

GUADALUPE APPRAISAL DISTRICT

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Minutes April 8, 2026 5:30 pm

1. **Call to Order:** The regular meeting was called to order at 5:31pm by Mr. Kelm, Chairman.
2. **Roll Call:** Charles Kelm, Pam Kifer, Dr. Al Burns, Leticia Sever, Ernesto Rodriguez, Jim Lievens were present. Joshuan Bright arrived at 5:36. Mr. Snaddon was also present. A quorum was established.
3. **Citizens Comments:** No citizens were present and no public comments were offered.
4. **Taxpayer Liaison Report:** Ms. Tavie, TLO stated all members completed their training required by Texas comptroller's office. The first full day of ARB will be April 27, 2026. There was also a day of training with mock protests and different appraisers participated. There was also a presentation from Mr. Armstrong, the attorney for the ARB Board.
5. **GAD Employee Spotlight – Charlene Link, GIS Coordinator/Abstractor** - Mrs. Link, who recently celebrated 27 years of service with the district, provided a comprehensive overview of her responsibilities and the scope of work performed by her position. Mrs. Link explained her primary responsibilities include initiating and setting up new subdivisions in the district's systems. She reported that in 2025, the district processed 4,446 new lots in subdivisions alone, not including property splits handled by other staff. As of the meeting date in 2026, the district had already processed 522 new lots. Her duties also include processing property splits, abstracting, and maintaining the district's GIS mapping system that is available on the public website. She manages city annexations and oversees four water districts: Dunlap, McQueeney, Lake Placid, and Meadow Lake. These water districts generate revenue to rebuild dams that have become defunct. Mrs. Link also works in Tax Increment Reinvestment Zones (TIRZs) and Tax Increment Financing (TIF) districts, identifying properties within these special districts for taxation regulation purposes. She corresponds with property owners and various governmental entities through monthly reports, and assists with front desk coverage, taxpayer inquiries, and ARB scheduling during the appeal season. Ms. Link provided detailed information about Municipal Utility Districts (MUDs) in response to board questions. She distributed a comprehensive list of MUDs currently operating or being formed in Guadalupe County and displayed a map showing their locations. Board members commended Ms. Link for her presentation and her work maintaining the GIS system, noting that it has significantly reduced telephone inquiries to the district.
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 Regular Meeting held on March 4, 2026.
 - b. Approval of Finance Statement for February 2026.Mr. Bright made a motion to approve consent agenda as presented. Ms. Kifer seconded the motion. The motion passed unanimously
7. **Regular Agenda Items**
 - a. Discussion/ Possible Action – Appointment of ARB Member to replace recently vacated seat. - Chief Appraiser Peter Snaddon presented information regarding the need to fill a recently vacated ARB seat for a two-year term covering tax years 2026 and 2027. Mr. Snaddon explained that of the two members the Board had recently appointed to the ARB, one had experienced health and scheduling issues. He introduced Ms. Beth as a candidate to fill the vacant position. Ms. Beth introduced herself to the Board and expressed appreciation for the opportunity to serve. Ms. Beth noted her previous experience working at the Hays County Tax Office and her familiarity with appraisal district operations. She had originally hoped to find a position for her husband, but he was hesitant, so she decided to apply herself. Board members welcomed Ms. Beth and expressed appreciation for her willingness to serve in what they acknowledged is a challenging position. A motion was made by Mr.

Lievens and seconded by Mr. Bright to approve the appointment of Ms. Beth to the Appraisal Review Board for a two-year term covering tax years 2026 and 2027. The motion passed unanimously with all members voting in favor.

b. Discussion/Possible Action – Presentation and Approval of the 2025 GAD Audit Report by Armstrong, Vaughn & Associates. Ms. Debbie Frasier of Armstrong, Vaughn, & Associates presented the 2025 audit report to the Board. Ms. Frasier noted that she had been conducting audits for the Guadalupe Appraisal District since 1989, with a break from 2000 to 2005, though she now serves in a review capacity rather than as the field auditor. Ms. Frasier explained that the district received an unmodified opinion, which is the best opinion an entity can receive. An unmodified opinion means that after adjustments, the financial statements are fairly stated and materially correct. She noted that the past year involved major changes for the district, including taking on debt and beginning a capital project, but that overall, the audit was relatively straightforward. Ms. Frasier reviewed the Statement of Financial Position, explaining that governmental presentations show both full accrual basis and modified accrual basis accounting. The Statement of Financial Position uses full accrual accounting and includes fixed assets, debt, TCDRS (Texas County and District Retirement System) deferred inflows and outflows, pension items, and compensated absences that do not appear on the modified accrual financial statements the Board sees monthly. As of December 31, 2025, the district had:

