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# Baylor County Appraisal District

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MINUTES OF THE BAYLOR COUNTY APPRAISAL DISTRICT BOARD OF DIRECTORS MEETING ON Thursday, September 21<sup>st</sup>, 2023, at 9:00 a.m. LOCATED AT THE BAYLOR COUNTY APPRAISAL DISTRICT 211 N. WASHINGTON STREET, SEYMOUR, TEXAS 76380.

Present at Meeting: Bryan Baldwin, Vonda Archer, Skyler Hendricks, Rick Gillispie, Paula K. Vaden, & Interim Chief Appraiser Mitzi Welch.

Special Guests: Gary Zeitler & Charlotte Neill

Meeting called to order by Bryan Baldwin.

No comments from the public.

1. Discuss, consider, and take action regarding approval of the minutes of the August 17<sup>th</sup>, 2023, 9 am & 9:15 am meetings.

Motion: To approve the minutes from the August 17<sup>th</sup>, 2023, BOD meetings  
Motion Made: Rick Gillispie  
Second: Vonda Archer  
Vote: Passed 4 – 0

2. Discuss, consider, and take action regarding the approval of the August financial reports.

Motion: To approve the financial reports from August 2023  
Motion Made: Vonda Archer  
Second: Rick Gillispie  
Vote: Passed 4 – 0

3. Discuss, consider, and take action on 2023 budget line-item adjustment.

To move \$2500.00 for Bata Mapping to telephone/internet service.

Motion: Motion to move \$2500.00 from Bata Mapping to telephone/internet service.  
Motion Made: Skyler Hendricks  
Second: Vonda Archer  
Vote: Passed 4 – 0

4. Discuss, consider, and take action to remove all existing authorized persons for the Interbank Night Depository Agreement.

Board discussed removal of NE Deweber, John Ed Nelson, Kenny Shipman, Mitzi Welch, Bryan Baldwin, Rachel Everett, Misty Broome, & Mary Kay Fair from the authorized person for Interbank Night Depository Agreement.

Motion: Motion to remove all persons listed above from Interbank Night Depository Agreement.  
Motion Made: Rick Gillispie  
Second: Skyler Hendricks  
Vote: Passed 4 – 0

5. Discuss, consider, and take action to add authorized persons for the Interbank Night Depository. Board discussed adding Camden Andrews & Paula K. Vaden to the Interbank Night Depository Agreement.

Motion: Motion to add Camden Andrews & Paula K. Vaden as authorized persons for the Interbank Night Depository Agreement.  
Motion Made: Rick Gillispie  
Second: Vonda Archer  
Vote: Passed 4 – 0

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6. Discuss, consider, and take actions for the 2023 engagement letter with Edgin, Parkman, Fleming & Fleming.

Motion Made: To accept 2023 engagement letter with Edgin, Parkman, Fleming & Fleming.  
Motion Made: Vonda Archer  
Second: Skyler Hendricks  
Vote: Passed 4 – 0

7. Discuss, consider, and take actions on Resolution to commit excess funds for the 2022 operation tax year.

Board discussed the resolution to commit excess funds in the amount of \$42,393 to future contractual services.

Motion: To approve resolution to commit excess funds in the amount of \$42,393 to future contractual services.  
Motion Made: Skyler Hendricks  
Second: Vonda Archer  
Vote: Passed 4 – 0

8. Discuss, consider, and take action on estimates for painting the Baylor CAD office.

Board reviewed 3 painting estimates that were received. Ty Futch \$2,450.00 plus materials, Joe Bob Emsoff \$3,780.00 & AshCam Colors \$1,448.40

Motion: To accept Ty Futch's painting estimate for \$2,450.00 plus materials  
Motion Made: Vonda Archer  
Second: Skyler Hendricks  
Vote: Passed 4 – 0

9. Discuss, consider, and take action on City of Seymour Dump Truck Service.

Board discussed getting a city dump truck to dispose of all old and broken Baylor CAD office furniture & equipment.

Motion: To approve renting a City of Seymour Dump Truck to dispose of all old & broken Baylor CAD office furniture & equipment.  
Motion Made: Skyler Hendricks  
Second: Rick Gillispie  
Vote: Passed 4 – 0

10. Discuss, consider, and take action for Paper Pig Shredding.

Board discussed hiring Paper Pig Shredding to shred all Baylor CAD's old & outdated paper work.

Motion: To approve Paper Pig Shredding to shred all Baylor CAD's old & old dated paperwork.

Motion Made: Rick Gillispie

Second: Vonda Archer

Vote: Passed 4 – 0

11. Discuss, consider, and take action to appoint Baylor Agricultural Appraisal Advisory Board.

Board discussed appointing Mindy Morris, Bradley James, Richard Morgan, & Marty Bufkin to the 2023-2024 Baylor Agricultural Appraisal Advisory Board.

Motion: To appoint Mindy Morris, Bradley James, Richard Morgan, & Marty Bufkin to the 2023-2024 Baylor Agricultural Appraisal Advisory Board.

Motion Made: Rick Gillispie

Second: Vonda Archer

Vote: 4 – 0

12. Discussion for the 2022 PVS invalid finding & targeted MAPS review presented by Gary Zeitler from Eagle Appraisal & Consulting.

Gary Zeitler presented the 2022 PVS findings, which Baylor CAD is about \$26,000,000 away from where the state wants our appraised values. Due to Baylor CAD failing the PVS for the 3<sup>rd</sup> year in a row, it has triggered a targeted MAPS review which state will assign a reviewer to the office and they will come in and conduct a audit from their list. No action on this item, discussion only.

13. There were no other policies, procedures, or personal matters.

14. Consideration of adjournment.

Motion: To adjourn the meeting.

Motion Made: Rick Gillispie

Second: Vonda Archer

Vote: Passed 4 – 0

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Minutes were taken by Paula K. Vaden, Chief Deputy Clerk.

Minutes approved this 19<sup>th</sup> day of Oct., 2023.

  
Bryan Baldwin, BOD Chairman

  
Rick Gillispie, BOD Secretary