		
Vendor Total					6021.08	0.00
CITYOFLIPAN	City of Lipan					
ENTITY REFUND 2024	09/26/25	Close	ENTITY REFUND		63.85	CK004382
CK004382	09/26/25		Payment	63.85		
Vendor Total					63.85	0.00

Hood Central Appraisal District

Accounts Payable Detail Report

(Report period: September 1, 2025 to September 30, 2025)

8:55 am

Transaction	Date	Due Date	Reference	Transaction Amount	Original Balance	Current Balance
CITYTOLAR City of Tolar						
ENTITY REFUND 2024	09/26/25	Close	ENTITY REFUND		301.99	CK004383
CK004383	09/26/25		Payment	301.99		
Vendor Total					301.99	0.00
COSTAR COSTAR REALTY INFORMATION INC						
122664694	09/19/25	Close	Appraial Software		467.42	CK004364
CK004364	09/19/25		Payment	467.42		
Vendor Total					467.42	0.00
COVINGTON Covington Services, LLC						
44826	09/19/25	Close	Alarm Monitoring		29.99	CK004365
CK004365	09/19/25		Payment	29.99		
Vendor Total					29.99	0.00
CRESSON MUD Cresson Crossroads MUD #2						
ENTITY REFUND 2024	09/26/25	Close	ENTITY REFUND		59.11	CK004384
CK004384	09/26/25		Payment	59.11		
Vendor Total					59.11	0.00
FIDLER John Fidler						
LEVEL III REVIEW	09/05/25	Close	Perdiem		245.00	CK004347
MILEAGE TOLL	09/19/25	Close	Level III Rev. & Te		303.58	CK004366
CK004347	09/05/25		Payment	245.00		
CK004366	09/19/25		Payment	303.58		
Vendor Total					548.58	0.00
GLENROSEISD Glen Rose ISD						
ENTITY REFUND 2024	09/26/25	Close	ENTITY REFUND		352.75	CK004385
CK004385	09/26/25		Payment	352.75		
Vendor Total					352.75	0.00
GODLEYISD Godley ISD						
ENTITY REFUND 2024	09/26/25	Close	ENTITY REFUND		314.77	CK004386
CK004386	09/26/25		Payment	314.77		
Vendor Total					314.77	0.00
GRANBURYISD Granbury ISD						
ENTITY REFUND 2024	09/26/25	Close	ENTITY REFUND		48916.02	CK004387
CK004387	09/26/25		Payment	48916.02		

Hood Central Appraisal District

Accounts Payable Detail Report

(Report period: September 1, 2025 to September 30, 2025)

Transaction	Date	Due Date	Reference	Transaction Amount	Original Balance	Current Balance
GRANBURYISD	Granbury ISD					(continued)
			Vendor Total		48916.02	0.00
GRANBURYUTIL	Granbury Mun. Utilities					
07/23/-08/21	09/05/25	Close	Utilities		265.98	CK004348
CK004348	09/05/25		Payment	265.98		
			Vendor Total		265.98	0.00
GUARDIAN	Guardian					
10/01-10/31	09/19/25	Close	Dental and Life		1201.89	CK004367
CK004367	09/19/25		Payment	1201.89		
			Vendor Total		1201.89	0.00
HCN	Hood County News					
00511317	09/08/25	Close	LipanISD Publicati		481.00	CK004351
00511318	09/08/25	Close	Hood County Publi		409.50	CK004351
00511316	09/08/25	Close	Tolar ISD Publicati		481.00	CK004351
00511315	09/08/25	Close	CityGranby Publica		409.50	CK004351
00511550	09/19/25	Close	City Tolar Pub		409.50	CK004368
CK004351	09/08/25		Payment	1781.00		
CK004368	09/19/25		Payment	409.50		
			Vendor Total		2190.50	0.00
HOODCOUNTY	Hood County					
ENTITY REFUND 2024	09/26/25	Close	ENTITY REFUND		20109.77	CK004388
CK004388	09/26/25		Payment	20109.77		
			Vendor Total		20109.77	0.00
JACKSONS	Susan Jackson					
8-23-8-27	09/05/25	Close	Mileage Conferenc		240.39	CK004349
KALAHARI	09/05/25	Close	Reimburse Room C		652.05	CK004349
CK004349	09/05/25		Payment	892.44		
			Vendor Total		892.44	0.00
JEFF	Jeff Law					
MILEAGE TAAO	09/08/25	Close	Mileage TAAO Co		206.33	CK004352
KALAHARI	09/08/25	Close	Reimburse Room T		463.05	CK004359
CK004352	09/08/25		Payment	206.33		
CK004359	09/08/25		Payment	463.05		
			Vendor Total		669.38	0.00

