

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
OF THE KAUFMAN COUNTY APPRAISAL DISTRICT**

The Board of Directors of the Kaufman County Appraisal District held a special meeting and public hearing on June 2, 2016 at 3:00 p.m. in the Boardroom of the Kaufman County Appraisal District, located at 3950 South Houston Street, Kaufman, Texas. Members present were James Huffman, Ann McDonald, Michael Wood, Robert Dobbs and newly appointed member Jackie Self. Members absent were John Zaby and Tonya Ratcliff. Also present were staff members Chief Appraiser Chris Peace, Carolyn Harrison, Royce Thomas, Robert Castaneda, Audrey Grimes and Elvie Avants. In attendance reporting for the Kaufman Herald was Managing Editor Phil Major.

A. Roll/Call to Order Special Meeting

Chairman Huffman called the meeting to order at 3:00 p.m. with a quorum present.

B. Invocation

Huffman open the meeting by leading the invocation.

C. Acknowledgement of new board member appointed to fulfill the term of Doug Gibbs, entity appointed Jackie Self

Chairman Huffman welcomed Ms. Self and deferred this item to Chief Peace. Peace stated following the tenured resignation of Board Member Doug Gibbs entities previously represented by Gibbs were notified giving each an opportunity to appoint a new representative. Kemp ISD, City of Kemp and City of Mabank previously represented by Mr. Gibbs has appointed Ms. Jackie Self. Huffman stated it will be a pleasure for the board to work with Ms. Self and utilize her knowledge and experience.

D. Update Board on Oath of Office for new member

Peace stated Ms. Self was sworn in on Tuesday, May 24, 2016 at 1:00 p.m. by Judge Mary Bardin of Kaufman County Precinct 1.

E. Discussion and Action on filling Vice-Chairman position

After discussion Chairman Huffman opened the floor for nominations to fill the vacant position of vice-chairman. Robert Dobbs nominated John Zaby. Ann McDonald nominated Jackie Self. Ann McDonald moved that nominations cease with a second by Robert Dobbs. Chairman Huffman called for a vote on the nomination of John Zaby with Robert Dobbs, Jackie Self and Michael Wood voting for Zaby. Chairman Huffman asked for a vote on Jackie Self's nomination with Ann McDonald and James Huffman voting for Ms. Self. John Zaby elected vice-chairman with a majority of the votes.

F. Pledge of Allegiance & Texas Pledge of Allegiance

Pledge of Allegiance led by Board Member Ann McDonald

G. Open Forum

No one spoke during the open forum

H. Public Hearing on 2017 Proposed Budget

Chairman Huffman open the public hearing on the 2017 Preliminary Budget at 3:09 p.m.

1. Open Hearing for comments from public

Chairman Huffman asked Chief Peace if the Board Secretary had delivered the required Notice of the Public Hearing to the entities and their governing bodies as required in Section 6.06 of the Property Tax Code.

Peace confirmed the notices of the public hearing were mailed by certified mail to the governing body of each entity on May 18, 2016.

Peace confirmed quarter page ads have been published in area newspapers and copies of the Proposed 2017 Budget were mailed to all entities and their governing bodies by mail.

Chairman Huffman asked Peace if he had received any dis-approvals. Peace responded by stating he had received two questions relating to insurance cost and advised he is inquiring into the districts options for future coverage but no dis-approvals.

2. Close Public Hearing

Huffman asked the Board if there was any further discussion or comments on the Proposed 2017 Budget. There being no further questions or comments, Ann McDonald made a motion to close the Public Hearing on the Proposed 2017 Budget. Seconded by Michael Wood. A vote was taken with all being in favor. Motion carried. There being no further questions or comments then Huffman stated the Public Hearing on the 2017 Proposed Budget is now closed at 3:13 p.m.

I. Open Public Hearing on Re-Appraisal Plan for 2017-2018

Chairman Huffman opened the hearing on the on the 2017-2018 Re-Appraisal Plan

1. Open Hearing for comments from public

Chairman Huffman asked Chief Appraiser Peace if he had met the requirements of Section 6.05(i) of the Property Tax Code regarding notification to the presiding officers of the governing body of each taxing unit that participates in the district of this public hearing.

Peace confirmed yes, a notice of the public hearing and a copy of the Re-Appraisal Plan for 2017-2018 were mailed on May 18, 2016.

Huffman asked if any correspondence or questions had been received regarding the plan. Peace responded no, there have been no questions received.

2. Close Public Hearing

Huffman asked if there were any further questions or comments from the Board on the 2017-2018 Re-Appraisal Plan. There being none, we will proceed with formal action and approval of the Re-Appraisal Plan for 2017-2018 with Michael Wood moving to approve with Jackie Self seconding the motion. A was taken with all being in favor. Motion carried. Huffman announced the Public Hearing is now closed at 3:21 p.m.

J. Adjournment of Special Meeting

There being no further discussion Huffman asked for a motion to close the Public Hearing on the 2017-2018 Re-Appraisal Plan. Motion made by Ann McDonald with a second by Robert Dobbs. A vote was taken with all being in favor. Motion carried.

K. Open Regular Meeting

Chairman Huffman opened the regular meeting of the Board of Directors with members James Huffman, Ann McDonald, Michael Wood, Robert Dobbs, and Jackie Self with a quorum still present at 3:22 p.m.

Action Items

1. Review and Action on Minutes of May 17, 2016 meeting

Motion: Adopt Minutes of Meeting from May 17, 2016

Result: Approved (Unanimous)

Mover: Robert Dobbs

Seconders: James Huffman

2. Final discussion and action on 2017 budget

Chairman Huffman asked if there were any other questions or discussion on the proposed 2017 Budget as discussed in the public hearing. There being none, Huffman called for a vote.

Motion: To approve the Proposed 2017 Budget in the amount of \$2,203,065.00

Result: Approved (Unanimous)

Mover: Jackie Self

Seconders: Robert Dobbs

3. Discussion and Action to publicize for parking lot and Concrete project

a. Set timeline for project

The timeline was discussed as to whether the bids would be decided at a July 19 meeting or the regular July 28 meeting date.

Motions: To authorize Chief Peace to advertise for bids to be received by 3:00 p.m. and opened at 5:00 p.m. on July 28, at the regular meeting of the Board of Directors.

Result: Approved (Unanimous)

Mover: Ann McDonald

Seconders: Robert Dobbs

4. Review and Action on Sec. 25.25 report from Chief Appraiser

Motion: After discussion a motion was made to approve the 25.25 report as required
In the property tax code.

Result: Approve (Unanimous)

Mover: Michael Wood

Seconded: Jackie Self

L. Discussion Items/Chief Appraiser Report

1. Update on protest received and ARB hearings

Results: Discussed

2. Update on MAPS Review

Results: Discussed

3. Set date for next meeting

Results: Discussed

4. Update on miscellaneous fund

Results: Discussed

M. Adjournment

There being no further discussion or agenda items, Ann McDonald made a motion to adjourn with James Huffman seconding the motion. A vote was taken with all being in favor. Motion carried. Meeting adjourned the meeting at 3:50 p.m.

A handwritten signature in black ink that reads "Ann McDonald". The signature is written in a cursive style and is positioned above a horizontal line.

Ann McDonald -Secretary