

GUADALUPE APPRAISAL DISTRICT

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Board of Directors Meeting Minutes September 10, 2025

1. Call to Order

- Meeting called to order by Board President. At 5:30 pm.

2. Roll Call

- Members present: Jim Lievens, Peggy Herman, Pete Silvius, Daryl John, Pam Kifer, Charles Kelm. Others present were Chief Appraiser Peter Snaddon and Deputy Chief Appraiser Jennifer Tovar.

3. Citizens Comments

- None.

4. Taxpayer Liaison Report

- Taxpayer Liaison Not Present.

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.
 - o Minutes of the budget meeting (August 6, 2025)
 - o Minutes of the regular meeting (August 6, 2025)
 - o July 2025 financial statement.
- Approved by motion (Mr. Lievens) and second (Ms. Herman)
- Motion carried unanimously.

6. Employee Medical Insurance Coverage Plan (2026)

- Reviewed options from Texas Health/Blue Cross Blue Shield.
 - o Original recommendation: Option 4 (within budget, \$2,500 deductible, \$6,000 out-of-pocket).
 - o Discussion centered on cost difference of Option 2 (\$3,600 more annually; ~ \$100/employee).
- Motion for Option 4 failed.
- Motion made by Mr. Silvius to approve Option 2 and second by Mr. John.
 - o Motion carried and the board approved to adopt Option 2.
 - o Decision: Adopt Option 2 for employee medical insurance coverage (2026).

7. Appraisal Services Contract Renewal

- Renewal of contract with Capital Appraisal Group for 2026 appraisal year.
 - o Cost: \$105,288 (2% increase).
- Motion made by Ms. Kifer to approve contract with Capitol Appraisal Group for 2026 and was second by Mr. Silvius.

- Motion carried.
- Decision: Renew appraisal services contract with Capital Appraisal Group.

8. 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.**

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. Discussion/Action

Take any action based on discussion held in closed session under agenda item #8.
No action taken.

11. Discussion/Action

Take any action based on discussion held in closed session under agenda item #8.
No action taken.

12. Chief Appraiser's Report

- Protests: 3,300 pending; majority from tax agents. Target resolution by year-end.
- Lawsuits: 52 filed post-certification, affecting ~\$300M in value.
- Staffing: 5 appraiser positions open; limited applicants. Recruitment ongoing. Job fair scheduled for Nov. 5 in New Braunfels.
- Board Elections: 2 positions open for nominations due Oct. 15.
- Legislative Updates:
 - o New acknowledgment of duties and 8 hours of annual board training required.
 - o House Bill 9: Exempts first \$125,000 of business personal property; may reduce taxable values significantly.
- Survey Results: Shared statewide CAD protest/appeals trends.

13. Directors' Report

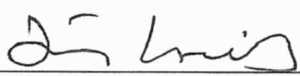
- Request for project construction milestones at next meeting: financing, design, construction timeline, occupancy.
- Upcoming financing resolution and contract signing authorization for facility project.
- Anticipated closing date for financing: November 14, 2025.
- Next Board Meeting October 8, 2025.

14. Adjournment

Motion to adjourn made by Mr. Lievens and second by Mr. John, motion carried. Meeting adjourned at approximately 5:59 pm.



Charles Kelm, Chairman

ATTEST: 

 Daryl John, Secretary Vice President