Hood Central Appraisal District

Accounts Payable Detail Report

(Report period: September 1, 2025 to September 30, 2025)

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Transaction	Date	Due Date	Reference	Transaction Amount	Original Balance	Current Balance
LEXISNEXIS	Lexis Nexis Risk Solutions FL Inc.					
1300174659	09/08/25	Close	LexisNexis Softwar		280.00	CK004353
CK004353	09/08/25		Payment	280.00		
Vendor Total					280.00	0.00
LIPANISD	Lipan ISD					
ENTITY REFUND 2024	09/26/25	Close	ENTITY REFUND		1147.56	CK004389
CK004389	09/26/25		Payment	1147.56		
Vendor Total					1147.56	0.00
NJDHS	Nichols, Jackson, Dillard, Hager &Smith					
61270	09/08/25	Close	Litigation		2585.00	CK004354
CK004354	09/08/25		Payment	2585.00		
Vendor Total					2585.00	0.00
PITNEY	Pitney Bowes Global Financial					
3321219721	09/08/25	Close	Folder Rental		424.74	CK004355
33212590105	09/19/25	Close	Mail Machine Rent		1104.15	CK004369
CK004355	09/08/25		Payment	424.74		
CK004369	09/19/25		Payment	1104.15		
Vendor Total					1528.89	0.00
PRITCHARD	Pritchard & Abbott					
INV-16471	09/19/25	Close	Per Contract BOD		23750.00	CK004370
CK004370	09/19/25		Payment	23750.00		
Vendor Total					23750.00	0.00
ROBERTSMCGEE	Roberts & McGee, CPA					
1395	09/19/25	Close	Audit 2024		6928.00	CK004371
CK004371	09/19/25		Payment	6928.00		
Vendor Total					6928.00	0.00
SHI	SHI Government Solutions					
GB00566270	09/19/25	Close	MS365 Host		6252.00	CK004372
CK004372	09/19/25		Payment	6252.00		
Vendor Total					6252.00	0.00
SPECTRUM	SPECTRUM					
242083001090125	09/08/25	Close	Ring Central		1294.38	CK004356
CK004356	09/08/25		Payment	1294.38		

Hood Central Appraisal District

Accounts Payable Detail Report

(Report period: September 1, 2025 to September 30, 2025)

Transaction	Date	Due Date	Reference	Transaction Amount	Original Balance	Current Balance
SPECTRUM	SPECTRUM					(continued)
			Vendor Total		1294.38	0.00
SPOTLESS	Spotless Shine					
32442	09/08/25	Close	Office Cleaning		975.00	CK004357
CK004357	09/08/25		Payment	975.00		
			Vendor Total		975.00	0.00
SWD	Southwest Data Solutions					
36187	09/19/25	Close	Monthly Maintenanc		5165.90	CK004373
36192	09/19/25	Close	Online Backup		150.00	CK004373
36147	09/19/25	Close	Est. Postage		27794.62	CK004373
CK004373	09/19/25		Payment	33110.52		
			Vendor Total		33110.52	0.00
TAAO	TAAO					
8111	09/19/25	Close	USPAP HOSTED		1780.00	CK004374
CK004374	09/19/25		Payment	1780.00		
			Vendor Total		1780.00	0.00
TJSERVICES	TJ Services					
11639	09/19/25	Close	Roll off Dumpster		703.63	CK004375
CK004375	09/19/25		Payment	703.63		
			Vendor Total		703.63	0.00
TOLARISD	Tolar ISD					
ENTITY REFUND 2024	09/26/25	Close	ENTITY REFUND		2571.39	CK004390
CK004390	09/26/25		Payment	2571.39		
			Vendor Total		2571.39	0.00
TURF WORKS	Turf Works Landscape					
093925	09/19/25	Close	Mowing		200.00	CK004376
CK004376	09/19/25		Payment	200.00		
			Vendor Total		200.00	0.00
UNITED	United Healthcare					
179488641369	09/19/25	Close	Group Health Insur		24088.00	CK004377
CK004377	09/19/25		Payment	24088.00		
			Vendor Total		24088.00	0.00

