

GUADALUPE APPRAISAL DISTRICT



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REGULAR SESSION OF THE BOARD OF DIRECTORS

March 3, 2021

1. CALL TO ORDER

Dr. Gilcrease called the meeting to order at 5:30 p.m.

2. ROLL CALL

All members were in attendance except Mr. John. Others present were Peter Snaddon, and Erich Strey.

3. CITIZENS' COMMENTS – None.

4. TAXPAYER LIAISON REPORT – None.

5. ACTION: APPROVAL OF MINUTES OF THE REGULAR MEETING HELD JANUARY 13, 2020 –

Mr. Dunn made a motion to approve the minutes of the regular meeting held January 13, 2021. Mr. Perkins seconded the motion, and passed unanimously.

6. ACTION: APPROVAL OF FINANCIAL STATEMENT FOR JANUARY 2021 – Snaddon said there were no expenditures out of the ordinary during the month of January. Snaddon said that 7.7% of the budget had been expended. Mr. Amador made a motion to approve the financial statement for January 2021. Mr. Perkins seconded the motion, and passed unanimously.

7. EXECUTIVE SESSION: For a private consultation with the Board's Attorney with respect to pending or contemplated litigation, settlement offers, or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas, clearly conflicts with this chapter, authorized and pursuant to Texas Government Code (Sec. 551-071). – The Board did not go into executive session.

8. EXECUTIVE SESSION: The Board may retire to executive session to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee or to hear a complaint or charge against an officer or employee, authorized and pursuant to Texas Government Code (Sec. 551-074) – The Board did not go into executive session. The Board did not go into executive session.

9. DISCUSSION/ACTION: TAKE ANY ACTION BASED ON DISCUSSION HELD IN CLOSED SESSION UNDER AGENDA ITEM #7 – None.

10. DISCUSSION/ACTION: TAKE ANY ACTION BASED ON DISCUSSION HELD IN CLOSED SESSION UNDER AGENDA ITEM #8 – None.

12. DISCUSSION/ACTION: CONSIDER WAVING PENALTY & INTEREST FOR LATE PAYMENT BY SEGUIN ISD AND PRAIRIE LEA ISD – Snaddon said the payments were late, however, they were paid in early January and recommended waving the penalties and interest. Mr. Dunn made a motion to wave the penalties and interest. Mr. Perkins seconded the motion, and passed unanimously.

13. DISCUSSION/ACTION: CONSIDER APPROVAL OF OFFICE CLOSURE FOR BOTH SCHERTZ AND SEGUIN OFFICES FOR TRAINING DAYS IN 2021 – APRIL 7TH AND OCTOBER 22ND – Snaddon

said this is the normal request to close the office for training and other activities related to the season. Mr. Perkins made a motion to approve the office closures for both the Schertz and Seguin offices for April 7th and October 22nd. Mr. Amador seconded the motion, and passed unanimously.

14. Chief Appraiser's Report

- a) **Status Update on 2021 Reappraisal Process** – Residential appraisal team completed their cost analysis, and the inflationary trend analysis has been completed. Other appraisers are looking at fine tuning on neighborhood analysis. Complex appraisal team are working on the rural market analysis. Business Personal Property renditions are being worked. Waterfront analysis almost done as well. GIS appraisals are at 11,000. Absolute exemptions from apartments are coming in. The recent proclamation by the governor gives a 120-day window for taxpayers to file for loss due to the recent storms. Building permit entries are complete. Splits and mergers are ongoing currently working those files in November 2020. There are approximately 10 more subdivisions to input. Homestead exemption process is ongoing. Data entry are caught up to the appraisers. PSA helping with Business Personal Property renditions and assisting property owners.
- b) **New Phone System Presentation** – Snaddon said the new phone system is working great and it spreads the calls to other parts of the building instead of just the front desk. The front desk is on the phone about 3 ½ hours a day. Snaddon said he can control the phone system for the District instead of having a crew come in.
- c) **Customer Service Survey** - From August through March 1st there were 39 surveys online and most were good with one exception and Snaddon said he spoke to the individual himself.
- d) **COVID-19 Impact Survey** – Snaddon said the District posted a survey on the website and sent the survey out by mail. Snaddon said the commercial team will be looking at the survey results when doing the commercial analysis. Survey results were informative and 36% of commercial non-residential had an increase in their occupancy, 53% showed an expense increase, 29% had to renegotiate a new lease, most businesses showed collection loss of 0-10%. Commercial businesses showed that 43% lost tenants. New leases had a decrease across the board.
- e) **2020 Property Value Study Preliminary Findings** - Seguin ISD did not meet confidence interval. Snaddon said the District submitted an open records request with the permission of the Seguin ISD superintendent. Snaddon said the State did not consider the Lake losses because of the dam break. Snaddon went over the analysis that will be submitted to the State for reconsideration.
- f) **GAD Board of Directors – 2021 Statement of Qualifications** – Snaddon asked the board members to fill out and sign the Statement of Qualifications.
- g) **BOD Election Schedule of Events** – Snaddon said the schedule of events for the BOD election is as follows: October 1st the votes will be calculated, October 15th the nominations should be in, on October 30th ballots will be prepared and sent out, and on December 15th all votes will be tallied and sent to the entities by December 30th.
- h) **2022 Budget – Schedule of Events** – Snaddon said that on May 5th there would be a public budget workshop and a meeting to follow. On June 7th the District would ask to forward the budget to the taxing units. On August 4th the public budget hearing with a meeting will follow. Snaddon noted that the budget must be mailed to the entities by Sept 15th.
- i) **2021 Protest Process Overview** – Snaddon said he will continue as planned to have a limited capacity of people in the office. The District is thinking about having 2 workstations set up outside to serve people that have questions.

19. Directors' Report – None.

20. Adjournment –Mr. Amador made a motion to adjourn the meeting. Mr. Dunn seconded the motion, and passed unanimously. Dr. Gilcrease adjourned the meeting at 6:03 p.m.

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Chair, Dr. Greg Gilcrease

ATTEST:

Secretary, Mr. Daryl John