

Ector County Independent School District Odessa, Texas

Memorandum

TO: Board of Trustees

FROM: Roy C. Benavides, Ed.D., Superintendent

SUBJECT: APPROVAL OF COLLECTION RESOLUTION (BG-Q)

DATE: December 16, 2003

To help streamline refunds and over collected taxes, Ector County Appraisal District has asked that a formal resolution be approved to name the persons responsible for approving refunds and over collected taxes.

It is recommended that the Board of Trustees approve the Collection Resolution as presented.

Respectfully submitted,

Roy C. Benavides, Ed.D.,
Superintendent

Bruce Revell,
Executive Director
for Finance & Business Operations