

# 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 **Thursday, February 10, 2022 at 7:30 AM** in the District's office at 201 S. Rose Ave, Breckenridge, Stephens County, Texas.

## MINUTES

### In Attendance:

| Board         | Staff         | Entities      | Public |
|---------------|---------------|---------------|--------|
| Jerry Toland  | Gary Zeitler  | Kevin Shipley |        |
| Ted Goldsmith | Will Thompson |               |        |
| Rob Durham    |               |               |        |
| Parker Wylie  |               |               |        |

### AGENDA

- 2022 - 02 - 001 CALL TO ORDER  
*Meeting was called to order at 7:37 AM*
- 2022 - 02 - 002 ESTABLISH A QUORUM  
*A quorum was present*
- 2022 - 02 - 003 PUBLIC ACCESS  
The time period shall be three (3) minutes per person. The time limit may be adjusted at the discretion of the Chairman of the Board at each meeting. If a large number of persons wish to speak at the Board, the Chairman may reduce each person's time for speaking as may be reasonably necessary to allow the Board to complete its business and adjourn the meeting at a reasonable time. The Board may refuse to hear any person who attempts to speak on a subject unrelated to the business of the appraisal district or within the jurisdiction of the Board of Directors.
- 2022 - 02 - 004 CONSENT AGENDA ITEMS
1. Minutes from the Stephens County Appraisal District Board of Directors Meeting held January 11, 2022.
  2. Financial Reports
  3. GIS Report
  4. Set next meeting time and location for March 8, 2022 at 7:30 AM in the District Office
- Motion: To accept as presented*  
*Moved: Parker Wylie*  
*Second: Ted Goldsmith*  
*Vote: Passed 4-0*
- 2022 - 02 - 005 CONSIDER CLOSE OUT OF 2021 BUDGET  
Items: Update on closing out 2021 Budget  
*No Action Taken*

2022 – 02 – 006 CONSIDER ADDITIONS TO THE STEPHENS COUNTY APPRAISAL DISTRICT POLICIES AND PROCEDURES

Items: Policy and Procedures

1. Open Information Act
2. Public Relations

*Motion: To accept with revisions/edits*

*Moved: Parker Wylie*

*Second: Ted Goldsmith*

*Vote: Passed 4-0*

2022– 02 – 007 DISCUSS PUBLIC INFORMATION ANNOUNCEMENT

Items: Announcement shared with media

*No Action Taken*

*Discussion suggested posting announcement to website*

2022 – 02 – 008 CONSIDER PERSONNEL MATTERS

In accordance with the Texas Open Meetings Acts (Sb Ch D & E of Ch. 551 Tex Govt. Code), The Board of Directors may enter a closed session to deliberate any subject authorized by Subchapter D and listed on the agenda for this meeting. Any final action, decision, or vote on a subject deliberated in the closed meeting will be taken in an open meeting held in accordance with the Texas Open Meeting Act.

*None at this time*

2022 – 02 – 009 CHIEF APPRAISER REPORT

- Update on re-appraisal process
- Discussion of 2021 PVS Data
- Education & Training Schedule

*Discussion also included insights on the recent tax sale and an update on the industrial/mineral appraisal.*

2022 – 02 – 010 CONSIDER ADJOURNMENT

*Motion: To adjourn the meeting*

*Moved: Rob Durham*

*Second: Ted Goldsmith*


*Vote: Passed 4-0*

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Minutes were taken by William Thompson, Chief Appraiser in Training.

Minutes approved this 10 day of FEBRUARY, 2022

  
Jerry Toland, BOD Chairman

  
Ted Goldsmith, BOD Secretary