

GUADALUPE APPRAISAL DISTRICT



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REGULAR SESSION OF THE BOARD OF DIRECTORS

September 14, 2022

I. CALL TO ORDER

Mr. Dunn called the meeting to order at 5:40 p.m.

2. ROLL CALL

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

3. CITIZENS' COMMENTS -None.

4. TAXPAYER LIAISON REPORT - None.

5. ACTION: APPROVAL OF MINUTES OF THE BUDGET HEARING HELD AUGUST 3, 2022 - Mr. Lievens made a motion to approve the minutes of the budget hearing held August 3, 2022. Ms. Sever seconded the motion and it passed unanimously.

6. ACTION: APPROVAL OF MINUTES OF THE REGULAR MEETING HELD AUGUST 3, 2022 -Mr. Lievens made a motion to approve the minutes of the regular meeting held August 3, 2022. Ms. Server seconded the motion and it passed unanimously.

7. ACTION: APPROVAL OF FINANCIAL STATEMENT FOR JULY 2022 - Mr. Snaddon stated we were at 11.5% but we are a little less than that now at 10.2% due to some of the projected overages on our budget due to the increase on the ARB operations and overtime. But on the good side we are up about 250% current interest and some of the other revenues we projected. Ms. Server made a motion to approve the financial statement for July 2022. Mr. Lievens seconded the motion and it passed unanimously.

8. DISCUSSION/ACTION: ACCEPTANCE OF AGREEMENT FOR APPRAISAL SERVICES WITH CAPITOL APPRAISAL GROUP FOR 2023 - Snaddon presented the agreement from Capitol Appraisal Group to the Board. Snaddon stated they are doing great and haven't raised their rates in years even though we have added some large plants. He stated, "this is a good partnership." Mrs. Server made a motion to accept the agreement with Capitol Appraisal Group for 2023 year. Mr. Lievens seconded the motion and it passed unanimously.

9. DISCUSSION/ACTION: CONSIDER FOR APPROVAL RESOLUTION 2022-2 FOR ADOPTION OF 2023/2024 WRITTEN REAPPRAISAL PLAN - Mr. Lievens made a motion to approve resolution 2022-2 for adoption of 2023/2024 Written Reappraisal Plan. Ms. Severs seconded the motion and it passed unanimously.

10. 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.

I I. 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.

12. **DISCUSSION/ACTION: TAKE ANY ACTION BASED ON DISCUSSION HELD IN CLOSED SESSION UNDER AGENDA ITEM #9-** No action taken.

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

14. **DISCUSSION/ACTION: CONSIDER WAIVER OF PENALTIES & INTEREST UNDER §6.06 (e & k) TEXAS TAX CODE LATE PAYMENT BY CITY OF SANTA CLARA -** Snaddon stated that City of Santa Clara is a small office, with personnel changes at times, but they did pay when called. Ms. Server made a motion to accept the waiver of all penalties & interest for late payment by the City of Santa Clara. Mr. Lievens seconded the motion and it passed unanimously.

15. **DISCUSSION/ACTION: CONSIDER 2023 PLAN YEAR TML RERATES FOR EMPLOYEE MEDICAL INSURANCE COVERAGE AGREEMENT -** Mr. Snaddon mentioned that he had sent out the options to the personnel to see what they were interested in. Option 3 was the one requested from the 4 employees who gave their opinions. There will be a 10.65% increase on the district in 2023, due to the large covid losses from prior years. TML had tried to absorb most of the loss but needed to recoup some of their losses. Option 3 has a co-pay which wasn't there before. Mr. Dunn questioned to make sure it would not push employees to some sort of specialized network. Mr. Snaddon stated he believed that that was not going to happen, but he could check it out with Mr. Diaz. Mr. Diaz of TML never mentioned anything like that. Mr. Lievens made a motion to approve TML Rerates with Option 3 of the health plans for the 2023 year. Ms. Sever seconded the motion and it passed unanimously.

16. **DISCUSSION/ACTION: CONSIDER 2023 PLAN YEAR TML CONTINUATION OF COVERAGE ADMINISTRATIVE AGREEMENT -** Mr. Snaddon stated no change on budget details. Ms. Server made a motion to approve the continuation of coverage administrative agreement. Mr. Lievens seconded the motion and it passed unanimously.

17. **Chief Appraiser's Report**

- a) **2022 Certification** - Appraisal Review Board approved the records on August 8, 2022, with 5 % or less of appeals left. Snaddon delivered the certification to all the taxing units & TAC offices. GAD has 1826 active appeals, 1,601 timely appeals and 225 late appeals. 1,464 scheduled through the end of year. All informal hearings were finalized. GAD started the two Panel ARB configuration, and it is working well. The board members and staff are happy with this. This should help us get to the end of the year. ARB Operations total budget was \$11 1,440, and estimated funds spent \$72,198. Projected funds through December 22 \$58,275. ARB Operations expected to be over-budget by an estimated \$20,000. Arbitrations are impacting the budget. The total budget for arbitration was \$2,000. @\$500 an arbitration. To date we have twelve submitted requests for binding arbitration for 2022. Past years we had 6 or less. Litigation budget \$50,000. To date we have received 1 I civil citations. 2020 & 2021 a total of 8 suits. Snaddon also spoke of all the no shows that we are occurring and the burden of the cost.
- b) **Update on Parking Lot Expansion Project** - Snaddon called and halted the architect on our parking lot expansion while the protests are going on. August 31st the district advertised the accepting of bids with a deadline for submission within the local newspaper for 2-week period. Construction should begin October 1 and hopefully end in February before the protest season
- c) **Staffing Update** - Mr. Snaddon stated we are actively posting and conducting interviews for residential appraisers. He stated we are at 92% of the budget positions filled. A Public Service person and hopefully 2 appraisers will start by October 17, 2022. The District is incorporating a probationary period of 90 days for all new hires.

18. **Directors' Report**- None.

19. **Adjournment** Mr. Dunn adjourned the meeting at 6:18pm.


Mr. Darren Dunn, Chairman

ATTEST:


Mr. Daryl John, Secretary 