

This 20th ^{Posted} day of Jan, 2017
at: 10:33 a.m.

NOTICE
REGULAR MEETING OF THE
DEAF SMITH COUNTY APPRAISAL DISTRICT

AGENDA

Meeting to be held in the Deaf Smith County Appraisal District Board Room
Located at 140 E. 3rd Street, Hereford, Texas January 26, 2017 at 8:30 A.M.

- I. Roll Call
- II. Annual Election of Board Chairman and Secretary
- III. Approve Minutes of last meeting, October 20, 2016
- IV. Approve Bills
- V. Approve the 2016 Budget surplus of \$ 20,872.15 for Reserve Funds or refund to Entities.
- VI. Approve closing the FirstBank Southwest "Special Account" that is no longer used. Account balance is \$2,671.11
- VII. Re-allocate money in the Reserve Fund.
- VIII. Approve Ag Advisory Board Members
- IX. Appoint ARB officers
- X. Annual Evaluation of Chief Appraiser
- XI. Open Forum or Public Comments

NOTICE
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AGENDA - January 26, 2017, Continued

- XII. Appraisal District's Investments (money held for reserves and replacements, and Board approved future purchases)
 - A. Investment Officer's Annual Public Funds Investment Act (P.F.I.A.) Report to the Board
 - a. With the *2016 Summary Report*
 - b. With the *2016 4th Quarter Report*
 - c. With the Investment Officer's – *Statement of Conflict of Interest*
 - B. Board Action on – *Annual Review of the Investment Policy and Strategy*
 - C. Board Action on – *Approval of Authorized Dealers, Brokers, Sellers of Investments, and Institutions* and criteria for selecting such.
 - D. Board Action on – *Adopt 2017 Investment Policy*

- XIII. Office Report
 - A. Current collection through December 2016
 - B. Report on supplements

Note: Executive Session: The Board may retire to Executive Session anytime between the meeting's opening and adjournment for purposes of deliberating business authorized in Article 6252-17. Action, if any, will be taken in open session.

DATED THIS 20th DAY OF JANUARY, 2017

Minutes for January 26, 2017 Meeting

- I. Meeting was called to order by Chairman Edward Allison at 8:28 a.m.
 - A. Members present:
 1. Edward Allison
 2. Carey Black
 3. Mike Brumley
 4. Ted Eicke
 5. Kevin Knight
 - B. Other present:
 1. Danny Jones, DSCAD Staff
 2. Patty Scott, DSCAD Staff

- II. The annual election of Board of Directors officers was conducted.
 - A. President:
 - i. Motion to elect Edward Allison as President by Carey Black.
 - ii. 2nd by Kevin Knight.
 - iii. Approved unanimously.
 - B. Secretary:
 - i. Motion to elect Carey Black as Secretary by Ted Eicke.
 - ii. 2nd by Mike Brumley.
 - iii. Approved unanimously.

- III. Minutes of the October 20, 2016 meeting were reviewed.
 - A. Motion to approve minutes by Mike Brumley.
 - C. 2nd by Ted Eicke.
 - D. Approved unanimously.

- IV. The bills for October, November, and December 2016 were reviewed.
 - A. Motion to approve the bills by Carey Black.
 - B. 2nd by Mike Brumley.
 - C. Approved unanimously.

- V. Board Members reviewed the end of year 2016 Budget. After discussion Board Members approved retaining the unused budget money of \$ 20,872.15 as "Dedicated Funds" within the Investment bank account. As per the Budget Surplus Funds Policy a letter will be sent to notify the taxing entities of this decision and instructions to request a refund.
 - A. Motion to retain unused funds by Kevin Knight.
 - B. 2nd by Ted Eicke.
 - C. Approved unanimously.

Minutes for January 26, 2017 Meeting – Continued

- VI. Board Members approved closing the “Special” banking account which formerly held escrow payments. This account is no longer used. The remaining balance of \$ 2,671.11 will be deposited into the “Investment” interest bearing checking account.
- A. Motion to approve closing account by Mike Brumley.
 - B. 2nd by Ted Eicke.
 - C. Approved unanimously.
- VII. With the additional money added to the “Dedicated Funds” from the above mentioned budget excess and interest the Board Members re-allocated the Dedicated Funds as follows:
- | | |
|-------------------|--------------|
| Operation reserve | \$ 28,661.90 |
| Vehicle | \$ 25,000.00 |
| Computer | \$ 25,000.00 |
| Legal | \$ 45,000.00 |
| Building | \$ 25,000.00 |
- Total Dedicated Funds balance is \$ 148,661.90
- A. Motion to approve allocation by Mike Brumley.
 - B. 2nd by Kevin Knight.
 - C. Unanimously approved.
- VIII. Board Members discussed and approved Mike Schueler, Joe Perrin, Dennis Brown, Thomas Schlabs and Cory Walden to be on the Ag Advisory Board.
- A. Motion to approve by Carey Black.
 - B. 2nd by Kevin Knight.
 - C. Approved unanimously.
- IX. Board Members appointed Robert Murray as President and Aaron Hutto as Secretary for the Appraisal Review Board (ARB).
- A. ARB Officer Nominations Made by Mike Brumley.
 - B. 2nd by Ted Eicke.
 - C. Approved unanimously.
- X. Board Members went into executive session to discuss the job performance of the Chief Appraiser, Danny Jones. The Board Members returned to open session and submitted an evaluation. Mr. Jones’ rating was noted as good to excellent.
- XI. Open Forum was opened at 8:57 AM and closed at 8:58 AM due to no public presence.

Minutes for January 26, 2017 Meeting – Continued

XII. Investments:

- A. Danny Jones presented the Investment Officer's Annual Public Funds Investment Act Report to the Board
 - a. With the *2016 Summary Report*
 - b. With the *2016 4th Quarter Report*
 - c. With the Investment Officer's *Statement of Conflict of interest*.
- B. The Board accepted the Annual Review of the Investment Policy.
 - a. Motion to approve by Carey Black.
 - b. 2nd by Mike Brumley.
 - c. Unanimously approved
- C. The Board approved the Authorized Dealers, Brokers, Sellers of Investments, and Institutions and criteria for selecting such.
 - a. Motion to approve by Carey Black.
 - b. 2nd by Mike Brumley.
 - c. Unanimously approved
- D. The Board approved the 2017 Investment Policy as no changes were made from last year.
 - a. Motion to approve policy by Carey Black.
 - b. 2nd by Mike Brumley.
 - c. Unanimously approved

XIII. Office Report:

- A. Danny Jones reported on the current collections through December 30, 2016.
- B. Danny Jones reported on taxpayer supplemental changes to the tax roll.

Meeting adjourned at 9:30 a.m.

Approved:

Date:

Edward Allison April 27 '17
Chairperson: Edward Allison