- Total current assets of \$12,568,000
- Unrestricted cash and cash equivalents of \$3,400,000
- Restricted cash and cash equivalents of \$9,000,000 (including funds set aside for debt service and capital projects)
- Net pension asset of \$105,331
- Total assets of \$15,200,000
- Deferred pension-related outflow of \$357,639
- Total current liabilities of \$975,591
- Liability for compensated absences of \$164,865

Ms. Frasier explained that the compensated absences liability had approximately doubled from the previous year due to implementation of GASB 101, which requires recording sick time that is more likely than not to be taken in the next year as a liability. The calculation of \$80,495 for this portion was based on a three-year historical average of approximately 82% usage. The long-term portion of notes payable was \$9,697,233, with a short-term portion of \$599,000. The district had a deferred pension-related inflow of \$134,008. Net investment in capital assets was \$616,145, calculated as capital assets minus debt, plus unspent proceeds from the loan. The amount restricted for debt service was \$599,532, representing the next year's payment. Unrestricted funds going forward totaled \$3,500,000. For the Statement of Net Position - Modified Accrual – on Page 13, this looks different from prior years because a debt service fund was added. The loan agreement requires establishing a separate fund and depositing the next year's payment amount. The general fund showed \$11,900,000 in total assets. The Statement of Net Position displays cash and cash equivalents and restricted cash matching the previous page, but does not show capital assets or pension assets on the modified accrual basis. Liabilities totaled \$182,593. The total fund balance in the general fund was \$11,800,000, set aside through various board-approved commitments over multiple years rather than being returned to taxing jurisdictions. The debt service fund held \$599,532 restricted for the next year's debt payment. Budget to Actual - General Fund - Page 34. Ms. Frasier reviewed the budget to actual comparison for the general fund, which is the main operating fund of the district. Total budgeted revenues were \$6,496,855. Actual revenues received were \$6,154,297. For personnel expenditures, the district budgeted \$3,500,000 but spent \$3,300,000, resulting in a favorable variance of \$220,610. For operational supplies and expenditures, the budget was \$834,000 but actual spending was \$444,142, creating a favorable variance of \$390,751. Board members questioned the large favorable variance in operational supplies and expenditures. Chief Appraiser Snaddon explained that this category includes the 90-day contingency funding built into the annual budget. The contingency fund for potential lawsuits and unexpected expenses is grouped in this category, which contributed to the large variance when those funds were not needed. Regarding revenues falling short of budget, Ms. Frasier explained that revenues were not actually short. The district had credited approximately \$433,000 back to taxing jurisdictions, which was reflected as an adjustment in the current year revenue figures. Reviewing specific line items, Ms. Leavitt noted: Dues and subscriptions showed a negative variance of \$32,000. Chief Appraiser Snaddon explained this was due to purchasing new software systems including aerial imagery and appraisal software that required using contingency funds. Professional services had a budget of \$355,497 with actual spending of \$354,929, for a favorable variance of \$568. Data processing was budgeted at \$425,000 with actual spending of \$395,972, creating a favorable variance of \$29,841. Capital outlay showed the district over budget. Ms. Leavitt explained this was due to purchasing the building. Chief Appraiser Snaddon clarified that approximately \$166,000 represented cash flowing various due diligence expenses for the building acquisition. About \$70,000 of planned server replacement was deferred until after moving to the new building. Ms. Frasier noted that capital outlay appears different in

