

GUADALUPE APPRAISAL DISTRICT



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REGULAR SESSION OF THE BOARD OF DIRECTORS

November 6, 2024

1. CALL TO ORDER

Darren Dunn called the meeting to order at 5:31pm

2. ROLL CALL

All members were in attendance except Mr. Amador and Mr. John. Mrs. Sever arrived at 5:42 PM. Mr. Snaddon and Mrs. Jennifer Tovar were also present.

3. CITIZENS' COMMENTS - None.

4. TAXPAYER LIAISON REPORT - None.

5. CONSENT AGENDA - These items may be acted upon by one motion. No separate discussion or vote on any of the items will be had unless requested by a Board Member. – A motion was made by Pam Kifer to approve the consent agenda items as presented and Peggy Herman seconded the motion. The motion passed unanimously.

6. DISCUSSION/ACTION - Appraisal Services Agreement with Capitol Appraisal Group for 2025: Mr. Snaddon presented the contract for 2025. Mr. Lievens made a motion to accept the service agreement with Capitol Appraisal Group and Ms. Herman seconded the motion. It passed unanimously.

7. DISCUSSION/ACTION - Appointment of Agricultural Advisory Board members: Mr. Link submitted his application to renew his term for 2025. He is one of the main farmers in this area. There is no limit on how many terms an individual can serve. This is a two-year term. Ms. Herman made a motion to approve Mr. Link to the Agricultural Advisory Board and Mr. Charles Kelm seconded the motion. It was unanimously approved.

8. DISCUSSION/ACTION - Proposed GAD Compensation Schedule: Mr. Snaddon stated he's working on a structured pay compensation schedule. The objective of the project is to develop a comprehensive grade and step compensation schedule that ensures fair, competitive and transparent employee compensation. It should align with our strategic goals and the market standards that are out there for this industry. Hopefully it's going to motivate the individual as well as improve our retention process. Research has been done of federal, state and local agencies during this process. This will include a scoring process based off nine factors. Mr. Snaddon is still working on this and will present it at the next board meeting. Mr. Snaddon will complete his compensation schedule and present it to the Board next meeting.

9. DISCUSSION/ACTION - GAD space planning discussion. Gain Board approval to acquire professional services necessary to obtain scope of work description and opinion of probable cost of agreed upon projects. – Options are to expand or purchase another building. The Mary B Erskine building is for sale. Mr. Snaddon spoke to Mr. Whittington about government capital financing, and he explained the process to Mr. Snaddon, and he gave him some pointers on how to make the process a little easier. Mr. Snaddon spoke to Ms. Dockery, the architect to see if she would be willing to do a scope of work. She said she would. Mr. Snaddon went to meet with Mr. Howell to see the school. The school was impressive, it has a complete fire suppression system, an elevator that is ADA compliant, no water damage. It has separate classrooms which could be for the ARB area. It has nearly 5000 square feet of gymnasium. Network wiring is there also and has a complete sprinkler system throughout. There are also cameras and security systems in place. Mr. Dunn said that he would like to see this building be used again. He's just worried that the seller wants more for it than what the district is willing to pay. Mr. Snaddon stated he needs an approval to move forward with gaining an estimate from the architect for the expansion. Mr. Kelm made a motion to approve the professional services of Ms. Dockery for an estimate and for that fee not to exceed \$5,000. Pam Kifer seconded the motion. 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.

11. EXECUTIVE SESSION - The Board may retire to the 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. The subsection does not apply if the officer or employee who is the subject of the deliberation or hearing requests a public hearing, 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 #10 – No action taken.

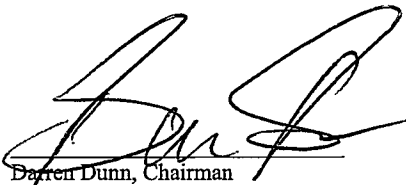
13. DISCUSSION/ACTION - Take any action based on discussion held in closed session under agenda item #11 – No action taken.

14. Chief Appraiser’s Report –

- Mr. Snaddon reported that we just started open enrollment for our healthcare.
- The appraisers had a demo from Just Appraise, this is the vendor we use to do our deed reading. It’s a great system. Now they have an online forms portal so homestead exemptions, ag exemptions and BPP renditions can be done on this portal.
- HR is moving the payroll system to Tesseon from ADP. We had a demo with them. ADP isn’t very accommodating.
- MAPS preliminary review coming up in 2025 for 2024 values. Total of 88 questions.
- We have started to get back some of the official ballots. There are 9 names on the ballot.

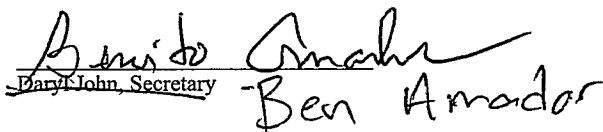
12. Directors’ Report –None

13. Adjournment – Darren Dunn adjourned the meeting at 6:49 pm



Darren Dunn, Chairman

ATTEST:



~~Daryl John, Secretary~~
Ben Amador