

GUADALUPE APPRAISAL DISTRICT



Main Office
3000 N. Austin St.
Seguin, Texas 78155
(830) 303-3313
(830) 372-2874 (Fax)
gadprotest@guadalupead.org

Schertz Substation
1052 FM 78, Ste. 103
Schertz, Texas 78154
(830) 303-3313 Opt. 0
(877) 254-0888 (Fax)

BUDGET HEARING OF THE BOARD OF DIRECTORS

August 7, 2024

1. **CALL TO ORDER**

Darren Dunn called the meeting to order at 5:31 p.m.

2. **ROLL CALL** – All board members present except Mr. John.

3. **CITIZENS' COMMENTS** – None.

4. **DISCUSSION: GUADALUPE APPRAISAL DISTRICT SALARY STUDY – PROFESSIONAL CONSULTING SERVICES OF IAAO REPRESENTATIVE: ASHLEY LATHROP** – The board had requested a salary survey to be assured the budget for salaries was fair and competitive. Mr. Lathrop, and Mr. Justin Emers, also a former Kansas county appraiser introduced themselves and their company. The survey focused on neighboring appraisal district scope of work, position descriptions, job descriptions, existing salaries, existing pay scales which were compared and contrasted with the neighboring appraisal district. The neighboring appraisal districts are where we are likely to lose an employee to a higher salary. A full state comparison would not have been as meaningful. Mr. Lathrop stated the higher-level job is where you are more likely to lose someone to position and/or salary. Mr. Lathrop bought the idea of some new salaries and pay grades after looking at the comparisons. They delivered a target median for the different positions. Guadalupe Appraisal District has quite a few positions that are below the initial target median. The target median is 10% higher and 10% lower with a 20% variance. Target median is based on the household income in Guadalupe CAD and places it among the other CADs that surround it and that is how the target median came to be. Nacogdoches is not included in the survey because it is not comparable in size based on the data they had. Mr. Snaddon questioned Mr. Lathrop about job descriptions and the best way to come about a description. Mr. Lathrop responded by having the person state exactly what they do and ask yearly because it changes yearly with technology, and growing knowledge. Mr. Lathrop discussed the various levels of appraisers, administrative positions and the comparison salaries to other CAD. He mentioned several times that they did not have individual facts as to the job performance so they could not respond to that. Mr. Snaddon inquired about over lapping jobs that could possibly be removed and they responded that there would have to be a different survey because nothing like that stood out to them. It was bought up that a new employee could possibly be hired at a close salary of what a longer-term employee was making because the industry now required a higher salary. The response was that one of the purposes of a survey to keep the long-term employee at a competitive rate. It is important to keep employees' long term to recoup the cost of training and education. The survey was base salary. It did not include benefits. Mr. Dunn questioned if they determined anything once they had put everything together. Mr. Lathrop responded with there was work to be done to bring some people up to where they needed to be to keep them. The turnover rate for Guadalupe Appraisal District was discussed and it is in the single digits.


Different types of grading systems were discussed such as military and school district. Mr. Snaddon mentioned he was going to reach out to Comal chief and found out about there grading system that showed up on the survey. The preliminary budget for salaries that was sent out to the entities was based on a COLA increase knowing that we were waiting to see what the salary survey came back saying. It was discussed that the salary increase needs to be a case-to-case increase based on a system that is transparent to everyone. The target median needs to be the goal. The target median can be achieved in various ways such as a one-time bonus or raises. Transparency is very important and is what will make people happy. Different ways of achieving the target median were discussed. A grading system was discussed such as degree or no degree, how long they've been here, performance but a clear set out matrix that everyone understands and there's not a lot of questions. Transparency. Most appraisal districts that were in the survey do not have a defined structure for pay scales. Comal had one that was good. The other districts could only provide us was their current salaries. It appears that the other appraisal districts have the same issues, and we are attempting to get on top of it. The board discussed many ideas about varies county and school grading systems for salaries. Mr. Sanddon brought up that the Senate Bill 212 from last year would change the allocation of the tax levy this year. During the fourth quarter the changes going to the entities, cities and county were going to increase \$50,000 or more above the expected amount because of the ISD's. levies went way down due to the \$100,000 exemption increase.

5. DISCUSSION: PROPOSED 2025 GUADALUPE APPRAISAL DISTRICT BUDGET – Mr. Snaddon confirmed that the security per hour rate is \$50. And the other change was a slight increase for the new postage meter for a new law that came into effect. Mr. Snaddon was questioned if the salary amounts given to IAAO were actual amounts or different. More discussion was made about the salary difference that needs to be made, especially since we had sent out a preliminary budget. The cost of lawn care and cleaning services was touched upon.

6. Adjournment – Darren Dunn adjourned the meeting at 6:33p.m.


Darren Dunn, Chairman

ATTEST:


Daryl John, Secretary

Benito Amador