

Minutes of Regular Meeting, February 10, 2015  
Board of Directors  
Waller County Appraisal District

The regular meeting of the Waller County Appraisal District Board of Directors was held in the board room of the Waller County Appraisal District at 9:00 a.m. on Tuesday, February 11, 2015 with the following members present: Mr. Royce Rape, Mr. Joe Garcia, Mr. Tim Junek, Mr. Roosevelt Alexander and Mr. Tom Paben

Members absent: Mrs. Ellen Shelburne

Also present: Becky Gurrola, Deputy Chief Appraiser/Recording Secretary  
Kelly Kasper, Edmonds Insurance  
Cheryl Liere, Edmonds Insurance  
Suzanne Hillis, Bookkeeper

Deputy Chief Appraiser, Chris Barzilla, certified the provisions of section 551.001 Texas Government Code had been complied with in connection with the public notice of the meeting.

The meeting was called to order by Mr. Royce Rape at 9:02 a.m.

ELECTION OF CHAIRMAN A motion was made and seconded to appoint Mr. Royce Rape as chairman of the Board of Directors.

MOTION: Mr. Tom Paben  
SECOND: Mr. Tim Junek  
VOTE: Unanimous

ELECTION OF SECRETARY A motion was made and seconded to appoint Mr. Tim Junek as secretary of the Board of Directors.

MOTION: Mr. Roosevelt Alexander  
SECOND: Mr. Tom Paben  
VOTE: Unanimous

MINUTES A motion was made and seconded to approve the minutes of the regular meeting of November 10, 2014.

MOTION: Mr. Tim Junek  
SECOND: Mr. Roosevelt Alexander  
ABSTAIN: Mr. Joe Garcia

**PROPERTY INSURANCE** Kelly Kasper the district's consultant went out for bids. The bids were from Liberty Mutual and Utica. Allied was not renewing in 2015 their policy.. In reviewing the policies, Utica came in with the best rate at \$933 whereas Liberty Mutual was in the amount of \$1,521.00. There was an increase from Allied to Utica in the amount of \$183.00 per year.

A motion was made and seconded to approve the property insurance with Utica in the amount of \$933.

**MOTION:** Mr. Joe Garcia  
**SECOND:** Mr. Tim Junek  
**VOTE:** Unanimous

**WORKERS COMP** Kelly Kasper again went out for bids for Workers Comp. Again in looking at the bids Utica came in with the cheapest quote. Utica is who the district currently has their policy with. Kelly Kasper went on to say that Utica will now pay dividends. The district will have to wait three years out to see any return.

A motion was made and seconded to approve the workers comp insurance with Utica in the amount of \$1,772.

**MOTION:** Mr. Joe Garcia  
**SECOND:** Mr. Tom Paben  
**VOTE:** Unanimous

**DENTAL & VISION** Cheryl Liere went out for rebids on the Dental, Vision, and A D & D insurance. In comparing the three quotes received the best option is to remain with United Health Care. Both Humana and Principal came in higher with less coverage.

A motion was made and seconded to approve the Dental, Vision and A D & D with United Health Care.

**MOTION:** Mr. Joe Garcia  
**SECOND:** Mr. Tom Paben  
**VOTE:** Unanimous

INVESTMENT POLICY

Chris Barzilla commented that the board is required to review its investment policy once a year and make any changes deemed necessary or approve the policy. Mr. Joe Garcia asked if the district was going to trainings that were required. Chris Barzilla stated the both he and Becky Gurrola both attend trainings and will be attending one in 2015.

A motion was made and seconded to approve the Investment Policy as written.

MOTION: Mr. Joe Garcia  
SECOND: Mr. Tim Junek  
VOTE: Unanimous

AMENDED 2015-2016  
REAPPRAISAL PLAN

A motion was made and seconded to appoint Mr. Royce Chris Barzilla commented that the board is required to review its investment policy once a year and make any changes deemed necessary or approve the policy. Mr. Joe Garcia asked if the district was going to trainings that were required. Chris Barzilla stated the both he and Becky Gurrola both attend trainings and will be attending one in 2015.

A motion was made and seconded to approve the Investment Policy as written.

MOTION: Mr. Joe Garcia  
SECOND: Mr. Tim Junek  
VOTE: Unanimous

JANITORIAL SERVICE

Chris Barzilla stated that the district was considering hiring an employee within the office to fulfill the janitorial service since the district was not pleased with the present service. Chris Barzilla went on to say that he had received a total of three bids ranging from \$130 up to \$210 per week. The present cleaning service is at \$150. Mr. Joe Garcia stated that he was uncomfortable with a district employee doing the service. It was asked that this item be tabled until such time it needs to be re-addressed.

ARB SCHEDULE

Chris Barzilla told the board that this year there were 26 days scheduled in 2015. Within those days there is one day scheduled on a Saturday to accommodate those taxpayers who cannot come during the week. Mr. Joe Garcia requested that the district to consider holding hearings in the southern end of the county. Chris Barzilla stated that the Board of Directors had no authority over the Appraisal Review Board except in appointing them to the board. Mr. Joe Garcia also asked when would there be a vacancy. It was stated that the board would have to appoint a new member in December 2015 to replace Mr. David Hardwick for the 2016 year. Mr. Roosevelt Alexander commented that this would be an extra added expense to the district. Mr Tom Paben stated that the district needed to keep doing business as usual. Mr. Tim Junek had concerns over the access to district records.

A motion was made and seconded to approve the 2015 ARB schedule as presented to the board.

MOTION: Mr. Tom Paben  
SECOND: Mr. Tim Junek  
VOTE: Unanimous

LITIGATION

Chris Barzilla stated that the district settled two lawsuits.

A motion was made and seconded to close the meeting.

MOTION: Mr. Tom Paben  
SECOND: Mr. Roosevelt Alexander  
VOTE: Unanimous

There being no further business the meeting adjourned at 9:55 a.m.

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Chairman, Board of Directors

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Date:

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Secretary, Board of Directors