

# STEPHENS COUNTY APPRAISAL DISTRICT

201 S Rose Ave. P. O. Box 351  
Breckenridge, TX 76424

GARY ZEITLER RPA, RTA, CCA  
CHIEF APPRAISER

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## BOARD OF DIRECTORS NOTICE OF PUBLIC MEETING

The Stephens County Appraisal District Board of Directors will meet in a public meeting on **Tuesday, March 9, 2021 at 7:30** in the District's office at 201 S. Rose Ave, Breckenridge, Stephens County, Texas.

## MINUTES

### In Attendance:

#### SCAD Board Members Present

Jerry Toland, Chairman  
Parker Wylie, Member  
Roy Russell, Member  
Ted Goldsmith, Secretary  
Tom Cyprian, Member

#### Also Present

Linda Carrington, Asst Cf Interim Appraiser  
Will Thompson, Chief Appraiser in Training

- 2021 – 013      CALL TO ORDER  
Meeting was called to order at 7:30 A.M. by Jerry Toland, Chairman
- 2021 – 014      ESTABLISH A QUORUM  
All members of the board were present.
- 2021 – 015      PUBLIC ACCESS  
No public comment was made.
- 2021 – 016      CONSIDER AND/OR APPROVE MINUTES FROM STEPHENS COUNTY APPRAISAL DISTRICT MIUTES  
FOR THE BOARD OF DIRECTORS MEETING HELD FEBRUARY 2, 2021.  
Consideration: Verification of the meeting record  
**Action: Accept as presented**  
Moved: Parker Wylie  
Second: Roy Russell  
Vote: 4 – 0
- 2021 – 017      CONSIDER AND/OR APPROVE FINANCIAL REPORT FOR JANUARY & FEBRUARY 2021  
Consideration: Verification of expenditures  
**Action: Accept as presented**  
Moved: Ted Goldsmith  
Second: Parker Wylie  
Vote: 4 – 0
- 2021 – 018      REVIEW 2020 FINANACIAL STUDY & 2021 RE-FORMATED BUDGET  
Consideration: Determine overage from 2020 and examine the impact of adjustments and added  
expenditures for 2021  
**Action: Approve adjustments to 2021 Budget**  
Moved: Roy Russell  
Second: Ted Goldsmith  
Vote: 4 – 0
- Action: Move \$67,000 2020 overage from General Fund to other account and designate for renovation, repair  
and capital improvement expenditures**  
Moved: Roy Russell  
Second: Ted Goldsmith  
Vote: 4 – 0

- 2021 – 019      CONSIDER AND/OR APPROVE ADDITION OF CHIEF APPRAISER IN TRAINING TO SIGNATURE CARDS ON ACCOUNTS AT INTERBANK  
Consideration: Add Chief Appraiser in Training to signature cards at bank  
**Action: Approve the addition of William Thompson to Interbank the General Fund (\*\*\*\*5711) and the District Account (\*\*\*\*8163) signature cards**  
Moved: Roy Russell  
Second: Ted Goldsmith  
Vote: 4 – 0
- 2021 – 020      CONSIDER AND/OR APPROVE MONTHLY EXPENDITURES TO BE PLACED ON DRAFT  
Consideration: Set up routine, monthly expenses on draft  
**Action: Place the attached list of accounts payable on draft/ACH**  
Moved: Ted Goldsmith  
Second: Parker Wylie  
Vote: 4 – 0
- 2021 – 021      CONSIDER AND/OR APPROVE PLAN TO COMPLETE TRUTH IN TAXATION WEBSITE  
Consideration: Select a company to develop and launch the Truth in Taxation website as required by 2019 SBI  
**Action: Approve contract with BIS to develop SCAD's Truth in Taxation website**  
Moved: Roy Russell  
Second: Parker Wylie  
Vote: 4 – 0
- 2021 – 022      CONSIDER AND/OR APPROVE IT SUPPORT, PURCHASES AND MAINTENANCE PLAN  
Consideration: Examine the current IT inventory and design an improvement plan  
**Action: Approve the purchase of a new district server from SDS**  
Moved: Parker Wylie  
Second: Roy Russell  
Vote: 4 – 0
- Action: Approve the contact with BIS for mapping services**  
Moved: Parker Wylie  
Second: Roy Russell  
Vote: 4 – 0
- Action: Table pending negotiation of a 3-year replacement schedule for workstations**
- 2021 – 023      CONSIDER AND/OR APPROVE BUILDING RENNOVATIONS  
Consideration: Examine needed renovations and bids  
**Action: Tabled pending examination/determination of roof and the collection of additional bids**
- 2021 – 024      CONSIDER AND/OR APPROVE CHANGE OVER TO VOiP SYSTEM  
Consideration: Consider proposal to move office phones to VOiP System  
**Action: Tabled pending a final bid**
- 2021 – 025      CHIEF APPRAISER REPORT  
- PTAD - PVS  
- MAPS Report  
- Contract/Outsource Review  
- Mapping program/plan  
- Division Orders  
- Board Configuration/Election
- 2021 – 026      CONSIDER AND/OR APPROVE NEXT MEETING DATE  
**Action: Set the next meeting for April 13, 2021 at 7:30 A.M. at the SCAD Office**  
Moved: Roy Russell  
Second: Parker Wylie  
Vote: 4 – 0

2021 - 027

CONSIDER AND/OR APPROVE ADJOURNMENT

**Action: Motion to adjourn meeting**

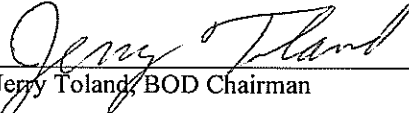
Moved: Roy Russell

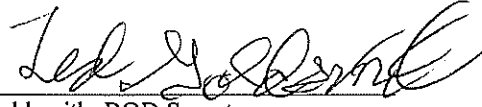
Second: Parker Wylie

Vote: 4 - 0

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Minutes approved this 13 day of April, 2021

  
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Jerry Toland, BOD Chairman

  
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Ted Goldsmith, BOD Secretary