

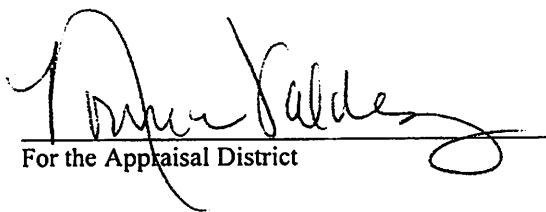
NOTICE OF A MEETING OF THE WARD COUNTY APPRAISAL DISTRICT BOARD OF DIRECTORS

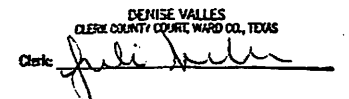
Notice is hereby given that the Board of Directors of the Ward County Appraisal District will meet on **May 12, 2025 at 12:00 Noon at 808 South Betty, Monahans.**

AGENDA

- I. Declare quorum and call to order
- II. Comments from the Public
- III. Approval of Minutes of Previous Meeting
- IV. Approval of District Expenses and Financial Report
- V. Discussion and Act on Retirement Plan for 2026
- VI. Consider and Act on Approving A Contract with Pritchard & Abbott Inc for Mapping/GIS Firm
- VII. Consider and Act on Approving a Contract with Pritchard & Abbot Inc for Mineral-Industrial-Utility-Personal Property
- VIII. Chief Appraiser's Report on Appraisal District Operations
- IX. Adjourn

This notice was posted in a place convenient to the public at the Ward County Appraisal District Office and at the Ward County Courthouse on May 8, 2025.


For the Appraisal District

POSTED
Time: 5:25 pm
MAY 08 2025
DENISE VALLES
CLERK COUNTY COURT, WARD CO., TEXAS
Clerk: 

Minutes of a meeting of the **Ward County Appraisal District Board of Directors** held on, **April 14, 2025** at 808 S. Betty Ave., Monahans, Texas.

Members Present: Vicki Heflin, Nancy Upchurch, Steve Tuxhorn, Criselda Cordova

Member Absent: Camilla Blum

Others Present: Chief Appraiser- Norma Valdez, Maria Venzor, Jasmine Ponce

Chairwoman Vicki Heflin called the meeting to order at **12:01 P.M.**

No comments from the public were made.

A motion was made by Steve Tuxhorn, seconded by Nancy Upchurch, that the minutes of the March 10, 2025 meeting be approved. On vote, the motion passed with 3 votes in favor and 2 abstention.

Chief Appraiser Norma Valdez, requested approval of District expenses and Financial reports. A motion was made by Vicki Heflin, seconded by Criselda Cordova to approve the financial reports:

March (Checks# 9958-9984)

in the amount of \$27,902.98

On vote, the motion passed unanimously.

Chief Appraiser Norma Valdez, advised the Board of the Appraisal Districts Operations:

- Annual Report for 2024 was presed to the Board of Directors.
- Chief Appraiser informed the board of the preparation of the preliminary values (mineral value may be lower than last year.
- Hospital District update for Notices that will be sent on May 9th
- Garrett Mills Appraiser is finishing up the year on appraising.
- Information on a proposed law that may require an election of the Board of Directors. May need to add to budget for a possible election.

Upon discussion, the next meeting was set for May 12, 2025 @ 12:00 p.m.

Having no further business to discuss, the meeting was motioned to adjourn by Nancy Upchurch, seconded by Vicki Heflin at **12:25 P.M.**

Chairman, Board of Directors

Secretary, Board of Directors

	BUDGET	RECAP	April			
ACCT-DESCRIPTION	2025 BUDGET	MONTHLY EXPENSES	YTD EXPENSES	MONTHLY CREDITS	YTD CREDITS	YTD BALANCE
2000-CHIEF APPRAISER	91,572.00	7,631.00	30,524.00			61,048.00
2006-EMPLOYEE'S SALARIES	155,202.00	8,643.50	37,950.02		-	117,251.98
		-	-	-	-	-
		-	-	-	-	-
2014-RETIREMENT	58,500.00	2,783.10	11,681.74			46,818.26
2016-HEALTH & LIFE	33,454.00	2,351.12	9,413.22	-	-	24,040.78
6560-MEDICARE	3,272.00	247.74	1,039.86	-	-	2,232.14
2020-WORKERS COMP	1,050.00	-	-			1,050.00
2021-LONGEVITY	9,723.00	810.18	3,236.88	-	-	6,486.12
TOTALS	352,773.00	22,466.64	93,845.72	-	-	258,927.28
3000-OFFICE SUPPLIES	3,000.00	-	615.02	-	-	2,384.98
3002-POSTAGE	8,500.00	-	607.20	-	-	7,892.80
3004-PUBLICATIONS	3,000.00	-	1,711.28	-	-	1,288.72
3006-LEGAL	10,000.00	2,162.00	2,373.50	-	-	7,626.50
3007-AUDIT	8,500.00	-	-	-	-	8,500.00
3008-OFFICE MACHINES	7,500.00	-	1,102.05	-	-	6,397.95
3010-BUILDING EXPENSE	5,000.00	345.77	826.43	-	-	4,173.57
3014-UTILITIES	7,500.00	513.50	2,361.48	-	-	5,138.52
3016-JANITORIAL	3,600.00	360.00	1,080.00	-	-	2,520.00
3018-TELEPHONE	12,840.00	967.96	4,160.93	-	-	8,679.07
3020-PROFESSIONAL DUES	1,700.00	100.00	140.00	-	-	1,560.00
3022-BOND INSURANCE	500.00	-	-	-	-	500.00
3024-BOARD/CA EXPENSE	1,500.00	-	198.36	-	-	1,301.64
3026-LIABILITY INS.	4,825.00	-	-	-	-	4,825.00
TOTALS	77,965.00	4,449.23	15,176.25	-	-	62,788.75
4002 COMPUTER SERVICES	-	-	-	-	-	-
4004 COMPUTER EQUIPMENT	-	-	-	-	-	-
TOTALS	-	-	-	-	-	-
5000-ARB	3,300.00	-		-	-	3,300.00
5002-MINERAL CONTRACT	409,505.00	42,031.25	147,180.53	-	-	262,324.47
5004-MAPS & RECORDS	18,000.00	3,304.65	6,609.30	-	-	11,390.70
5006-EDUCATION & TRAVEL	12,000.00	-	5,428.60	-	-	6,571.40
5008-VEHICLE EXPENSE	4,500.00	-	436.80	-	-	4,063.20
TOTALS	447,305.00	45,335.90	159,655.23	-	-	287,649.77
6000-CAPITAL EXPENSE	-	-	-	-	-	-
6002-CONTINGENCY	2,500.00	-	-	-	-	2,500.00
TOTALS	2,500.00	-	-	-	-	2,500.00
		-				

TOTAL BUDGET	880,543.00	72,251.77	268,677.20	-	-	611,865.80
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6:40 PM

