

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, January 11, 2022 at 7:30 AM** in the District's office at 201 S. Rose Ave, Breckenridge, Stephens County, Texas.

MINUTES

AGENDA

2022 - 01 - 001 CALL TO ORDER

Meeting was called to order at 7:40 AM

2022 - 01 - 002 ESTABLISH A QUORUM

In Attendance:

Board Members

*Jerry Toland
Ted Goldsmith
Roy Russel
Parker Wylie
Rob Durham*

Staff

*Will Thompson
Amy Judkins*

Entities

Bryan Allen

Public

2022 - 01 - 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.

None present

2022 - 01 - 004 OATH OF OFFICE OF BOARD MEMBERS

Items: Oath of Office Forms; Notary on site

Each board member signed a new oath of office and had it notarized by Denise Holson

2022 - 01 - 005 ELECTION OF BOARD OFFICERS

Motion: Move to nominate Jerry Toland as Chairman of the Board

Moved: Roy Russell

Second: Parker Wylie

Vote: 5 - 0 to approve

Motion: Move to nominate Ted Goldsmith as Secretary

Moved: Parker Wylie

Second: Rob Durham

Vote: 5 - 0 to approve

2022 – 01 – 006 CONSENT AGENDA ITEMS

1. Minutes from the Stephens County Appraisal District Board of Directors Meeting held December 9, 2021.
2. Financial Reports
3. GIS Report
4. Set next meeting time and location for February 8, 2022 at 7:30 AM in the District Office

Motion: To approve consent agenda as presented

Moved: Parker Wylie

Second: Rob Durahm

Vote: 5 – 0 to approve

2022 – 01 – 007 CONSIDER CLOSE OUT OF 2021 BUDGET

Items: Final budget of 2021

Discussion: Allotments were not correct for 2021; board could not close out budget until this are corrected.

2022 – 01 – 008 CONSIDER BUDGET ADJUSTMENTS FOR 2022 BUDGET

Items: Proposed budget reflecting adjustments

Motion: To approve as presented

Moved: Ted Goldsmith

Second: Rob Durham

Vote: 5 – 0 to approve

2022 – 01 – 009 CONSIDER BANK DEPOSITORY RATES

Items: Proposals from local banks

Discussion: Rates and fees are too similar to justify the time and effort it would take to shift deposit accounts.

Motion: To leave the established deposit accounts at Interbank.

Moved: Parker Wylie

Second: Ted Goldsmith

Vote: 5 – 0

2022 – 01 – 010 CONSIDER REVISIONS TO THE STEPHENS COUNTY APPRAISAL DISTRICT POLICIES AND PROCEDURES

Items: Revised pages from Policy and Procedure Manual

1. Revision regarding appointment of the County Tax Assessor as a non-voting member
2. Correction of typos and grammatical errors
3. Addition of addendum on Ag Values and Determination of Special Value

Motion: Move to approve as presented

Moved: Parker Wylie

Second: Roy Russell

Vote: 5 – 0 to approve

2022 – 01 – 011 DISCUSS TRAINING REQUIREMENTS FOR BOARD MEMBERS

1. Texas Public Information Act
2. Texas Open Meeting Act

Motion: To view the Public Information Act at the February Board Meeting and the Texas Open Meetings Act at the March meeting.

Moved: Roy Russell

Second: Parker Wylie

Vote: 5 – 0 to approve

2022 – 01 – 012 CONSIDER APPOINTMENT OF TAX PAYER LIAISON

Motion: To appoint Eric Brennan as the Taxpayer Liaison for 2022
Moved: Ted Goldsmith
Second: Rob Durham
Vote: 5 – 0 to approve

2022 – 01 – 013 CONSIDER RECOMMENDATIONS FOR APPRAISAL REVIEW BOARD

Discussion: Board suggest keeping the three who served the previous year and add two more nominations for consideration by the District Judge

2022 – 01 – 014 REVIEW CONTRACTS AND CONSIDER RATIFICATION

1. Armstrong & Armstrong
2. Eagle Consulting – Real Property Appraisal
3. Eagle Consulting – Interim Chief Appraiser
4. TY Pickett – Mineral & Industrial
5. Cameron Gulley – Financial Audit
6. Southwest Data Solutions – CAMA
7. Southwest Data Solutions – IT Support

*Discussion: Board requested a meeting with Gary Zeitler to discuss PVS and MAPS
Board felt staff reviews were honest and thorough*
Motion: To ratify the contract evaluations made by staff
Moved: Parker Wylie
Second: Roy Russell
Vote: 5 – 0 to approve

2022 – 01 – 015 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 – 01 – 016 CHIEF APPRAISER REPORT

- Items:
- Update on re-appraisal process
 - Education & Training

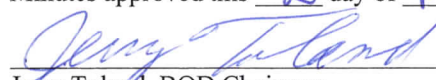
*Discussion: Chief Appraiser in Training discussed the two items included on the agenda
Also discussed was the MAPS training taken the day before, recent changes in the hours of operations and personal property renditions*

2022 – 01 – 017 CONSIDER ADJOURNMENT

Motion: To adjourn
Moved: Rob Durham
Second: Roy Russell
Vote: 5 – 0 to approve

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

Minutes approved this 2 day of FEBRUARY 2021


Jerry Toland, BOD Chairman


Ted Goldsmith, BOD Secretary