

Shelby County Appraisal District
BOARD OF DIRECTORS MEETING

5:30 P.M., Tuesday, January 9, 2018
724 Shelbyville Street | Center, Texas

MINUTES

Members present were Keith Brownlow, David Chadwick, Allison Harbison, Natalie Harris, John Howard, Tim Bradshaw, Traci Willoughby, Matthew Mettauer, James Cockrell and Robin Connell. Also in attendance were chief appraiser Robert N. Pigg and Angie Wright.

Members absent were David Chandler and Debora Riley.

1. **Call to Order** – The meeting was called to order at 5:35 p.m.
2. **Public Comment** – None.
3. **Oath of Office** – The oath of office was administered to Allison Harbison, Natalie Harris and Traci Willoughby.
4. **Election of Officers** – David Chadwick, seconded by Matthew Mettauer, made a motion to elect John Howard as Chairman. The vote for approval was 10 for and 0 against and the motion carried.

John Howard, seconded by Allison Harbison, made a motion to elect Matthew Mettauer as Vice Chairman. The vote for approval was 10 for and 0 against and the motion carried.

James Cockrell, seconded by Keith Brownlow, made a motion to elect Robin Connell as Secretary. The vote for approval was 10 for and 0 against and the motion carried.

5. **Approve Minutes of October 3, 2017 Meeting** – Robin Connell, seconded by James Cockrell, made a motion to approve the minutes as presented. The vote for approval was 10 for and 0 against and the motion carried.
6. **Approval of Check Register for the Fourth Quarter of 2017** – A request was made to try to renegotiate the contract with Pritchard & Abbott and to get bids from other appraisal firms. Keith Brownlow, seconded by David Chadwick, made a motion to approve the check register as presented. The vote for approval was 10 for and 0 against and the motion carried.
7. **Select Auditor and Enter into Contract for 2017 Audit** – Allison Harbison, seconded by David Chadwick, made a motion to select Frank Campos & Associates, PLLC to conduct the 2017 audit. The vote for approval was 10 for and 0 against and the motion carried.
8. **Accept or Reject Depository Bids** – Shelby Savings Bank submitted a bid for a two-

year period beginning January 1, 2018 and expiring December 31, 2019. No other bids were received. Matthew Mettaufer, seconded by Tim Bradshaw, made a motion to accept Shelby Savings Bank as depository for the appraisal district. The vote for approval was 10 for and 0 against and the motion carried.


9. **Closed Session to Seek the Advice of the District's Attorney Regarding Pending or Contemplated Litigation** - None.

10. **Convene in Open Session and Take Possible Action on Items Discussed in Closed Session** - None.

11. **Chief Appraiser's Report** – The following items were discussed:

- Litigation - Heavy Equipment Special Inventory lawsuits.
- Pictometry Contract
- Property Value Study
- Financial Statements

With no further business before the board, the meeting was adjourned.



Angie Wright
Recording Secretary