04/30/25

Accrual Basis

WARD COUNTY APPRAISAL DISTRICT

Account QuickReport

As of April 30, 2025

Date	Num	Name	Memo	Split	Amount
CITY BANK					
04/04/2025		NewLane Finance ...	Customer #1...	3018 · Teleph...	-189.25
04/14/2025	9994	Low Swinney Evans...		3006 · Legal	-2,162.00
04/15/2025	9985	Ponce, Jasmine		-SPLIT-	-1,665.70
04/15/2025	9986	Valdez, Norma		-SPLIT-	-3,336.40
04/15/2025	9987	Venzor, Maria		-SPLIT-	-1,997.41
04/15/2025	9988	Texas Dept. of Lice...		3020 · Profess...	-100.00
04/15/2025	9989	City of Monahans	Acct #07-088...	3014 · Utilities	-69.55
04/15/2025	9990	Pritchard & Abbott I...		-SPLIT-	-45,335.90
04/15/2025	9991	Blue Sky Weed & P...	Inv # 1405	3010 · Buildin...	-75.78
04/15/2025	9992	Ace Hardware	Acct# 100246	3010 · Buildin...	-119.99
04/15/2025	9993	TXU Energy	900009641863	3014 · Utilities	-334.73
04/29/2025	9998	Eida P Flores		3016 · Janitorial	-360.00
04/29/2025	9999	Texas Gas Service	Acct #91026...	3014 · Utilities	-109.22
04/29/2025	10000	A T & T	831-000-944...	3018 · Teleph...	-602.65
04/29/2025	10001	Blue Sky Weed & P...	Inv #84	3010 · Buildin...	-150.00
04/29/2025	10002	City Bank	Account 1595	City Bank Cre...	-176.06
04/29/2025	10003	Ward County	Ward County...	2300 · Health ...	-2,310.13
04/30/2025	9995	Ponce, Jasmine		-SPLIT-	-1,665.70
04/30/2025	9996	Valdez, Norma		-SPLIT-	-3,336.40
04/30/2025	9997	Venzor, Maria		-SPLIT-	-1,997.41
04/30/2025		Medicare & Withhol...	April 2025 M...	2100 · Payroll ...	-2,137.48
04/30/2025		Texas County & Dis...	April 2025 Re...	2200 · 401-K ...	-4,020.02
Total CITY BANK					-72,251.78
TOTAL					-72,251.78

BID FOR WARD COUNTY APPRAISAL DISTRICT

DEPOSITORY CONTRACT BID

TO: Board of Directors, Ward County Appraisal District, Monahans, Texas

FROM: City Bank

Members of the Board:

The undersigned institution hereinafter called Bidder, for the privilege of acting as Depository of the Ward County Appraisal District, hereinafter called District, for a term of two (2) years beginning June 1, 2025 and ending May 31, 2027, or until such later time as a successor depository shall have been duly selected and qualified, hereby bids for such privilege and depository contract upon the following terms and provisions:

Bidder represents that its deposits are insured by the Federal Deposit Insurance Corporation and that it is either a state bank authorized and qualified under the laws of Texas or is a national bank authorized and regulated by federal laws, or that its deposits are insured by the Federal Savings and Loan Insurance Corporation, and that it is a savings and loan association in this state.

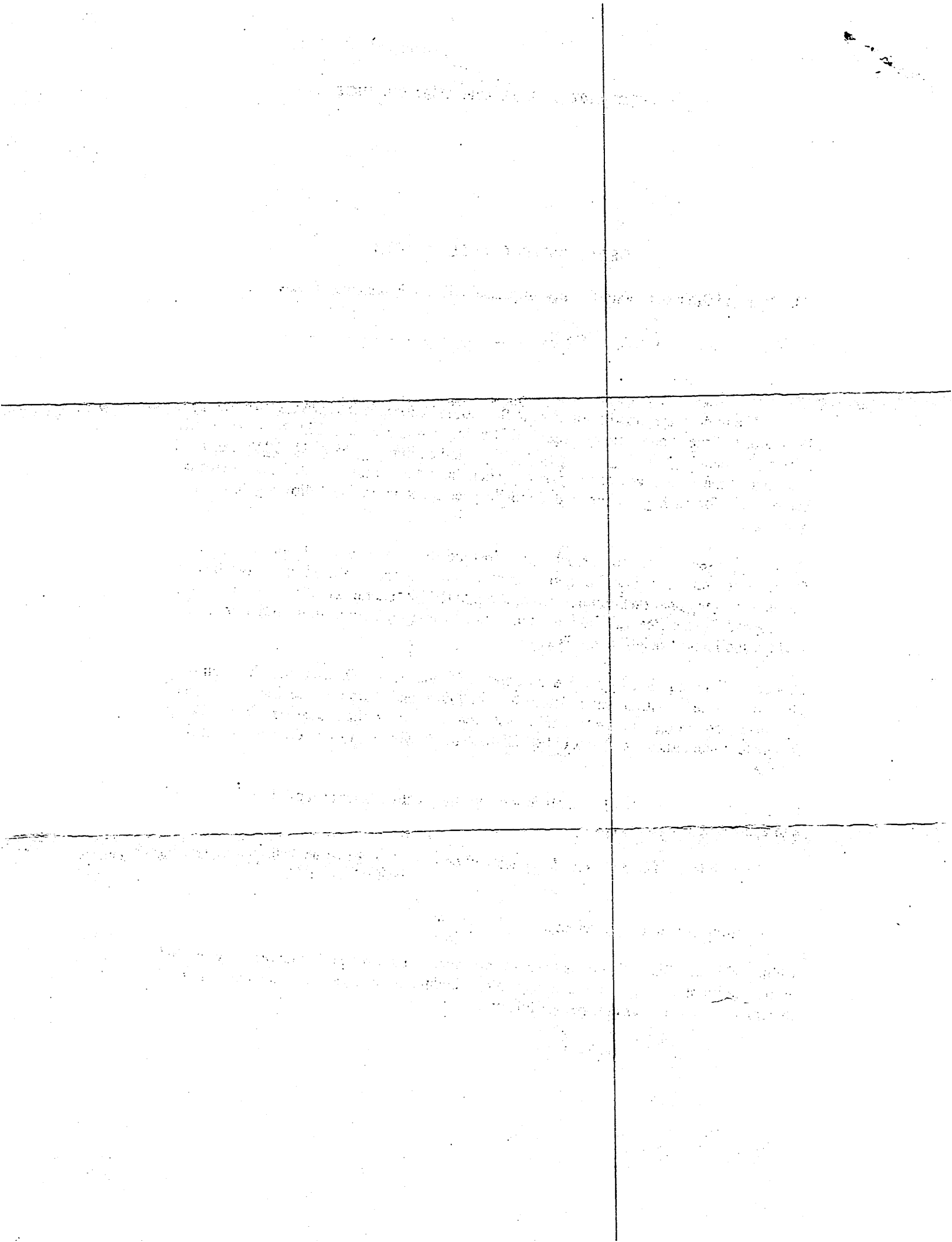
Bidder shall be entitled to receive as deposits funds of the District and the Board of Directors of the District shall determine and designate through the Director/ Chief Appraiser, or through such other administrative officer as such Board may in writing designate, the character and amount of District funds which will be deposited from time to time.

Bidder will pay to the District on all funds deposited with Bidder at the following rates of interest:

On each interest-bearing checking account deposit 50% of TexPool 7 day Net Yield adjusted monthly.
(Currently 2.17%)

Minimum guaranteed interest rate: Floor of .15%

Bidder will keep District's deposit records and accounts for the period covered by this bid at no additional charge unless a separate schedule or charges for services itemized thereon is attached and made part of this bid.



