

# GUADALUPE APPRAISAL DISTRICT



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

*January 10, 2024*

**1. CALL TO ORDER**

Mr. Dunn called the meeting to order at 5:41pm

**2. ROLL CALL**

All members were in attendance. Others present were Peter Snaddon.

**3. CITIZENS' COMMENTS** – None.

**4. TAXPAYER LIAISON REPORT** – None.

**5. STATEMENT OF APPOINTED OFFICER**- Each board member announced their name, then everyone read the Statement of Officer.

**6. OATH OF OFFICE FOR THE 2024 TERM** - In the name and by authority of the State of Texas, each board member took their Oath of Office for the 2024 term.

**7. ACTION - Election of Officers for the 2024 Term** Mr. Lievens moved for Mr. Darren Dunn continue to be chairman, Mr. Dunn accepted. It was passed unanimously. Mr. Dunn motioned that Mr. Amador be the Vice Chair and Mr. Daryl John be nominated as Secretary. Mr. Lievens seconded the motion. It was passed unanimously.

**8. CONSENT AGENDA**: These items may be acted upon by one motion. No separate discussion or vote on any one of the items will be had unless requested by a Board member. Mr. Dunn moved to approve the consent agenda. Mrs. Sever seconded the motion. It passed unanimously.

**9. 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.

**10. EXECUTIVE SESSION** The board may retire to deliberate the appointment, employment, evaluation, reassignment, duties discipline, or dismissal of a public officer or to hear a complaint or charge against an officer or employee. The subsection does not apply if the officer or employee who is the subject of the deliberation or hearing requests a Public hearing. (Sec 551-074) – The Board did not go into executive session.

**11. DISCUSSION/ACTION**: Take any action Based on Discussion Held in Closed Session Under Agenda Item #9 – No Action Taken.

**12. DISCUSSION/ACTION**: Take any action Based on Discussion Held in Closed Session Under Agenda Item #10 – No Action Taken.

**13. CHIEF APPRAISER'S REPORT**

**A. Staff Announcements**

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- Mr. Snaddon introduced the new Deputy Chief Appraiser, Mrs. Jennifer Tovar. She has been with the District for the last 17 years, with a wide range of experience, in Residential, Waterfront, Multifamily and Commercial as well as just recently she was our Complex Appraisal Team Leader. She is extremely qualified. Mr. Snaddon stated he was happy she accepted the position and he looks forward to working with her. Mrs. Tovar was congratulated by the Board Members.
- Mr. Snaddon mentioned next month will be the presentation to Mr. Strey for recognition award. The Mayor of Cibolo will present Mr. Strey with a key to the city.
- The Appraisal District has three positions open, a Business Personal Property Appraiser, Appraiser Assistant and a Public Service Assistant.

**B. Safe Deposit Box Signer Changes**

- Erich Strey, Gregory L Gilcrease and Merrie Jamie Reynolds-Osborne are to be removed.
- New Approved signers are Peter Snaddon and Jennifer Tovar.

**C. Staff Activities**

1. Admin Operations

- Ownership transfers
- Processing exemption applications
- Required mailings and public postings
- Training for our new online appeal portal

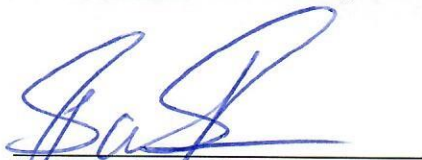
2. Appraisal Operations

- Sales data entry: To date, we have 24% of all 2023 single family sales confirmed.
- Periodic re-inspections are complete.
- The Valuation Models are also updated to reflect current costs data.
- Overview of subdivision development; roughly 4700 new lots created this past year.

Mr. Snaddon stated this next year will have new appointed and elected board directors. The election will be in May.

14. Directors' Report – None.

15. Adjournment – Mr. Dunn adjourned the meeting at 6:01pm



Mr. Darren Dunn, Chair

ATTEST:



Daryl John, Secretary

Ben Amador