governmental accounting because the district uses a budgetary basis that differs from cities. On a budgetary basis, capital outlay was \$166,759, including engineering fees and preliminary building-related expenses. Excess revenue over expenditure was \$1,479,000. After transferring \$599,000 out for the first debt service payment, the net change was \$880,458. The fund balance increased from \$2,500,000 to \$3,400,000. Ms. Frasier explained the reconciliation between budgetary basis and full accrual accounting. Starting with the \$880,458 change on budgetary basis, adding unbudgeted bond proceeds of \$10,296,765, and subtracting unbudgeted capital outlay of \$1.9 million spent on the building, the change in net position was \$9,278,000. Combined with the previous fund balance of \$2,500,000, the current fund balance totaled \$11,078,000. Ms. Frasier referred Board members to Note F on page 30 for additional details on actuarial assumptions, including differences between expected and actual economic experience, changes in actuarial assumptions, differences between projected and actual investments, and contributions subsequent to the measurement date. Ms. Frasier reviewed the debt service schedule showing that in 2026, the district will pay \$599,532, then beginning in 2027 and continuing for the following years, annual payments will be \$859,722. The interest rate on the debt is 5.25%, which Ms. Leavitt characterized as reasonable compared to historical rates. The district was in compliance with all requirements. She noted that one difficulty in the audit was interpreting the government capital loan document, which had slightly different interpretations among the audit team members. Ultimately, they determined that debt service funds needed to be set aside annually rather than on a monthly or quarterly basis. Rather than setting up a full separate capital projects fund, the audit team worked with the district's finance department and contractor to establish capital project tracking as a "class" in QuickBooks. This allows the district to generate monthly reports showing all construction-related expenditures without maintaining a completely separate set of books. Ms. Frasier praised the district's finance staff, noting that Finance Director Valerie does an excellent job. She mentioned that Valerie previously worked for Armstrong, Vaughn & Associates in the 1990s. Ms. Frasier reported that the audit firm issued a governance letter with no compliance findings. The letter simply outlines the auditor's responsibilities, the district's responsibilities, and would note any items out of compliance if found. Ms. Frasier confirmed that the district received a "good report card" and characterized the audit positively. She noted that Texas retirement systems, particularly TCDRS (Texas County and District Retirement System), are very conservatively managed. A motion was made by Mr. Bright to approve the 2025 audit report as presented by Armstrong, Vaughn, & Associates. Ms. Kifer seconded the motion. The motion passed unanimously with all members voting in favor.

c. Discussion and Possible Action – Mary Erskine Building Renovation Project - Ms. Dockery of Dockery Architecture presented the Design Development Phase report to the Board. She explained that design development is the phase where the original concept design is refined with specific details before proceeding to full construction documents. She noted that the submitted package was quite thorough at approximately 74 pages. Ms. Dockery reported that the building program has not changed from earlier presentations, but the site plan was updated based on preliminary plan review with the City of Seguin. Ms. Dockery explained that the City of Seguin is requiring: New sidewalk around three sides of the site, a fire lane extending to the building, and additional parking beyond what was originally planned. Ms. Dockery explained that because the building is more than 35 feet tall, the City of Seguin requires a fire lane that comes within 15 to 30 feet of the building and runs parallel along one side. This is necessary for fire department ladder trucks to access the building. Ms. Dockery noted that she had hoped some requirements might be waived since the project involves only interior renovation, but the city's preliminary determination requires full compliance. Ms. Dockery presented two site plan options for Board consideration. The primary option shown in the 74-page design development package features the fire lane accessing from River Street in a T-configuration, with expanded parking in the area where green space currently exists on the left (north) side of the site. This option preserves the existing one-story building and band hall but eliminates approximately 65% of the existing green space. An alternate option (Site Option 1) shows the fire lane accessing from the north street (Myland Street) and turning to run along River Street. In this option, both the one-story building and the band hall would be demolished and replaced with 48 new parking spaces in that area. The existing basketball court could either remain for community use or be converted to provide 16 additional parking spaces. Ms. Dockery explained that accessing the fire lane from Myland Street requires a 26-foot-wide drive. Installing this drive would require removing one 31-inch diameter heritage oak tree plus two other heritage-sized trees. The alternate plan would also require completely redoing all existing parking in that area. The district needs a total of 80 parking spaces based on city requirements. Ms. Dockery explained the fire lane must be 26 feet wide and must be positioned within 15 to 30 feet of the building running parallel to it. She indicated she could confirm with the City of Seguin whether a full loop is required or if a hammerhead turnaround would be acceptable, noting that city requirements sometimes exceed what is strictly necessary. Several Board members expressed preference for the option that would demolish the one-story building and band hall to create parking on the north side of the property, as this would preserve significantly more green space even though it would increase overall project costs. Regarding the demolition costs, Ms. Dockery estimated approximately \$10 per square foot for demolition, with the one-story building potentially costing slightly more because it sits on piers that must be