BID FOR WARD COUNTY APPRAISAL DISTRICT

Depository Contract Bid Page 2 of 2

To the extent that funds in the depository are not insured by the Federal Deposit Insurance Corporation, they shall be secured in the manner provided by law for the security of funds of counties.

This bid was requested by District and is made by Bidder with the expressed agreement and understanding that the District reserves the right to reject any and all bids and the further right that if any portion or provision of this bid and/or any contract between Bidder and District entered into by virtue thereof is invalid, the remainder of this bid and/or resulting contract at the option of the District shall remain in full force and effect, and not be affected by said invalid portion or provision.

Date: 4/18/2025

Bidder: City Bank

By: Kaye George Kaye George

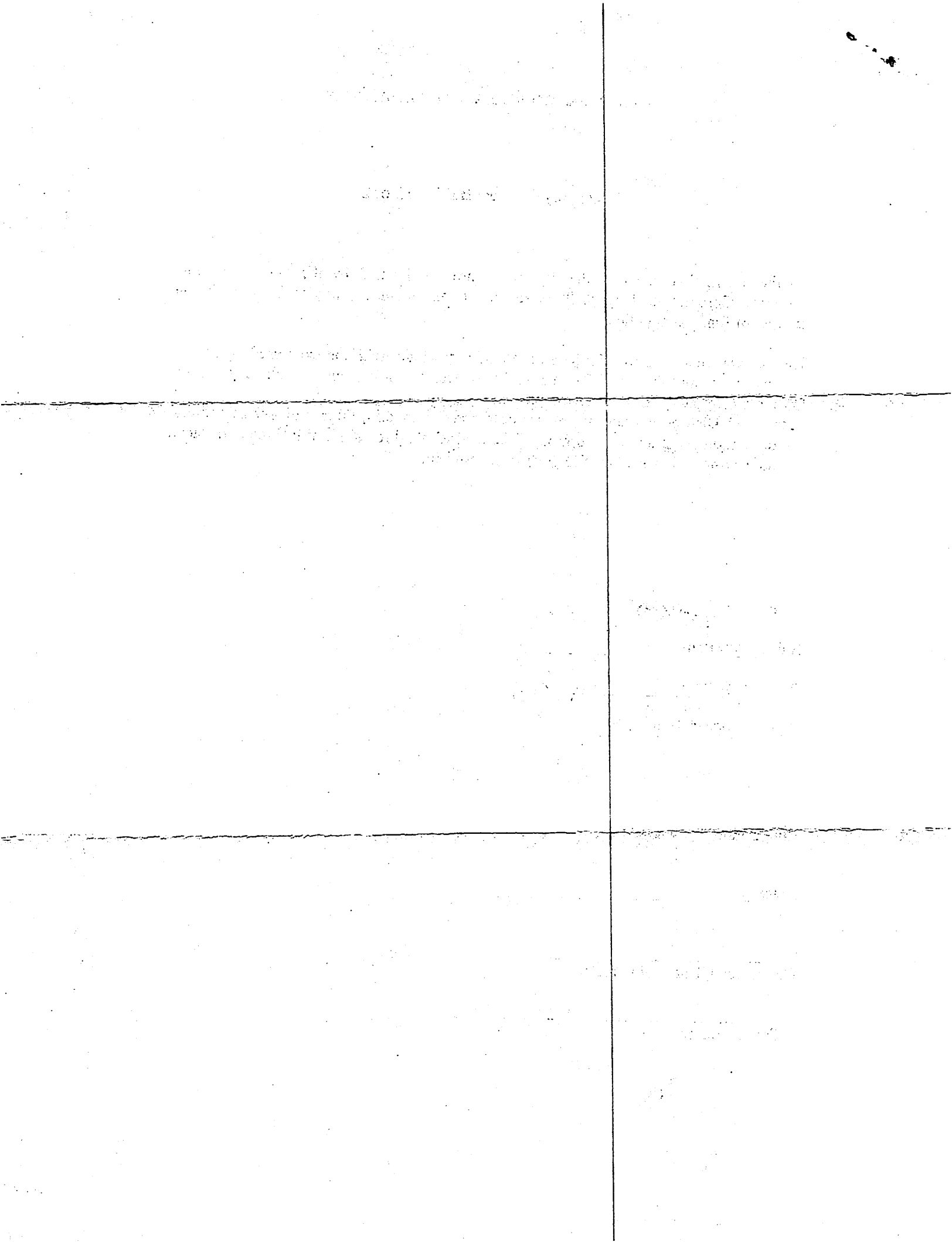
Title: VP Branch Manager

Bid was (accepted) / (rejected).

Date: _____

Chairperson, Board of Directors

Chief Appraiser



MAPPING SOFTWARE MAINTENANCE AGREEMENT
GIS MAINTENANCE, PUBLIC & BASIC WEB APP SERVICES
January 1, 2026, Through December 31, 2027

STATE OF TEXAS §

COUNTY OF WARD §

CLIENT COPY

THIS AGREEMENT, made and entered into by and between the **WARD COUNTY APPRAISAL DISTRICT**, a political subdivision of the State of Texas, duly organized and operating pursuant to the provisions of the **Texas Property Tax Code**, acting by and through its governing body, the Board of Directors, (hereinafter referred to as the "**Appraisal District**"), and **PRITCHARD & ABBOTT, INC.**, a Texas corporation (hereinafter referred to as "**Mapping/GIS Firm**").

WHEREAS, the **Appraisal District** and **Mapping/GIS Firm** have heretofore entered into and executed a Maintenance and License Agreement whereby the **Appraisal District** acquired from **Mapping/GIS Firm** a computerized mapping system and a license to use same; and

WHEREAS, the **Appraisal District** desires that **Mapping/GIS Firm** provide the **Appraisal District** continued maintenance, development, and support for the software of such a mapping system.

NOW, THEREFORE, THE PARTIES HERETO HAVE AGREED AND DO AGREE AS FOLLOWS:

I.

The terms used in the Agreement shall be defined as follows:

- A. "**Appraisal District**" shall mean the **WARD COUNTY APPRAISAL DISTRICT**.

- B. "**Mapping/GIS Firm**" shall mean **PRITCHARD & ABBOTT, INC.**, whose address is 4900 Overton Commons Court, Fort Worth, Tarrant County, Texas 76109-4948.

- C. "**Software**" shall mean the proprietary computer application programs known as "**ESRI Web App Web-Based Software**" as it presently exists or may be enhanced or modified during the term of this agreement. The software consists of a program to read and print and/or plot cadastral maps of multiple user-defined layers and ancillary (or "utility") programs necessary for the efficient operation of mapping. The

parties hereby acknowledge that some typographical and/or grammatical errors may exist in the material. However, these errors shall not be considered errors or defects in the software.

D. **"Maintenance" or "Software Maintenance"** shall mean changes or modifications to the software necessary to assure the performance of the software consistent with its design, modifications to the software necessary to comply with changes required by judicial, legislative, administrative authorities and modifications deemed by **Mapping/GIS Firm** to be necessary or desirable to enhance or extend the performance of the software. If **Appraisal District** changes software without written permission, the cost of restoring the software to previous **Mapping/GIS Firm** version will be chargeable.