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Hood Central Appraisal District

Accounts Payable Detail Report

(Report period: September 1, 2025 to September 30, 2025)

Transaction	Date	Due Date	Reference	Transaction Amount	Original Balance	Current Balance
WC	WC of Texas					
3608271V193	09/08/25	Close	Trash Pickup		48.62	CK004358
CK004358	09/08/25		Payment	48.62		
Vendor Total					48.62	0.00
WISECHEM	Wise/Chem Safe Pest Control					
330489	09/19/25	Close	Pest Control		125.00	CK004378
CK004378	09/19/25		Payment	125.00		
Vendor Total					125.00	0.00
XEROX	Xerox Corp					
024266911	09/19/25	Close	Copier Rental		123.51	CK004379
024266912	09/19/25	Close	copier rental		123.51	CK004379
CK004379	09/19/25		Payment	247.02		
Vendor Total					247.02	0.00
Report Total					201746.54	0.00

September 2025 Financials - Non-routine Payments

Check #	Payee	Explanation
4361	BIS Consulting	Five workstations approved by BOD
4362	Meg Boomer	Reimburse Donuts Course 101 & 102 Hosting
4331	Card Service Center	Web Hosting, PSI Exam John Level III Test, Renewal Angela TDLR Kitchen Bathroom Supplies
4347, 4366	John Filder	Mileage Perdiem Level III Review and Test
4351	Hood County News	Publications for Entities Tax Rates
4349	Susan Jackson	Mileage & Room Reimburse TAAO Conference Austin
4352,4359	Jeff Law	Mileage & Room Reimburse TAAO Conference Austin
4354	Nichols, Jackson, Dillard	Real Restoration, Texaes Hote, Amy Burks, Walgreens Co Luton Ranch, Store House Storage
4371	Roberts McGee	2024 Financial Audit
4372	SHI Government Solutions	Microsoft 365 Hosting Payment
4,373	Southwest Data Solutions	Postage Estimate 2025 Tax Statement Mailing
4375	TJ Services	Roll off Dumpster
Note:	Refund of Excess 2024 Funds	Checks 4380-4390

General Action Item 6(b)(i):

Board Action Requested

It is requested the Board take action to approve Agricultural Advisory Board pursuant to Texas Property Tax Code Section 6.12

Background Information:

Texas Property Tax Code Section 6.12 requires the Board of Directors of each appraisal district to appoint an Agricultural Advisory Board. The purpose of this board is to advise the Chief Appraiser on the valuation and use of land designated for agricultural purposes and to provide local insight on typical agricultural practices within the district.

The Agricultural Advisory Board must consist of three members, each of whom must have been residing in the district for at least five years and be actively engaged in agricultural activities within the district. Members serve two-year staggered terms, as prescribed by statute.

Establishing or renewing appointments to the Agricultural Advisory Board ensures compliance with statutory requirements and supports accurate, equitable appraisal of agricultural land in Hood County.

Currently, Hood Central Appraisal District Agricultural Advisory Board is as follows:

Royce Swaim is serving a term of 2024-2025

Donald Holland is serving a term of 2024-2025

Larry Avery is serving a term of 2025-2026

All members have expressed a willingness to serve additional terms.

Staff Recommendation:

Move to approve the appointment of an Agricultural Advisory Board

General Action Item 6(b)(ii):

Board Action Requested

It is requested the Board discuss and consider taking action to approve an expenditure of \$3,570 to BIS Consultants for the set up and implementation of a domain controller.

Background Information:

The District's IT support provider BIS Consulting has recommended the implementation of a domain controller to strengthen the Hood Central Appraisal District's network environment and improve overall system security. This recommendation follows an evaluation of the District's current server and CAMA system configuration by a Level 3 technician.

Establishing a domain controller will enhance security, centralize user and device management, and align the District's network infrastructure with current industry best practices for appraisal and tax offices. The domain controller will allow for centralized control of user access, passwords, and device policies, improve onboarding and offboarding efficiency, and facilitate secure remote management and troubleshooting.

The addition of this infrastructure will also improve scalability as the District's operations continue to grow and technology demands increase.

The proposed cost for implementation is **\$3,570** which includes all configuration, installation, and setup labor. The vendor has provided a discounted rate for this lighter implementation and waived all travel fees, as work will be completed during scheduled onsite workstation setup.

