

**Jefferson Central Appraisal District
Board of Directors**

**Regular Board Meeting
September 8, 2021 - 4:00 p.m.**

The Board of Directors of the Jefferson Central Appraisal District met in public (open) session on Wednesday, September 8, 2021 at the Appraisal District office, 4610 S. Fourth Street, Beaumont, Texas. The meeting was called to order by Chairperson Terry Schwertner.

It was found and determined that in accordance with the policies and orders of the Board, the notice of the meeting was posted in accordance with the terms and provisions of Section 551.001 et. seq. of the Texas Government Code, and that all of the terms and provisions of Section 551.001 have been fully complied with and that the 72-hour notice required by said section has been properly and correctly given.

CALL TO ORDER AND ROLL CALL

Present: Allison Nathan Getz, Eugene Landry, Lauren Williams Mason, Dr. Louis Reed, Jr., and Terry Schwertner

Absent: None

ESTABLISHMENT OF QUORUM

Chairperson Schwertner declared a quorum present.

PUBLIC HEARING ON 2022 BUDGET

There were not any members of the public in attendance at the meeting.

CONSENT AGENDA ACTION ITEMS

1. Approval of Minutes: August 18, 2021
2. Receive Taxpayer Liaison Officer Report

The TLO Report was submitted indicating that the Taxpayer Liaison Officer did not receive any communications or complaints from taxpayers for the period ending September 2, 2021.

Mr. Landry moved and Dr. Reed seconded to approve the consent agenda items as submitted.

Yeas: Getz, Landry, Mason, Reed, and Schwertner

Nays: None

REGULAR AGENDA ACTION ITEMS

3. Receive Chief Appraiser's Report

DEATH OF AGRICULTURE ADVISORY COMMITTEE MEMBER

Mr. Jack Bauer, who was a member of the District's Agriculture Advisory Committee, passed away on August 21, 2021. His term would have expired on December 31, 2021, so the District does not plan on finding a replacement for the remaining portion of his term.

CHIEF APPRAISER ACTIVITY REPORT

Mrs. Bellard submitted the Chief Appraiser's Activity Report for the period ending September 2, 2021 to the Board outlining the educational, District, and miscellaneous activities of the Chief Appraiser and the District.

CHIEF APPRAISER TRAVEL

None to report

LAWSUITS

The District was served with a class action lawsuit filed by Brent Coon today. The District's legal counsel, Tom Hanna, will update the Board on all lawsuits at a later meeting.

Dr. Reed moved and Mr. Landry seconded to receive the Chief Appraiser's Report as submitted.

Yeas: Getz, Landry, Mason, Reed, and Schwertner

Nays: None

4. Adopt Resolution #2021-12 Adopting 2022 Budget

Mr. Landry moved and Mrs. Mason seconded to approve Resolution #2021-12 adopting the 2022 budget in the amount of \$7,092,796.

Yeas: Getz, Landry, Mason, Reed, and Schwertner

Nays: None

The District uses a weighted average of the cost-of-living salary increases granted by the County, cities, and school districts to determine the salary increase it will grant to its employees. However, some of the school districts are giving retention pay to entice teachers to continue their employment due to conditions from COVID. The retention pay includes grant money that the school districts receive from the federal government. Accordingly, the Chief Appraiser recommended leaving school districts out of the weighted average calculation since it would not be an accurate representation of the salary increases being granted. The Chief Appraiser informed the Board that the weighted average cost-of-living salary increase granted by the County and cities is 3.32%, and she is recommending a 3% salary increase for the 2022 fiscal year. The monies in the 2022 Salary Contingency Fund will cover the salary increase.

Dr. Reed moved and Mr. Landry seconded to grant a 3 percent cost-of-living salary increase to all employees for the 2022 fiscal year.

Yeas: Getz, Landry, Mason, and Schwertner

Nays: None

5. Award Bid for Janitorial Services

Action on this item was deferred pending further research by the District's staff.

6. Approve Auditor for 2021 Fiscal Year

Board Policy requires the District to request proposals for the audit of the District's financial records once every four years. Once a firm is approved, the Board must award the contract on an annual basis. The firm of Mitchell T. Fontenote was approved by the Board to conduct the audit for a four-year period beginning with the 2018 fiscal year. The Chief Appraiser recommended awarding Mitchell T. Fontenote the contract for audit services for an additional year.

Mrs. Getz moved and Mrs. Mason seconded to approve the firm of Mitchell T. Fontenote to conduct the audit of the District's financial records for the 2021 fiscal year at an estimated fee not to exceed \$17,000.

Yeas: Getz, Landry, Mason, and Schwertner (*Dr Reed stepped out before the vote*)

Nays: None

7. Approve Financial Statements for July, 2021

Mr. Landry moved and Mrs. Mason seconded to approve the financial statements for the month ending July 31, 2021 indicating expenses of \$578,788.80 and a fund balance of \$1,332,641.

Yeas: Getz, Landry, Mason, and Schwertner

Nays: None

8. Authorize/Ratify Expenditures from Equipment Replacement Fund

There being no expenditures to approve or defer, this item was deferred.

9. Receive Amendments to the 2021 Budget and Instruct the Secretary of the Board to Notify the Taxing Entities

There being no amendments to receive, this item was deferred.

10. Adopt Amendments to the 2021 Budget

There being no amendments to adopt, this item was deferred.

INFORMATION ITEMS

1. October Board Meeting

The October Board meeting was scheduled for Wednesday, October 20, 2021 at 4:00 p.m.

PUBLIC COMMENTS

None

ADJOURNMENT

There being no further business to conduct, the meeting was adjourned at 4:21 p.m.

Terry Schwertner, Chairperson
Board of Directors
Jefferson Central Appraisal District

Eugene Landry, Secretary
Board of Directors
Jefferson Central Appraisal District