

APPROVED

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS

The Board of Directors of the Kaufman County Appraisal District held a meeting on Thursday January 24, 2019 in the boardroom of the Kaufman County Appraisal District office located at 3950 South Houston Street, Kaufman, Texas. Board members present included Robert Dobbs, Ann McDonald, Rusty Freeman, Mike Wood, Bruce Bynum, Karen Jones and Brenda Samples, ex-officio member. Staff members present were Sarah Curtis, Chief Appraiser, Ray Helm, Coy Johnson, Royce Thomas, Vicki White and Jennifer Jackson. Guest included Judge Mary J Bardin from Precinct 1, Samantha Keats and Bryan Kieik of by Yeldell, Wilson, & Co. P.C.

A. Roll Call

Chairman Dobbs called the meeting to order with a quorum present at 5:00 p.m.

B. Invocation

The invocation was led by Rusty Freeman

C. Pledge of Allegiance & Texas Pledge of Allegiance

Board Secretary, Ann McDonald led the pledge of allegiances'

D. Recognition of newly appointed member and returning members

Chairman Dobbs welcomed new appointee John Zaby and newly re-appointed members Bruce Bynum and Mike Wood.

E. Administration of Oath of Office

Judge Mary Bardin administered the Oath of Office to new member John Zaby and newly re-appointed members Bruce Bynum and Mike Wood

F. Discussion and Action to elect 2019 officers

- a. Mike Wood nominated Robert Dobbs as Chairman of the Board of Directors. Seconded by Bruce Bynum. There being no further nominations a vote was taken with all being in favor of Robert Dobbs as Chairman. Motion carried unanimously.
- b. Nominations were open for Vice-Chairman, with Mike Wood nominating Bruce Bynum. Seconded by John Zaby. There being no further nominations a vote was taken with all being in favor of Bruce Bynum as Vice-Chairman. Motion carried unanimously.
- c. Karen Jones nominated Ann McDonald as Secretary. Seconded by Mike Wood. There being no further nominations a vote was taken with all being in favor of Ann McDonald as Secretary. Motion carried unanimously.

G. Open Forum

1. Recognition of visitors and persons not on the agenda.
Chairman Dobbs welcomed everyone in attendance.

H. Action Items

1. Review and Action of Minutes from the meeting of December 11, 2018.
Mike Wood made a motion to approve the December 11, 2018 minutes as printed.
Seconded by Karen Jones. A vote was taken with all being in favor. Motion carried.
2. Review and Action to accept Audit Report for 2017 budget by Yeldell, Wilson, & Co. P.C.
Karen Jones made a motion to approve the 2017 audit report as presented. Seconded by John Zaby. A vote was taken with all being in favor. Motion carried.
3. Discussion and Action to Approve Investment Policy for 2019
No Action
4. Action to approve check and banking authority for 2019
Motion by Karen Jones to approve newly relected officers Robert Dobbs, Bruce Bynum, Ann McDonald in addition to Sarah Curtis, Chief Appraiser as signatories for 2019 with American National Bank. Seconded by Mike Wood. A vote was taken with all being in favor. Motion carried.
5. Discussion and Action on entering into a contract with Ray Helm as consultant
After discussion Mr. Helm will continue in his position assisting in the reappraisal of properties for the district. No Action Needed.
6. Discussion and Action to appoint ARB officers
 - a. Ann McDonald made a motion to appoint Rudy Hickman as Chairman of the Appraisal Review Board for the 2019 term. Seconded by Karen Jones. A vote was taken with all being in favor. Motion carried.
 - b. John Zaby made a motion to appoint Don Archer as Vice-Chairman of the Appraisal Review Board for the 2019 term. Seconded by Karen Jones. A vote was taken with all being in favor. Motion carried.
 - c. Mike Wood made a motion to appoint Mary Carter as Secretary of the Appraisal Review Board for the 2019 term. Seconded by John Zaby. A vote was taken with all being in favor. Motion carried.

7. Action to Appoint BOD Committees for 2019

Budget Committee

Bruce Bynum - Chair
Ann McDonald
Brenda Samples
John Zaby

ARB Committee

Ann McDonald - Chair
Karen Jones
John Zaby

Personnel Committee

Mike Wood - Chair
Rusty Freeman
Robert Dobbs

Karen Jones made a motion to approve the appointed committees. Seconded by Bruce Bynum. A vote was taken with all being in favor. Motion carried.

8. Discussion and Action on Third Quarter Investment Report

John Zaby made a motion to approve the 2018 Third Quarter Investment report. Seconded by Karen Jones. A vote was taken with all being in favor. Motion carried.

9. Discussion and Action on \$125,000.00 CD at American National Bank maturity date February 7, 2019

Mike Wood made a motion to renew the \$125,000.00 CD with America National Bank for 12 months at 1.52%. Seconded by Bruce Bynum. A vote was taken with all being in favor. Motion carried.

10. Discussion and Action to approve Accurate Air 2019 Maintenance Agreement

Mike Wood made a motion to approve the 2019 maintenance Agreement with Accurate Air. Seconded by Karen Jones. A vote was taken with all being in favor. Motion carried.

11. Discussion and Action to amend Kaufman County Appraisal District Budget and Financing Policy

a. method of financing

Motion by Ann McDonald to delete the word preceding from paragraph 1 of page 2 of the Budget and Finance Policy. Seconded by Karen Jones. A vote was taken with all being in favor. Motion carried.

b. methods of financing-delinquent payments

Motion by Karen Jones to amend wording in paragraph 3 of page 2 for late payments in the Budget and Finance Policy. Seconded by Bruce Bynum. A vote was taken with all being in favor. Motion carried.

12. Discussion and Review First Quarter late allocation payments

DELINQUENT PAYMENTS

| JURISDICTION | PAYMENT | POSTMARK | RECEIVED |
|----------------------------|----------|----------|-----------|
| EMERGENCY SER. DISTRICT #3 | 1,796.55 | 3-JAN-19 | 11-JAN-19 |
| EMRGENCEY SER. DISTRICT #7 | 1,029.94 | 3-JAN-19 | 7-JAN 19 |

OUTSTANDING PAYMENTS

| JURISDICTION | PAYMENT DUE |
|--------------------------------|-------------|
| KAUFMAN MUD #2 | 5,548.85 |
| KAUFMAN CO MUD #04 | 403.89 |
| KAUFMAN CO MUD #11 | 6,039.09 |
| KAUFMAN CO MUD #14 | 3,666.46 |
| KAUFMAN CO FRESHWATER DIST 1-C | 6,796.70 |

Motion by Ann McDonald to access late penalty and interest to all late payments.
Seconded by Karen Jones. A vote was taken with all being in favor. Motion carried.

I. Discussion Items

1. TAAD Conference attendance February 24-27, 2019
RESULTS: Discussed
2. Request for Board of Directors expansion
RESULTS: Discussed
3. New Employees Introductions
New staff were as follows:
Deputy Chief- Coy Johnson- Formally of Denton CAD
Director of Appraisal – Jennifer Jackson – Formally of Upshur CAD
Office Manager- Vicki White – Formally of Upshur CAD
Appraiser- Jennifer Ison- Formally of Upshur CAD will be joining the District on
Monday, January 28th.
4. Next Meeting Date
March 28, 2019

J. Adjournment

There being no further discussion or questions, Karen Jones moved to adjourn. Seconded by Bruce Bynum. A vote was taken with all being in favor. Motion carried.

Meeting adjourned at 6:35 p.m.


Ann McDonald - Secretary