

**COOKE COUNTY APPRAISAL DISTRICT
BOARD OF DIRECTORS**

Minutes for BOD Meeting
Wednesday, March 13, 2019

Present: Jason Snuggs, Jerry Fleitman, Gary Lewis, Joe Knight and Mike Rosenberg. Also, present was Chief Appraiser Doug Smithson, Lori Clack and The Weekly News.

Public Comments: None

Review and approve the minutes: Motion was made by Gary Lewis to approve the minutes as presented. Mike Rosenberg seconded the motion. Motion passed 5-0.

Review payment of bills: The bills were reviewed and discussed.

Review financial statements: Financial statements were reviewed and discussed.

Action Items:

- A. **Discussion and possible action regarding the Board of Directors policy manual.**
 1. Quarterly invoice late penalty: Board member discussed the quarterly invoice late penalty. It's been discussed before but never took action on it. There's a section of the code that if they don't (remit payment) within a timely manner, we're supposed to assess them interest. Chief Appraiser, Doug Smithson, said two of the taxing entities which received statements in December haven't yet paid by the due date of January 31. "So basically, they had 60 days to pay it. Still haven't paid. The board voted to send letters to the entities stating that must pay by the end of March or will be charged a 10 percent penalty. Motion made by Gary Lewis seconded by Mike Rosenberg. Motion passed 5-0.
- B. **Discussion and possible action regarding the ARB members.** The board will receive an increase in pay starting this year. The board voted unanimously to increase the payment to \$100 for a half and and \$175 for a full day. Chief Appraiser, Doug Smithson said there are approximately 12 ARB hearing per year. Before the change, members were paid \$50 for a half day and \$100 for a full day. In addition, Doug told board members Keith Williamson has agreed to join the review board. Motion made by Jerry Fleitman seconded by Joe Knight. Motion passed 5-0.
- C. **Discussion and possible action regarding investments.** The board voted unanimously to readopt a resolution on the investment policy. and unanimously approved allowing the chief appraiser or business manager to deliver documents per the tax code to taxing entities. Motion made by Jason Snuggs seconded by Gary Lewis. Motion passed 5-0.
- D. **Discussion and possible action from the Board of Directors allowing the Chief Appraiser or Business Manager to deliver any and all documents per the tax code to taxing entities.** The board unanimously approved allowing the chief appraiser or business manager to deliver documents per the tax code to taxing entities. Motion made by Jerry Fleitman seconded by Mike Rosenberg. Motion passed 5-0.

Discussion Items:

- A. Board of Directors report.** There was none
- B. Chief Appraiser report.** Doug noted residents who have received a homestead or agriculture application should return the application by April.

Appraisal notices are set to be mailed April 15. The report also included information about new construction and new subdivisions in the county.

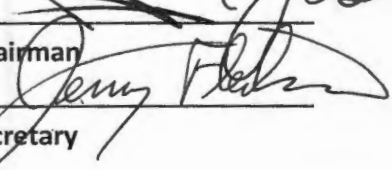
School districts also received positive feedback from property value studies released by the Texas State Comptrollers' office. All the school districts passed.

Doug presented an update on legislation. "2019 legislation is at full hilt and there are currently approximately 480 bills related to appraisal, collections, agriculture and taxing entities.

Meeting Adjourned.



Chairman



Secretary