

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 9:00 a.m. on Tuesday, May 9<sup>th</sup>, 2017 with the following members present: Mr. Royce Rape, Mr. Tom Paben, Mr. Roosevelt Alexander and Mr. Tim Junek

Members absent: Mrs. Ellen Shelburne and Mr. Joe Garcia

Also present: Chris Barzilla, Chief Appraiser  
Becky Gurrola, Recording Secretary  
Lori Dehmer, Bookkeeper  
Michelle Kwiatkowski, Seidel, Schroeder & Company CPA  
Odis Styers, Property Owner

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 9:00 a.m.

ELECTION OF CHAIRMAN                      A motion was made and seconded to appoint Mr. Royce Rape as chairman of the Board of Directors.

MOTION: Mr. Tom Paben  
SECOND: Mr. Roosevelt Alexander  
VOTE: Unanimous

ELECTION OF SECRETARY                      A motion was made and seconded to appoint Mr. Tim Junek as secretary of the Board of Directors.

MOTION: Mr. Royce Rape  
SECOND: Mr. Tom Paben  
VOTE: Unanimous

MINUTES                                      A motion was made and seconded to approve the minutes of the regular meeting of February 14, 2017.

MOTION: Mr. Roosevelt Alexander  
SECOND: Mr. Tim Junek  
VOTE:

**PUBLIC OFFICIAL  
LIABILITY**

Chris Barzilla stated that the current policy will expire on May 23, 2017 and the amount paid in 2016 was \$5,925. The proposed renewal rate for 2017 is \$6,221 which was an increase of \$296.

A motion was made and seconded to approve the Public Officials Liability Insurance in the amount of \$6,221.

**MOTION:** Mr. Tom Paben  
**SECOND:** Mr. Tim Junek  
**VOTE:** Unanimous

**2016 FINANCIAL AUDIT**

Michelle Kwiatkowski, the district's auditor from Seidel, Schroeder and Company, presented the 2016 Financial Audit. Michelle Kwiatkowski expressed an opinion on the effectiveness of the District's internal controls and any deficiencies or weaknesses that may be of any significance. Michelle Kwiatkowski in closing stated that the audit was a good audit with no issues and to keep up the good work.

A motion was made and seconded to approve the 2016 Financial Audit.

**MOTION:** Mr. Tim Junek  
**SECOND:** Mr. Tom Paben  
**VOTE:** Unanimous

**UNSPENT PORTION  
OF BUDGET**

Chris Barzilla requested that the \$110,661 be refunded to the taxing units which is required by the Property Tax Code Section 6.06(j).

A motion was made and seconded to refund the \$110,661 to each of the taxing entities.

**MOTION:** Mr. Tom Paben  
**SECOND:** Mr. Tim Junek  
**VOTE:** Unanimous

**EXPANSION OF BLDG** Chris Barzilla spoke about the fast growing pace in Waller County, mostly in the Brookshire and Waller areas. Chris Barzilla went on to say that there was a need to hire more employees and in doing so the district would need additional space. Mr. Odis Styers has agreed to add an additional 1,800 square feet to the existing building. Mr. Odis Styers would continue the lease for another 10 years at a rate of \$0.90 per square foot. Chris Barzilla commented that Mr. Joe Garcia had mentioned about the district buying its own property and having its own building. Chris Barzilla stated the pros and cons of owning its own building and getting a 2/3rd's approval from all taxing entities in the county. Mr. Tim Junek said that the district needed to get ahead of the curve. Mr. Odis Styers said that he could probably have the addition completed in approximately 4 months.

A motion was made and seconded to allow Mr. Odis Styers to make the addition, provide the district with a new contract, have the district's lawyer to review and for now make this an Agreement in Principal.

**MOTION:** Mr. Tim Junek  
**SECOND:** Mr. Tom Paben  
**VOTE:** Unanimous

**ARB SCHEDULE** Chris Barzilla mentioned that this will be a banner year. Chris Barzilla went on to say that values will be going up.

**MOTION:** Mr. Roosevelt Alexander  
**SECOND:** Mr. Tim Junek  
**VOTE:** Unanimous

**EXECUTIVE SESSION** The board retired into executive session at 10:00 a.m. based on Texas Government Code 551.074.

**RETURN TO OPEN SESSION** The board returned to open session at 10.20 a.m.

LITIGATION UPDATE

Chris Barzilla spoke about how the district has several cases scheduled for trial dates. Chris Barzilla has reviewed the upcoming cases and has made offers to several. Most of the cases were filed by O'Connor and Associates. Chris Barzilla also spoke about how he felt like O'Connor would file more arbitrations in lieu of lawsuits in the future.

Mr. Rape asked if there was any further business.

A motion was made and seconded to adjourn.

MOTION: Mr. Tom Paben  
SECOND: Mr. Roosevelt Alexander  
VOTE: Unanimous

There being no further business the meeting adjourned at 10:30 a.m.

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Chairman, Board of Directors

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Date:

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Secretary, Board of Directors