removed to sufficient depth. ADA parking requirements were discussed. Ms. Dockery confirmed that approximately 5% of spaces must meet ADA requirements, which would be distributed to serve both visitor and employee parking areas appropriately. Ms. Dockery reported receiving the geotechnical soils report, which showed very favorable results. The soils have a 1-inch to 2-inch Potential Vertical Rise (PVR), meaning they will not rise more than 1 inch when wet. This allows new paving to be installed by simply removing 6 inches of soil, installing compacted base, or reconditioning and replacing the existing soil. This was characterized as very good news indicating stable soil conditions. Ms. Dockery confirmed that one 31-inch heritage oak tree must be removed in either site plan option to accommodate the fire lane within the required 30-foot setback from the building. Ms. Dockery indicated the existing sidewalk may need replacement not only for ADA compliance but also because it is deteriorated and does not meet current width requirements (5 feet). Board members discussed storage needs. Ms. Dockery noted that the band hall building (under 5,000 square feet) could be used for storage without requiring a fire sprinkler system, as the City of Seguin requires sprinklers only for buildings 5,000 square feet or larger. This is why the gymnasium cannot be used for storage until it is equipped with sprinklers. Ms. Dockery reviewed the ground floor plan, which includes: two ARB hearing rooms, one room designated as training/classroom (which Chief Appraiser Snaddon indicated would likely serve as a third ARB hearing room during appeal season), fitness room (noted as temporary use until needed as a fourth ARB hearing room as the district grows), restroom with shower. The restroom with shower is designed to serve the fitness room. Ms. Dockery estimated the cost of installing this restroom with shower at \$25,000 to \$50,000 due to the need to extend sewer and water service. Board members questioned the long-term value of installing the shower when the fitness room would likely be converted to ARB hearing room use. Chief Appraiser Snaddon explained his thinking that providing fitness facilities could promote employee health and potentially reduce insurance premiums, offering a stress relief option until the space is needed for additional hearings. Ms. Dockery suggested showing the shower/restroom as an alternate (optional) item. The space would be built as a room but could remain as storage rather than being fitted out as a restroom, potentially saving funds that could offset demolition costs. Ms. Dockery confirmed that two lactation rooms are included, one on the second floor primarily for public use and one on the third floor primarily for staff use. The second floor features a security wall and doorway that separates public areas from staff work areas. The public can access the second floor via stairs or elevator from the east entrance. The public area includes service counter with clerical staff workstations, mapping and GIS access, public conference room (which will be set up as the Board meeting room with a dais), public restrooms including family restroom, break room for individuals waiting for ARB hearings. Ms. Dockery confirmed that the break room is not in a secure area and would be accessible to the public. The administrative staff area is located beyond the security wall. Board members discussed the primary building entrance. While the front doors facing College Street will remain functional, the practical primary entrance will be on the east side near the elevator and parking area, similar to how most people use the side entrance of the county courthouse rather than the front entrance. The third floor is entirely staff workspace and will be secured, requiring visitors to be escorted. Existing restrooms on the third floor are located on the opposite side of the hallway from the second-floor restrooms but are on the same plumbing stack. These restrooms require minor modifications to meet current ADA requirements. Board members noted that the HVAC central plant, ductwork, and controls budget had decreased approximately \$450,000 from the previous estimate. Ms. Dockery explained that earlier cost estimates were uncertain about whether windows would be replaced. When the decision was made to replace all windows with double-pane units, this substantially reduced heat gain and therefore reduced the required air conditioning capacity. The reduction in air conditioning cost effectively pays for the window replacement. Ms. Dockery indicated that the 70-plus sheets of drawings and narratives had been submitted to the city. She proposed scheduling a detailed page-turn meeting with Chief Appraiser Snaddon and any Board members who wished to participate to review all details as the project moves toward final construction documents. Ms. Dockery confirmed she could arrange follow-up meetings with specific city departments (public works, fire department, building department) rather than the large preliminary development meeting format. Ms. Dockery agreed to provide cost analysis of the alternate site plan with building demolition, comparison of different paver options, information on fire lane requirements and whether a full loop is necessary. Board consensus appeared to favor the alternate site plan (Site Option 1) that would demolish the one-story building and band hall to create parking on the north side of the property, preserving more green space, subject to receiving detailed cost information. The Board took no formal action on this agenda item, as it was presented for discussion and direction to the architect. The Board briefly discussed whether to create an ad hoc committee for the building project. Board members expressed concern that an ad hoc committee would add layers of bureaucracy and extend the process. The consensus was that issues could be addressed adequately within regular Board meetings, even if meetings ran somewhat longer. The Board did not create an ad hoc committee.

