



Hardin County Appraisal District

Minutes of Meeting
October 10, 2019
Hardin County Appraisal District

On this day, Thursday, October 10, 2019 the Board of Directors held a regular scheduled meeting at 9:00 a.m. in the office of the Hardin County Appraisal District, Kountze, Texas.

The following members and guests were present:

Members	Guests
Mr. Kenny Burkhalter	
Mr. Richard Worley	
Mr. John Landis	
Ms. Eileen Lewis	

Agenda Item #1

Chairman Kenny Burkhalter called the meeting to order at 9:05 a.m. with a quorum present. Mr. Curtis Davis and Ms. Shirley Cook were not in attendance.

Agenda Item #2

Invocation was given by Ms. Crystal Smith.

Agenda Item #3

There were no visitors present.

Agenda Item #4

There were no audience questions and/or comments.

Agenda Item #5

Motion was made by Mr. John Landis, seconded by Ms. Eileen Lewis and by unanimous vote by Board present to approve the minutes of September 11, 2019.

Agenda Item #6

Chief Appraiser explained any out of the ordinary monthly bills to Board present. Motion was made by Mr. Richard Worley, seconded by Ms. Eileen Lewis and by unanimous vote of Board present to approve monthly bills for October, 2019 as presented.

Agenda Item #7

Chief Appraiser informed Board present that the Appraisal District's legal services provider, Perdue Brandon Fielder Collins & Mott, is increasing its attorney's billable hourly rates on January 1, 2020. Chief Appraiser stated for Board present that she has been satisfied with this company's services to the Appraisal District so far, and that they are very helpful and quick to answer any questions. Board present discussed the increase in the attorney fees. Motion was made by Mr. John Landis, seconded by Mr. Richard Worley and by unanimous vote of Board present to approve PBFCM Attorney Billable Hourly Rate Increase Effective January 1, 2020.

Agenda Item #8

Motion was made by Ms. Eileen Lewis, seconded by Mr. Richard Worley and by unanimous vote of Board present to adopt Resolution No. 19-166 Approving Starting Date of Longevity Policy for 2020.

Agenda Item #9

Chairman Kenny Burkhalter stated that the Chief Appraiser Evaluation would be discussed in Executive Session.

Agenda Item #10

Motion was made by Mr. John Landis, seconded by Ms. Eileen Lewis and by unanimous vote of Board present to adopt Resolution No. 19-167 Adopting Amended Manuals and Procedures.

Agenda Item #11

Chief Appraiser gave report to Board present on Appraisal Roll Corrections and Supplemental changes in order to keep Directors well informed. Chief Appraiser explained numerous types of changes to Board present. Chief Appraiser informed Board present that these changes had been made and approved by the Appraisal Review Board on October 8, 2019.

Agenda Item #12

Chief Appraiser gave report on attended activities and upcoming events in order to keep Board present well informed. Chief Appraiser informed Board present that the Appraisers will continue to attend classes throughout the year. Chief Appraiser stated for Board present that 2020 is a Property Value Study year. Chief Appraiser informed Board present that MAP Review corrections had been sent in to the auditor. Chief Appraiser stated for Board present that the office is planning ahead for Christmas vacation in 2020 to help with scheduling. Chief Appraiser informed Board present that employees are required to retain one week of vacation for this. Chief Appraiser stated for Board present that the office will be closed from December 17-25, 2020 if there are no objections from the Board.

Agenda Item #13

Motion was made by Chairman Kenny Burkhalter, seconded by Mr. John Landis and by unanimous vote of Board present to enter into Executive Session: Texas Government Code: 551: 071 & 551:074 at 9:39 a.m.

Executive Session: Texas Government Code:
551:071 Private Consultation with Attorney.
551:074 Personnel matters

Board present came out of Executive Session at 10:15 a.m.

Agenda Item #14

Board present reconvened into open session at 10:15 a.m. Chairman Kenny Burkhalter informed Chief Appraiser that Board present discussed the Chief Appraiser Evaluation in Executive Session: Texas Government Code: 551:074 and were very pleased with the evaluation results. Board present presented Chief Appraiser with the evaluation results for her to review.

Agenda Item #15

Motion was made by Mr. Richard Worley, seconded by Ms. Eileen Lewis and by unanimous vote of Board present to adjourn the regular monthly meeting of the Hardin County Appraisal District Board of Directors at 10:23 a.m.