

**CENTRAL APPRAISAL DISTRICT OF BANDERA COUNTY
MINUTES OF THE BOARD OF DIRECTORS
Regular Board of Directors Meeting**

The Board of Directors of the Central Appraisal District of Bandera County met on the 27th day of September, 2017 at 5:40 p.m., at the Central Appraisal District, 1206 Main Street, Bandera, Texas. Present were Board Members Bo Mansfield, Randy MacNaughton, Dale Naumann, and Nick Palacios. Absent and not excused were Members Lee Haile, Gary Johnston and Gwenda Tschirhart, Tax Assessor-Collector. Chief Appraiser Wendy Grams and Administrative Coordinator Sharon Robinson were also in attendance. Let the record show that a quorum of Board Members was present and the meeting was duly posted in accordance with the Texas Open Meetings Act and the Texas Government Code, Chapter 551.

3. Public Comments: None.

4. Chief Appraisers Report:

- a. 2017 Appraisal Roll Certification - Chief Grams updated the Board regarding the 2017 Appraisal Roll Certification. She stated that the records were approved by the Appraisal Review Board July 6, 2017 with approximately 2.49% of the appraisal roll still under protest. Chief Grams certified the appraisal roll July 13, 2017. She provided the Board with graphs and reports indicating historical certified values for their review. Ms. Grams also reported there were 1392 protests filed for 2017, of which 972 protests were settled informally, 167 protests were heard by the ARB, and 142 protests were withdrawn. The taxing entities received their certified values by July 14, 2017.
- b. Attorney General's Opinion - Chief Grams submitted the Attorney General's Opinion regarding the intergovernmental transfer request from the Bandera County River Authority and Groundwater District. Stated in the opinion "...the district may not provide any of the submitted information to the requestor through an intergovernmental transfer; instead, the district must withhold the submitted information under section 552.101 of the Government Code in conjunction with Section 22.27(a) of the Tax Code."
- c. 85th Texas Legislature Regular and Special Session Update – Chief Grams updated the Board regarding the various Bills that passed this legislation session. She reported there were 7,003 bills filed by the House and Senate, of which 1,298 bills passed. The Appraisal District will be affected by the Bills involving exemptions, ARB, protests, and certification.

- d. 2018 Reappraisal Work Plan – Chief Grams reviewed the 2018 Reappraisal Work Plan with the Board. She reported this year the District will be working the YR3, the Medina and Utopia school district. She also informed the Board of the value Pictometry and the iPad devices have proven to be in the field, and again, thank the Board for the purchase of both.
- e. Board of Directors Election Process – Chief Grams explained the election process to the Board and reported that she forwarded the board election information to the taxing entities August 29th. The entities are now in the process of nominating members for the Board of Director’s 2018-2019 term.

5. Consider Authorization: To Update Bank Signature Cards

Chief Grams stated to ensure there is always a director available to sign checks and transact business on the District’s bank account, it is recommended that the bank signature card reflect current board members authorized to execute documents. The Board of Director’s Manual Section VI - K, Execution of Documents states “....In the absence of the Chair or Secretary, the signature of the Vice-Chair shall be authorized as a substitute signature.” Also, Section X District Policies – M Disbursement of Funds states “Two signatures shall be required on all checks issued by the CAD. Authorized signatures are the Chairman and Secretary of the Board of Directors, and the Chief Appraiser.”

Motion made by Board Member MacNaughton to add the Vice-Chair to the signature card at Wells Fargo Bank and to the District Policy M-Disbursement of Funds.

Motion seconded by Board Member Naumann

Motion carried unanimously

6. Consider Approval: Resolution 2017-911 Approving Commitment of District Assets to Aid in Disaster Relief

Chief Grams stated Governor Abbott authorized the use of all available resources of state government and of political subdivisions that are reasonably necessary to cope with the Hurricane Harvey disaster. The resolution gives Bandera CAD the authority to assist other appraisal districts in recovery should the opportunity present itself.

Motion made by Board Member Palacios that the Board adopt Resolution 2017-911 approving commitment of district assets to aid in disaster relief.

Motion seconded by Board Member Naumann

Motion carried unanimously

7. Consider Consent Agenda: The Consent Agenda Items are considered being of a routine nature and may require only limited discussion. Any Board member may request

that items be removed from the consent agenda and considered separately for the purpose of discussion and voting.

- a) Approval of Minutes of Budget Hearing and Regular Board Meeting June 29, 2017
- b) Approval of Financial Statement and Line Item Transfers
- c) Public Funds Investment Quarterly Report
- d) Approval of Disposal List
- e) PTC 25.25 (b) 2nd Quarter Supplemental Changes

Motion made by Board Member Palacios to approve the Consent Agenda as presented.
Motion seconded by Board Member Naumann
Motion carried unanimously

8. Adjournment: There being no further business, the meeting was adjourned at 5:58 p.m.

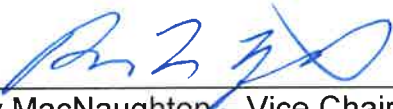
Motion made by Board Member Palacios to adjourn the meeting.
Motion seconded by Board Member Naumann
Motion carried unanimously.



Bo Mansfield - Board Chairman

11-1-17

Date



Randy MacNaughton - Vice Chair

11-1-17

Date