

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, August 22, 2017 in the board room of the Kaufman County Appraisal District at 3950 S Houston Street in Kaufman, Texas. Members present were James Huffman, Mike Wood, Brenda Samples, Bruce Bynum and Robert Dobbs. Members Ann McDonald, Jackie Self and Carole Aga were absent. Also present were staff members Chief Appraiser Chris Peace, Royce Thomas, Audrey Grimes and Robert Fletcher. Guest present was Managing Editor of the Kaufman Herald, Phil Major.

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

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

**B. Invocation**

Huffman also gave the invocation

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

Board member Bruce Bynum led all in attendance in the Pledge of Allegiances'

**D. Open Forum**

1. Recognition of visitors and persons not on agenda  
Chairman Huffman recognized both visitors and staff.

**E. Action Items**

**1. Review and Action on Minutes of July 20, 2017 meeting**

Chairman Huffman asked the board for discussion and review of the July 20<sup>th</sup>, 2017 minutes. After discussion the board agreed page 5 paragraphs 3 and 4 would be revised as stated. Huffman also, stated the minutes were signed by Ann McDonald whom was not in attendance the evening of July 20<sup>th</sup>. Huffman recommended Royce Thomas signature be added to the minutes in the future in the absence of Ann McDonald.

**Motion:** Approve the minutes as revised with Royce Thomas signature to the final minutes in the absence of Ann McDonald as Secretary

**Result:** Approved(**Unanimous**)

**Mover:** Robert Dobbs

**Second:** Bruce Bynum

**2. Discussion and Action on BCBS Insurance Plan, effective October 1, 2017**

- a. Discussion and Action to designate funds

Chairman Huffman requested Peace and Dobbs provide an update on findings of District Insurance. Dobbs and Peace after review of BCBS found this plan to be cost effective for the District but not cost effective for employees. Peace state we have not given employees to time to absorb the cost with in thirty (30) days. Board member Dobbs stated the district has a budget but the board may need to designate additional funds for insurance. Dobbs stated the employees are not highly compensated and we need to take care of our employees.

No Action

**3. Discussion and action on retaining current TML Insurance coverage effective October 1, 2017**

**Motion:** Retain Insurance coverage with TML for the dates 10/1/2017 - 9/30/2018

**Results:** Approved:(Unanimous)

**Mover:** Bruce Bynum

**Seconder:** Mike Wood

**4. Discussion and Action on revision to 2018 budget**

a. Discussion and Action to designate funds

Chief Peace suggested taking no action at this time. After discussion the Board agreed to take no action until the Board has had the opportunity to review the 2016 audit report.

No Action

**5. Discussion and Action on Second Quarter Investment Report**

Chief Peace stated the Second Quarter interest earnings in the amount of \$301.20. Peace asked the board to review page 16 of the Quarterly Report. The first item to be reviewed was a deposit in the amount of \$214.00 to the General Fund. Peace had returned this amount to the General Fund for payment of a seminar he unable to attend. Second to be reviewed was the retirement account.

**Motion:** Accept the Second QT Investment Report

**Results:** Approved(unanimous)

**Mover:** Robert Dobbs

**Seconder:** Bruce Bynum

**F. Discussion Items**

1. PVS Update

**Results:** Discussed

2. Lexis Nexis Program

**Results:** Discussed

3. ARB Process ARB Process

**Results:** Discussed

4. Drug/Alcohol Policy

**Results:** Discussed

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

1. Appraisal Department Update

2. GIS/Mapping Department Update

3. MIS/Data Processing Department Update

4. Update on training and education schedule for appraisers

5. Update on field work for 2017

6. Budget Analysis thru end of July 2017

**Additional updates items included:**

Litigation and Arbitration

Carolyn Harrison's Services

Chief Appraiser's Schedule

After discussion the board determined the next meeting date would be in October.

**H. Adjournment**

There being no further agenda items or discussion, Mike Wood moved to adjourn. Robert Dobbs seconded the motion. A vote was taken with all being in favor. Motion carried. Meeting adjourned at 5:55 p.m.

A handwritten signature in black ink that reads "Ann McDonald". The signature is written in a cursive style with a horizontal line underneath the name.

Ann McDonald - Secretary