

# **Ector County Independent School District Odessa, Texas**

## **Memorandum**

**TO:** Board of Trustees

**FROM:** Hector Mendez, Superintendent of Schools

**SUBJECT: DISCUSSION AND REQUEST FOR APPROVAL TO ACCEPT THE APPLICATION OF SUMMIT TEXAS CLEAN ENERGY, LLC FOR AN APPRAISED VALUE LIMITATION ON QUALIFIED PROPERTY, TO AUTHORIZE THE SUPERINTENDENT TO REVIEW THE APPLICATION FOR COMPLETENESS, AND TO SUBMIT THE APPLICATION TO THE COMPTROLLER.**

**DATE:** August 16, 2011

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In accordance with CCG(LOCAL), upon receipt of the application and the fee, the initial steps that must be taken by the district include:

1. Accepting the filing of the application and send written confirmation
2. Review the application for completeness
3. Once the application is deemed complete, submit application and required documents to the Comptroller

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It is recommended that the Board of Trustees approve the above actions as presented.

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Respectfully submitted,

**Hector Mendez,**  
Superintendent of Schools

**Tonya Tillman,**  
Assistant Superintendent  
for Business Operations