E. **"Support"** shall mean the services provided by personnel of **Mapping/GIS Firm** to advise and consult with **Appraisal District** in the proper operation of the software, including but not limited to telephone consultation, registration for attendance at meetings of **Mapping/GIS Firm's** Users Group and necessary onsite support.

F. **"Services Agreement"** shall mean only services denoted in this agreement above, verbiage that is applicable and Quarterly Update information in **SCHEDULE II** on page 8.

II.

Mapping/GIS Firm agrees to provide to the **Appraisal District** the Software Maintenance and Support services as defined hereinabove for the years **2026 and 2027**, such services being more fully described as follows:

A. **Software Maintenance:**

- (1) All updates, modifications, and enhancements to the mapping software applications necessary to assure the performance of the software consistent with its design;
- (2) All updates, modifications, and enhancements to the mapping software applications necessary to comply with changes required by judicial,

legislative, administrative authorities; and,

- (3) All updates, modifications, and enhancements to the mapping software applications deemed by **Mapping/GIS Firm** to be necessary or desirable to enhance or extend the performance of the software.

B. Support:

- (1) The services provided by personnel of **Mapping/GIS Firm** to advise and consult with **Appraisal District** in the proper operation of the software, including but not limited to telephone consultation and necessary onsite support;
- (2) Registration of member or members of the staff of **Appraisal District** for attendance at meetings of **Mapping/GIS Firm's** Users Group;
- (3) Additional training of **Appraisal District's** staff in the use and operation of the mapping software application, if deemed necessary by **Mapping/GIS Firm**; and,
- (4) The mapping licenses will remain the property of **Mapping/GIS Firm**. If Software Maintenance is discontinued, the data is the property of the **Appraisal District**.

C. Scope of Work – Maintenance Related:

Upon completion of conversion and initial setup, **Mapping/GIS Firm** will maintain the **ESRI Web App Web-Based Software & GIS Mapping** for the **Appraisal District** as follows:

- (1) Geographic area to be mapped will be determined by the information provided by the **Appraisal District**.
- (2) Researching parcel boundary information, resolving gaps, overlaps and closure errors will be the responsibility of the **Appraisal District**.
- (3) Process for construction of base maps and aerial images consists of the items detailed as follows.

- a. Revision of layers following the initial base layers set up in an appropriate format for revisions or new data when provided.

Example: Adding current school district, city files, ortho imagery to replace the older files when updates exist through district, county or state levels.

- b. Creation of newly requested layers per **Appraisal District's** submission of up-to-date and accurate information.
 - c. Maintain layers in formats (SHP, DGN, KMZ and/or RDL) within existing map software through updating the splits/redraws and other boundaries per **Appraisal District's** information provided to **Mapping/GIS Firm**.
 - d. Upon completion of revisions/updates, a quarterly report of all splits or redraws made during the previous quarter will be issued. This report will be itemized showing parcel additions and processing dates; and, will exclude any ownership only changes.
- (4) Quarterly updates of the most current tabular owner data retrieved from the **Appraisal District's** CAMA software and applied to map data.
 - (1) At least Quarterly Updates of the **ESRI Web App Web-Based Software**
 - (2) Delivery of digital files will be in the appropriate format of the existing map layer data and will be examined for accuracy upon delivery.

See **SCHEDULE I** for fee structures.

See **SCHEDULE II** for written procedures.

III.

The **Mapping/GIS Firm** agrees to provide the software maintenance and support services described hereinabove for the years **2026 and 2027**; and, in consideration thereof, the **Appraisal District** agrees and obligates itself to pay to **Mapping/GIS Firm**, out of the funds allocated to it by the taxing units in the **Appraisal District** as provided by the Texas Property Tax Code, a sum of money equal to **Fourteen Thousand Two Hundred Seventy-Five Dollars (\$14,275.00)** in **2026 & 2027**. Payments of such sums shall be made as follows:

- \$ 3,568.75 during the month of January, 2026;
- \$ 3,568.75 during the month of April, 2026;
- \$ 3,568.75 during the month of July, 2026;
- \$ 3,568.75 during the month of October, 2026;

- \$ 3,568.75 during the month of January, 2027;
- \$ 3,568.75 during the month of April, 2027;
- \$ 3,568.75 during the month of July, 2027;
- \$ 3,568.75 during the month of October, 2027.

The **Appraisal District** will at any time same may become necessary, pass and enter of record such orders as may be proper and necessary to legalize and facilitate the payment of all sums due **Mapping/GIS Firm**.

The **Appraisal District** and **Mapping/GIS Firm** further agree as follows:

- A. **License.** **Mapping/GIS Firm** has heretofore granted and hereby continues to grant a nonexclusive and nontransferable login license to use the software subject to the terms and conditions of this agreement. **Appraisal District** Firm agrees that the **ESRI Web App Web-Based** software remains the property of the **Mapping/GIS Firm**. This license login(s) is for users to view/print/markup only. The software may only be used in the United States of America and may not be used outside of the United States of America without approval from **Mapping/GIS Firm**. **Appraisal District** is

granted multiple nonexclusive login licenses to use the software. Neither the purchase of this software nor the license granted in this agreement conveys title to or ownership of the software or product. **Appraisal District** agrees that giving away, lending, leasing, renting, distributing, leaving or selling copies of the **ESRI Web App Web-Based** software is theft of **Mapping/GIS Firm's** property. Appropriate litigation may be instituted and/or penalties may be assessed violators of the agreement. **Appraisal District** acknowledges that the software, including documentation, contains proprietary information constituting valuable trade secrets. Furthermore, federal and state copyright laws protect the software. **Appraisal District** agrees that **Appraisal District** will not distribute the software or any portion thereof to third parties, or replicate the software or any portion thereof in any form or medium, except as necessary for program execution, archival storage and authorized backup copies.

- B. Copyright.** The software and its contents are copyrighted by **Mapping/GIS Firm**. **Appraisal District** is granted a license to use, copy in-house for archival purposes only, modify the forms to create legal documents for **Appraisal District's** clients and transfer the software only as expressly authorized in the agreement subject to state and federal copyright laws. Furthermore **Mapping/GIS Firm's** logos, product names, software manuals, documentation and other support materials are patented, copyrighted or trademarked and constitute trade secrets or proprietary information. **Appraisal District** agrees not to remove any product identification or notices of proprietary restrictions from **Mapping/GIS Firm's** products. Accordingly, all rights are reserved except as granted under this agreement.
- C. Data.** All data, maps and files, but not the Software and other Proprietary, become the property of **Appraisal District** with the exception that **Mapping/GIS Firm** reserves the right to use any of said data, maps and files at no expense to **Mapping/GIS Firm**.

