

# GUADALUPE APPRAISAL DISTRICT

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



000376

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

## NOTICE OF MEETING

Notice is hereby given that The Board of Directors of the Guadalupe Appraisal District will meet in a **REGULAR SESSION on July 9, 2025, at 5:30 p.m.** in the Board Room of the Guadalupe Appraisal District office building, located at 3000 N. Austin Street, Seguin, Texas. Subjects to be discussed are listed on the attached agenda.

**Under the authority of Chapter 551. Of the Texas Government Code, the Board, during the course of the meeting covered by this notice, may enter into closed or executive session for any of the following reasons provided the subject to be discussed is on the agenda for the meeting.**

- 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. (Sec. 551-071)
- To deliberate the purchase, exchange, lease, or value of real property if deliberation in open meeting would have a detrimental effect on the position of the Appraisal District in negotiations with the third person. (Sec. 551-072)
- 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. (Sec. 551-074)
- Deliberations regarding the deployment or specific occasions for implementation of security personnel or devices; or a security audit. (Sec. 551-076)

**Note: For purposes of this subsection, an independent contractor, such as an engineering, architectural, or consultant firm, is not an employee. Atty.: Gen. Op Nw-129 (1980).**

**Chapter 418 of the Government Code, the Texas Disaster Act, which relates to managing emergencies and disasters, including those caused by terroristic acts, provides in section 418.183(f): A governmental body subject to Chapter 551 is not required to conduct an open meeting to deliberate information to which this section applies. Notwithstanding Section 551.103(a), the governmental body must make a tape recording of the proceedings of a closed meeting to deliberate the information.**

**NO FINAL ACTION, DECISION, OR VOTE SHALL BE TAKEN WHILE THE BOARD IS IN CLOSED OR EXECUTIVE SESSION. Chapter 551. Texas Government Code.**

## Agenda on Attached Sheet

This notice was posted and filed in compliance with the Open Meetings Act on or before  
July 3, 2025, at 5:00 p.m.

Peter Snaddon, R.P.A., C.C.A.  
G.A.D. Chief Appraiser

POSTED

JUL 03 2025

9:42am

TERESA KIEL  
Guadalupe County Clerk  
By:

**GUADALUPE APPRAISAL DISTRICT**  
**3000 NORTH AUSTIN STREET**  
**SEGUIN, TEXAS 78155**

---

**REGULAR SESSION**  
**OF THE**  
**BOARD OF DIRECTORS**  
**July 9, 2025**

---

**Agenda**

1. Call to Order
2. Roll Call
3. Citizens' Comments
4. Taxpayer Liaison Report
  - a. Presentation to Board (§6.052[b-9]): Certificate of Completion issued to Ms. Tavia Murphy, "Taxpayer Liaison and Deputy Taxpayer Liaison 2025".
5. **DISCUSSION/ ACTION:** Consideration of eligible candidate to fill vacated position on Appraisal Review Board.
6. **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. Approval of Minutes of the June Regular Meeting held on June 4, 2025.
  - b. Approval of Finance Statement for May 2025.
  - c. Approval of Resolution 2025-05: Adding Guadalupe County Municipal Utility District No. 11 as a Participant in the Guadalupe Appraisal District Budget for the 2025 Appraisal Year
  - d. Approval of Resolution 2025-06: Adding Marion Oaks Municipal Utility District as a Participant in the Guadalupe Appraisal District Budget for the 2025 Appraisal Year
  - e. Approval of Resolution 2025-07: Adding Steelwood Trail Municipal Utility District as a Participant in the Guadalupe Appraisal District Budget for the 2025 Appraisal Year
7. **EXECUTIVE SESSION (if necessary):** 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)
8. **EXECUTIVE SESSION (if necessary):** 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. (Sec. 551-074)
9. **DISCUSSION/ ACTION:** Take Any Action Based on Discussion Held in Closed Session Under Agenda Item #6
10. **DISCUSSION/ ACTION:** Take Any Action Based on Discussion Held in Closed Session Under Agenda Item #7
11. **DISCUSSION/ACTION:** Consideration to enter into Service Agreement with JUST APPRAISED for incorporation of software programs associated with processing of exemptions and BPP rendition forms.
  - a. SAAS Services Order Form (Exemption Forms)      Term Begins: 07/10/2025    Term Ends: 12/31/2028
  - b. SAAS Services Order Form (BPP)                      Term Begins: 09/01/2025    Term Ends: 12/31/2028
12. Chief Appraiser's Report
  - a. 2025 2nd Quarter Clerical Changes
  - b. 2025 2nd Quarter Customer Survey Results
  - c. Facility Proposal Presentations – Progress Update
  - d. 2025 Protest Status Update
13. Directors' Report
14. Adjournment

(If during the course of the meeting, any discussion of any item on the agenda should be in a closed meeting, the Board will conduct a closed meeting in accordance with the Texas Open Meeting Act, Texas Government Code, Chapter 551, subchapters D, and E)

---

Peter Snaddon, R.P.A., C.C.A.  
G.A.D. Chief Appraiser