



Van Zandt County Appraisal District
Located in the Boardroom
27867 State Hwy 64
Canton, TX 75103

BOARD OF DIRECTORS OFFICIAL MINUTES

Date: 12/19/17

Time: 2:00 p.m.

Members Present: Tommy Bulman
C.W. Wilson, Jr.
Edward Bailey
Larry Shackelford
T.A. Hale

Members Absent: None

Visitors: None

VZCAD Present: Scott Hyde, Chief Appraiser
Pam Goll, Deputy Chief

Agenda Item #1: **Call to Order:**
Edward Bailey called the meeting to order at 2:00 p.m.

Agenda Item #2: **Opening Prayer:**
Opening Prayer was led by Tommy Bulman.

Agenda Item #3: **Welcome Visitors/Public Comments:**
Edward Bailey noted that no visitors were present.

Agenda Item #4: **Act on Consent Agenda:**

- a.) Investment & Financials
- b.) Collections
- c.) Approve Minutes from the 11/21/17 Board Meeting

Tommy Bulman - made the motion to approve the consent agenda. C.W. Wilson, Jr. - 2nd the motion. Vote – "Aye" – Unanimous.

Agenda Item #5:

Announcement of Member Appointments for 2018-2019 Board of Directors Term:

Scott Hyde announced the results of the Board of Directors Election. He noted that Mr. T.A. Hale would be completing his term on 12/31/17. Mr. Hyde announced that the remaining 4 Board Members were elected for another term. Mr. Hyde informed the Board that the new member that had been elected was Mr. Clay Nicklas from Canton, TX.

Agenda Item #6:

Act on ARB Member Appointment and Officer Selection:

Scott Hyde informed the Board of Directors that Mr. Lynn Melton was currently an auxiliary member and is open to serving as a full member if the Board so chooses. Mr. Hyde also informed the Board of Directors that there would be one other full member and one auxiliary member opening on the Appraisal Review Board. Mr. Hyde requested that the Board of Directors make suggestions or nominations to fill those positions. Mr. Hyde stated the Board of Directors could take Action on nominating additional ARB members at the next Board of Directors Meeting if no more appointments are made during today's meeting.

Tommy Bulman made the motion to make Lynn Melton a full ARB Member. Larry Shackelford – 2nd the motion. Vote - "Aye" – Unanimous.

Agenda Item #7:

Act on 2018-2019 Capitol Appraisal Services Contract:

Scott Hyde presented the Capitol Appraisal Contract and informed the Board of Directors that this contract had to be signed every 2 years. Mr. Hyde stated the price for the contract had not changed. Mr. Hyde did inform the Board that the District had clarified a few accounts that Capitol would begin to appraise. He also stated that a Statement of Compliance had been added to the contract per new legislative requirements.

C.W. Wilson, Jr. – made the motion to approve the 2018-2019 Capitol Appraisal Service Contract. T.A. Hale – 2nd the motion. Vote – "Aye" – Unanimous.

Agenda Item #8:

Discuss Disaster Response and Mitigation Plan:

See attached outline for updating the disaster plan. Mr. Hyde asks for any other suggestions or input to be added to the outline.

Agenda Item #9:

Chief Appraiser Report:

Mr. Hyde summarize the attached Chief Appraiser Report

No action required.

Agenda Item #10:

Review and Discuss Tax Entity Survey Responses – Chief Appraiser and District Operations

See attached Performance Evaluation

No action required.

Agenda Item #11: Executive Session to Discuss Personnel:

Edward Bailey stated the following: In accordance with section 551.074 of the Open Meetings act, this Board will now go into closed executive session to discuss the matter of Personnel. Time 2:35 p.m.

Pamela Goll exited the Board Room. Scott Hyde remained for a few minutes to discuss the Chief Appraiser Evaluations submitted by the Board of Directors. Minutes were kept via video recorder.

The Board of Directors asked Mr. Hyde to step out of the Board Room in order for them to discuss recommendations and compensation.

The Board reconvened into regular open meeting at 2:53 p.m. The Recording was removed, sealed and labeled.

Agenda Item #12: Act on Chief Appraiser Annual Performance Evaluation:

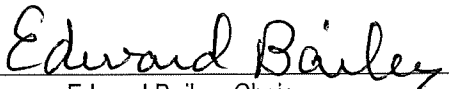
Edward Bailey asked if anyone had a motion. C.W. Wilson, Jr. made the motion to approve the Chief Appraiser Evaluation and recommended a 4% increase for Scott Hyde for 2018. T.A. Hale – 2nd the motion. Vote – “Aye” – Unanimous.

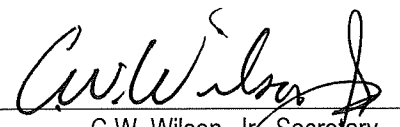
Edward Bailey also stated the Board would like to thank Mr. T.A. Hale for his service to the district and to Van Zandt County. The sentiments were echoed by all other Board Members. Mr. Hyde presented Mr. Hale with a plaque for his service.

Adjourn:

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Tommy Bulman - made the motion to adjourn. Larry Schackelford – 2nd the motion. Vote – “Aye” – Unanimous.


Edward Bailey, Chair


C.W. Wilson, Jr., Secretary