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SEP 20 2023

JACKIE ERSEY Co. Clerk

STEPHENS COUNTY TEXAS

Jackie Ersey
GARY ZEITLER RPA, RTA, CGA
INTERIM CHIEF APPRAISER

STEPHENS COUNTY APPRAISAL DISTRICT

201 S Rose Ave · Breckenridge, TX 76424

NOTICE OF PUBLIC MEETING OF THE BOARD OF DIRECTORS

Tuesday September 26, 2023 at 7:30 AM

PHONE: 254.559.8233

FAX: 254.559.2897

AGENDA

The Stephens County Appraisal District Board of Directors will have a public meeting in the district's office at 201 S. Rose Ave, Breckenridge, Stephens County, Texas.

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. All voting actions or decisions will take place in the open meeting.

2023 - 09 - 001 CALL TO ORDER

2023 - 09 - 002 ESTABLISH A QUORUM

2023 - 09 - 003 SET THE AGENDA

The Chairmen may ask if anyone has anything to add to the agenda. Discussion items may be added, but decisions should not be made without proper public notice. The Chairman may also ask if items need to be heard in an order other than presented. Once all additions and changes are noted, the agenda is adopted by motion, second and majority vote. Once adopted, it takes a 2/3 majority vote of the members to change the agenda.

2023 - 09 - 004 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.

2023 - 09 - 005 CONSENT AGENDA

Items:

1. Minutes from Board of Directors Meeting held August 1, 2023 and August 22, 2023.
2. Financial Reports (Reconciliation, Budget, Allocation)
3. GIS Report
4. Set next meeting time and location for Tuesday October 10, 2023 at 7:30 AM in the District Office

Recommended Action: Acceptance of reports as written (one motion for all items)

2023 - 09 - 006 CHIEF APPRAISER REPORT

- Correspondence to the BOD
- Update on District Initiatives

Many of the initiatives for Tax Year 2023 have been completed. New initiatives are in the process of being developed for Tax Year 204. Staff hopes to make this report a standard monthly report to the Board to show continuous improvement efforts by the District.

- Update on 2024 Budget

Since the budget has been submitted and approved, we have received notices/requests to increase from 3 different vendors and additional expenses resulting from recent legislation:

Eagle Consulting	\$5,000 annually (approved last meeting)
TY Pickett	\$2,000 annually (pending approval)
TML Risk	\$ 284 (does not require approval)
BIS	\$1,000 (plus other options if elected)
Total	\$8,284

W. W. King
CHIEF APPRAISER in TRAINING

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INTERIM CHIEF APPRAISER

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FAX: 254.559.2897

AGENDA

- 2023 – 09 – 006 CHIEF APPRAISER REPORT (Con't)
- Update on Appraisal Process
Staff had a meeting with Eagle Appraisal last Tuesday to discuss how to improve consistency of appraisals, adjust cost and depreciation tables and improve communication between the District and appraiser.
- 2023 – 09 – 007 CONSIDERATION OF RATE INCREASE REQUESTED BY TY PICKETT
- Items: Email request
- Discussion: Based on unforeseen increases in traditional expenses incurred to complete contracted services, TY Pickett is requesting an increase from \$48,500 to \$50,500 under contract renewal for TY 2024/2025.
- Recommended Action: Approve request as presented.
- 2023 – 09 – 008 CONSIDERATION OF EMPLOYEE HEALTH INSURANCE CHANGES
- Items: Rate/Plan Proposals
- Discussion: The District has seen a 10-20% increase in premiums yearly for several years. This year's increase from TML is 100% under the current coverage. TML offered one second option which doubles all deductibles and out-of-pocket expenses at a 92.97% increase. The District is researching other options for coverage.
- Recommended Action: Sign proposal from TML so that coverage will be in place. TML will release the District with 30 days written cancellation once better options are contracted.
- 2023 – 09 – 009 CONSIDERATION OF DEPOSITORY FUND PROPOSALS
- Items: Proposals from local bank institutions
- Discussion: Every two years the Board is required to designate the financial institution that offers the most favorable terms and conditions for the handling of District's funds. On behalf of the Board Secretary, the staff has solicited bids by area financial institutions for consideration.
- Recommended Action: Based on review of bids, staff did not find a considerable difference in services, fees or interest rates and recommends staying with Interbank since all accounts are already established.
- 2023 – 09 – 010 CONSIDERATION OF ANNUAL FININCIAL AUDIT
- Items: Audit report prepared by Cameron Gulley
- Discussion: Cameron Gulley does an annual audit report of the District's financials. By requirement, the report has been sent to each entity for review and comment.
- Recommended Action: Staff recommends approval of the audit as submitted
- 2023 – 09 – 011 CONSIDER PERSONNEL MATTERS (Closed Session)
- Recommended Action: No action will be taken during the closed session.
- 2023 – 09 – 012 ADJOURN