

LAMAR COUNTY APPRAISAL DISTRICT  
**PUBLIC MEETING MINUTES**  
WEDNESDAY, AUGUST 24, 2022  
4:00PM

Members present: David Dunmon, Kenneth Kohls and Marcus Wood.

Members absent: Clifton Fendley and Don Biard

LCAD Staff present: Stephanie Lee, Sue Shelton and Margie McKee.


1. Meeting called to order and a quorum declared at 4:03 p.m. by Acting Board Chairman, David Dunmon.
2. Public comments - None - Mary Madewell from The Paris News was present.
3. There were no public or taxing entities comments.
4. Action was taken by the Board to adopt and accept the 2023/2024 Lamar County Appraisal Plan as submitted.

Motion: Kenneth Kohls

Second: Marcus Wood

Vote: Unanimous

5. Meeting was adjourned at 4:05 p.m.

  
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Secretary

  
\_\_\_\_\_  
Chairman

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Members present: David Dunmon, Kenneth Kohls and Marcus Wood.

Members Absent: Clifton Fendley and Don Biard

LCAD Staff present: Stephanie Lee, Sue Shelton and Margie McKee.

1. Meeting called to order and a quorum declared at 4:05 p.m. by Acting Board Chairman, David Dunmon
2. Public comments. There were no public comments. Mary Madewell of The Paris News, was in attendance.
3. Approval of minutes from May 25, 2022 meeting.

Motion: Kenneth Kohls                      Second: Marcus Wood                      Vote: Unanimous

4. The Board approved the Supplement to Appraisal Roll for the Third Quarter of 2022 per the Texas Property Tax Code.

Motion: Kenneth Kohls                      Second: Marcus Wood                      Vote: Unanimous

5. The Board discussed and approved having a 14' x 30' metal storage building, with a concrete slab, to be built onsite on the west side of the LCAD building in the amount of \$9,539.00. Four local dealers gave estimates and the lowest estimate was given by Chris Snider of Texwin. Construction will be in 4 - 8 weeks. This building will take the place of our current rental storage unit that is 10' x 20' and we are currently paying \$98.00 per month for.

Motion: Marcus Wood                      Second: Kenneth Kohls                      Vote: Unanimous

6. The Board discussed the "Revisions" to the Employee Handbook. They discussed changes to the employee vacations, adding June 19th as a holiday, the addition of a more in depth policy in conflict of interest, sexual harrassment and clarification of termination policies. They changed the number of vacation days, that an employee could bank, from 30 to 50 days. Any excess over 50 days will be transferred to their sick leave. With proper notice, an employee can be paid for up to 20 days vacation, upon leaving employment with the District. After discussions by the Board they accepted the revisions to the Employee Handbook.

Motion: Kenneth Kohls                      Second: Marcus Wood                      Vote: Unanimous

7. The District Financial report was given by Stephanie Lee. She reported that Appraisal and Collection are in line with the budget, with the month of August remaining on this years budget.

Motion: Kenneth Kohls                      Second: Marcus Wood                      Vote: Unanimous

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8. The Board discussed and approved line item transfers that were needed to balance the budget for the current year end.

Motion: Kenneth Kohls

Second: Marcus Wood

Vote: Unanimous

9. The Director of Collections report was tabled until the September meeting, due to the absence of Pat Loven, who was on vacation.

10. The Appraisal Department report was given by Sue Shelton, Director of Operations. She reported the roll was certified and delivered to the entities via email on July 25th, and sent to VariVerge, for binding and was received back the first week in August. She stated the Certified values may be viewed on the website and the Annual Report, Mass Appraisal Report, Partial Exemptions Listing and the Top Ten Taxpayers are also updated with the 2022 totals. She also stated the Electronic Property Transaction Submission to the state has been completed and filed. She reported the post cards with information and link to the Truth in Taxation website were mailed as required by House Bill 2723 the first week in August. She told the Reappraisal pla for 2023-2024 has been completed and updates to the Director of Appraisal Yearly Calendar and Procedures is currently in progress. She stated that Harris Govern/True Automation is currently working on the program to eliminate a lot of keying changes that must be made for Paris ISD classifications for 2023 in the Matrix System and also that reappraisal has begun for the mechanics liens, OSSF and Mobile Home Titling report. She reported that Ipad field inspection training will be held in September, request for 2022 tax rates have been sent out and 313 Accounts for the Solar Farms are pending tax rates.

Motion: Kenneth Kohls

Second: Marcus Wood

Vote: Unanimous

11. The Chief Appraiser report was given by Stephanie Lee. She advised the Board that she, Sue Shelton, Jae Dickinson and Tonya Vanderburg will be attending the annual TAAO conference in Houston from August 28-31st. She advised the Board that TML insurance has increased the amount an employee pays for their portion of medical insurance from \$38.12 per month to \$94.16 per month. Since we have to do our budget in January and the new insurance rates do not come out until July, we have no way of knowing what to budget to help the employee. She asked the Board to please consider some type of help next year with this. Kenneth Kohls advised Stephanie Lee to add this item to the September board meeting agenda to be discussed again. She reported that ARB Informal and Formal hearings were held in June and July and expressed her appreciation to her staff for working hard to get the job done on schedule and for representation by Western and Capitol Appraisal. She advised that McClanahan and Holmes, auditors for LCAD, have requested files to start this years audit. They will be delivered in September. She also told that five of the entities helped with Truth and Taxation worksheets.

Motion: Kenneth Kohls

Second: Marcus Wood

Vote: Unanimous

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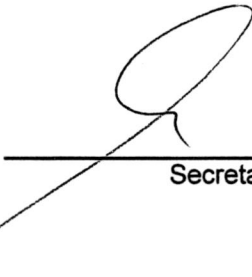
12. The Board went into Closed Session at 4:44 p.m. to discuss Arbitration/Lawsuits.  
No action was taken.

Motion: Marcus Wood      Second: Kenneth Kohls      Vote: Unanimous

13. The Board returned to Open Session at 4:54 p.m. No action required.

14. The meeting was adjourned at 4:54 p.m.

Motion: Kenneth Kohls      Second: Marcus Wood      Vote: Unanimous



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Secretary



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Chairman