

MINUTES

GALVESTON CENTRAL APPRAISAL DISTRICT Regular Meeting of the Board of Directors November 17th, 2021

The regular meeting of the Galveston Central Appraisal District Board of Directors was held Wednesday, November 17th, 2021 at 9850 Emmett F. Lowry Expressway, Suite A, Texas City, Texas.

Members present: Donald Gartman
Bruce Clawson
Thomas Farmer
Chad Tressler

Members Absent: Scott Brast
Cheryl Johnson; Ex Officio Member

Others present: Chief Appraiser Tommy Watson, Deputy Chief Appraiser Krystal McKinney, Director of Finance & Administration Bertha Curry, Executive Assistant Lauren Frame, Staff Attorney Nick Perez, Taxpayer Liaison Officer Norman Franzke, Appraisal Review Board Acting Chairman Walter Syers and Appraiser Miguel Lopez-Gutierrez

1. OPEN SESSION

With a quorum present, Chairman, Donald Gartman called the meeting to order at 4:00 PM. He stated that the meeting had been duly called and the public meeting notice was properly posted in accordance with the Open Meetings Act, Texas Government Code; Chapter 551. He asked the attendees to join in the Pledge to the Flag of the United States, followed by the Pledge to the Texas Flag.

2. Welcome Guests and Comments from the Public.

There were no comments at this time.

3. Review and Consider Approval of the Minutes from the October 13th, 2021 regular meeting.

There were no questions or comments at this time.

Mr. Farmer **MOVED** to accept and approve the minutes as is. Mr. Clawson **SECONDED** the motion. The Motion **PASSED UNANIMOUSLY**.

4. Review and Consider Approval of the Financial Report for the period ending October 31st, 2021.

There were no questions or comments at this time.

Mr. Tressler **MOVED** to accept and approve the financial report for the period ending October 31st, 2021. Mr. Clawson **SECONDED** the motion. The Motion **PASSED UNANIMOUSLY**.

5. Review and Consider Report of the Taxpayer Liaison Officer for the month of October 2021.

The Chairman stated the board has seen the report and that Mr. Franzke does not need to go through everything. Mr. Franzke stated he will make it brief; 5 emails were received, a partial resume for the ARB as well as 2 ARB applications that were forwarded to Ms. Frame and 1 phone call. Mr. Clawson stated he appreciates Mr. Franzke's reports

6. Review and Consider Report of the Appraisal Review Board for the month of October 2021.

Mr. Syers stated the ARB met during the month of October 2021 and heard a total of 312 formal protests and he thanked the Review Board members and GCAD for their hard work.

7. Review and Consider the Appraisal Staff Report for the month of October 2021.

Mrs. McKinney stated we finished up the regularly scheduled protests on October 20th, we have officially started field review and permit season and currently we have 2,155 active permits logged and clerks are busy adding new permits to the system. Mrs. McKinney stated it has been said in the past that the Board wanted to start recognizing employees, so we want to introduce you to Mr. Miguel Lopez-Gutierrez, he is one of our field residential appraisers and we wanted to give him the Employee of the Month award. Mr. Lopez-Gutierrez has done an excellent job and has received the most compliments that are being reported to our Tax Liaison and we think that this is a good way to demonstrate that we value our people. Mr. Watson thanked Mr. Lopez-Gutierrez and the Board chimed in.

8. Review and Consider the Staff Attorney Pending Litigation Report for the month of October 2021.

Mr. Perez stated there are 26 new suits filed for 2021 that were received. The ones that have been filed have been answered in a timely fashion and we have fewer than 100 of the 2020 lawsuits that remain. With respect to the lawsuits alone I have estimated based on a grand total of 5 hours worked on my part at \$250 an hour and \$100 an hour for Ms. Harrell that puts us at about \$35,000 in legal fees that we are saving the district by working these in house. With respect to the arbitrations, the 2020 Arbitrations are also coming to a close; we have 2 left due to a health issue and probate matter. We have more than 300 new arbitrations for 2021 that have been filed but we are settling these as quick as we can. The Chairman asked if the Board can get a list that shows what has been sent to the outside firms and Mr. Perez stated none of the 2021 have been sent out.

