

**Jefferson Central Appraisal District
Board of Directors**

**Regular Board Meeting
November 17, 2021 - 1:00 p.m.**

The Board of Directors of the Jefferson Central Appraisal District met in public (open) session on Wednesday, November 17, 2021 at the Appraisal District office, 4610 S. Fourth Street, Beaumont, Texas. The meeting was called to order by Acting Chairperson Eugene Landry.

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, and Dr. Louis Reed, Jr.
Absent: Terry Schwertner

ESTABLISHMENT OF QUORUM

Acting Chairperson Landry declared a quorum present.

CONSENT AGENDA ACTION ITEMS

1. Approval of Minutes: October 20, 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 November 11, 2021.

Dr. Reed moved and Mrs. Mason seconded to approve the consent agenda items as submitted.

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

REGULAR AGENDA ACTION ITEMS

3. Receive Chief Appraiser's Report

THANKSGIVING HOLIDAY

The District office will be closed Thursday and Friday, November 25 and 26, 2021 for the Thanksgiving holidays.

HEALTH INSURANCE 2022 RENEWAL

Health insurance for the District's employees increased 8.65 percent overall for the 2022 renewal. Mrs. Bellard informed the Board that the deductible for the HSA policies will be increased from \$3,000 annually to \$4,000 for the 2022 fiscal year. The District will continue to fund employees' HSA accounts at \$3,000. This action will keep health insurance premiums near the same level as the District is currently paying.

2021 LAWSUITS AND ARBITRATIONS UPDATE

At the October meeting, Mrs. Bellard report that the District had received 128 lawsuits on 1,123 accounts. The total has increased to 180 lawsuits on 1,203 accounts. The District received 62 arbitrations, which is 5 more than reported at the last meeting.

ALLISON GETZ, TAX ASSESSOR/COLLECTOR OF THE YEAR

Congratulations to Allison Getz who was named the Tax Assessor/Collector of the year at the State conference last week. We are all proud of her.

CHIEF APPRAISER ACTIVITY REPORT

Mrs. Bellard submitted the Chief Appraiser's Activity Report for the period ending November 10, 2021 to the Board outlining the educational, District, and lawsuits/arbitrations activities of the Chief Appraiser and the District.

CHIEF APPRAISER TRAVEL

Mrs. Bellard will be out of the office December 6 through the early afternoon of December 8, 2021 to attend Harris Govern Conference in Plano.

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

Yeas: Getz, Landry, Mason, and Reed

Nays: None

4. Approve Appointments to Agricultural Advisory Board for 2022-2023 Term of Office

The Property Tax Code requires each appraisal district to appoint an Agricultural Advisory Board of at least three members. In November of 2017 the Board of Directors increased the size to four members.

The Agricultural Advisory Board is appointed by the Chief Appraiser with the advice and consent of the Board of Directors to provide input on agricultural values within the District. Board members must own land in the District that qualifies for agriculture-use, and they must have resided in the District for at least five years.

The term of Charles Reneau will expire on December 31, 2021. The Board will also need to approve a replacement due to the death of Jack Bauer, whose term would also have expired on December 31, 2021. Mrs. Bellard reappointed Charles Reneau and appointed Mr. Josey Dishman for the 2022-2023 term. Mr. Reneau and Mr. Dishman will serve along with Jimmy Broussard and Billy Wayne Doornbos, whose terms will expire December 31, 2022.

Mrs. Getz moved and Mrs. Mason seconded to approve the reappointment of Mr. Charles Reneau and the appointment of Mr. Josey Dishman to the Agricultural Advisory Board for the 2022 - 2023 term of office.

Yeas: Getz, Landry, Mason, and Reed

Nays: None

5. Approve 2022 Work Calendar

Dr. Reed moved and Mrs. Getz seconded to approve the Work Calendar for 2022. The District office will be closed the following holidays, and employees will be granted vacation in accordance with the Personnel Policies based on years of service:

January 17, 2022: MLK Day

April 15, 2022: Good Friday

May 30, 2022: Memorial Day

July 4, 2022: Fourth of July

September 5, 2022: Labor Day

November 24 and 25, 2022: Thanksgiving

December 22, 23, and 26, 2022: Christmas

Yeas: Getz, Landry, Mason, and Reed

Nays: None

6. Award Bid on Bank Depository Contract for 2022-2023 Fiscal Years

The Board of Directors is required to designate a depository for the District every two years; however, the Board and the depository may agree to extend a depository contract for one additional two-year period. The District's current depository has served for two, two-year periods; therefore, it was necessary for the District to request bids for this service.

The Proposal Tabulation on Bank Depository 2022-2023 prepared by Diana Miller, Business Manager, was submitted to the Board. The District received proposals from Wells Fargo Bank, being the District's current depository, and Allegiance Bank. Allegiance Bank offers lower fees, higher than market interest on deposits, and has a local representative. They are

awaiting approval to merge with Community Bank, which will also increase the branch network as a result. Allegiance Bank also serves as the depository for several entities in Jefferson County. Accordingly, Mrs. Miller recommended that the Board accept the proposal from Allegiance Bank.

Dr. Reed moved and Mr. Landry seconded to award the bank depository contract to Allegiance Bank for the 2022 – 2023 fiscal years.

Yeas: Landry, Mason, and Reed
Nays: None
Abstention: Getz

7. Approve Financial Statements for September, 2021

Mr. Landry moved and Dr. Reed seconded to approve the financial statements for the month ending September 30, 2021 indicating expenses of \$467,625.97 and a fund balance of \$1,377,765.82.

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

8. Authorize/Ratify Expenditures from Equipment Replacement Fund

Mrs. Mason moved and Mr. Landry seconded to approve the below Purchase Approvals:

Purchase Approval #2021-8 approving the expenditure of \$1,100 to replace two inoperable outdoor security cameras in the General Department. The Chief Appraiser was further authorized to dispose of the inoperable cameras, Inventory #1740.01, in accordance with the District's Disposition of Property Policy.

Purchase Approval #2021-9 approving the expenditure of \$1,300 to replace an inoperable monitor in the Appraisal Department. The Chief Appraiser was further authorized to dispose of the inoperable monitor, Inventory #1593, in accordance with the District's Disposition of Property Policy.

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

9. Receive Amendments to the 2021 and/or 2022 Budgets 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 and/or 2022 Budgets

Due to the workload for the 2021 fiscal year, it is necessary to pay a portion of vacation and compensatory time for certain employees in the Administration Department.

Mrs. Mason moved and Mr. Landry seconded to adopt Resolution #2021-15 transferring \$1,500 from the 2021 Salary Contingency Fund to Regular Salaries in the Administration Department.

The amount of the 2021 budget will remain unchanged.

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

INFORMATION ITEMS

1. December Board Meeting

The December Board meeting was scheduled for Wednesday, December 8, 2021 at 4:00 p.m.

EXECUTIVE SESSION – LEGAL
(Taken out of order from the posted agenda)

Acting Chairperson Landry recessed the public (open) session at 1:20 p.m. after announcing to those present that the Board would go into executive (closed) session when it reconvened in

accordance with Section 551.071 of the Texas Government Code for the purpose of a private consultation with the Board's attorneys to discuss all pending litigation.

The Board reconvened in public (open) session at 1:49 p.m. with no action being taken.

PUBLIC COMMENTS

None

ADJOURNMENT

There being no further business to conduct, the meeting was adjourned at 1:54 p.m.

Terry Schwertner, Chairperson
Board of Directors
Jefferson Central Appraisal District

Eugene Landry, Secretary
Board of Directors
Jefferson Central Appraisal District