

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 meeting Thursday, July 28, 2016 in the Board room of the Kaufman County Appraisal District at 3950 South Houston Street in Kaufman, Texas. Members present were James Huffman, Ann McDonald, Jackie Self, Tonya Ratcliff and Robert Dobbs. Members John Zaby and Michael Wood were absent. Also present were staff members Chris Peace, Carolyn Harrison, Audrey Grimes, Elvie Avants, Robert Fletcher and Tanner Grimes as well as Phil Major of the Kaufman Herald.

**A. Roll/Call to Order**

Chairman Huffman called the meeting to order at 5:02 p.m. and announced a quorum present.

**B. Invocation**

Chairman Huffman also gave the invocation.

**C. Pledge of Allegiance & Texas Pledge of Allegiance**

Pledge of allegiance led by Board Secretary Ann McDonald.

**D. Open Forum**

No one spoke during open forum

**E. Action Items**

1. **Minutes of prior meeting**-Motion to approve as amended by Jackie Self. Second by Ann McDonald. All in favor. Motion carried.
2. **Review and Action on concrete paving and drainage bids**-One bid was received and was not on the authorized bid form. After discussion, Jackie Self moved to authorize Chief Peace to negotiate repair to the parking lot and drainage issue up to a cost of \$50,000.00. Second made by Tonya Ratcliff. All in favor. Motion carried.
3. **Discussion and final approval of Re-Appraisal Plan for 2017-2018**-Jackie Self moved To approve the Re-Appraisal Plan as discussed in the Public Hearing held June 2, 2016. A second was made by Robert Dobbs. A vote was taken with all being in favor. Motion carried.
4. **Discussion and Action on Health, Life and Dental coverage**- After discussion, Robert Dobbs moved to accept the plan as discussed with TML Intergovernmental Employee Benefits Plan with a 2% increase for the period starting October 1, 2016 thru September 30, 2017 with no benefit change from prior year. A second was made by Tonya Ratcliff with all being in favor. Motion carried.
5. **Discussion and Action on Pictometry Contract**- After discussion, Jackie Self moved to approve a new agreement with Pictometry International Corporation for Imagery with Change Finder for the District. Ann McDonald seconded this motion. Motion carried.

6. **Discussion and Action on amending 2017 budget and entity shares and clarification of past designation of funds-** After discussion, Robert Dobbs moved to reduce the Special Litigation category in the 2017 by \$100,000.00 and to apply this figure to reduce the entity share accordingly. Tonya Ratcliff seconded this motion. A vote was taken with all being in favor. Motion carried.
7. **Discussion and Action on TCDRS Employer rate and possible changes-** After review, Ann McDonald moved to postpone action at this time for further review. Jackie Self seconded the motion. A vote was taken with all being in favor. Motion carried.
8. **Discussion and Action on Certificate of Deposit-** After discussion, it was agreed to move these funds to a new Certificate of Deposit or Money Market Fund with American National Bank. Jackie Self move to authorize Chief Peace to take this action. Tonya Ratcliff seconded this motion. A vote was taken with all being in favor. Motion carried
9. **Review and Action on Second Quarter Investment Report-** After discussion Tonya Ratcliff moved to approve the report as submitted with Robert Dobbs seconding the motion. A vote was taken with all being in favor. Motion carried.

#### F. Discussion Items

1. Update on ARB hearings and certification process
2. Update on certified values
3. Update on 2017 budget process
4. Board of Directors terms
5. ARB member terms
6. Update on phone system
7. Update on Preliminary MAPS Review
8. Update on PVS for 2016
9. Update on committee service for TAAD, TRCA
10. Job descriptions
11. Drug and alcohol policy

#### G. Chief Appraiser Report

1. Appraisal Department update
2. GIS/Mapping Depart update
3. MIS/Data processing dept. update
4. Update on training and education schedule for appraisers
5. Update on field work schedule for 2017 as well as educational courses

#### H. Adjournment

1. Motion by Robert Dobbs with a second by James Huffman. All in favor. Meeting adjourned at 6:12 p.m..

  
Ann McDonald-Secretary