9. Review and Approve Amendments made to the Line Items in the 2021 Budget.

Mr. Watson stated our 2021 Approved Budget was for \$6,554,202 we made an adjustment a while back to increase the budget to \$6,913,001 using the money left over from the last year's budget. To make sure there is enough money in the 2021 budget we are going to need to take \$500,000 from the reserves, which is totaled at \$3,273,824, to put into the 2021 budget so we have enough to finish off the year. Mr. Farmer stated that puts the budgeted amount at \$7.4 million and you wont use all of that, Mr. Watson stated we will have some money to give back to the taxing entities this year.

Mr. Clawson **MOVED** to approve the Amendments made to the Line Items in the 2021 Budget. Mr. Tressler **SECONDED** the motion. The Motion **PASSED UNANIMOUSLY**

10. Adopt a Resolution to Approve Additional Auxiliary Members to the Appraisal Review Board for the 2022-2023 Term.

Mr. Watson began by stating that he mentioned at the last meeting that he wanted to take and have at least 9 auxiliary and 9 full time members. We had 4 of our current ARB members reapply and we have 13-14 new ARB applications that came in, we will need 12 members total for this new term, but I will need to pass a resolution to have at least 9 auxiliary members. We currently have 9 with 2 auxiliary members and I want to bump that to 9 full time and 9 auxiliaries.

Mr. Farmer **MOVED** to approve 9 additional auxiliary members for the 2022-2023 term. Mr. Tressler **SECONDED** the Motion. The Motion **PASSED UNANIMOUSLY**

11. Review and Consider Approval of the District's 2022 Holiday Schedule.

The Chairman stated this is the same holiday schedule as the county.

Mr. Clawson **MOVED** to approve the 2022 Holiday Scheduled. Mr. Tressler **SECONDED** the motion. The Motion **PASSED UNANIMOUSLY**

12. Review and Consider Selection of the Districts Depository for the Two-Year Term 2022-2023.

The Chairman stated he would like to mention the difference of the rates between the current and proposed. All of them are much lower. Ms. Curry stated they were the only bid received. The Chairman asked why we don't receive other bids and Mr. Watson stated the banks don't make any money out of it.

Mr. Clawson Moved to approve the selection of the Districts Depository for the 2022-2023 Term. Mr. Tressler **SECONDED** the motion. The Motion **PASSED UNANIMOUSLY**

13. Discuss and Consider a Cost-of-Living Increase for the Retired Staff.

Mr. Watson explained that this is for the people that have already retired, since he took over as Chief Appraiser, he realized that last year was the first time in 5 years that an increase was made and it is already figured into our budget in the percentage that the district pays TCDRS, last year we gave them a 2% raise and this year they are only offering a 1% increase. We have to have a motion completed before December and send it to TCDRS so that it can be implemented.

Mr. Clawson **MOVED** to accept the Cost-of-Living for the Retired Staff. Mr. Tressler **SECONDED** the motion. The Motion **PASSED UNANIMOUSLY**

14. Chief Appraisers Report.

Mr. Watson stated he had nothing further to add other than what we were discussing about having the special meeting Friday, the laws have been rescinded from the pandemic so we can not hold the meeting over zoom for a quorum. We will have to reschedule the meeting to Monday and I would like to know at what time you all can be here. The board members all stated 4PM would work. The Special meeting was set for Monday, November 22, 2021 at 4PM.

15. Comments from the Board of Directors.

There were no further comments from the board.

16. Correspondence.

Ms. Frame read a letter in from Korry Castillo, the Director of PTAD, that states the Galveston Central Appraisal District is in compliance with Texas Tax Code Section 5.102, Comptroller Rule 9.031 and the 2020-21 MAP requirements and they congratulate Galveston CAD's Board and staff for our work.

17. Set Date of Next Regular Meeting.

The Chairman stated we have a Special Board Meeting Monday: November 22nd, 2021 at 4:00PM and a Regular meeting on Wednesday: December 08th, 2021 at 4:00PM.

18. Adjournment


The regular business meeting of the Galveston Central Appraisal District Board of Directors was adjourned Wednesday, November 17th, 2021 at 5:00 PM.

Respectfully Submitted,



Bruce Clawson
Secretary

Approved:



Donald Gartman
Chairman