Staff Recommendation:

Move to approve the expenditure of \$3,570 for the setup and implementation of a domain controller to enhance network security, management, and efficiency.



BIS Consultants

14802 Venture Dr.
Farmers Branch, Texas 75234
800-247-9045
bisconsultants.com
sales@bisconsultants.com

Estimate #18228

SENT

Hood CAD
(817) 573-2471
1902 W. Pearl St.
Granbury, TX 76048-1873

Date: Oct 3, 2025
Expiration Date: Nov 2, 2025
Status: Sent

Item	Unit Price	Quantity	Taxed	Amount
Microsoft Windows Server 2022 Standard - License - 16 cores	\$1,050.00	1	No	\$1,050.00
Microsoft Windows Server 2022 Standard - License - 16 cores				
Hardware Switch - Network Switch	\$120.00	1	No	\$120.00
8 port managed switch				
IT Services IT Set Up Fee One Time Fee	\$2,400.00	1	No	\$2,400.00
Scope of work - Setup and configure switch - Create a Domain Controller virtual machine and setup network roles - Migrate all existing data to a new server and set permissions and shares - Create a virtual machine and then transfer over all SQL data (3TBs of Data) - Test all connections				

Thank you for your business!

Subtotal

\$3,570.00

Total

\$3,570.00

General Action Item 6(b)(iv):

Board Action Requested

It is requested the Board take action to accept a bid and approve an expenditure for building maintenance: Gutter installation and fascia repairs

Background Information:

The District has received bids for necessary building maintenance, including the installation of new gutters and repairs to damaged fascia. These improvements are required to preserve the integrity of the building structure and prevent further weather-related damage.

Staff Recommendation:

Move to accept the bid from _____ in the amount of _____ for building maintenance: Gutter installation and fascia repairs



Sharp Seamless Gutters

140 Classic Country Court | Springtown, Texas 76082
(682) 715-3376 | sharpseamlessgutters@gmail.com | www.sharpseamlessgutters.com

RECIPIENT:

Meg Boomer
1902 West Pearl Street
Granbury, Texas 76048

Estimate #1426

Sent on Oct 08, 2025

Total \$6,320.00

Product/Service	Description	Qty.	Unit Price	Total
6 inch commercial 032 gauge seamless gutters	This quote is for 6 inch Gutter's in the heavier gauge metal. For a long lasting performance without tearing due to thermal expansion	351	\$10.00	\$3,510.00
4 x 5 commercial downspout	Because of the limited downspout placement options because we want to avoid dumping water on the side of the building, it was flooding. I have opted for the large downspouts so we can have fewer of them.	140	\$14.00	\$1,960.00*
Fascia Repairs	Re-fasten vertical wall panels. Also repair or replace as necessary 1x6 trim and apply paint to match building exterior left side and back. And add new trim, caulk and paint. Above flashing above metal roof.	1	\$850.00	\$850.00

* Non-taxable

Total \$6,320.00

Attachments

View online <https://l.jbbr.io/WDkwaxs>

- 📎 5528ED14-6D47-4625-A458-086EBDB3125B.jpg
- 📎 7AB31AC7-DC95-4961-B8F7-51FA1928159E.jpg
- 📎 5A77A1F9-D417-4079-983F-88792662B2BD.jpg
- 📎 F4B876DF-4153-4AA6-9E02-3C0650E5ACCB.jpg



Sharp Seamless Gutters

140 Classic Country Court | Springtown, Texas 76082
(682) 715-3376 | sharpseamlessgutters@gmail.com | www.sharpseamlessgutters.com

Images

View online <https://l.jbbr.io/WDkwaxs>



Reviews

Shelley Brandt



Very easy to work with! Very happy with this company, highly recommend!

Deb Wood



My neighbor was getting an estimate for her gutters and I walked over and asked Jonathan if he would come look at my house. I had no idea he would give me a quote within minutes while still on site. I'm a Property Adjuster, so I know a thing or two about what gutters should cost, what good installation looks like and how a professional salesperson should act. Check, check and check. I'm very satisfied. I highly recommend Sharp Seamless Gutters.

philip fabian



Wonderful. Professional, fast! Seamless, couldnt have asked for more

Meg,

This is Alex from Sharp Seamless Gutters.

