

GUADALUPE APPRAISAL DISTRICT

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Regular Session Minutes

May 6, 2026

IMMEDIATELY FOLLOWING THE BUDGET WORKSHOP

1. **Call to Order:** The meeting was called to order at 6:39 by Mr. Lievens, Vice Chair.
2. **Roll Call:** Jim Lievens, Letticia Sever, Pam Kifer, Daryl John and Peggy Herman were present. Charles Kelm and Ernesto Rodriguez were not present. Mr. Snaddon was also present.
3. **Public Comments:** No citizen comments were made.
4. **Taxpayer Liaison Report:** No report was given. Ms. Tavia was 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.
 - a. Approval of Minutes of the Regular Meeting held on April 8, 2026
 - b. Approval of Finance Statement for March 2026.
 - c. Approval of Resolution 2026-04: Adding Guadalupe County Municipal Utility District No. 03 as a Participant in the Guadalupe Appraisal District Budget for the 2026 Appraisal Year
 - d. Approval of Resolution 2026-05: Adding Guadalupe County Municipal Utility District No. 15 as a Participant in the Guadalupe Appraisal District Budget for the 2026 Appraisal Year
 - e. Approval of Resolution 2026-06: Adding Regency Ranch Improvement District of Guadalupe County as a Participant in the Guadalupe Appraisal District Budget for the 2026 Appraisal Year
 - f. Approval of Resolution 2026-07: Adding Liberty Trails Municipal Utility District as a Participant in the Guadalupe Appraisal District Budget for the 2026 Appraisal Year

Ms. Sever made a motion to accept consent agenda as presented. Ms. Herman seconded the motion. The motion passed unanimously.

6. Regular Agenda Items

- a. Bank Depository Extension The Board considered extending the bank depository agreement with Schertz Bank for May 19, 2026 – May 19, 2028. Rationale: Continuity and alignment with current funding arrangements.

A motion was made by Pam Kifer to extend the bank depository agreement for two more years. The motion was seconded by Mrs. Sever. Motion passed unanimously.

- b. Discussion and Possible action to authorize the solicitation of applications or statements of interest for appointment as Deputy Taxpayer Liaison Officer pursuant to Texas Tax Code §6.052, including eligibility requirements, application procedures, review process, and timeline for future Board consideration of appointment. - Mr. Snaddon presented the option to hire a Deputy Taxpayer Liaison. Discussion on initiating the process to solicit applications for a Deputy Taxpayer Liaison to support transition planning.

A motion was made by Daryl John and was seconded by Pam Kifer to approve the solicitation of applications. Motion passed unanimously.

- c. Discussion and Possible Action to Adopt Resolution and Order the November 3, 2026 Election for Guadalupe Appraisal District Board of Directors At-Large Place 1, At-Large Place 2, and At-Large Place 3. - Consideration of a resolution to order the election for Board positions (At-Large Places 1, 2, and 3). Mr. Snaddon presented a resolution to order the election for Board positions.

Pam Kifer made the motion to approve the Resolution and order election. Letticia Sever seconded the motion. Motion passed unanimously.

- d. Discussion and Possible Action – Mary Erskine Building Renovation Project, to include: Design Phase plan review meeting held on April 22nd 2026, Site Plan status, and Construction Manager At-Risk (CMAR). -Mary B. Erskine Renovation Project - Discussion included:

- i. Site plan updates and potential cost savings (fire lane retention, reduced demolition, permeable parking).
- ii. Upcoming meeting with fire officials.
- iii. Need for Construction Manager at Risk (CMAR) delivery method.

Pam Kifer made a motion to accept Resolution 2026-09 as presented. Peggy Herman seconded the motion. Motion passed unanimously.

- e. Discussion and Possible Action on Chief Appraiser Report to include: Status of Submitted 2026 Protests and Litigation activities. - Chief Appraiser Report - Key updates: ~8,500 appeals filed (approx. 44% increase year-over-year), Increase in online and agent-filed appeals, Positive feedback from walk-in appeal process, 10 lawsuits settled (~6% value reduction), Ongoing litigation involving significant property valuation. No formal action was taken on the Chief Appraiser Report.

7. **Directors' Report** – No report given

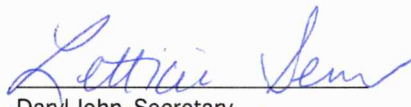
8. **Adjournment** – Meeting was adjourned at 7:14 pm



Charles O. Ketm, Chairman

G.A.D. Board of Directors

Jim Lievas, Vice Chair



Daryl John, Secretary

G.A.D. Board of Directors

Letticia Sever