



MINUTES
Of the
SAN JACINTO COUNTY APPRAISAL DISTRICT
BOARD OF DIRECTORS

DATE: June 07, 2016

PLACE: 99 Slade St, Coldspring, TX 77331

MEMBERS PRESENT: Chairman Susan Bailes, Vice-Chairman Richard Boudreaux, Secretary Ray McCoppin, Director Kim Hoot, Director Steve Roberts and Tax Assessor Collector Kelly Selmer.

OTHERS PRESENT: Kelly Foxworth, Sherri Eubanks-Schell and 9 guests

Minutes:

- **Call meeting to order**
 - Chairman Susan Bailes called the meeting to order at 5:30 P.M.
- **Establish a quorum**
 - Chairman Susan Bailes stated to let the record reflect a quorum was present with all members in attendance.
- **Approve and adopt an agenda**
 - Vice-Chairman Richard Boudreaux made a motion to adopt and approve agenda. Secretary Ray McCoppin seconded the motion. Motion passed unanimously.
- **Public comments**
 - Taxpayer and ARB member Paul Bass made a comment. Mr. Bass stated that he is a serving member of the Appraisal Review Board and has firsthand had the opportunity to see the Appraisal District at work. He said that he has been able to see taxpayers come in and want to talk with an employee about their appraised values, and many times an appraiser had not been available to visit the property. He then went on to say that he felt the appraisal district and the taxpayers of the community would benefit from additional employees who would be able to travel to the properties.
- **Board of Directors comments**
 - Secretary McCoppin questioned the budget increase for utilities, he thought that it was a large increase. Chief Foxworth stated that we were already using more money from the utilities line item than we should have at this point in the year. Consequently by the end of the year we would go over budget for utilities, so she allocated more money for next year. Secretary McCoppin then questioned the adding of extra people to be field technicians. Chief Foxworth explained that it would be cheaper to add to field techs instead of RPA's who would only take pictures, measure and collect data to bring back to the office to be entered into the system so that the RPA's can put values on the properties. Secretary McCoppin then questioned if other



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counties were using Field Techs / Data Collectors. Deputy Chief Schell stated that Harris County used a large amount of Data Collectors. Vice-Chairman Boudreaux asked what the cost would be for adding the Field Techs. Chief Foxworth directed the board to the packet that she passed out that showed the cost of adding the field techs. Director Roberts compared our numbers to Polk County concerning parcel count, budget, employee count and assessed value. Deputy Chief Schell questioned Director Roberts' comparison to Polk County having twice the parcel count and twice the assessed value by asking how much of that was mineral and industrial. He stated that he did not know. Deputy Chief Schell stated that information made a difference. Director Roberts questioned what benefit in a numerical value was hoped to be achieved by adding the two new employees, he wanted to be able to go back to his entity and inform them of what the return on their investment would be. Chief Foxworth stated that she hadn't calculated it. Deputy Chief Schell stated that there was a very large backlog of field checks originating from as far back as 2007, before she and Chief Foxworth came to the district with more being added yearly. She went on to say that with the three current field appraisers we have, and them being in protest hearings for 3 months of the year there was no way all of the field checks could be brought up to date. They were hoping with the addition of the new field techs working even during protest season we would have a much better chance of catching up. Director Roberts questioned who the Chief was in 2007, to which Deputy Chief Schell replied she had no idea. She went on to say that the office was essentially empty when they took over with just a few staff members left and no appraisers. They have been steadily working to build the district back up. Deputy Chief Schell stated that with the addition of the new employees we would be able to pick up more omitted property, she also stated that during our Property Value Study if a parcel was chosen that showed to have no improvements actually had improvements when it was checked by the PVS inspector it was an automatic fail. Deputy Chief Schell went on to say that if the PVS was failed that the school districts were in danger of losing their funding. Chairman Bailes stated that the adding of omitted property to the tax roll would benefit the county and other entities but it does not benefit the school districts, because they are funded per pupil and they would get the same amount of dollars whether it was funded locally or through the state. Deputy Chief Schell stated that however it does benefit the school districts for the SJCAD to be able to pass the PVS and MAPs review. Vice-Chairman Boudreaux questioned the line items that had nothing taken out of them and we were in June already. Chief Foxworth stated that some of the lines were only paid yearly and may not have come due yet. Boudreaux then questioned the \$20,000.00 increase in insurance. Chief Foxworth stated that the district had to decrease its coverage from 2015 to 2016 and the cost was still as much if not more than the year before. She added that the cost of insurance was significantly increasing each year. Vice-Chairman Boudreaux stated that this was the first time he had ever received calls from the entities about the increases on our budget. He went on to question if there was a way we could assure him that all the current employees were all busy. Deputy Chief Schell stated that all of



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the employees in this office have multiple jobs and a lot were crossed trained to assist throughout the office. Tax Assessor Selmer stated that she knew we were picking up omitted properties because there was a lot coming across her desk. Tax Assessor explained how the process of omitted property collection worked. Director Roberts questioned why Trinity County was not included in the salary survey Chief Foxworth provided. She stated that they may not have responded, that this information was compiled by Liberty County not SJCAD. Director Roberts stated that Chief Foxworth stated earlier on that she knew the budget would be at a deficit, she then stated that we will not go over the budget as a whole that individual line items would go over budget but would be covered by other line items that would have money left in them. Chairman Bailes stated that it was time to close out the public hearing and move to the regular meeting.

- **Action Items**

- None.

- **Adjourn**

- Director Kim Hoot made a motion to adjourn. Vice-Chairman Richard Boudreaux seconded the motion. Motion passed unanimously.
- Meeting adjourned at 6:04 PM.

Chairman, Board of Directors

Date

Secretary, Board of Directors

Date