

THE STATE OF TEXAS§

THE COUNTY OF MILAM§

MILAM APPRAISAL DISTRICT

The Milam Appraisal District Board of Directors (BOD) convened in a regular meeting Thursday, October 15, 2015, at the Milam Appraisal District Office, 120 North Houston Street, Cameron, Texas.

Attending:

Board Members:

Tim Arledge
Don Culp
Lisa Gerthe
Larry Patterson
Travis Yoakum

Staff:

Dyann White, Chief Appraiser
Miranda Drake, Business Manager

Others:

None

Absent Board Members:

Kolette Morgan

Item 1. Call To Order

Having a voting quorum present, the meeting was called to order by Board Chair, Tim Arledge at 8:30 a.m. Invocation by Mr. Patterson, moment of silence, pledge of allegiance to U.S. Flag, and pledge of allegiance to the Texas Flag.

Item 2. Citizen's Communication –

None

Item 3. Adjourn to a Closed Meeting and Executive Session pursuant to Texas Government Code Section 551.071 of the Texas Open Meeting Act to discuss pending litigation or a matter in which the duty of the attorney of the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar clearly conflict with the Open Meetings Act, specifically related to consultation with attorneys, receiving information and asking questions from legal counsel regarding the Luminant lawsuit and bankruptcy proceedings.

Board declined to go into Executive Session, no update from attorneys

Item 4. Return to Open Session to discuss and possibly take action on items discussed in 551.071 Executive Session.

Board declined to go into Executive Session, no update from attorneys

Item 5. Consent Items –

All items listed under this section, Consent Items, are considered to be routine by the Board and may be enacted by one motion. If discussion is desired by the Board, any item may be removed from the Consent Items at the request of any Board Member and will be considered separately.

- a. Approve minutes of September 17, 2015 regular meeting
- b. Approve minutes of September 23, 2015 special meeting
- c. Approve September Budget Report
- d. ARB Quarter Change Report (delivered to Board by October 10th)

Mr. Patterson made a motion to approve consent items as presented, Mrs. Gerthe seconded the motion, vote was unanimous.

Item 6. Consider New Business –

- a. Discussion and possible action to approve 3rd Quarter Investment Report.

Chief Appraiser reviewed item. Yield of 0.55% with total interest earned in the quarter at \$471.

Motion by Mrs. Gerthe to approve item as presented, seconded by Mr. Yoakum, vote was unanimous.

- b. Discussion and possible action to approve the Personnel Policy & Procedures.

Chief Appraiser started by stating that rather than updating the existing policy we opted to start with a new document. She explained that we integrated several policies to make this document all inclusive. This document also includes items that were left out of the old policy such as FMLA (Family Medical Leave Act).

The Chief Appraiser explained that the document was written to be interchangeable for both the Chief Appraiser working with the staff as well as the Board in applying it to the Chief Appraiser position. She referenced the legend on page 4 that explains the definitions of the titles used throughout the document.

There was lots of discussion regarding the section on weapons ban. The Board collectively decided to remove this section from the policy in order to not infringe upon employee's constitutional right to bear arms.

The Chief Appraiser reviewed the presentation to include the peer survey, sources used to compile the document and proposed major changes. There was lots of discussion regarding the proposed increase and restructure of sick and vacation leave benefits. The Board decided to postpone this proposed change until after the lawsuit has been settled.

Motion by Mr. Patterson to approve the Personnel Policy & Procedures with the changes to remove the weapons ban and keep the sick and vacation leave benefits as it is in the current policy, seconded by Mrs. Gerthe, approved by unanimous vote.

- c. Discussion and possible action to approve the Emergency Preparedness Plan.

The Chief Appraiser explained that this document is required by the Property Tax Assistance Division (PTAD) of the State Comptroller's Office as part of the Methods & Assistance Program (M.A.P.) Review. There is the potential that we may need to bring the plan back for modifications as required by M.A.P. Our M.A.P. Review for 2016 starts this fall.

We are working with the Milam County Emergency Management Coordinator, Susan Reinders, to coordinate our offsite location(s) in case of an emergency. She has also set us up with the Code RED program through CTCOG. This is where we can contact the employees and Board in the event of an emergency using the system. It will call all of the contact phone numbers, send text and e-mail.

Motion by Mrs. Gerthe to approve the Emergency Preparedness Plan as presented, seconded by Mr. Patterson, approved by unanimous vote.

Item 7. Chief Appraiser's report

a. Receive 2016 reappraisal plan report

As of last month we were 40% complete on aerial reviews. At this time we are 65% complete. We are focusing on Milano ISD. Once we are finished with it we will start Gause ISD. Our deed work and exemptions are both up to date and current. We met all of our data entry goals for tax bill preparations.

Mr. Lagrone has served his maximum number of terms on the ARB (6 years). He will have to sit out one full term before he can return again. At the next meeting we will need the Board to approve an ARB member to send to training in 2016. We have three (3) potential candidates. We will collect their applications and bring those before the Board at the November meeting.

b. Receive update on fire safety system

They started installation last week.

c. Litigation report

Today is the meeting in Delaware. They don't know what decisions, if any, will be made today. We are hoping the Judge will rule on a Motion to Abstain. We have a court date set for February 22, 2016 at the District court here in Milam County.

Also, we were sued by Jerry Adams. He is suing on the market value per acre, however, he has Ag value on the property so the suit doesn't affect the taxes paid. Part of his property is in Bartlett ISD and part of it is in Rockdale ISD. There is a difference in the price per acre due to not having very many sells in Bartlett ISD.

We passed all deadlines for lawsuits and arbitration so no one else can file.

d. Board calendar review

NOTE: Written reports of any above listed items provided to all BOD members are considered part of the BOD's minutes as reports.

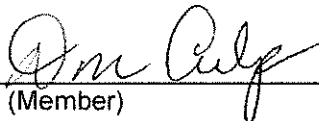
Item 8 Adjournment

Having no further business to consider, on a motion by Mr. Patterson and seconded by Mrs. Gerthe, approved by unanimous vote, the meeting adjourned at 9:55 a.m.

NOTE: Recording of the foregoing meeting on file for 90 days in the Milam Appraisal District Office, 120 North Houston Street, Cameron, Texas. The above and foregoing minutes examined and approved in open meeting this the 19th day of November, 2015.


Chair of the Board

Attest:


(Member)