- D. **Insurance.** Mapping/GIS Firm will at all times during the period of this agreement, maintain general liability insurance, automobile liability insurance and worker's compensation insurance. A Certificate of Insurance with Appraisal District as named insured will be provided by Mapping/GIS Firm, if requested. Should Mapping/GIS Firm fail to maintain the insurance coverage described above, Appraisal District may, at its option, declare this agreement null and void and Mapping/GIS Firm shall be excused from any further performance.
- E. Notwithstanding any provision to the contrary, if Appraisal District determines at any time that Mapping/GIS Firm is not performing services as required under this agreement in a sufficiently accurate or timely manner, it shall notify Mapping/GIS Firm in writing of such determination. If Mapping/GIS Firm fails to cure such deficiency to Appraisal District's satisfaction within thirty (30) days after delivery of such notice, Appraisal District is entitled: to withhold fees payable to Mapping/GIS Firm in an amount reasonably related to the portion of Mapping/GIS Firm's total fee under this agreement that is attributable to such services; terminate this agreement; or both.
- F. **Indemnity Clause.** For the true and faithful performance of all and every of the agreements and covenants stated, the said parties hereto bind themselves, their successors and legal representatives, each to the other, provided, however, nothing herein is intended to impose liability for payment of the fees set forth herein upon the District Directors or the Chief Appraiser in their individual capacities, and Mapping/GIS Firm does hereby release, indemnify and hold harmless said District Directors and Chief Appraiser in their individual capacities from and for payment of said fees. Mapping/GIS Firm shall further indemnify and hold harmless the Appraisal District from liability for any negligent or tortious act it may commit in the course and scope of its duties under this contract.

- G.** In the event that **Mapping/GIS Firm** receives any documentation pursuant to its duties under this agreement that is made confidential by the Texas Property Tax Code, or other applicable law, it shall carefully guard that information and disseminate it only as allowed by applicable law.
- H.** The execution of this agreement is authorized by proper resolution duly adopted by the Board of Directors of the **Appraisal District** and is approved by the Chief Appraiser.

IN WITNESS WHEREOF, the parties to this agreement have hereunto set their hands this day of _____, 2025.

WARD COUNTY APPRAISAL DISTRICT

Chairman, Board of Directors

Secretary, Board of Directors

Approved By:

Chief Appraiser

PRITCHARD & ABBOTT, INC.

By: Kevin R. McBurnett
Kevin R. McBurnett, Information Services Manager

Date: 4.30.25

SCHEDULE I
FEE STRUCTURES

	CHARGES
CLIENT TRAINING AT APPRAISAL DISTRICT SITE	
Per diem includes travel and out-of-pocket charges.	\$ 850.00/day
ADDITIONAL SOFTWARE	
Charges subject to software costs.	Quote upon request
Update Maps Quarterly:	\$10,775.00 annually.
Update real estate parcel layer with splits and redraws.	
Update real estate parcel layer with resolved unmapped parcels.	
Update parcel information from Appraisal Software (Paragon).	
Bill quarterly by Pritchard & Abbott, Inc.	
Public Web App of Ward County Real Estate Parcel Map:	\$3,500.00 annually.
Public facing map that provides Tax Payers and other commercial Industries easy access to public information but hides confidential Information	
CUSTOMIZED DRAWING FILES	
Examples: Boundary lines or layers; Additions, subdivisions and other platted and commonly delineated property descriptions.	
Minimum	\$ 90.00
Charges subject to time required.	\$ 90.00/hr.
PRINTING	
"D" size Map (24" x 36")	\$ 7.50/ea.
"E" size Map (36" x 44")	\$ 10.00/ea.
PDF Format	\$ 25.00/ea.
CD Disc	\$ 100.00/ea.
Shipping & Handling NOT included	

SCANNING

Maps up to 42" wide \$ 3.00 ea.

Maps up to 42" wide geo-referenced \$ 5.00 ea.

HARDWARE TECHNICAL SUPPORT

Charges subject to time required
for travel and labor. \$ 75.00/hr.

Out-of-pocket costs and mileage at the current IRS standard mileage
rate, is an additional charge.

Note: A quarterly report will be provided to client for any of above services performed as requested.

SCHEDULE II
WRITTEN PROCEDURES

Mapping – Steps for creating and updating digital maps for Appraisal District clients.

- A. Use all paper base maps, any other information the CAD has for scanning and georeferenced items to create the most current base data. All tracts will be identified by a Parcel ID number for representation of owner within the CAMA. (Base data normally consists of TXDOT/911 roads, OTLS, Orthos imagery, other miscellaneous boundaries provided and soils, if available.)
- B. Once a base map with property lines and parcel ID have been established, the maintenance phase of mapping starts. During this process, the client makes the necessary changes from courthouse records into their CAMA package.
- C. The client will send the changes or newly created records of deeds/plats/cards for proper changes on the map by Mapping/GIS Firm. We will use the same process with splits of new tracts and/or redrawn properties, if resurveyed.
- D. For new splits, the client should send cards, like the example below, along with the metes and bounds for any additions to the map.

COUNTY APPRAISAL DISTRICT
PROPERTY 757258 R 07/30/2012
Legal Description
E R PATTERSON ABST 854 TR 1-G

OWNER ID
708554
OWNERSHIP
100.00%

PROPERTY APPRAISAL INFORMATION 2013
MC CONNELL EDDIE A & ANNA M
PO BOX 158
ATLANTA, TX 75551

Entireties
01 100%
38 100%
51 100%
60 100%
CAD 100%

Values
IMPROVEMENTS 0
LAND MARKET + 17,050
MARKET VALUE = 17,050
PRODUCTIVITY LOSS - 0
APPRAISED VALUE = 17,050
HS CAP LOSS - 0
ASSESSED VALUE = 17,050

10534-00010-00070-000000

Map ID 23-

ACRES: 3.9200
EFF. ACRES: 3.9200

APPR VAL METHOD: Cost

SITUS

GENERAL

UTILITIES
TOPOGRAPHY 23
ROAD ACCESS
ZONING
NEXT REASON
LAST APPR 2PH
LAST APPR YR 2011
LAST INSP DATE 01/01/2011
NEXT INSP DATE

REMARKS

SD From
P/13987

SKETCH COMMANDS

BUILDING PERMITS
ISSUE DT PERMIT TYPE PERMIT AREA ST PERMIT VAL

SALE DT PRICE GRANTOR DEED INFO
07/10/2012 ---- DUPREE TAMMY KAYWD / 2012003868 /

SUBD: 854 100.00% NBHD: QC1 100.00% IMPROVEMENT INFORMATION
IN TYPE DESCRIPTION MTHD CLASS SUBCL AREA UNIT PRICE UNIT BUILT EFF YR COND VALUE DEPR PHYS ECON FINE COMP ADJ ADJ VALUE

IMPROVEMENT FEATURES

SUBD: 854 100.00% NBHD: QC1 100.00% LAND INFORMATION IRR Value: 0 Capacity: 0 IRR Acres: 0 Oil Wells: 0 Oil Wells: 0
LAND DESCRIPTION CLS TABLE SC HS METH DIMENSIONS UNIT PRICE GROSS VALUE ADJ MASS ADJ VAL RES MKT VAL AG APPLY AG CLASS AG TABLE AG UNIT PRG AG VALUE
1. 2-4.999 AC RST21 C3 N A 3.9200 AC 4,350.00 17,050 1.00 1.00 A 17,050 NO APN01-AG 81.00 0

Page 1 of 1

Effective Date of Appraisal: January 1

Date Printed: 07/30/2012 12:44:34PM

by dharis

True Automation, Inc.

Mapping – Steps to converting DGN Maps to GIS for Appraisal District clients.

FROM DGN TO SHAPE

- Use DGN and break up the file layers into different SHP files
- Create GIS layer structure within all layers
- Change ALL font in ALL layers
- Turn ALL linework into polygons
- Obtain all state layers in SHP files
- Obtain all additional layers and attribute information
- Change SHP files to points, attributes and polygons
- Tie all data to tables
- Upload to ArcGIS
- Connect to services
- Test
- Create Analysis side for client
- For Public site client, direct to website
- If Client wants Edit, create edit services
- Set-up Training schedule
- Updates will be done on a quarterly basis.

