

COKE COUNTY APPRAISAL DISTRICT

The Coke County Appraisal District Board of Directors will meet in regular session on **Tuesday** August 9, 2022 at 5:30 p.m. in the jury room of the Coke County Courthouse, 13 E 7th Street, 2nd floor West, in Robert Lee, Texas to consider the following items of business:

1. Establish a quorum and call meeting to order
2. Public comment on activities of the Appraisal District
3. Approve minutes of the previous meeting
4. Presentation of July bills
5. Review changes to the 2022 appraisal roll
6. Discuss/act on line-item adjustments for 2022 budget
7. Enter into closed session for interviews with candidates for Chief Appraiser position.
8. Reconvene open meeting, discuss/act on closed session matters
9. Discuss need to amend 2022 budget for purpose of hiring staff prior to first of year due to unforeseen extended medical leave by current staff member. If there is a need to amend 2022 budget no action can be taken without 30-day notice to jurisdictions of date action will be taken. At that point the jurisdictions will have 15 days to deny amendment.
10. Budget workshop for 2023. A public hearing will be held on September 13, 2022 to adopt the 2023 appraisal district budget.
11. Give each Board member the draft of 2023-2024 Biennial Reappraisal Plan for review. A public hearing will be held on September 13, 2022 to adopt the plan.
12. Chief Appraiser's report
13. Adjourn

This notice is given pursuant to Texas Open Meetings Act, Chapter 551 Government Code. On this 2nd of August, 2022 this notice was posted on Coke County Courthouse bulletin board, doors of the courthouse, Coke CAD web site and in the Appraisal District Office, Robert Lee, Texas.


Coke Central Appraisal District

July 2022
Bill Listing

	Pymt. Amt	Pymt. Date	Check #	Account
REGULAR MONTHLY BILLS*****				
Pioneer				
Jun 22- July 21	\$ 163.27	7/18/2022	11168	Office Phone
Total Office Solutions				
July maintenance fee	\$ 106.53	7/29/2022	11180	Copier Lease
WCW	\$ 94.03	7/18/2022	11172	
Internet				Internet
EFTPS				
WH & Medicare Tax for July	\$ 759.78	7/29/2022	11178	Salary
Retirement-TCDRS				
July	\$ 1,172.86	7/29/2022	11177	Retirement
TAC-HEBP				
Health Insurance Premium Aug	\$ 2,519.05	7/21/2022	11174	Insurance
Salaries				
Gayle Sisemore	\$ 1,572.54	7/18/2022	11164	Salary
Gayle Sisemore	\$ 1,007.91	7/18/2022	11165	Salary
Ed Lindsey	\$ 1,572.54	7/29/2022	11175	Salary
Ed Lindsey	\$ 1,007.92	7/29/2022	11174	Salary
PERIODIC BILL LISTING*****				
BIS				
Cyber Security Training Ed & Gayle	\$ 60.00	7/18/2022	11167	Education
Website qtrly pymt	\$ 2,400.00	7/18/2022	11167	Website
Abilene Reporter News				
Ad for Chief Appraiser	\$ 610.00	7/18/2022	11166	Legal, Notices
Quill				
Color Toners	\$ 383.99	7/18/2022	11169	Office Supplies
Annual Subscription	\$ 69.99	7/18/2022	11169	Subscription
TAAD				
Ad for Chief Appraiser	\$ 78.00	7/18/2022	11170	Legal, notices
Observer/Enterprise				
Ad for Chief Appraiser	\$ 87.00	7/18/2022	11171	Legal, notices
Concho Business				
Black Toner	\$ 102.77	7/18/2022	11173	Office Supplies
Gayle Sisemore				
Docking Station for Laptop	\$ 75.76	7/29/2022	11179	Office Supplies
	\$ 13,843.94			

Coke Central Appraisal District

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Courthouse, 2nd Floor West
13 E. 7th St.

Phone: 325-453-4528
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Website: cokecad.org

Approved _____ Approved _____
Chairman Paul Williams Secretary Josie Dean

The Board of Directors for the Coke Central Appraisal District met in regular session Tuesday, July 12th, 2022 in the courtroom of the Coke County Courthouse.

Members present: Paul Williams, Ryan Webb and Tom Dean.

Members absent: Cole Bosworth, Josie Dean, Erin Oleksiuk

A quorum was declared and the meeting was called to order by Chairman Williams.

No visitors were present.

Minutes from June 14, 2022 were reviewed. Paul Williams made the motion to accept minutes as present, second by Tom Dean, all in favor.

Bills were presented for June 2022. Nothing out of the ordinary.

Changes to 2021 2nd quarter were presented as prescribed by Property Tax Code.

Line-item adjustments for the 2022 – none

The Chief Appraiser presented 4 resumes that have been received thus far. After discussion it was decided to conduct interviews at the August 9, 2022 board meeting.

A draft of the 2021 annual audit performed by Eckert & Eckert was presented to the board. The attached paperwork was signed by the Chief appraiser and Chairman Williams and will be submitted to Eckert & Eckert. They will finalize the budget and send copies to appraisal district. It will be addressed again in open board meeting at a future date.

Discussion was held about the requirement of the ARB retaining counsel for their board. A commitment letter from Armstrong and Armstrong was presented to the board by the chief appraiser. After board discussion it was decided to approach Nick Arrott, Coke County Atty. about representing the ARB. This matter will be addressed at next board meeting.

Newly released health insurance costs from TAC-HEBC for 2023 was discussed. The rate increase is 5.9% over 2022. Paul Williams made a motion to accept the new rates, second by Tom Dean, all in favor.

It is also time to renew the retirement plan. The required rate for 2023 is 11.71%. At this time the district is \$15,050 underfunded. Paul Williams made a motion to adopt 12.00% for the new plan, second by Tom Dean, all in favor.

Per MAP requirement a questionnaire was given to BOD members to complete showing they are eligible to serve on the board of directors for the appraisal district.

The BOD entered into a budget workshop. Due to the discovery of cancer in employee Ed Lindsey it was discussed that the BOD will need to amend the 2022 budget in order to bring new Chief Appraiser on board prior to Jan. 1, 2023. Gayle Sisemore advised the BOD that she would not be able to run the appraisal district by herself indefinitely. Mr. Lindsey will be coming in to work as his

health permits but he does have a very serious surgery coming up, hopefully within the next month, and he will not be able to come in to work for several weeks. He will be working at home as he feels like it on a laptop provided by the appraisal district.

Another budget workshop will be held on August 9, 2022 at next board meeting.

Chief appraiser reported the ARB protest hearing June 24th went well with fewer attending protestors than expected.

A meeting with the ARB will be held July 14, 2022 to certify the 2022 values.

With all business concluded Chairman Williams proclaimed meeting adjourned.