

**MINUTES OF THE GREGG APPRAISAL DISTRICT  
REGULAR BOARD OF DIRECTORS MEETING**

**August 14, 2018**

**Location: GAD Office, 4367 W. Loop 281, Longview, TX**

1. Chairman Jim Cerrato called the meeting to order at 9:00 a.m.
2. Chairman Jim Cerrato announced the presence of a quorum. Directors in attendance were Keith Honey, Kirk Shields, Jim Cerrato, A.P. Merritt, Julie Woods and Mark Pruitt. Also attending were Libby Neely, Josh Payne, Stephanie Bennett, Berta Fuentes, Cory Bundick, Resa Norris, Glenn Evans (Longview Newspaper), Stacy Killingsworth (Linebarger) and Cathy Hadley.
3. There was no citizen's comment. Chief Appraiser, Libby Neely, reported to the Board the letter she received from the Appraisal Review Board on the performance of various employees who excelled at their job in setting up the new paperless procedures for the first time this year. No action was necessary.
4. Motion was made by Director A.P. Merritt and seconded by Director Mark Pruitt to approve the June Board minutes as presented. Motion carried unanimously.
5. Chairman Jim Cerrato then asked for a motion to approve the Bills for June and July. Motion was made by Director Julie Woods and seconded by Director A.P. Merritt to approve the Bills as presented. The motion carried unanimously.
6. Libby Neely, Chief Appraiser, informed the Board that we have received proposals from 3 roofing companies in the area. She submitted a chart representing the proposals from each company. Motion was made by Director Keith Honey and seconded by Director Julie Woods to accept the proposal from Clean Cut Roofing in the amount of \$67,800 for replacing the existing roof and to approve an additional amount of \$8,200 for small office repairs. This motion was made pending the approval from our taxing entities that the funds be moved from the District's reserve for Office Maintenance. The motion carried unanimously.
7. Chief Appraiser, Libby Neely then told the Board that we have received 2 proposals for audit services from local accountants. Motion was made by Director Julie Woods and seconded by Director A.P. Merritt to approve the proposal from Henry & Peters in the amount of \$11,000. Motion carried unanimously.
8. Motion was made by Director Julie Woods and seconded by Director Keith Honey to approve Capitol Appraisal by Resolution 2018-05 in a contract for \$242,000 to appraise the District's business personal property, landfill, mineral and utility property. Motion carried unanimously.
9. Director Julie Woods distributed a copy of the new Chief Appraiser review form to everyone for any input that they might have. The form will be used in the review at a later date. No action was necessary.
10. Chairman Jim Cerrato informed the Board that the Financial Committee had met and were recommending an increase to the salary category of \$87,605 which encompasses addition of one new full time employee and salary adjustments and a reduction in the monies given to employees for health insurance from \$700 to \$640. The \$30 for each employee for LTD and Life insurance will stay the same. The recommendations presented will be in the proposed 2019 Budget. The Board will consider at a later time discussion of comp time for some of the employees. No action was necessary.
11. Mrs. Neely presented the revised 2019 Proposed Budget that will be approved at the September Board Meeting as required by law.

12. Chief Appraiser reported on the Financial Depository Proposals that were sent out to area banks. She had handouts of the 2018 protest recaps, ratio reports, 2018 certified values and the 2018 CAD calendar events. No action was necessary.
13. Resa Norris, Taxpayer Liaison, reported to the Board that the Mark Cormier TDLR review had been closed due to insufficient evidence. She also indicated that the review on Libby Neely was still pending. No action was necessary.
14. There were no Section 25.25(b) corrections to the Appraisal Rolls.
15. The Board adjourned at 10:28 a.m.

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CHAIRMAN

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SECRETARY