

*Jefferson Central Appraisal District
Board of Directors*

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

The Board of Directors of the Jefferson Central Appraisal District met in public (open) session on Wednesday, December 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, Dr. Louis Reed, Jr., and Terry Schwertner
Absent: Lauren Williams Mason

ESTABLISHMENT OF QUORUM

Chairperson Schwertner declared a quorum present.

CONSENT AGENDA ACTION ITEMS

1. Approval of Minutes: November 17, 2021
2. Receive Taxpayer Liaison Officer Report

The TLO Report was submitted indicating that the Taxpayer Liaison Officer did not receive any communications but has one outstanding complaint from a taxpayer for the period ending December 2, 2021.

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

Yeas: Getz, Landry, Reed, and Schwertner
Nays: None

REGULAR AGENDA ACTION ITEMS

3. Receive Chief Appraiser's Report

CHRISTMAS HOLIDAY

The District office will be closed December 22 – 28, 2021 for the Christmas holiday.

2022 TAAD CONFERENCE

The TAAD Annual Conference will be held February 6 – 9, 2022 at the Gaylord Texas Resort in Grapevine.

2021 LAWSUITS AND ARBITRATIONS UPDATE

At the November meeting, Mrs. Bellard reported that the District had received 180 lawsuits on 1,203 accounts. The total has increased to 183 lawsuits on 1,208 accounts. Arbitrations remain at 62 with 5 settled or withdrawn.

CHIEF APPRAISER ACTIVITY REPORT

Mrs. Bellard submitted the Chief Appraiser's Activity Report for the period ending December 2, 2021 to the Board outlining the District and lawsuits/arbitrations activities of the Chief Appraiser and the District.

CHIEF APPRAISER TRAVEL

None to report.

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

Yeas: Getz, Landry, Reed, and Schwertner

Nays: None

4. Action on Taxpayer Liaison Officer Complaint

The Taxpayer Liaison Officer (TLO), Mrs. Carrie Belknap, reported that Mr. Louis Vaughn filed a TLO complaint on August 30, 2021 that she was unable to resolve. According to the Property Tax Code, any unresolved complaints must be submitted to the Board of Directors.

Mr. Vaughn's complaint is that he believes his constitutional rights were violated when he was unable to fully present his evidence and testimony at his protest hearing that was held July 19, 2021. Mrs. Belknap played the audio recording of Mr. Vaughn's protest hearing for the Board.

Mrs. Getz moved and Dr. Reed seconded to remand Mr. Vaughn's protest hearings to the Appraisal Review Board for a new hearing.

Yeas: Getz, Landry, Reed, and Schwertner

Nays: None

5. Approve Amendment to Retention Agreement with Thomas L. Hanna, PC for Legal Services

Mr. Hanna's current retention agreement, which has been in place since October, 2010, is based on 70 hours a month at an hourly rate of \$200 per hour. Due to the increase in litigation in the past few years, Mr. Hanna's actual hours worked on behalf of the District are far in excess of 70 hours per month. Under this amendment, the retainer will continue to be based on 70 hours a month, but the rate will increase from \$200 per hour to \$275 per hour.

Mr. Landry moved and Mrs. Getz seconded to approve the Amendment to Retention Agreement for Thomas L Hanna, PC, for legal services with a monthly retainer of \$19,250 based on 70 hours at \$275 per hour. Mr. Hanna's rate for industrial cases will remain at \$300 per hour.

Yeas: Getz, Landry, Reed, and Schwertner

Nays: None

6. Adopt Resolution #2021-16 Annual Review of Investment Policies With Revision

The Board reviewed the Investment Policy and the Statement of Investment Policy, Trustees of the Jefferson Central Appraisal District Retirement Plan and Trust and 401(k) Plan as required by Section 2256.005(e) of the Texas Government Code.

Mr. Landry moved and Dr. Reed seconded to adopt Resolution #2021-16 stating that the Board has reviewed the District's Investment Policy, revising it to add Section C: Collateral or Insurance, requiring that the Chief Appraiser ensure all county funds are fully collateralized or insured consistent with federal and state laws. The Statement of Investment Policy, Trustees of the Jefferson Central Appraisal District Retirement Plan and Trust (Money Purchase Pension Plan) and 401(k) Plan had no revisions.

Yeas: Getz, Landry, Reed, and Schwertner

Nays: None

7. Authorize Chief Appraiser to Execute Consulting Services Agreement for an Employee Assistance Program with Family Services, Inc. of Beaumont

The District is required to offer an employee assistance program to its personnel, and the agreement proposed with Family Services of Southeast Texas, Inc. of Beaumont meets all of the requirements. This agreement offers a maximum of five counseling sessions per employee family per year.

Dr. Reed moved and Mrs. Getz seconded to authorize the Chief Appraiser to execute a consulting services agreement for an Employee Assistance Program with Family Services of Southeast Texas, Inc. at the rate of \$22 per employee per year.

Yeas: Getz, Landry, Reed, and Schwertner
Nays: None

8. Approve Financial Statements for October, 2021

Mr. Landry moved and Dr. Reed seconded to approve the financial statements for the month ending October 31, 2021 indicating expenses of \$536,760.86 and a fund balance of \$1,271,308.09.

Yeas: Getz, Landry, Reed, and Schwertner
Nays: None

9. Authorize/Ratify Expenditures from Equipment Replacement Fund

None to authorize or ratify

10. Receive Amendments to the 2021 and/or 2022 Budgets and Instruct the Secretary of the Board to Notify the Taxing Entities

None

11. Adopt Amendments to the 2021 and/or 2022 Budgets

None

INFORMATION ITEMS

1. January Board Meeting

The December Board meeting was scheduled for Wednesday, January 19, 2022 at 4:00 p.m.

PUBLIC COMMENTS

None

ADJOURNMENT

There being no further business to conduct, the meeting was adjourned at 4:47 p.m.

Chairperson
Board of Directors
Jefferson Central Appraisal District

Secretary
Board of Directors
Jefferson Central Appraisal District