

# GUADALUPE APPRAISAL DISTRICT



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## **REGULAR SESSION OF THE BOARD OF DIRECTORS**

*December 15, 2021*

### **1. CALL TO ORDER**

Dr. Gilcrease called the meeting to order at 5:38 p.m.

### **2. ROLL CALL**

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

### **3. CITIZENS' COMMENTS** – None.

**4. TAXPAYER LIAISON REPORT** – Mrs. Murphy said that the A.R.B. is doing well. Mrs. Muphy said the Judge appointed a new A.R.B. member, Mr. Wilfred Taylor. The Judge appointed Mr. Hugh Douglass as chair and Ms. Catherine Smithey as Secretary.

**5. ACTION: APPROVAL OF MINUTES OF THE REGULAR MEETING HELD NOVEMBER 3, 2021** – Mr. Perkins made a motion to approve the minutes of the regular meeting held November 3, 2021. Mr. Amador seconded the motion, and passed unanimously.

**6. ACTION: APPROVAL OF FINANCIAL STATEMENT FOR OCTOBER 2021** – Snaddon said the District is about 13% below budget. Mr. Amador made a motion to approve the financial statement for October 2021. Mr. Perkins seconded the motion, and passed unanimously.

**7. ACTION: APPROVAL OF FINANCIAL STATEMENT FOR NOVEMBER 2021** – Snaddon said the District is about 34% below budget due to the retirement of one of our appraisers. Mr. Amador made a motion to approve the financial statement for November 2021. Mr. Perkins seconded the motion, and passed unanimously.

**8. 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.

**9. 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 went into executive session at 5:42 p.m. and reconvened at 7:08 p.m.

**10. DISCUSSION/ACTION: TAKE ANY ACTION BASED ON DISCUSSION HELD IN CLOSED SESSION UNDER AGENDA ITEM #8** – No action taken.

**11. DISCUSSION/ACTION: TAKE ANY ACTION BASED ON DISCUSSION HELD IN CLOSED SESSION UNDER AGENDA ITEM #9** – Mr. Perkins made a motion to increase the Chief Appraiser's salary to \$102,385. Mr. Amador seconded the motion, and pass unanimously.

**12. DISCUSSION/ACTION: 2021 BUDGET AMENDMENT ADOPTION UNDER §6.06 TEXAS TAX CODE TO COMMIT 2021 YEAR END FUND BALANCE TO CAPITAL EXPENDITURES FOR G.A.D. MASTER PLAN OF**

**FACILITY | RESOLUTION 2021-7** – Snaddon recommended the Board take no action based on the feedback from the jurisdictions. No action taken.

**13. DISCUSSION/ACTION: CONSIDER APPROVAL OF RESOLUTION 2021-10 AS RELATED TO PARKING EXPANSION AS OUTLINED IN §6.051, TEXAS TAX CODE** – Snaddon said when the last letter was sent out some of the entities had already had their meeting for the month and did not have another within 30 days. This meant that the District did not receive three fourths of the votes from the entities. Mr. Perkins made a motion to send the notice to the entities. Mr. Amador seconded the motion, and passed unanimously.

**14. DISCUSSION/ACTION: CONSIDER APPROVAL OF RESOLUTION 2021-8 AS RELATED TO COMMITMENT OF ELIGIBLE PORTION OF FUND BALANCE TO MASTER FACILITY PLAN FUND** – Snaddon said this would be the interest earned by the District and commit it to the Master Facility plan. Mr. Amador made a motion to commit the eligible portion of the fund balance to master facility plan fund. Mr. Perkins seconded the motion, and passed unanimously.

**15. DISCUSSION/ACTION: CONSIDER APPROVAL OF CHANGES TO THE GUADALUPE APPRAISAL DISTRICT PERSONNEL POLICY MANUAL RESOLUTION 2021-9** – Snaddon said this resolution is just for updating the District Personnel Policy Manual. Snaddon recapped for the Board the information that had changed during the year siting the infectious disease addition to the Manual and the longevity change. Mr. Perkins made a motion to approve the changes to the Guadalupe Appraisal District Personnel Policy Manual. Mr. Amador seconded the motion, and passed unanimously.

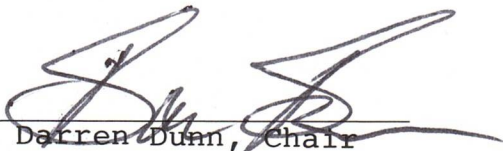
**16. DISCUSSION/ACTION: CHIEF APPRAISER ANNUAL EVALUATION** – Dr. Gilcrease said the evaluation of the Chief Appraiser went well and he is apprised of the goals the Board set. Mr. Amador made a motion to accept the Chief Appraisers evaluation. Mr. Perkins seconded the motion, and passed unanimously.

**17. Chief Appraiser's Report**

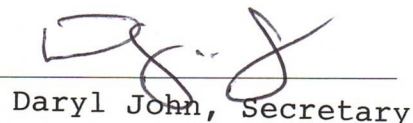
- a) **Appraisal Update** – Site inspections were just about 4,300. GIS inspections are at 13,000 with 1,700 remaining to meet the goal. Developing subdivisions rechecks 1,900.
- b) **Board of Directors Election** – Snaddon said the votes had been tallied and there is a new Board in place for next year. Snaddon expressed his appreciation of the out going members.
- c) **Line-Item Transfers (<15,000)** – Snaddon said there was no need for the Board to vote on the line item transfers as none of them were over \$15,000.
- d) **Recap of User Conference** – Snaddon recapped the user conference that he and three others attended. Snaddon said there a lot of tools that the District could utilize. Snaddon said the conference was full of useful information.

**15. Directors' Report** – None.

**16. Adjournment** – Mr. Amador made a motion to adjourn the meeting. Mr. Perkins seconded the motion, and passed unanimously. Dr. Gilcrease adjourned the meeting at 7:24 p.m.

  
Darren Dunn, Chair

ATTEST:

  
Daryl John, Secretary