SHAPE FILES TO GIS

This process repeats itself when we receive SHP files from the client; and, the file may require additional adjustments. The client file will dictate adjustments needed and this will be discussed with the client during conversion.

UPDATES DURING CONVERSION

During conversion, updates will not be dynamic. We may or may not be able to provide the KMZ file of your map depending upon which part of the conversion process we are in. During final stages of conversion (3 to 6 months) while the file is at a point where services are being turned on, we may not be able to access the file to make updates.

Once the file is available we resume edits. We will make changes quarterly, within 180 days of being sent. We strive to complete updates within 90 days.

Mapping - Sample Deed



LID

2012003866

2 PGS

5/03.92 Ac

From P/13987 to

P/16758

TR 1-G

NOTICE OF CONFIDENTIALITY RIGHTS: IF YOU ARE A NATURAL PERSON, YOU MAY REMOVE OR STRIKE ANY OR ALL OF THE FOLLOWING INFORMATION FROM ANY INSTRUMENT THAT TRANSFERS AN INTEREST IN REAL PROPERTY BEFORE IT IS FILED FOR RECORD IN THE PUBLIC RECORDS: YOUR SOCIAL SECURITY NUMBER OR YOUR DRIVER'S LICENSE NUMBER.

General Warranty Deed

Date: July 10, 2012

Grantor: TAMMY KIRKLAND DUPREE and husband, THOMAS RANDY DUPREE, JR.

Grantor's Mailing Address:

321 Brooks Rd.
Jefferson, Texas 75657
Marion County

Grantee: EDDIE ALLEN MCCONNELL and wife, ANNA MARIE MCCONNELL

Grantee's Mailing Address:

1552 Pine Wilderness Drive
Queen City, Texas 75572
Cass County

Consideration:

Cash and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged

Property (including any improvements):

All that certain 3.92 acre, more or less, tract of land situated in the Eastern portion of the E. R. Patterson Survey, Abstract No. 854, Queen City, Cass County, Texas, said 3.92 acres being out of the Northern portion of a called 116.53 acre tract, as conveyed to Virgil Kirkland from Gerald A. Beaver and wife, Doris H. Beaver recorded in Volume 592, Page 423, of the Real Property Records of Cass County, Texas, and being more particularly described as follows: BEGINNING at a 5/8" iron rod found for the Northwest corner of a 20.06 tract of land conveyed to George Torrans and wife, Deanna Torrans, recorded in Volume 1145, Page 121, of said Real Property Records, being the Southwest corner of the herein described tract, THENCE N 32° 40' 11" E, 252.98' to a 5/8" iron rod set being the most Easterly Northeast corner of the 14.97 acre tract conveyed to Alfred B. Humphrey et ux, in Volume 1193, Page 605, of said Real Property Records and the Northwest corner of this described tract, THENCE S 53° 19' 02" E, 675' to a point in the North line of Volume 592, Page 423, and being the Northeast corner of this tract, THENCE S 32° 40' 11" W approximately 252.98' to a point in the North line of Volume 1145, Page 121, for the Southeast corner of this described tract, THENCE N 54° 05' 00" W, 675' to the Point of Beginning, and containing 3.92 acres of land, more or less

Reservations from and Exceptions to Conveyance and Warranty:

SUBJECT TO all prior valid reservations and conveyances of oil, gas and other minerals of record in the office of the County Clerk of Cass County, Texas, together with the usual rights of ingress and egress in connection therewith.

Witness My Hand and Seal, Eddie Allen

Mapping – Quarterly Updates

Esri – ArcGIS Quarterly Updates

1. Esri Editing to complete splits, redraws, deletes, merges and changes sent to the Parcel Fabric.
2. Edit layers associated that are not within the fabric. These layers must be handled individually.
3. Retrieve recent CAMA data and convert to XLS format.
4. Rejoin the Parcel Fabric to the CAMA XLS data. Check Data.
5. Set html pop up fields for Parcel CAMA Exported Layer.
6. Export Joined CAMA to GDB Layer or Shape File.
7. Join any edited layers aside from the Fabric to the tabular information and export to a GDB Feature Class or Shape File.
8. Save Working MXD. Open Revised CAMA MXD. Remove everything, add newly exported GDB Feature Classes.
9. Publish to ArcGIS app [Publish, Analyze, fix any errors which may require editing files and publish to ArcGIS content folder]
10. Go through set up of layers for web map and web viewer on ArcGIS.
11. Publish to Viewer and double check the online file.
12. Go to ArcMap and create the KML file for the Fabric and layers, if needed. Run Feature to Point for Labels.
13. Alert clients of updates to site map. Apply to each machine, if no server, delete the old KMZ and add the new on each machine for Google Earth Access, if needed.
14. Client reviews and accepts or requests setup changes.

CONTRACT FOR PROFESSIONAL APPRAISAL SERVICES
MINERAL – INDUSTRIAL - UTILITY - PERSONAL PROPERTY
TAX YEARS 2026 - 2027 - 2028 - 2029

STATE OF TEXAS §
COUNTY OF WARD §

THIS CONTRACT, made and entered into by and between the **WARD COUNTY APPRAISAL DISTRICT** a political subdivision of the State of Texas, duly organized and operating pursuant to the provisions of the **Texas Property Tax Code**, acting by and through its **Chief Appraiser**, with the approval of its governing body, the **Board of Directors** (hereinafter referred to as "**Appraisal District**"), and **PRITCHARD & ABBOTT, INC.**, a professional appraisal firm (hereinafter referred to as "**Appraisal Firm**"),

WITNESSETH

WHEREAS, the constitution of Texas specifically provides that taxation shall be equal and uniform and that property shall be taxed according to its value;

WHEREAS, the Texas Legislature following the Constitutional Mandate of equality and uniformity enacted the **Property Tax Code**; and,

WHEREAS, Section 6.01 of the Code established an **Appraisal District** in each County in the State with responsibility for appraising all taxable property in **Appraisal District** for ad valorem tax purposes for all taxing units in the district; and,

WHEREAS, Section 6.03 of the Code provides for the election of a Board of Directors to serve as the governing body of **Appraisal District**; and,

WHEREAS, Section 6.05(c) provides for the appointment of a Chief Appraiser to serve as the chief administrator of the district; and,

WHEREAS, Section 25.01(b) of the Code empowers the Chief Appraiser with the approval of the Board of Directors to contract with a private appraisal firm to perform appraisal services for the district; and,

WHEREAS, the Chief Appraiser and the Board of Directors has determined that it would be wise and to the best interest of **Appraisal District** to employ experts skilled in the matter of appraising and valuing certain hereinafter described property located within the boundaries of **Appraisal District** and subject to ad valorem taxes in said district, and to compile taxation data relating thereto for use by the Chief Appraiser and the Appraisal Review Board of said district; and,

WHEREAS, the Board of Directors has found and determined and does hereby find and determine that **Appraisal Firm** has special skill and experience in appraising the types of property hereinafter described and that **Appraisal Firm** should be retained by **Appraisal District** to assist it and its staff to comply with the uniformity and equality provisions of the Texas Constitution and the statutory provisions of the Property Tax Code.

