

**STATE OF TEXAS
COUNTY OF BELL**

**TAX APPRAISAL DISTRICT OF BELL COUNTY
BOARD OF DIRECTORS MEETING**

JANUARY 16, 2018

AFTER PROPER posting of notice by the County Clerk of Bell County, Texas, copy of the same being attached hereto and made a part of these minutes, the Tax Appraisal District of Bell County Board of Directors met in regular session in the Tax Appraisal District building, 411 East Central Avenue, Belton, Texas on January 16, 2018 with the following members present to wit:

**CHAIRMAN ROYCE MATKIN
VICE-CHAIRMAN/SECRETARY JARED BRYAN
DIRECTOR CHRIS FLOR
DIRECTOR SUSAN JONES
DIRECTOR SCOTT MORROW
DIRECTOR HAL SCHIFFMAN
DIRECTOR VIRGINIA SUAREZ - ABSENT**

Also present:

**CHIEF APPRAISER MARVIN HAHN
CHIEF DEPUTY APPRAISER ROGER CHESSER
BUSINESS/FINANCIAL MANAGER MARYLOU DAVID
REGIONAL ADMINISTRATOR TAMMY WILLIAMS
SR A-C CLERK IV NATALIE CANAVA
HARVEY ALLEN-MCCREARY, VESELKA, BRAGG & ALLEN
MATTHEW TEPPER-MCCREARY, VESELKA, BRAGG & ALLEN**

MINUTE NUMBER 01-18: CHAIRMAN ROYCE MATKIN called the meeting to order at 6:00 p.m.

MINUTE NUMBER 02-18: NOTARY PUBLIC NATALIE CANAVA administered the Oath of Office to Royce Matkin, Jared Bryan, Susan Jones, Scott Morrow, Chris Flor and Hal Schiffman.

MINUTE NUMBER 03-18: Upon motion of **DIRECTOR SCOTT MORROW** seconded by **DIRECTOR CHRIS FLOR** , to nominate and elect by acclamation Royce Matkin as Chairman and Jared Bryan as Vice-Chairman/Secretary. Motion carried.

MINUTE NUMBER 04-18: **CHAIRMAN ROYCE MATKIN** then called to the Board's attention that they had previously received copies of the minutes of November 14, 2017 and asked if there were any additions or corrections. Upon motion of **DIRECTOR SCOTT MORROW**, seconded by **DIRECTOR SUSAN JONES** to approve the minutes as read. Motion carried.

MINUTE NUMBER 05-18: Upon motion of **DIRECTOR HAL SCHIFFMAN**, seconded by **VICE-CHAIRMAN/SECRETARY JARED BRYAN**, to watch the Board of Director training video on own time. Motion carried. Questions pertaining to the duties of the board of directors were answered by Harvey Allen.

MINUTE NUMBER 06-18: **CHAIRMAN ROYCE MATKIN** then called for the financial report of the District for the month of October and November. **CHIEF APPRAISER MARVIN HAHN** presented the financial report for October and November, copies of which are attached hereto and made a part of these minutes. Upon motion of **VICE CHAIRMAN/SECRETARY JARED BRYAN**, seconded by **DIRECTOR SUSAN JONES**, to approve the financial report for the month of October and November. Motion carried.

MINUTE NUMBER 07-18: Upon motion of **VICE CHAIRMAN/SECRETARY JARED BRYAN**, seconded by **DIRECTOR SCOTT MORROW**, to appoint **JACK FOLSOM** as

Chairman and JOHN ODOM as Secretary of the Appraisal Review Board for 2018. Motion carried.

MINUTE NUMBER 08-18: Harvey Allen, McCreary, Veselka, Bragg & Allen, P.C., presented the Board with the Delinquent Tax Collection Report, a copy of which is attached and made a part of these minutes.

MINUTE NUMBER 09-18: Upon motion of VICE-CHAIRMAN/SECRETARY JARED BRYAN, seconded by DIRECTOR CHRIS FLOR, to adopt the job description for the Chief Appraiser position as included in the Tax Appraisal District of Bell County job classification manual. Motion carried.

MINUTE NUMBER 10-18: The Board then received a written report from Jay Taggart, Taxpayer Liaison Officer for the District. A copy is attached hereto and made a part of these minutes.

MINUTE NUMBER 11-18: CHIEF APPRAISER HAHN then informed the Board that the Appraisal Review Board will meet February 22, 2018 to hear 25.25 protests. The Board then received a 2018 Board of Director calendar. The Board received an updated lawsuit and arbitration report. The collection report for October 2017 thru December 2017 was presented to the Board. The CA then discussed staffing changes and staff training with the Board. The Comptroller's office will release the 2017 Property Value Study on January 31, 2018. The week of March 7th, the Comptroller's office will conduct an onsite visit for the 2018 MAPS Review.

MINUTE NUMBER 12-18: The Board set **March 20, 2018 at 6:00 P.M.** as its regular meeting date.

MINUTE NUMBER 13-18: At 7:50 p.m., the Board met in Executive Session in accordance with Open Meetings Act, Section 5551.074 of the Texas Government Code, to discuss personnel or hear complaints against personnel. At 9:13 p.m., the Board returned to open session. **CHAIRMAN MATKIN** stated that no action was taken.

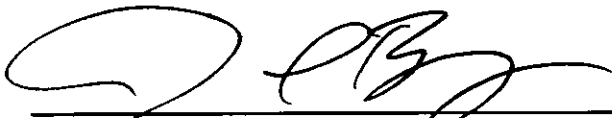
MINUTE NUMBER 14-18: Upon motion of **VICE-CHAIRMAN/SECRETARY JARED BRYAN**, seconded by **DIRECTOR CHRIS FLOR**, to increase the chief appraiser's salary by four percent retro to October 1st, 2017. Motion carried.

There being no further business, the meeting was adjourned at 9:15 p.m.



ROYCE MATKIN, CHAIRMAN
Tax Appraisal District of Bell County

ATTEST:



JARED BRYAN, VICE-CHAIRMAN/SECRETARY
Tax Appraisal District of Bell County