

Minutes of Regular Meeting, September 11, 2018
Board of Directors
Waller County Appraisal District

The regular meeting of the Waller County Appraisal District Board of Directors was held in the board room of the Waller County Appraisal District at 9:08 a.m. on Tuesday, September 11, 2018 with the following members present: Mr. Royce Rape, Mr. Jimmy Henderson, Mr. Michael Glover, Mr. Roosevelt Alexander and Mr. John Amsler.

Members absent: Mrs. Ellen Shelburne

Also present: Chris Barzilla, Chief Appraiser
Becky Gurrola, Recording Secretary
Lori Dehmer, Bookkeeper
Hugh Landrum Jr., Landrum & Associates

Chief Appraiser, Chris Barzilla, certified the provisions of section 551.001 Texas Government Code had been complied with in connection with the public notice of the meeting.

The meeting was called to order by Mr. Royce Rape at 9:08 a.m.

MINUTES A motion was made and seconded to approve the minutes of the regular meeting from August 14, 2018.

MOTION: Mr. Michael Glover
SECOND: Mr. John Amsler
VOTE: Unanimous

REAPPRAISAL PLAN Chris Barzilla stated that the district is required by Section 6.05 of the Tax Code, to approve a Reappraisal Plan every two years. The plan breaks down as to when, how and what the district will be doing along with the timeframe of reappraising property in Waller County. Chris Barzilla went on to say that much of the plan did not change except for the reappraisal from Hurricane Harvey.

A motion was made and seconded to approve the reappraisal plan for 2019 and 2020.

MOTION: Mr. Michael Glover
SECOND: Mr. Roosevelt Alexander
VOTE: Unanimous

CONSIDERATION AND ADOPTION OF BUDGET

Chris Barzilla requested that the original proposed budget be increased by \$25,281 over the 2018 budget. This would be amending the proposed budget from \$1,912,472 to \$1,943,472.

Mr. Royce Rape asked the district at what percentage was salaries increased. Mr. Chris Barzilla stated from 3-5% based on individual performance.

A motion was made and seconded to approve the 2019 budget in the amount of \$1,943,472.

MOTION: Mr. Michael Glover
SECOND: Mr. Roosevelt Alexander
VOTE: Unanimous

APPROVAL OF WCAD CALENDAR

Chris Barzilla asked that the board adopt the 2019 calendar.

A motion was made and seconded to approve the calendar.

MOTION: Mr. Royce Rape
SECOND: Mr. John Amsler
VOTE: Unanimous

AUDITOR

Chris Barzilla said that the district is required to have its financial records audited at least once a year. Seidel, Schroeder and Company had audited the district's financial records since 2012. The district was pleased with the final audits and requested that the board approve Seidel, Schroeder and Company as the auditor for 2018. The proposed cost will not exceed \$6,750 per the audit engagement letter provided to the district.

PROFESSIONAL CONTRACT

Chris Barzilla stated that Hugh L. Landrum and Associates has appraised the district's utilities, minerals, pipelines and railroads, and selected industrial properties. They have done this since the inception of the appraisal district. The proposed contract for the 2019-2020 contract years will be \$50,000. Mr. Hugh L. Landrum Jr. spoke on the

highlights of what types of properties they appraised and other appraisal districts that they appraise complex properties in.

A motion was made and seconded to the approve Hugh L. Landrum and Associates contract in which they will appraise the district's minerals, utilities, and other complex properties.

MOTION: Mr. Michael Glover
SECOND: Mr. Jimmy Henderson
VOTE: Unanimous

DISPOSAL OF ASSETS

Chris Barzilla said that the district has 25 computers and 3 iPads that need to be disposed of. Chris Barzilla went on to say that the district could put them on Craig's List or sale outright. Mr. Michael Glover commented that the district could run something in the newspapers and Mr. Jimmy Henderson said to try the schools. Chris Barzilla said the hard drives would be wiped clean and that the iPads were worth around \$100-\$150.

A motion was made and seconded to approve the disposal of assets.

MOTION: Mr. Michael Glover
SECOND: Mr. Roosevelt Alexander
VOTE: Unanimous

LIFE INSURANCE/AD&D

Chris Barzilla stated that the employee life and AD & D will remain the same cost as in 2018.

A motion was made and seconded to approve the employee life insurance and the AD & D.

MOTION: Mr. Michael Glover
SECOND: Mr. Roosevelt Alexander
VOTE: Unanimous

EXECUTIVE SESSION The board retired into executive session at 9:45 a.m. based on Texas Government Code, Section 551.074.

RETURN TO OPEN SESSION The board returned to open session at 10:27 a.m. Royce Rape announced that the Chief Appraiser, Chris Barzilla, turned in his resignation/retirement effective December 31, 2018.

A motion was made and seconded to accept the resignation/retirement of Chris Barzilla.

MOTION: Mr. John Amsler
SECOND: Mr. Jimmy Henderson
VOTE: Four to One
NAY: Mr. Michael Glover

LITIGATION UPDATE Chris Barzilla commented briefly on the forty (40) lawsuits filed by O'Connor and Associates and arbitrations that have been filed for 2018. Chris Barzilla went on to say that he will be sitting down to try to resolve as many as he could before spending a lot of taxpayer dollars in litigation.

APPRAISAL EFFORT Chris Barzilla mentioned that the appraisers are out in the field working on the 2019 tax year.

There being no further business, the meeting adjourned at 10:45 a.m.

Chairman, Board of Directors

Date: _____

Secretary, Board of Directors