NOW, THEREFORE, THE PARTIES HERETO HAVE AGREED AND DO
CONTRACT AS FOLLOWS:

I.

The terms used in this contract shall be defined as follows:

- A. **"Appraisal District"** shall mean the Board of Directors of the **Ward County Appraisal District**.
- B. **"Appraisal Firm"** shall mean **Pritchard & Abbott, Inc.**, a professional appraisal firm, whose address is 4900 Overton Commons Court, Fort Worth, Tarrant County, Texas 76132-3687.
- C. **"Mineral Property"** shall mean all properties producing oil, gas, coal, or other hydrocarbons, hard minerals, and all interests therein, including working interests, oil payments, overriding royalties and royalty interests and any other related interest. The term **"Mineral Property"** specifically excludes sand, gravel, caliche and all other non-fuel minerals.
- D. **"Industrial Property"** shall mean the real and personal property of manufacturing, processing, assembly and other facilities of an industrial nature.
- E. **"Utility Property"** shall mean the personal property of utility companies, including, but not limited to, telephone systems, electric systems, gas distribution systems, cable television systems, water systems, railroad, pipelines, pump stations and compressor stations.
- F. **"Personal Property"** shall mean all personal property used or employed in connection with the exploration and production of mineral property, as described above, and specifically includes, but is not limited to, drilling rigs, oilfield service companies, supply stores, trucking & dirt contractors, tank farms, field compressors and/or any other mutually agreed personal property to be included within this contract.

II.

Appraisal Firm agrees as follows:

- A. **Appraisal Firm** agrees to perform the following described appraisal and related services for the use and benefit of **Appraisal District**, and that all of such appraisal services will comply with the ad valorem tax laws of the State of Texas.
- B. **Appraisal Firm** will appraise for the tax years **2026, 2027, 2028 and 2029** all of above listed and described properties located in **Appraisal District**, for ad valorem tax purposes, and in the process of so doing, will gather and compile as of January 1st of each of said years all information and data reasonably needed and reasonably available pertaining to the value of such properties, and furnish said data and information to **Appraisal District** for the purpose of equalizing valuations of such properties with other properties in **Appraisal District** for each year covered by this contract. Appraisal Notices will be delivered to **Appraisal District** at a time set by the Chief Appraiser.
- C. **Appraisal Firm** will follow Section 23.01 of the Property Tax Code relating to the Uniform Standards of Professional Appraisal Practices (USPAP), as it applies to the above-described properties located in **Appraisal District**, for ad valorem tax purposes.

D. **Appraisal Firm** will compile the following appraisal records required by the Property Tax Code in the form and manner required by the Code for the properties covered by this contract and furnish such records to **Appraisal District** prior to or at certification as requested by Chief Appraiser; such records being:

- (1) One (1) copy of Recaps that show estimated value for each taxing unit in **Appraisal District**;
- (2) One (1) copy of Appraisal Records;
- (3) Two (2) copies of Notices of Appraised Value (Including Supplemental Notices);
- (4) One (1) copy of the Appraisal Roll for **Appraisal District**;
- (5) One (1) copy of the Appraisal Roll for each taxing unit in **Appraisal District**; and,
- (6) One (1) copy of Division Orders listing all current record owners of interests in oil and gas producing properties for **Appraisal District** and one (1) copy for each taxing unit in **Appraisal District**.

E. **Appraisal Firm** will make available the appraisals of the property covered by this contract and the supporting data relating to the appraisals to **Appraisal District** for the purpose of equalizing valuations of such properties with other properties in **Appraisal District**. **Appraisal Firm** will furnish expert testimony to support the appraisals submitted to the Appraisal Review Board under this contract.

F. **Appraisal Firm** will meet with taxpayers who respond to the Notices of Appraised Value and review with them appraisals of their property, and will meet with the Appraisal Review Board when necessary and desirable to present testimony and evidence as to the value of any property being protested, and will generally assist **Appraisal District** in the equalization of values of property subject to this contract as **Appraisal District** may see fit until final action is taken fixing and equalizing the values for taxation for the tax years covered by this contract.

G. **Appraisal Firm** will furnish to **Appraisal District** at certification, in the form and manner required by the Property Tax Code, a copy of the appraisals of the properties covered by this contract, together with supporting data of such appraisals. Per Section 25.01(c) "Supporting data" shall not be construed to include personal notes, correspondence, working papers, thought processes or any other matters of a privileged or proprietary nature.

H. **Appraisal Firm** will provide to **Appraisal District**, or to the taxing units participating in **Appraisal District**, additional services beyond those described under this contract, at a rate of compensation mutually agreed to by **Appraisal District** and **Appraisal Firm**. Such services, which will be provided upon request, include but are not limited to the following:

- (1) Professional services in connection with bond promotions, including but not limited to research, studies, investigations, materials, reports and letters;
- (2) Professional services in connection with delinquent tax collection

- litigation, including but not limited to research, studies, investigations, appraisals, consultation, reports, depositions and testimony; and,
- (3) Professional services in connection with appeals of market value studies of the Texas Comptroller of Public Accounts Property Tax Division (**PTAD**), should this become necessary after all **PTAD** hearings have been held, including but not limited to research, studies, investigations, appraisals, reports, depositions and testimony.

I. **Appraisal Firm** will support and defend the value of any contract property through any court of appropriate jurisdiction, at no additional charge. In addition, **Appraisal Firm** will provide, if requested, professional services that are not a part of this contract in connection with appeals from orders of the Appraisal Review Board during hearings before a court of appropriate jurisdiction for a fee of \$ 175.00 per hour, not to exceed \$ 1000.00 per day per person, plus all other associated expense. These professional services would provide for a narrative type appraisal and expert witness should this be needed for trial de novo. These additional professional services are at the sole discretion of **Appraisal District**.

J. **Appraisal Firm** will furnish and pay for all supplies needed for the proper execution of this contract. If **Appraisal Firm** is requested to provide services related to mailing Notices of Appraised Value (including Supplemental Notices), the fee for folding, stuffing, inserts, envelopes and postage is not included in this contract agreement fee and will be billed to **Appraisal District** as an additional charge based on the specific service requested.

K. **Appraisal Firm** will disclose any conflicts of interest that exist, as required.

L. **Appraisal Firm** will at all times during the period of this contract, maintain general liability insurance, automobile liability insurance and worker's compensation insurance. A Certificate of Insurance with **Appraisal District** as named insured will be provided by **Appraisal Firm**, if requested. Should **Appraisal Firm** fail to maintain the insurance coverage described above, **Appraisal District** may, at its option, declare this contract null and void and **Appraisal Firm** shall be excused from any further performance.

M. In the event that **Appraisal Firm** receives any documentation pursuant to its duties under this contract that is made confidential by the Texas Property Tax Code, or other applicable law, it shall carefully guard that information and disseminate it only as allowed by applicable law.

III.

