

GUADALUPE APPRAISAL DISTRICT

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Minutes
October 8, 2025
5:30 pm

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1. Call to Order

The regular meeting of the Guadalupe Appraisal District Board of Directors was called to order at 5:30 p.m. by Chairman Mr. Charles Kelm.

2. Roll Call

Directors present: Charles Kelm, Peggy Hermon, Pam Kifer, Joshua Bright, Ernesto Rodriguez, Leticia Sever, and Jim Lievens.

Directors absent: Pete Silvius and Daryl John.

Staff present: Peter Snaddon, Chief Appraiser.

3. Citizens' Comments

Chairman Kelm read the standard public comment statement outlining decorum, time limits, and Open Meetings Act restrictions.

Public Comment #1 – Dr. Al Burns: Expressed opposition to the District's acquisition and renovation of the former Mary B. Erskine building, citing project cost and impact on school funding allocations. Requested reevaluation of the project.

Public Comment #2 – Mr. Brad Babel: Expressed similar concerns regarding property tax burdens, valuation, and public awareness, encouraging more transparency.

4. Taxpayer Liaison Report

Ms. Tavie reported that the Appraisal Review Board (ARB) remains active, working four to five days weekly, and commended both ARB and staff performance. She noted that ARB Chairmen Mr. Douglas and Mr. Crow will term out at year-end. Applications for new members are available online.

Mr. Lievens requested staff follow up with Mr. Babel regarding the homestead exemption issue referenced during public comment.

5. Consent Agenda

Items presented for approval by a single motion unless pulled for discussion:

- A. Minutes of regular meeting held September 10, 2025
- B. Financial Statement for August 2025
- C. Auditing Services Agreement with Armstrong, Vaughn & Associates, P.C.
- D. Waiver of Penalties and Interest under Tax Code §6.06(e) for Lake Placid WCID #1

Items C and D were pulled for discussion. Motion by Ms. Sever to approve Items A and B; second by Mr. Bright. Motion carried unanimously.

After discussion, Ms. Sever confirmed Armstrong, Vaughn & Associates had served as auditor for several years and other bids were solicited.

Mr. Snaddon explained the basis for the Lake Placid waiver, consistent with prior precedent.

Motion by Mrs. Kifer to approve Items C and D; second by Mr. Rodriguez. Motion carried unanimously.

6. Discussion / Action Item: Resolution 2025-10 – Authorization of Loan to Finance Facility Acquisition and Construction:

Mr. Snaddon outlined financing through Government Capital Corporation, including a 20-year term at 5.26% interest, saving approximately \$1 million in interest compared to prior 6% estimates. An independent appraisal confirmed fair market value.

Following discussion and public comment, Ms. Hermon moved to approve Resolution 2025-10; second by Ms. Sever. Motion carried 5-2 (Kifer and Bright opposed).

7. Discussion / Action Item: Resolution 2025-11 – Authorization for Chief Appraiser to Execute Closing and Funding Documents:

The resolution authorizes the Chief Appraiser to execute all necessary loan and closing documents. Director Lievens spoke in support of the project's long-term flexibility and economic benefits. Chairman Kelm emphasized the thorough due diligence process.

Motion by Ms. Sever to approve Resolution 2025-11; second by Ms. Hermon. Motion carried 5-2 (Kifer and Bright opposed).

8. Discussion: Preliminary Renovation Schedule – 216 E. College Street:

Architect Ms. Dockery presented a preliminary renovation schedule targeting construction start in April 2026 and occupancy by January 2027. Tasks include updated asbestos testing, geotechnical analysis, and Construction Manager-at-Risk selection. Chairman Kelm noted the schedule was ambitious; Ms. Dockery confirmed the building's sound structural condition.

9. Chief Appraiser's Report

- Third Quarter Clerical Changes – presented per Tax Code requirements.
- Customer Service Survey – average rating 4.5/5; 81% rated service as excellent.
- Reappraisal Activities – continued focus on homestead processing, agent prioritization, and mapping of new subdivisions.

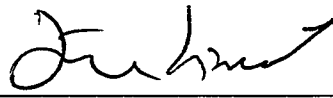
10. Directors' Comments

Chief Appraiser Snaddon noted two upcoming Board vacancies with four-year terms. Member entities may submit nominations for ballot consideration.

11. Adjournment

There being no further business, the meeting was adjourned at 7:18 pm.


Charles Kelm, Chairman

ATTEST: 
~~Daryl John~~, Secretary
Vice chair