

**APPRAISAL REVIEW BOARD  
MINUTES OF MEETING**

The meeting on **July 31<sup>st</sup>, 2019 at 7:45am** was called to order by Ms. Thompson, Chair of the Appraisal Review Board. Members present of the meeting were:

Sara Becker  
Felix Contreras  
Storey Cordelle  
Frank Dewhurst  
Janie Dykes  
William Fields

Wallace Henderson  
Eugene Jarman  
Willie Johnson  
Thomas King  
Diane Lee  
Ernest Miller

Mohammed Razzaque  
Pamela Ross  
Rufus Stanton  
Patricia Wilkins

**Auxiliary Members**

Tinka Adkins  
Victoria Amey-Flippin  
Daniel Arredondo  
Ambrosia Azuila  
Connie Barber  
Karol Bauman  
Charles Brading  
Stephen Brandt  
Daimon Briggs  
Barry Broughton  
Michael Brown  
Catherine Burden  
Patricia Burrall  
James Caballero  
Ernest Caldwell  
Jennifer Carroll  
Teresa Carruthers  
Harvey Caughey  
Berdell Collins  
Maria Colorado  
Larry Conners  
Sandra Cortinas  
David Cox  
James Daniels  
Dean Davis  
Patricia Delgado  
Vikki DeLima  
Elizabeth Dombrowski  
Randall Dugger

Randal Ellison  
Med Fadel  
Susan Felder  
Teresa Gaines  
Michael Garcia  
John Gowan  
Sheila Green  
Debora Harris  
Sharon Harris  
Barry Harvey  
Ed Heimlich  
Nathan Henry  
Larry Hermance  
Celso Hidalgo  
Mary Hilliard  
Margaret Howard  
Helen Ingham  
Robert Jellison  
Vincent Johnson  
David Jones  
Terence Kearns  
Kendall Kelly  
Paul King  
JoAnn Koster  
Guenter Krauss  
James Lozano  
Raymond Lung  
Shirley Martin

Wayne McBrien  
Warren Napier  
Talaya Needom  
Jack Newman  
Carol Olewin  
James Onyeneke  
Dwain Osborne  
Joe Pacheco  
Janita Page  
June Patton  
Rowland Persons  
Lorraine Ramsey  
Shannon Ramsey  
Andres Salvado  
Diana Shields  
Stacy Smith  
Patricia Sparks  
Gene Stephens  
Gwendolyn Stroud  
Doug Stuart  
Mary Taylor  
Rahim Torabi  
Carmen Vasquez  
Joseph Visconti  
Michael Waddell  
Kelly Ward  
Rebecca Warren-Vrabel  
Kenneth Whitfield

Appraisal District Staff: Rebecca Rodriguez

A Quorum of the Appraisal Review Board was established.

Motion was made by Mr. Cordelle and seconded by Mr. Jarman to approve the Panel Recommendations for July 22<sup>nd</sup>, 23<sup>rd</sup>, 24<sup>th</sup>, 25<sup>th</sup>, 26<sup>th</sup> and 27<sup>th</sup>, 2019.

Information items included:

- Today we are at 87.49% of Certification not including value pending data entry; up from 83.51%, almost 4% or \$10.8 billion, with certification anticipated around mid to third week in August
- Panel Assignments for Saturday 8/3/2019 – 643 cases are scheduled, down from last Saturday (7/27) 920 cases were scheduled. Not all members will be assigned, with those who did not work last Saturday to be scheduled first.

HOMEOWNERS are scheduled for the coming week. Be mindful to make decisions without bias.

Electronic Evidence Requirements: Per the ARB Hearing Procedures

An Accessed Cap increasing more than 10% may the assessed value plus cost of new construction

ARB Member Protests by Agent: Member may attend, but is not required

Contact with Judge under the Code: related to your own appointment

Mr. Miller's announced retirement

Going Forward – Election of officers for 2020

SB2 Changed the Appointment of the Chair and Secretary

Policies and Procedures, the Governing Doc for the ARB were changed by individual vote

Sec 1.04 Selection and election processes may be modified by vote of the ARB without amendment of these policies

1. Selection and terms of Officers, amend to state that a peer election of the Chair and Secretary for 2020 will be held for the purpose of recommending to the local administrative Judge a candidate for appointment at January 1, 2020 for a term to be determined by the appointing authority.

Motion made seconded by and approved by vote with no opposing votes.

2. Nominating Committee will solicit members interested in serving as Vice Chair, amend to include Chair and Secretary for a full slate of officers, Chair, Secretary and Vice-Chair
- Motion made seconded by and approved by vote with no opposing votes.

3. Members are not eligible to run until their second year on the TARB amend to include the Chair and Secretary

Motion made seconded by and approved by vote with no opposing votes.

4. Slate of at least two choices for Vice-Chair, if possible, amend to include Chair and Secretary
- Motion made seconded by and approved by vote with no opposing votes.

5. TARB will include an agenda item entitled "Election of Vice Chair", amend to include Chair and Secretary

Motion made seconded by and approved by vote with no opposing votes.

6. The Vice-Chair shall serve until a subsequent Vice-Chair is chosen by the TARB, amend state the newly elected Vice-Chair to be elected for a term beginning January 1, 2020.

Motion made seconded by and approved by vote with no opposing votes.

Sec 1.06 Selection of the Executive Committee

A Nominating Committee shall be created ... consist of three current members.

The Chair shall select one member who will be designated as the Chair of the Nominating Committee who will then pick two additional members.

Pam Ross, Chair select two members

Not Enough-Committee Chair ask for amendment to add more members

Sec 1.10 Amendments to TARB Policies and Procedures

The proposed amendments will be circulated in writing and/or electronically to each TARB member...prior to the meeting posted meeting for amendment.

Calendar:

8/7 Vote on changes to Policies and Procedures

Two-week Period to Secure Nominations

8/24 General Election of 2020 Officers

Job Assignments:

Secretary per Policies and Procedures maintain the records of the TARB. Shall perform duties as necessary to complement the duties of the Chair and Vice-Chair.

Vice Chair shall have the power and perform the duties of the Chair or Secretary in his/her absence.

Chair per 1.05 of Policies and Procedures performs the day-to-day business of the TARB with the advice and assistance of ...legal counsel.

Job Description to be reviewed by the Team Leads and distributed to all members.

High level of proficiency using in the use of Excel, knowledge of database architecture and the ability to acquire additional computer skills.

Things to look for in your email Box-Saturday panel assignments, copy of policy and Procedures and list of amendments for your consideration.

Things I expect from you-review of the amendments to minimize questions, think about.

The meeting was adjourned at 8:30a.m: Motion made by Mr. King, second by Ms. Pamela Ross.