

**BLANCO COUNTY APPRAISAL DISTRICT  
BOARD OF DIRECTORS  
SPECIAL MEETING 1-24-17**

On this the 24<sup>th</sup> day of January, 2017 at 10:00 am, the Board of Directors for the Blanco County Appraisal District convened in a SPECIAL MEETING at 615 N. Nugent Ave, Johnson City, Texas 78636 with the following member's present to-wit: David Behrends, Lynn Boyd, Shelton Coleman, Lanny Counts and Janice Fox. No one was absent. A digital audio recording was made of this meeting. That recording is the official record of the meeting and a copy is available to the public from the appraisal district office on request. This written summary of that recording is intended to supplement the audio recording, not to replace it. This summary is for the sole purpose of helping listeners quickly find those portions of the recording that pertain to the proceedings in which they are interested. This summary must also be provided whenever the official record of the meeting is requested.

NOTE: This is a PRELIMINARY summary of the minutes of the quarterly meeting of the Board of Directors for the Blanco County Appraisal District. This summary has not yet been reviewed or approved by the Board of Directors and may later be amended or Corrected by said Board.

**ITEM 1-** Call to Order. ( 10:00 am)

Lynn Boyd - Called the meeting to order at 10:00 am

**ITEM 2 –** Roll Call and Recognition of Quorum. ( 10:00 am)

Present were Lynn Boyd, David Behrends, Lanny Counts, Janice Fox and Shelton Coleman. A quorum was declared. Candice Fry and Amy Hulburt were present as Appraisal District representatives.

**ITEM 3 –** Review Summary Quarterly Meeting 12-12-16 ( 10:00 am)

Board Members are sent copies of the Summary prior to meeting. After a quick review of the summary Lanny Counts made the motion to accept the Previous Quarter Minutes from 12-12-2016 as presented. Shelton Coleman seconded the motion. Motion passed unanimously.

**ITEM 4 – Review Year End Financial Reports ( 10:03 am)**

Board Members were sent copies of the year end reports prior to meeting. After a quick review, Shelton Coleman made the motion to accept the Year End Financial Reports as presented. David Behrends seconded the motion. Motion passed unanimously.

**ITEM 5 – Discussion and possible action regarding Board Member email addresses ( 10:05 am )**

Discussion regarding having new email addresses assigned through the BCAD server vs. using individual email addresses for board members. Chairman Lynn Boyd took a poll to determine who wanted to continue to use their personal email addresses or who was interested in having a new email assigned from the appraisal district. After discussion among all board members Shelton Coleman made the motion to table this item and asked that it be added to the March meeting. David Behrends seconded the motion. Motion is tabled until the March Meeting.

**ITEM 6 – Open records request update, information only ( 10:10 am)**

Candice Fry had samples of the influx of open record requests that had been made. She has been working to get Attorney General Opinions on several requests and to reply to rest in a timely manner. A form used by Hays County was presented which could be used as a template for Blanco County. This item was for information only, there was not a motion made.

**ITEM 7 – Discussion and possible action regarding meeting agendas and minutes on the website (10:19 am)**

Board member, Shelton Coleman stated he would like to receive the agenda two weeks prior to the meeting so that board members can make changes or suggestions. Once agenda is approved Mr.Coleman suggested it be placed on the website one week prior to the scheduled meeting. Janice Fox also mentioned she would like a line added to the webpage that states our meeting schedule is quarterly and the meeting is generally held the 2<sup>nd</sup> Tuesday of the Month. David Behrends made the motion to post the Agenda one (1) week ahead of the meeting and to post the Minutes after they were approved. Shelton Coleman seconded the motion. Motion passed unanimously.

**ITEM 8 – Discussion and possible action on budget amendment ( 10:27 am)**

Discussion regarding salary for newly hired Chief Appraiser. Lynn Boyd presented two (2) different options, one was to offer her a car allowance in the amount of \$4,800 the other option was to increase her salary by \$5,000. Neither of these options would increase the bottom line of the budget. Lanny Counts and Shelton Coleman had questions regarding timing of this action. Candice Fry stated that she was appointed Chief Appraiser in December of 2016 effective January 1, 2017 and salary had not been discussed. Mr. Coleman explained that the budget for this position was set in June but not actually what the board would be paying the newly hired Chief Appraiser. There was discussion about this money coming out of the Deputy Chief Appraiser category because there is not currently a Deputy Chief Appraiser on staff and we would be hiring an entry level appraiser at about \$36,000. Janice Fox made a motion to grant the Chief Appraiser a car allowance of \$4,800. David Behrends seconded the motion. The motion was not unanimous and failed with only 2 votes. Lanny Counts then made a motion to lower the salary to \$65,000. There was not a second so the motion died for lack of a second. David Behrends then made the motion to increase the Chief Appraisers salary by \$5,000 and set it at \$80,000, Janice Fox seconded the motion. Lynn Boyd offered an aye in approval, Shelton Coleman and Lanny Counts voted nay. The motion passed with 3 votes for, 2 votes against.

**ITEM 9 – Appoint additional ARB Members ( 10:47 am)**

Shelton Coleman made the motion to appoint Jerry Ann Buck to a 1 year term and Rita Todd to a 2 year term. Each appointee will have to attend a State Comptroller class and receive a certificate to serve on the board. Lanny Counts seconded the motion. Motion passed unanimously.

**ITEM 10 – Chief Appraisers Report ( 10:49 am)**

Candice Fry presented her report. She stated that she had been talking with Ed Hullum regarding the deficit in the fund balance and that the district had over-refunded to the taxing entities and that this could be resolved going forward in the next budget cycle. Collection rates are at an overall total of 53.5% which is much lower than expected. New collection contracts have been sent to all entities with some of them already returned to us. Our ad to hire a new employee closes the 25<sup>th</sup> of February. Candice also wants to host an Exemption Clinic in late summer. She plans to present the Preliminary budget at the March meeting. Our office continues with field work, working pictometry, scanning the ag use and wildlife applications, and we have mailed the Business Personal Property Renditions. This was information item only, no vote was taken.

**ITEM 11** – Public Forum (11:02 am)

Edgar Hullum , Kristen Spies and Kellie Bucy were in attendance. Mr. Hullum mentioned that the over payment on the budget allocation was not calculated by Will Shelton. No other comments were made.

**ITEM 13** – Adjourn. ( 11:02 am)

Lanny Counts made the motion to adjourn. David Behrends seconded the motion. Motion passed unanimously.