

NOTICE
REGULAR MEETING OF THE
DEAF SMITH COUNTY APPRAISAL DISTRICT

This 31st Posted
day of July 2017
at: 10:30 AM

AGENDA

Meeting to be held in the Deaf Smith County Appraisal District Board Room
Located at 140 E. 3rd Street, Hereford, Texas July 27, 2017 at 8:30 A.M.

- I. Roll Call
- II. Financial Audit Presentation for year ending December 31, 2016 by Brown, Graham & Co. representative Danny Woods
- III. Approve Minutes of last meeting, April 27, 2017
- IV. Approve Bills
- V. Approve changes to the FirstBank Southwest checking account signature cards.
- VI. Public Hearing on 2018 Budget
- VII. Open Forum or Public Comments
- VIII. Adoption of 2018 Budget
- IX. Sign the two year extension of the FirstBank Southwest depository contract.
- X. Amend the Employee – Vacation wording to include a statement “Any carried over vacation must be used within two months of the new year.”
- XI. Office Report
 - a. Current collection through June 30, 2017
 - b. Update on ARB hearing protests
 - c. Supplement Report
 - d. Legislative update
 - e. 2nd Quarter 2017 Investment Reports

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 21st DAY OF JULY, 2017

Deaf Smith County Appraisal District

140 E. 3rd Street • P.O. BOX 2298 • Hereford, TX 79045
Phone: 806-364-0625 • Fax: 806-364-6895 • e-mail: dscad@wtrt.net

Minutes for July 27, 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. Ted Eicke
 4. Kevin Knight
 - B. Others present:
 1. Danny Jones, DSCAD Staff
 2. Mark Powers, DSCAD Staff
 3. Anthony Soto, DSCAD Staff
 4. Danny Woods, (Brown, Graham & Co.)
 - C. Absent:
 1. Mike Brumley

- II. Danny Woods, CPA with Brown, Graham and Company presented the 2016 financial audit of DSCAD. Mr. Woods reviewed the responsibilities of the Appraisal District and those of Brown, Graham & Company. The Appraisal District received a good opinion and also some recommendations to implement. During later discussion, Kevin Knight requested that the Appraisal District seek a bid from Davis Kinard out of Plainview, TX.
 - A. Motion to accept the audit by Ted Eicke.
 - B. 2nd by Carey Black.
 - C. Approved unanimously.

- III. Minutes of the April 27, 2017 meeting were reviewed.
 - A. Motion to approve by Carey Black.
 - B. 2nd by Ted Eicke.
 - C. Approved unanimously.

- IV. The bills for April, May and June 2017 were reviewed.
 - A. Motion to approve by Kevin Knight.
 - B. 2nd by Carey Black.
 - C. Approved unanimously.

- V. Changes to the FirstBank Southwest checking account signature cards were reviewed. Emma Castillo was removed and Anthony Soto was added to Maintenance and Tax accounts.
 - A. Motion to approve by Kevin Knight.
 - B. 2nd by Ted Eicke.
 - C. Approved unanimously.

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Minutes for July 27, 2017 Meeting – Continued

- VI. A public hearing on the 2017 Budget began at 8:55 a.m. As there were no comments, the hearing was closed at 8:56 a.m.
- VII. Open Forum was opened at 8:56 a.m. and closed at 9:03 a.m.
- VIII. The 2017 Budget was discussed during the public hearing and approved.
 - A. Motion to approve budget by Ted Eicke.
 - B. 2nd by Carey Black.
 - C. Approved unanimously.
- IX. An amendment to the employee vacation wording was reviewed. "No vacation days can be carried over" was replaced with "Any carried over vacation must be used within two months of the new year."
 - A. Motion to approve by Ted Eicke.
 - B. 2nd by Carey Black.
 - C. Approved unanimously.
- X. Office Report
 - A. Danny Jones reported on the collection of tax through June 30, 2017.
 - B. Danny Jones informed the board of the protest hearings. All potential protests were settled prior to the ARB meeting.
 - C. The 2017 2nd quarter supplements were reported to the board members.
 - D. Mark Powers presented the 2017 2nd quarter Investment Report.

Meeting adjourned at 9:45 a.m.

Approved:

Date:

Edward Allison, Chairperson