Attached is the quote you requested. Upon inspection, I found that most of the wood is in good condition; however, it has become loose near the top. We will secure it back in place with the siding gun and apply caulk in the affected areas along the left side and back where the wood appears wavy. Additionally, there is some deterioration on the siding above the metal roof where the roof lines converge. I will trim this section and install a new piece of trim, followed by caulking and painting it to match the existing finish.

Regarding the gutter system, due to the long exposed runs in the Texas heat, standard 027 gauge metal is prone to buckling. Therefore, I have quoted you for 032 gauge commercial-grade aluminum, which will provide a more durable solution. To address the flooding issues you experienced, I have increased the size of the downspouts to accommodate the water capacity from the roof, 4 x 5 commercial downspouts to limit their locations along the sides of the building.

Thank you for the opportunity to provide this bid. We look forward to your response and are here to assist with any questions



Sharp Seamless Gutters

140 Classic Country Court | Springtown, Texas 76082
(682) 715-3376 | sharpseamlessgutters@gmail.com | www.sharpseamlessgutters.com

you may have.

Best regards,
Alex
Sharp Seamless Gutters

Please also keep in mind that we are a fully insured company. All of our installers are covered by our Workmen's Compensation Insurance policy and we carry a \$2 million general liability policy so you can rest assured when we are working on your project.

Payment is due immediately upon job completion. We offer many types to best serve you. We look forward to helping you with your project. If you have any questions please give me a call or email. This quote is valid for the next 30 days, after which values may be subject to change. Thank you for your time and consideration.

Payment in full is due within 7 calendar days of the completion of gutter installation. By accepting our services, you agree to these terms.

If payment is not received within 7 days, Sharp Seamless Gutters reserves the right to automatically charge the credit/debit card on file for the full invoice amount. Failure to remit payment may also result in late fees, interest charges, and collection actions as permitted by law.

If you have any questions regarding your invoice or payment, please contact us immediately.

Thank you for choosing Sharp Seamless Gutters.

Signature: _____ Date: _____

Estimate

Estimate no.: 569
Estimate date: Oct 10, 2025



From

Roof Ninjas LLC
ian@roofninjas.org
8172409754
Roofninjas.org
Scenic Glen drive Mansfield ,
Texas

Bill to

Hood County Appraisal District
8175732471
1902 W Pearl St. Granbury, TX

DESCRIPTION	RATE, USD	QTY	AMOUNT, USD
Gutter and downspout installation Full wrap 5" gutters with 2x3 downspouts/ seamless. Any color option excluding copper	\$7.20	448.00	\$3,225.60
Fascia repairs Repairs on all damaged or rotted fascia boards. Caulk, prime and paint same color as existing. 40 ft in total.	\$45.00	40.00	\$1,800.00
		Total:	\$5,025.60

Meg Boomer

From: Ian Gillespie <ian@roofninjas.org>
Sent: Thursday, October 9, 2025 11:32 AM
To: Meg Boomer
Subject: Gutter and fascia estimate

Hello Meg,

In my professional opinion, I do not believe a complete replacement is necessary. I would advise against replacing everything if it is not required. Once the gutters are installed, they will catch the water that was originally dripping on the fascia, causing damage. I have included both estimates for your consideration just in case you guys decide to anyways!

Additionally, I noticed that a roof adjuster recently inspected your roof and found significant damage. If you would like, I can provide a roofing estimate as well. We upgrade all roofs to a Class 3 impact-resistant roof with a 30-year manufacturer warranty and a 10-year labor warranty.

Thank you,
Ian Gillespie

Estimate

Estimate no.: 569
Estimate date: Oct 10, 2025



From

Roof Ninjas LLC
ian@roofninjas.org
8172409754
Roofninjas.org
Scenic Glen drive Mansfield ,
Texas

Bill to

Hood County Appraisal District
8175732471
1902 W Pearl St. Granbury, TX

DESCRIPTION	RATE, USD	QTY	AMOUNT, USD
Gutter and downspout installation Full wrap 5" gutters with 2x3 downspouts/ seamless. Any color option excluding copper	\$7.20	448.00	\$3,225.60
Fascia replacement Replacement of all 1x6 fascia boards with smart board. Caulk, prime and paint same color as existing. 340 ft in total.	\$340.00	12.36	\$4,202.40
Total:			\$7,428.00