

APPROVED

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 on Thursday July 20, 2017 in the board room of the Kaufman County Appraisal District located at 3950 South Houston Street, Kaufman, Texas. Members present were James Huffman, Jackie Self, Mike Wood, Carole Aga, Robert Dobbs, Bruce Bynum and ex-officio member Brenda Samples. Board member Ann McDonald was absent. Staff members present were Chief Appraiser Chris Peace, Royce Thomas and Audrey Grimes. Guest present was Phil Major of the Kaufman Herald.

**A. Roll Call/Call to Order**

Chairman Huffman called the meeting to order at 5:00 p.m.

**B. Invocation**

Huffman also gave the invocation

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

Carole Aga led all in attendance in the pledge of allegiances

**D. Open Form**

1. Recognition of visitors and persons not on agenda

No one spoke during the open forum

**E. Action Items**

1. Review and Action on Minutes of May 11, 2017 minutes

**Motion:** Approve minutes of the meeting from May 11, 2017

**Results:** Approved(**Unanimous**)

**Mover:** Jackie Self

**Second:** Bruce Bynum

2. Review and Action on Minutes of June 1, 2017 meeting

**Motion:** Approve minutes of the meeting from June 1, 2017

**Results:** Approved(**Unanimous**)

**Mover:** Robert Dobbs

**Second:** Mike Wood

3. Discussion and Action on health, life and dental coverage for employees for period October 1, 2017 – September 30, 2018, per BID packets.

- a. Board Action to appoint Committee for review and adoption of new insurance plan and discussion with staff

Chairman Huffman turned the meeting over to Chief Peace for an update on the District's Health Insurance. Peace stated he is relying on Board member Dobbs for experience in the insurance profession and has requested Dobbs review the BCBF plan as submitted after advertising for bids.

**Motion:** To appoint Chief Peace and Board member Robert Dobbs to review Health Ins.

**Results:** Approved

**Mover:** Mike Wood

**Second:** Jackie Self

**F. Discussion Items**

1. Update on ARB hearings and certification process  
Results: Discussed
2. Update on certified values  
Results: Discussed
3. Update on 2018 budget process  
Results: Discussed
4. Board of Directors terms  
Results: Discussed
5. ARB member terms  
Results: Discussed
6. Taxpayer Liaison Role  
Results: Discussed
7. Custodial Updates  
Results: Discussed
8. Job descriptions, office changes and directions  
Results: Discussed
9. Drug and Alcohol policy  
Results: Discussed
10. Next Meeting date  
Results: Chief Discussed

**G. Chief Appraiser Report Included the following:**

1. Appraisal Department update
2. GIS/Mapping Department update
3. MIS/Data Processing update
4. Update on training and education schedule of appraisers
5. Update on field work schedule for 2018
6. Chief Appraiser's Schedule
7. Budget Analysis

**H. Adjournment**

Mike Wood moved to adjourn with Carole Aga seconding the motion. Meeting adjourned at 5:58 p.m.

  
Ann McDonald-Secretary