Appraisal District agrees as follows:

A. **Appraisal District** agrees to employ **Appraisal Firm** to perform the services as outlined hereinabove for the tax years **2026, 2027, 2028 and 2029**; and, in consideration for the performance of these services, **Appraisal District** agrees and obligates itself to pay to **Appraisal Firm** out of the funds allocated to it by the taxing units in the district as provided

in the Property Tax Code, a sum of money equal to **Two Hundred Forty Thousand Dollars (\$ 240,000)** for the year 2026, **Two Hundred Fifty-Nine Thousand Dollars (\$ 259,000)** for the year 2027, **Two Hundred Eighty Thousand Dollars (\$ 280,000)** for the year 2028 and **Three Hundred Two Thousand Dollars (\$ 302,000)** for the year 2029, which payments shall be made as follows:

\$ 60,000.00 in February, 2026 after completion of personal property field inspections. If inspections are not completed, the Chief Appraiser will be notified of expected completion date;

\$ 60,000.00 in May, 2026 after completion of 2026 appraisals and Notices of Appraised Value have been mailed. If all appraisals are not complete with Notices ready to mail, the Chief Appraiser will be notified of expected completion date;

\$ 60,000.00 in August, 2026 after completion of 2026 Appraisal Review Board hearings. All hearings covered by this contract, excepting any unscheduled Chapter 25.25 and/or not scheduled hearings, should be completed;

\$ 60,000.00 in November, 2026 after Certification of 2026 Values;

\$ 64,750.00 in February, 2027 after completion of personal property field inspections. If inspections are not completed, the Chief Appraiser will be notified of expected completion date;

\$ 64,750.00 in May, 2027 after completion of 2027 appraisals and Notices of Appraised Value have been mailed. If all appraisals are not complete with Notices ready to mail, the Chief Appraiser will be notified of expected completion date;

\$ 64,750.00 in August, 2027 after completion of 2027 Appraisal Review Board hearings. All hearings covered by this contract, excepting any unscheduled Chapter 25.25 and/or not scheduled hearings, should be completed;

\$ 64,750.00 in November, 2027 after Certification of 2027 Values;

\$ 70,000.00 in February, 2028 after completion of personal property field inspections. If inspections are not completed, the Chief Appraiser will be notified of expected completion date;

\$ 70,000.00 in May, 2028 after completion of 2028 appraisals and Notices of Appraised Value have been mailed. If all appraisals are not complete with Notices ready to mail, the Chief Appraiser will be notified of expected completion date;

\$ 70,000.00 in August, 2028 after completion of 2028 Appraisal Review Board hearings. All hearings covered by this contract, excepting any unscheduled Chapter 25.25 and/or not scheduled hearings, should be completed;

\$ 70,000.00 in November, 2028 after Certification of 2028 Values;

\$ 75,500.00 in February, 2029 after completion of personal property field inspections. If inspections are not completed, the Chief Appraiser will be notified of expected completion date;

\$ 75,500.00 in May, 2029 after completion of 2029 appraisals and Notices of Appraised Value have been mailed. If all appraisals are not complete with Notices ready to mail, the Chief Appraiser will be notified of expected completion;

\$ 75,500.00 in August, 2029 after completion of 2029 Appraisal Review Board hearings. All hearings covered by this contract, excepting any unscheduled Chapter 25.25 and/or not scheduled hearings, should be completed; and,

\$ 75,500.00 in November, 2029 after Certification of 2029 Values.

B. Should new or additional property be added by **Appraisal District** requiring **Appraisal Firm** to provide professional contract services that are additions to the contract after the execution of this contract, **Appraisal Firm** will provide the added services for a per diem fee of \$ 1,000.00 plus all other associated out-of-pocket travel expense. This added fee will be discussed with the Chief Appraiser at the time additional services are requested from **Appraisal Firm** and will be mutually agreed to by **Appraisal District** and **Appraisal Firm**, but such amount shall not exceed a per diem fee of \$ 1,000.00 plus all other associated out-of-pocket travel expense.

C. **Appraisal District** will at any time same may become necessary, pass and enter of record such orders as may be proper and necessary to legalize and facilitate the payments of all sums due **Appraisal Firm**.

IV.

Appraisal District and **Appraisal Firm** further agree as follows:

A. Each will lend mutual assistance to the other in the effective performance of this contract.

B. The payments to be made hereunder by **Appraisal District** to **Appraisal Firm** are in no way contingent upon the amount of or increase in the appraised, assessed or taxable value of property to be appraised by **Appraisal Firm**.

C. Any language contained herein which might be construed to the contrary notwithstanding, if any word, phrase, sentence, paragraph or provision of this contract shall be for any reason declared or adjudicated to be invalid, such decision or adjudication shall not affect the validity of the remaining portions hereof.

D. The execution of this contract is authorized by proper resolution duly adopted by the Board of Directors of **Appraisal District** and is duly approved by the Chief Appraiser.

E. In the event the Texas Legislature enacts changes to the Property Tax Code during the term of this contract the parties will re-examine this contract and renegotiate same, if necessary. Further, should there be a judicial interpretation of the Property Tax Code which affects the legality or validity of any portion of this contract, the parties will re-examine this contract and renegotiate same, if necessary.

F. Notwithstanding any provision to the contrary, if **Appraisal District** fails to appropriate funds for this contract for a subsequent year, this contract shall be of no force and effect and **Appraisal District** shall be liable for no additional charges for the year for which no funds were appropriated.

G. Notwithstanding any provision to the contrary, if **Appraisal District** determines at any time that **Appraisal Firm** is not performing services as required under this Agreement in a sufficiently accurate or timely matter, it shall notify **Appraisal Firm** in writing of such determination. If **Appraisal Firm** fails to cure such deficiency to District's satisfaction within thirty (30) days after delivery of such notice, **Appraisal District** is entitled: to withhold fees payable to **Appraisal Firm** in an amount reasonably related to the portion of **Appraisal Firm's** total fee under this Contract that is attributable to such services; terminate this Agreement; or both.

H. **Appraisal District** will review performance of **Appraisal Firm** on or before September 15 of each year in determining whether to appropriate funds for this contract for a subsequent year. **Appraisal District** will determine that all deliverables are acceptable to **Appraisal District**. If contract obligations have not been completed, **Appraisal District** will notify **Appraisal Firm** within 20 days and corrective action will be taken.

I. As required by Texas Government Section 2270.002, **Appraisal Firm** verifies that it is not currently engaged in, and agrees, for the duration of this Contract, not to engage in a boycott of Israel.

J. And for the true and faithful performance of all and every of the agreements and covenants stated, the said parties hereto bind themselves, their successors and legal representatives, each to the other, provided, however, nothing herein is intended to impose liability for payment of the appraisal fees set forth herein upon the District Directors or the Chief Appraiser in their individual capacities, and **Appraisal Firm** does hereby release, indemnify and hold harmless said District Directors and Chief Appraiser in their individual capacities from and for payment of said appraisal fees. **Appraisal Firm** shall further indemnify and hold harmless the **Appraisal District** from liability for any negligent or tortious act it may commit in the course and scope of its duties under this contract.

IN WITNESS, WHEREOF, the parties to this agreement have hereunto set their hands this _____ day of _____, 2025.

WARD COUNTY APPRAISAL DISTRICT

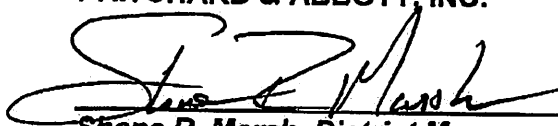
Chairman, Board of Directors

Secretary, Board of Directors

Approved By:

Chief Appraiser

PRITCHARD & ABBOTT, INC.



Shane R. Marsh, District Manager