

*Jefferson Central Appraisal District  
Board of Directors*

*Regular Board Meeting  
September 14, 2022 - 4:00 p.m.*

The Board of Directors of the Jefferson Central Appraisal District met in public (open) session on Wednesday, September 14, 2022 at the Appraisal District office, 4610 S. Fourth Street, Beaumont, Texas. The meeting was called to order by 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: Nicky Matt

**ESTABLISHMENT OF QUORUM**

Chairperson Landry declared a quorum present.

**OATH OF OFFICE**

The Oath of Office was administered to Mrs. Allison Nathan Getz for the 2022 – 2023 term of office.

**PUBLIC HEARING ON 2023 BUDGET**

Mrs. Carrie Belknap, Business Assistant, informed the Board that there were two revisions to the 2023 preliminary budget since the August workshop session. In the GIS/Mapping Department, capital was reduced by \$75,000, and contracted services was increased by \$14,900 for a net reduction of \$60,100. Accordingly, the 2023 budget being submitted for adoption at today's meeting has been reduced from \$7,445,072 to \$7,384,972.

There were not any members of the public in attendance.

**PUBLIC HEARING ON 2023-2024 REAPPRAISAL PLAN**

There were not any members of the public in attendance.

**CONSENT AGENDA ACTION ITEMS**

1. Approval of Minutes: August 17, 2022
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 8, 2022.

Mrs. Mason moved and Dr. Reed 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

CHIEF APPRAISER ACTIVITY REPORT

Mrs. Bellard submitted the Chief Appraiser's Activity Report for the period ending September 8, 2022 to the Board outlining the educational, District, and lawsuit/arbitration activities of the Chief Appraiser and the District.

## CHIEF APPRAISER TRAVEL

None to report.

## POSSIBLE RELOCATION OF OFFICE

Mrs. Bellard met with County Judge Jeff Branick regarding the possible relocation of the District's office to leased land across from the tax office at the airport. Judge Branick would like to do a workshop session regarding leasing land to the District in January, 2023.

## 2021 COLA FOR DISTRICT EMPLOYEES

Mrs. Bellard informed the Board that the weighted average COLA granted by the County, cities, and school districts for the 2023 year is 2.91%. The weighted average excluding the school districts is 4.07%. The average COLA granted by the local appraisal districts is 4.6%. The Board will act on the COLA later in the meeting when the 2023 budget is approved.

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

Yeas: Getz, Landry, Mason, and Reed

Nays: None

### 4. Adopt Resolution #2022-8 Adopting 2023 Budget

After discussion on the COLA for District employees, Mrs. Getz moved and Mr. Landry seconded to approve Resolution #2022-8 adopting the 2023 budget in the amount of \$7,384,972 with a 4 percent COLA for all District employees.

Yeas: Landry, Landry, Mason, and Reed

Nays: None

### 5. Adopt Resolution #2022-9 Adopting 2023-2024 Reappraisal Plan

Dr. Reed moved and Mr. Landry seconded to adopt Resolution #2022-9 adopting the 2023 - 2024 Reappraisal Plan as submitted at the Public Hearing.

Yeas: Getz, Landry, Mason, and Reed

Nays: None

### 6. Approve Request for Proposal and Authorize Chief Appraiser to Advertise for Proposals for Auditor

Board Policy requires the District to solicit requests for proposals (RFPs) for auditing services from all accounting firms in Jefferson County at least once every four years. Once the Board retains an auditing firm, the contract for auditing services is awarded on an annual basis. The Board last requested proposals in 2018.

Mrs. Mason moved and Dr. Reed seconded to approve the request for proposal and authorized the Chief Appraiser to advertise for proposals for an auditing firm for the 2022 fiscal year.

Yeas: Getz, Landry, Mason, and Reed

Nays: None

### 7. Approve Financial Statements for July, 2022

Mr. Landry moved and Dr. Reed seconded to approve the financial statements for the month ending July 31, 2022 indicating expenses of \$436,947.68 and a fund balance of \$1,471,075.47.

Yeas: Getz, Landry, Mason, and Reed

Nays: None

### 8. Authorize/Ratify Expenditures from Equipment Replacement Fund

None to present

9. Receive Amendments to the 2022 Budget and Instruct the Secretary of the Board to Notify the Taxing Entities

None to present

10. Adopt Amendments to the 2022 Budget

None to present

**INFORMATION ITEMS**

1. October Board Meeting

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

2. Presentation of Using iPads for Physical Inspections of Property for Appraisal Purposes

Mrs. Sekeia Colvin, Appraiser, gave a presentation on how the appraisers use iPads during their field inspections of properties.

**PUBLIC COMMENTS**

None

**ADJOURNMENT**

There being no further business to conduct, the meeting was adjourned at 4:39 p.m.

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Eugene Landry, Chairperson  
Board of Directors  
Jefferson Central Appraisal District

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Allison Nathan Getz, Secretary  
Board of Directors  
Jefferson Central Appraisal District