

**CASS COUNTY APPRAISAL DISTRICT
BOARD OF DIRECTORS
APRIL 19, 2021 MINUTES**

April 19, 2021

The Cass County Appraisal District Board of Directors met in regular session on Monday, April 19, 2021 at 5:30 p.m. at the Cass County Appraisal District office, located at 502 Main Street, Linden, Texas 75563.

Present were: Jack Salmon, Vice Chairman
 Angela Young, Secretary
 David Cothren, Director
 Joe Wall, Director
 Jackie Yates, Director
 Doug Jacobs, Director
 Lacy Hicks, Chief Appraiser

Absent were: Byron Terry Jr., Chairman
 Rebecca Wells, Director

Also present were: Lesli Lee, Deputy Chief Appraiser; and Baker Bledsoe

2021-071 & 2021-072: Jack Salmon called the meeting to order at 5:31 p.m. and established a quorum.

2021-073: Doug Jacobs led the invocation.

2021-074: Doug Jacobs led the Pledge of Allegiance.

2021-075: Public Forum was the next item on the agenda. Citizens who wish to speak to the Board of Directors must sign in before the meeting is in session. The purpose of this item is to allow citizens an opportunity to address the Board. No one chose to address the board at this time.

ACTION ITEMS:

2021-076: Consent agenda – Discussion and approval of the minutes from the March 9, 2021 BOD meeting.

Motion: Doug Jacobs made the motion to approve the minutes.

Second: Joe Wall

Vote: Unanimous

2021-077: Consent agenda – Discussion and approval of the Check Detail (monthly bills) for March 2021.

Motion: Joe Wall made the motion to approve the Check Detail (monthly bills).

Second: David Cothren

Vote: Unanimous

2021-078: Consent agenda – Discussion and approval of the monthly financial reports for February 2021 and March 2021.

Motion: Joe Wall made the motion to approve the monthly financial reports for February 2021 and March 2021.

Second: Jackie Yates

Vote: Unanimous

2021-079: Discussion, consideration and possible action concerning the Cass County Appraisal District 2020 Financial Audit and Unexpended Funds.

Motion: Joe Wall made the motion to put \$14,555 into postage and \$2,445 for Truth in Taxation and to make a separate line item or notate the difference as a one-time event.

Second: David Cothren

Vote: Unanimous

2021-080: Discussion and consideration of utilizing 2020 unexpended funds and amend 2021 budget.

Motion: Joe Wall made the motion to send back \$70,519 to the entities.

Second: David Cothren

Vote: Unanimous

2021-081: Discussion, consideration and possible action regarding True Automation license agreement for additional license for Eagle Appraisal.

Motion: Doug Jacobs made the motion that if Eagle would pay the cost to have BIS set up the remote login and installation then they could have access through the ARB terminal.

Second: Joe Wall

Vote: Unanimous

2021-082: Discussion, consideration and possible action regarding Microsoft SQL server and window licenses.

Motion: David Cothren made the motion to go with BIS for a cost of \$24,039.

Second: Jackie Yates
Vote: Unanimous

2021-084: Discussion, consideration and possible action regarding resolution to move money from fund balance uncommitted into general operating account for PACS mobile license and iPad units.

Motion: David Cothren made the motion to move the money.
Second: Doug Jacobs
Vote: Unanimous

2021-085: Discussion, consideration and possible action concerning comp time and meals for employees traveling for out-of-town training.

Motion: Doug Jacobs made the motion that employees receive a \$50 per day meal allowance/with receipts effective every day they are away for training. Hotels will be reimbursed using per diem rates. The board also approved employees earning up to 20 hours comp time when away for training but employees must use the comp time as quickly as possible.
Second: David Cothren
Vote: Unanimous

2021-086: Discussion, consideration and possible action concerning TCDRS (employee retirement) plan assessment for plan year 2022.

Suspended, no action taken. The board requested that a TCDRS employee attend the next meeting and give the board a presentation on what it will take to get the appraisal district to 100% by 2023,

2021-087: Discussion, consideration and possible action concerning the 2022 preliminary budget.

No action was taken.

2021-088: Discussion, consideration and possible action to set date for next BOD meeting.

Motion: Doug Jacobs made the motion to set the next BOD meeting for 5:30 p.m. Tuesday, May 11 at the Cass County Appraisal District office, 502 N. Main St., Linden, TX 75563.
Second: David Cothren
Vote: Unanimous

CHIEF APPRAISER REPORTS:

- 2021-089:**
- *Employee training
 - *New LED lighting update
 - *Bank accounts
 - *TA mobile device update

2021-090: Adjourn

There being no further business to come before the board, David Cothren made a motion to adjourn the meeting at 8:54 p.m. Doug Jacobs seconded the motion that carried unanimously.

Approved this date: 5/11/21

VICE Chairman

Secretary


