

**BOWIE CENTRAL APPRAISAL DISTRICT BOARD MEETING**  
**December 19, 2018**  
**CONFERENCE ROOM, BOWIE COUNTY PLAZA, TEXARKANA, TEXAS**

Chairman of the Board of the Bowie Central Appraisal District, Josh Davis called the meeting to order at 11:32 a.m. Board members Wanda Boyette, Robert Sheppard and Ron Riddle were present. Mike Brower, Anita White, Kim Kinder, Jaime Knighton and Sha Spear, Appraisal District employees, and Phillip Jordan, Attorney were present.

Chairman Davis allotted time for public comments. No comments were made.

Wanda Boyette moved to approve the minutes from the October 17, 2018 Board Meeting, seconded by Robert Sheppard. Motion passed.

Financial Statements for the month of October & November were presented. Cash on hand as of November 30, 2018, was reported as follows:

Appraisal Account	\$ 932,689.81
Payroll Account	20,551.97
New Operating Account	0.00
Operating-Collection	3,808,666.81
Reserve (for bad debt)	42,300.51
Escrow (Misc)	41,029.42
Escrow (VIT)	847,752.13
Real Estate Escrow	2,890.51
Petty Cash – Txx	1,591.67
Petty Cash – NB	1,378.93

Ron Riddle moved to approve the financial statements as presented for October & November 2018, seconded by Wanda Boyette. Motion passed.

Kim Kinder presented the Collections Report. She reported that October was a little ahead of last year however November was a little lower due to having to close the month end on November 30<sup>th</sup> instead of December 1<sup>st</sup> like usual. She stated it will catch itself back up at the end of December and balance out.

Wanda Boyette moved to approve the refund for AEP Swepeco in the amount of \$29,978.39, seconded by Robert Sheppard. Motion passed.

Robert Sheppard moved to approve BCAD staying with Capital One for Bank Depository Bids, seconded by Ron Riddle. Motion passed.

The Board discussed Benefits to Encourage Employee Retention. No action necessary at this time.

The Board discussed Chief Appraiser Evaluation's. No action necessary at this time.

Chief Appraiser, Mike Brower, presented the Chief Appraiser's Report. He reported that the appraisers are still working on 2019 reappraisal and new construction with the exception of this week due to Christmas Holidays. He also reported one appraiser has passed his level 4 exam and another appraiser is about to test on hers. Mike stated BCAD is looking to replace the server that crashed back in the spring and that he received a letter from the Comptroller's office stating BCAD passed the MAPS Review for the 2016-2017 year.

There was no need for Executive Session per Phillip Jordan, Attorney.

The Board wished everyone a Merry Christmas and Happy New Year!

Wanda Boyette moved to adjourn the meeting, seconded by Robert Sheppard.

Meeting adjourned at 11:55 a.m.

Next regular meeting of the Appraisal District Board will be January 16, 2019 at 11:30 a.m.

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Josh Davis, Chairman

  
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Ron Riddle, Attest

**December 19, 2018  
District Board Minutes**