



REGULAR MEETING

November 13, 2018

The Board of Directors of the Orange County Appraisal District met in Regular Session on Tuesday, November 13, 2018, at 6:00 pm. The meeting took place at the district's office at 9157 IH 10, East, Orange, Texas.

BOARD MEMBERS PRESENT: Tim Schossow, Tim Andrews, Laura Floyd, Jim Brown

BOARD MEMBERS ABSENT: Karen Fisher

CHIEF APPRAISER: Scott Overton

ATTORNEY: Phillip Brent

VISITORS: None

ITEMS TO BE DISCUSSED:

I. CALL TO ORDER

Tim Schossow called the meeting to order at 6:00 p.m. Mr. Tim Schossow led the invocation followed by the Pledge of Allegiance.

II. PUBLIC COMMENTS

No comments.

III. EXECUTIVE SESSION

Chief Appraisers Evaluation began at 6:02 p.m. and concluded at 6:10 p.m. The Regular meeting proceeded directly after the executive session.

IV. REPORT AND/OR ACTION ITEMS

1. Discuss and / or Approve the 2019 Board of Directors Meeting Date.

The Board set tentative dates for the 2019 BOD Meeting Dates as January 8th, March 12th, May 14th, July 9th, September 10th and November 12th. All these meetings will be held at 5:30 pm. Tim Schossow made the motion, Tim Andrews seconded the motion and it passed unanimously.

2. Discuss and / or Approve the 2019 Holiday Schedule.

Tim Schossow made a motion to approve the 2019 Holiday Schedule as presented. Laura Floyd seconded the motion and it passed unanimously.

3. Discuss and / or Award Bid for One (1) New Automobile for the District to Replace the Damaged Vehicle Due to Hurricane Harvey.

After reviewing sealed bids from Sabine River Ford, Philpott and Granger Chevrolet Tim Schossow made a motion to stay local and go with the bid for the 2019 Chevrolet Sonic from Granger Chevrolet. The motion was seconded by Tim Andrews and it passed unanimously.

4. Discuss and / or Approve Reappointing One (1) Appraisal Review Board Member for 2019-2020.

Tim Andrews made a motion to reappoint Michael Johnson to the ARB for 2019-2020. Jim Brown seconded the motion and it passed unanimously.

5. Discuss Filling One (1) Open Position on the Appraisal Review Board for 2019-2020.

After discussion, Tim Schossow said he has someone in mind in the West Orange school district that he will make contact with. No motion necessary.

6. Discuss and / or Approve Changes to the Personnel Policy Manual.

Attorney Phillip Brent recommended we only approve the Grievance, Attendance and Longevity changes to the Personnel Policy Manual. He would like to have more time to review the Paid Time Off policy for later approval. Tim Andrews made a motion to approve the Grievance, Attendance, and Longevity policy changes. Laura Floyd seconded the motion and it passed unanimously.

7. Discuss and / or Approve Changes to the Board of Directors Policy Manual.

Attorney Phillip Brent recommended that the Board not make a motion on the Handgun, Filling the Chief Appraiser Vacancy, and Funding Payment. Tim Schossow made a motion to wait approve the above Board of Director Policy Manual changes. Laura Floyd seconded the motion and it passed unanimously.

8. Discuss and / or Approve a Correction to the 2019 GIS Clerk II Salary.

Tim Schossow made a motion to correct the 2019 GIS Clerk II Salary from 33,580 to 35,110 due to a calculation error. Jim Brown seconded the motion and it passed unanimously.

9. Discuss and / or Approve the Minutes for September 11, 2018 Regular Meeting.

Tim Schossow made a motion to approve the minutes for September 11, 2018 regular meeting. Tim Andrews seconded the motion and it passed unanimously.

10. Discuss and / or Approve the September and October 2018 Bills for the Appraisal District.

Tim Schossow made a motion to approve the September and October 2018 bills for the appraisal district. Jim Brown seconded the motion and it passed unanimously.

11. Discuss and / or Approve the Year to Date Investments for the Appraisal District.

The Board reviewed the year to date investments for the Appraisal District. Tim Andrews made a motion to approve. Laura Floyd seconded the motion and it passed unanimously.

12. Discuss and / or Approve the Year to Date 2018 Financial Reports.

Tim Schossow made a motion to approve the Year to Date 2018 Financial Reports. Tim Andrews seconded the motion and it passed unanimously

V. **REPORT OF BOARD MEMBERS**

Mr. Jim Brown let the Board Members and the Appraisal District know that he is available to travel if needed.

VI. **REPORT OF CHAIR OF THE BOARD**

No Comments

VII. **REPORT OF ATTORNEY**

Attorney, Phillip Brent was present and reported on the District's only pending lawsuit. Sabine Cogen is still in negotiation. There has been written discovery and they are waiting on a settlement conference to be scheduled. Phillip Brent also advised the District to inform all the entities involved in the heavy equipment lawsuit that there will be refunds to be made soon. They are starting to send out the final judgements on those suits.

VIII. **REPORT OF CHIEF APPRAISER**

Scott Overton reported that the MAP audit has officially begun. The District is required to send a list documents to the state by the end of November and will have an onsite audit in May of 2019. Mr. Overton reported that we have an appraiser retiring in December and the District has posted the position within the office. There are two employees being considered for this position. Mr. Overton also reported that the 25.25 activity is lower than expected. He also reported that April Dickerson passed her RPA exam. Mr. Overton reported that we added lights to the exterior sign as requested by the Board of Directors. He reported that the repairs have begun on the roof but the District recently discovered another leak that will be looked at as soon as the rain stops.

ADJOURNMENT

Mr. Tim Schossow adjourned the meeting at 7:15 pm.

APPROVAL:

Tim Schossow, Chair of the Board

ATTESTED:

Karen Fisher, Secretary of the Board