

**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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**NOTICE OF PUBLIC MEETING OF THE BOARD OF DIRECTORS**

The Stephens County Appraisal District Board of Directors will meet in a public meeting on  
**Tuesday, September 6, 2022 at 7:30 AM**  
**(Immediately following the public hearing on district reappraisal plan)**  
in the District's office at 201 S. Rose Ave, Breckenridge, Stephens County, Texas

**MINUTES**

**AGENDA**

2022 – 09 – 001 CALL TO ORDER  
*Meeting called to order at 7:43 AM*

2022 – 09 – 002 ESTABLISH A QUORUM

*In Attendance:*

<b><u>Board</u></b>	<b><u>Staff</u></b>	<b><u>Public</u></b>
Jerry Toland	Will Thompson	Bryan Allen, Supt BISD
Roy Russell		
Gregg Goodall		
Parker Wylie		
Rob Durham		
Christie Latham		

2022 – 09 – 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.  
*No public in attendance.*

2022 – 09 – 004 CONSENT AGENDA ITEMS

- Minutes from Board of Directors Meeting held August 9, 2022
- Financial Reports
- GIS Report
- Set next meeting time and location for Tuesday October 11, 2022 at 7:30 AM in the District Office

*Discussion: Nothing out of the ordinary on financials. CA-in Training did point out to the board that Woodson ISD remained behind for both 2021 and 2022. The board decided not to enforce any late penalty at this time, but asked CA-in Training to follow up with WISD on the issue. If not paid by the end of 2022, penalties would be enforced.*

*Motion: To approve as presented*

*Moved by: Parker Wylie*

*Second by: Roy Russell*

*Vote: 5-0 to pass*

2022 – 09 – 005 CONSIDERATION OF ANNUAL FINANCIAL AUDIT

Items: Audit report presented by Cameron Gulley

*Discussion: Mr. Gulley joined the meeting by video conference. He provided a thorough review of the audit. Mr. Gulley discussed the changes in the cash position of the district, but noted that was by design by hiring new positions. No discrepancies or issues were identified.*

*Motion: To approve and accept the financial audit as provided.*

*Moved by: Parker Wylie*

*Second by: Roy Russell*

*Vote: 5-0 to pass*

- 2022 – 09 – 006 DISCUSS PUBLIC INPUT, PROPOSE EDITS AND REVISIONS AND/OR APPROVE THE 2023-24 DISTRICT REAPPRAISAL PLAN  
 Items: 2023 – 24 Stephens County Appraisal District Reappraisal Plan  
*Motion: Approve as edited*  
*Moved by: Roy Russell*  
*Second by: Parker Wylie*
- 2022 – 09 – 007 DISCUSSION OF LETTER FROM GLENN HEGAR, COMPTROLLER OF PUBLIC ACCOUNTS  
 Item: Letter  
*Discussion: District is due a Targeted MAPS Review in by the Comptroller's office in 2023. This is in response to BISS failing a PVS for the previous 3 years.*  
*No action taken*
- 2022 – 09 – 008 CONSIDERATION OF TRAVEL RATES FOR REMAINDER OF 2022  
 Item: Memo on travel rates  
*Discussion: Hotel room reimbursement will be paid to employees as the lesser of the actual expense or the approved rate.*  
*Motion: To approve as presented and discussed*  
*Moved by: Gregg Goodall*  
*Second by: Roy Russell*  
*Vote: 5-0 to pass*
- 2022 – 09 – 009 CONSIDERATION OF TRAINING & TRAVEL SCHEDULE FOR REMAINDER OF 2022  
 Item: Memo on travel schedule  
*Information item. No action taken.*
- 2022 – 09 – 010 CONSIDER PICTOMETRY PROPOSAL BY EAGLEVIEW  
 Item: Proposal by Eagleview  
*Information item. Discussion included instructing CA-in Training to speak with the entities in regards to their support of such an expense.*
- 2022 – 09 – 011 CONDERATION OF CONTRACT WITH APLUS PAYROLL  
 Item: Proposal by APlus Payroll services  
*Discussion: The service does not require a contract or contract period for Board approval. Board determined this item would fall under "office management," which is a decision and function of the Chief Appraiser. No action necessary.*
- 2022 – 09 – 012 CONSIDERATION OF EMPLOYEE HEALTH INSURANCE OPTIONS  
 Item: Information from TML Health  
*Discussion: The district has seen a premium increase every year for the last several years. This year's increase would be 18% to remain on Option 1. Through comparing plans, the Board determined it would be better stewardship to change to Option 2 and maintain a premium that is similar to the current amount.*  
*Motion: To elect Option 2 of the TML Health options for the District*  
*Moved by: Roy Russell*  
*Second by: Rob Durham*  
*Vote: 5-0 to pass*
- 2022 – 09 – 013 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.  
*Entered into executive session at 9:06*  
*Closed executive session at 9:25*  
*No action was taken in executive session or regarding anything discussed in executive session.*
- 2022 – 09 – 014 CHIEF APPRAISER REPORT  
 - Correspondence to the Board  
 - Memo on association memberships  
 - Update on roof

- MAPS Review Update  
Discussion: Updates on these matters from the CA-in Training.  
No action taken.

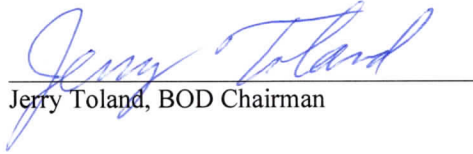
2022 - 09 - 015 ADJOURN


*Motion:* To adjourn  
*Moved by:* Rob Durham  
*Second by:* Roy Russell  
*Vote:* 5-0

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

Minutes approved this 18 day of October, 2022

  
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Jerry Toland, BOD Chairman

  
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BOD Member