d. Presentation of 2027 Preliminary Budget Framework in preparation for budget workshop to be held on May 08, 2026. - Chief Appraiser Peter Snaddon presented a preliminary budget framework to prepare the Board for the budget workshop scheduled for May 6, 2026. Snaddon provided a brief overview of major budget categories and

considerations for the upcoming fiscal year. Snaddon noted that the district is approaching approximately two years since the current pay grade schedule was created, suggesting a cost-of-living adjustment (COLA) may be appropriate for consideration. Additionally, the district typically provides a 3% in-grade step increase for employees who meet eligibility requirements based on performance evaluations. Snaddon explained that budgeting assumes 100% of staff will receive the in-grade step increase, even though historically about 25-26% of staff do not meet eligibility requirements in any given year. Any funds not spent due to employees not qualifying for increases are returned to the taxing entities the following year. Regarding the 3% in-grade step increase, Snaddon clarified that this is separate from any potential COLA increase. Employees who do not qualify for the in-grade step would still receive the COLA if approved, while employees who do qualify would receive both the COLA and the 3% in-grade increase. The CAMA (Computer Assisted Mass Appraisal) system contract is approximately \$225,000, which is essentially flat compared to the current year's budget. Snaddon indicated he would obtain quotes for moving costs in anticipation of relocating to the new facility in late summer or fall of 2027, depending on the construction timeline. He will present these estimates at the May budget workshop. The debt service payment will represent a significant budget increase at \$859,000 per year for principal and interest on the building loan. Snaddon clarified that the first payment in 2026 of approximately \$600,000 was interest only, while the \$859,000 annual payment going forward includes both principal and interest. Snaddon reported that IT Director Jeff had researched technology options for ARB hearing rooms similar to the setup used by Seguin ISD. For nine ARB member positions, the cost would be approximately \$8,500 or less for Chromebox units with either portable or fixed monitors. The cost to purchase tablets dedicated to Board use would be approximately \$12,000 for nine tablets. Board consensus was that using existing tablets worked well for the meeting. Snaddon agreed to continue using this approach while ensuring appraisers are notified to return tablets on Board meeting days. The district budgeted slightly over \$80,000 for the 2026 notice run (mailing notices of appraised value to property owners). The actual cost came in at \$85,000, which Snaddon characterized as "not too bad" given that the district mailed notices to all property owners rather than only those with value increases. Increasing postage costs drove the small overage. For 2027, Snaddon projected similar costs of approximately \$85,000, accounting for continued postage rate increases. A Board member noted from the audit presentation that the district spends approximately \$20,000 per employee annually on healthcare and retirement benefits. The members asked whether this is appropriate or whether adjustments should be considered. Snaddon clarified that the district pays 100% of employee health insurance premiums but does not pay for dependent/family coverage. Employees who add family members to coverage pay those additional premiums themselves. The district offers two tiers: employee-only coverage or employee-plus-family coverage. The district had previously explored multiple tier options with Texas Municipal League (TML) health insurance, but the pricing structure made it cost-neutral or disadvantageous, with children's coverage being less expensive but spousal coverage more expensive, and overall family premiums also increasing. The simpler two-tier structure proved most cost-effective for employees who need family coverage. Snaddon requested any guidance or specific items Board members wanted him to research or analyze in preparation for the May 6, 2026, budget workshop. A Board member emphasized the importance of including adequate maintenance budget for the current facility since it will continue to be occupied through the construction period. Snaddon acknowledged this need. The Board provided no formal direction beyond the discussion, with the understanding that detailed budget presentations and decisions would occur at the May workshop.

