

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

The Board of Directors of the Kaufman County Appraisal held a meeting on Thursday, December 11, 2018 in the board room of the Kaufman County Appraisal District located at 3950 South Houston Street, Kaufman, Texas. Board members present included Robert Dobbs, Ann McDonald, Rusty Freeman, Mike Wood, Carole Aga, Bruce Bynum, Karen Jones and ex-officio member Brenda Samples. Staff members present were Ray Helm, Interim Chief Appraiser, Royce Thomas. Guest present were Michael French, Superintendent of Terrell ISD.

A. Roll Call

Chairman Dobbs called the meeting to order with a quorum present at 3:00 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. Open Forum

1. Recognition of visitors and persons not on the agenda

Chairman Dobbs welcomed everyone for attending the meeting and extended a special recognition to Michael French, Superintendent of Terrell ISD.

E. Action Items

1. Review and Action on Minutes of the meeting of November 29, 2018

After review of the minutes of the November 29<sup>th</sup> meeting Karen Jones made a motion to approve the minutes as printed. Seconded by Carole Aga. A vote was taken with all being in favor. Motion carried.

2. Review and Approval of the Resolution to transfer funds from the 2018 Budget to the 2019 Budget

Resolution passed to designate \$80,000.00 allocated from various funds in the 2018 budget to be re-allocated into the 2019 budget. Funds will be allocated to the following 2019 funds:

1. \$30,000.00 for Appraisal Review Board, Fund No. 5900
2. \$50,000.00 for Computer/GIS, Fund No 6100

Karen Jones made a motion to approve re-allocation of funds from the 2018 Budget to the 2019 Budget. Rusty Freeman seconded the motion. A vote was taken with all being in favor. Motion carried.

3. Discussion and Action to adopt Holiday schedule for 2019 to co-ordinate with county offices

Observance of New Year's Day	Monday	January 1, 2019
Martin Luther King, Jr. Day	Monday	January 21, 2019
Presidents' Day	Monday	February 18, 2019
Good Friday	Friday	April 19, 2019
Memorial Day	Monday	May 27, 2019
Independence Day	Thursday	July 4, 2019
Labor Day	Monday	September 2, 2019
Columbus Day	Monday	October 14, 2019
Veteran's Day	Monday	November 11, 2019
Thanksgiving	Thurs/Friday	November 28 & 29, 2019
Christmas	Tues/Wed/Thurs	December 24, 25, & 26, 2019
New Year's	Wednesday	January 1, 2020

Mike Wood made a motion to adopt the 2019 Holiday Schedule. Seconded by Karen Jones. A vote was taken with all being in favor. Motion carried.

F. Discussion Items

1. Review of Investment Policy at the January meeting  
Annual Review of Investment Policy is scheduled for January 24, 2019 meeting.
2. Review of the 2017 Audit Report at the January meeting  
Yeldell, Wilson & Co. P.C. will provide a report on the 2017 audit at the January 24, 2019 meeting
3. Retirement of employee as of December 31, 2018  
John Beck, an employee of the District for 11 years will be retiring as of December 31, 2018.
4. Methods and Assistance Program (MAPS) Update  
The District will have 1 year to make the final correction to pass MAPS.
5. Next Meeting Date  
January 24, 2019

G. Executive Session

Chairman Dobbs announced at 3:15 p.m. "The Board of Directors on December 11, 2018 convened in Executive Session as provided by the Texas Open Meetings Act."

1. Motion was made by Mike Wood to convene in executive session at 3:15 p.m. Seconded by Bruce Bynum. A vote was taken with all being in favor. Motion carried.
2. Executive Session
3. Motion by Karen Jones to reconvene open session at 6:07 p.m. Seconded by Carole Aga. A vote was taken with all being in favor. Motion carried.
4. Chairman Dobbs announced "The Board of Directors ended its executive session at 6:07 p.m." and reconvened open session.
5. Karen Jones made a motion to hire Sarah Curtis as Chief Appraiser at a salary of \$130,000.00 per year with an evaluation in June for a possible increase based on merit with a \$900.00 vehicle allowance, to include a 3 year contract. Motion seconded by Carole Aga. A vote was taken with all being in favor. Motion carried.

H. Adjournment

Motion to adjourn the meeting was made by Rusty Freeman. Seconded by Mike Wood. A vote was taken with all being in favor. Motion carried. Meeting adjourned at p.m.

  
Ann McDonald - Secretary

