

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF
DIRECTORS OF THE JACKSON CENTRAL APPRAISAL DISTRICT
HELD TUESDAY, JANUARY 17, 2023, BOARD ROOM, 404 NORTH
ALLEN, EDNA, TEXAS**

The meeting was called to order by Chairman Dale Allen. Present, Joe Rodriguez, Larry Deyton, Lee Lewis, and Lynette Novak. Absent Monica Foster. Also, present Damon Moore and Pamela James. Visitor Brandon Kay and Drew Whittington from BIS Consulting.

Mr. Moore gave the Oath of Office to Mr. Deyton, Mrs. Novak, and Mr. Lewis.

Mr. Lewis made the motion as follows:

Dale Allen, Chairman

Joe Rodriguez, Vice Chairman

Donna Atzenhoffer, Secretary

Mr. Deyton seconded, and the motion passed unanimously.

Brandon Kay and Drew Whittington from BIS Consulting gave a presentation for an IT Contract.

Mr. Rodriguez made the motion to approve the BIS Consulting contract as presented, Mrs. Atzenhoffer, seconded. Mr. Lewis opposed; the motion passed.

Mr. Deyton made the motion to keep bank signatures as is, Mr. Rodriguez seconded, and the motion passed unanimously.

Mr. Rodriguez made the motion to approve the minutes of the October 2022 Board Meeting, Mrs. Atzenhoffer, seconded and the motion passed unanimously.

Mrs. Novak made the motion to approve the financial reports for October, November, and December 2022; Mr. Rodriguez seconded, and the motion passed unanimously.

Mr. Rodriguez made the motion to approve the contracts for JCAD, with going out for bids for Audit services, Mr. Lewis, seconded and the motion passed unanimously.

Mrs. Novak made the motion to approve the Employee handbook with corrections to the tobacco policy to include vaping and any electronic cigarette, the BOD manual is approved as presented, Mr. Rodriguez, seconded and the motion passed unanimously.

Mr. Rodriguez made the motion to keep ag advisory board as is, Mrs. Atzenhoffer, seconded and the motion passed unanimously.

Executive Session: Mr. Lee made a motion to modify the Chief Appraisers contract as follows, no mileage as of January 17, 2023, with the salary for 2023 \$133,00.00, 2024 \$135,000.00 Mr. Rodriquez seconded, and the motion passed unanimously.

Chief Appraisers Report: Comptroller MAPS passed with all mandatory questions being yes. Comptroller PVS is current year.

Mrs. Atzenhoffer made the motion to adjourn, Mr. Rodriquez seconded, and the motion passed unanimous.

APPROVED THIS _____ DAY OF _____, 2023.

CHAIRMAN

SECRETARY