e. Chief Appraisers Report: Chief Appraiser Peter Snaddon presented his report covering first quarter 2026 clerical audits, customer survey responses, the 2027 notice run summary, 2027 preliminary values, and the Board of Directors at-large election - Snaddon reported that the first quarter clerical audit was completed as required by the tax code. Rather than including the full 100-page report in the Board packet, he provided the file location for Board members who wish to review the complete audit. Snaddon reported receiving 24 customer service survey responses during the first quarter, which is typical for this time of year. Survey volume increases during the appeal season. Snaddon presented a summary showing the different notice files and categories: Electronic filing notices: Approximately 50,000 property owners are now eligible to receive notices online, a substantial increase from approximately 16,600 the previous year. Main notice run: Over 61,000 notices, compared to approximately 31,000-32,000 the previous year. Snaddon explained that the increase in the main notice run resulted from the Board's decision last year to rescind the previous policy of only sending notices when values increased by more than \$1 or \$1,000. The Board wanted to ensure complete transparency by sending notices to all property owners regardless of value changes. This policy change increased notice costs as discussed earlier in the budget framework presentation. The notices were scheduled to drop in the mail on Friday following the meeting. To address this issue, the district separated each of the four Seguin statistical neighborhoods (Seguin 1, 2, 3, and 4) by creating "sub-A" neighborhoods specifically for recently remodeled or substantially updated properties. This narrows the spectrum of property conditions within each neighborhood, reducing the margin of error in the appraisal model. For the 2027 Preliminary Values, Snaddon presented preliminary values for the 2027 tax year, noting these are subject to change through the protest and appeal

process. Market value increased approximately 3.9%. Assessed value increased 6.3% (higher than market value due to recapture of homestead cap losses when those limitations can be partially recovered). Exemptions increased nearly 15% primarily due to legislative changes enacted in fall 2025. Snaddon highlighted changes in the largest jurisdictions: City of Seguin: 4.8% increase in net taxable value. City of Cibolo and surrounding areas: Continued residential growth driving increases. Marion ISD: Significant activity from new development. Navarro ISD: Substantial jump due to new home development along Highway 123. Countywide average for single-family homesteads: DECREASED by approximately \$3,200 or 1.1% (from \$308,000 to \$304,000 average) Snaddon reported receiving communication from the election administrator regarding preparations for the Board of Directors at-large election. The administrator requested information on several items to prepare a cost estimate: Number of polling stations desired, early voting locations and any special requirements. Snaddon indicated his intention to model the election on the parameters used for the previous election, for which the district had 5 early voting locations throughout the county. He did not anticipate needing more than 5 early voting locations. Snaddon indicated he would request the election administrator provide a baseline cost estimate based on the previous election parameters, plus a menu of optional enhancements with their associated costs for Board consideration at the May meeting. The Board will be required to officially call the election in June, allowing time for candidates to file for nomination. The deadline for calling the election is no later than mid-August. No formal action was taken on the Chief Appraiser report.

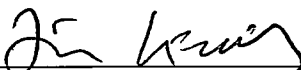
8. Executive Session - TX Govt Code, Section 551-074: To deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee or to hear a complaint or charge against an officer or employee. The subsection does not apply if the officer or employee who is the subject of the deliberation or hearing requests a public hearing. - No executive session was needed.

9. Action Item - If necessary, take action on executive session; - no action was taken

10. Directors' Report – Mr. Lievens reported that he had been reviewing property valuations on the district website and noticed that the red statement that had been posted in advance of the November 2025 election regarding homestead exemption was still displayed on the website. He requested that this outdated notice be removed. Chief Appraiser Snaddon acknowledged the oversight and committed to removing the statement. Mr. Snaddon announced that he would be posting a summary report on the Mary Erskine Building project covering the first three months of 2026 to the website the following day. The presiding officer reminded all Board members about open meetings law requirements, noting that all members had completed required training and received certificates. The reminder emphasized being careful about email communications to avoid having enough members participating to constitute a quorum, and being aware of gatherings where three or more members might be present. The presiding officer noted that Board members had received an invitation from the City of Seguin for a volunteer appreciation event. Board members may attend such events as long as three or more members do not discuss district business. The presiding officer suggested posting notice if multiple members plan to attend an event to maintain transparency, even when it is not technically a meeting. Mr. Bright requested that future agenda packets include page numbers on the agenda itself corresponding to the page numbers in the board packet, to make it easier to navigate the materials. The member noted that while the PDF had bookmarks for each agenda item, simply adding page numbers to the agenda would be helpful.

11. Adjourned – Meeting was adjourned at 7:38

(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)



Charles O. Kelm, Chairman
G.A.D. Board of Directors
Jim Levens, Vice Chair



Daryl John, Secretary
G.A.D. Board of Directors