

**13. Reconvened in Open Session**

At **4:46PM**, the members of the board reconvened in open session. Mr. Farmer stated the board discussed the Former Chief Appraisers salary and recommended that the board keep the salary for Mrs. McKinney at the \$176,000 a year, set as of June 21, 2023, as she has done a wonderful job as the former Deputy Chief and now as the Chief.

Mr. Farmer **MOVED** to approve and set the Chief Appraiser Salary at \$176,000. Mr. Doyle **SECONDED** the motion. Mrs. Johnson **OPPOSED** the motion. The Motion **PASSED**.

**14. Review and Consider Approval of the Districts Personnel Policy.**

Mrs. Johnson stated she **MOVED** to approve the Districts Personnel Policy with the striking of the last sentence in the grievance policy on page 41. Mr. Tressler **SECONDED** the motion. The Motion **PASSED UNANIMOUSLY**.

**15. Review and Consider Approval of the Districts 2024 Holiday Schedule.**

Mrs. McKinney stated the schedule is exactly the same as the County holiday schedule, except that she is asking for Christmas Eve as well, as the district has never worked Christmas Eve.

Mrs. Johnson **MOVED** to approve the district's 2024 Holiday Schedule. Mr. Tressler **SECONDED** the motion. The Motion **PASSED UNANIMOUSLY**.

**16. Chief Appraiser's Report.**

Mrs. McKinney stated that she has created a spreadsheet for every entity showing the 2023 preliminary value to the 2023 certification, what the value is as of supp 1, how much was lost in preliminary percentage, how much was lost in certification percentage, what the tax rate is and what the actual loss is, and I will continue to update this through the year. We were in the past known for having 20-25%, even in one year 30% changes in value and that is no longer acceptable here at GCAD. For the County alone, just because it encompasses everything, there were 7% changes since preliminary and .57% since certification, that is awesome. Katherine is doing research to get our district certified through IAAO as one of the top appraisal districts, and there are only about 6 counties that are right now. The Property Value Study is coming up and we are already putting out the information for this. That is all we have going on right now, and we are looking forward to the holidays.

**17. Comments from the Board of Directors**

No comments at this time.

**18. Correspondence**

There was no correspondence at this time.

**19. Set Date of Next Regular Meeting.**

*Wednesday: December 13<sup>th</sup>, 2023, at 4:00PM.*

**20. Adjournment**

The regular business meeting of the Galveston Central Appraisal District Board of Directors was adjourned Wednesday, November 8<sup>th</sup>, 2023, at 4:54PM.

Respectfully Submitted,



**Chad Tressler**

Secretary

Approved:



**Donald Gartman**

Chairman

# MINUTES

## GALVESTON CENTRAL APPRAISAL DISTRICT Regular Meeting of the Board of Directors November 8<sup>th</sup>, 2023

The regular meeting of the Galveston Central Appraisal District Board of Directors was held Wednesday, November 8<sup>th</sup>, 2023, at 9850 Emmett F. Lowry Expressway, Suite A, Texas City, Texas.

Members present: Donald Gartman  
Matt Doyle  
Chad Tressler  
Scott Brast  
Thomas Farmer  
Cheryl Johnson

Others present: Chief Appraiser Krystal L. McKinney, Executive Assistant Lauren Frame-Finney, Deputy Chief of Appraiser Chris Scarbrough, Chief Financial Officer Bertha Curry, Director of Business Support Michelle Gilliland, Staff Attorney Nick Perez, Paralegal Michelle Follis and Taxpayer Liaison Officer Norman Franzke.

### 1. OPEN SESSION

With a quorum present, Chairman, Donald Gartman called the meeting to order at 4:00PM. 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 August 23<sup>rd</sup>, 2023, Board Workshop/Public Hearing.

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

### 4. Review and Consider Approval of the Minutes from the August 23<sup>rd</sup>, 2023, Regular Board meeting.

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

### 5. Review and Consider Approval of the Financial Report for the periods ending August 31<sup>st</sup>, 2023, September 30<sup>th</sup>, 2023, and October 31<sup>st</sup>, 2023.

Mrs. Johnson **MOVED** to approve the financial reports ending August 31<sup>st</sup>, 2023, September 30<sup>th</sup>, 2023, and October 31<sup>st</sup>, 2023. Mr. Tressler **SECONDED** the motion. The Motion **PASSED UNANIMOUSLY**.

### 6. Review and Consider Report of the Taxpayer Liaison Officer for the months of August, September, and October 2023.

Mr. Franzke stated he received 24 total contacts for all 3 months and 12 of them were staff compliments. Mrs. Johnson stated she liked Mr. Franzkes numbering system and Chairman Gartman thanked Mr. Franzke for all he has done.

**7. Review and Consider Report of the Appraisal Review Board for the months of August, September, and October 2023.**

The Chairman stated no one from the ARB is here and moved onto the next item.

**8. Review and Consider the Staff Attorney Pending Litigation Report for the months of August, September, and October 2023.**

Mr. Perez stated for the lawsuits there are a handful left for the 2022 tax year with 27 of these being active, and for the 2023 tax year a total of 325 suits have been filed. As for the Arbitrations, the 2022 tax year arbitrations are completed and a total of 400 have been filed for 2023 with 272 waiting to be accepted by the State Comptroller's office, 61 in negotiations, 44 are settled and closed, 1 withdrawn and 11 are awaiting hearing dates.

**9. Review and Consider the Appraisal Staff Reports for the months of August, September, and October 2023.**

Mr. Scarbrough stated he will go over 9 bullet points for the Appraisal side of things; first and foremost, the appraisers are back in the field collecting data per our re-appraisal plan in the Friendswood, Galveston, and High Island areas, we are also training the new hires with an emphasis on constantly refining our methodologies. The residential appraisal manuals are also being updated and refined, the public relations manual is being expanded to ensure that IAAO standards are complying, and we have also hosted some TDLR courses in house in the pursuit of refining education and satisfying TDLR criteria. Cyber security training has been completed by the district staff and we have requested the documents from the Comptroller's office, and we have provided the data that has been requested of us this far per the property evaluation study. This concluded the appraisal report and Mr. Scarbrough asked if the board had any questions to which the Chairman stated if there were no further questions the board would move on.

**10. Review and Consider Selection of the District's Depository for the two-year term 2024-2025.**

Ms. Curry stated we received one bid from Moody Bank, and we have worked with them for quite awhile now.

Mr. Farmer **MOVED** to accept and approve Moody as the District Depository for the two-year term of 2024-2025. Mr. Tressler **SECONDED** the motion. The Motion **PASSED UNANIMOUSLY**.

**11. Review, Consider and Approve Amendments made to the Line Items in the 2023 Budget.**

Mrs. McKinney stated the district had an approved legal fee of \$1,000,000 for 2023 and as of October 30<sup>th</sup>, 2023, there is a remaining balance of \$850,475.66 that we were going to be returning to the entities and I am asking that the board allow the district to use these funds and create a line item adjustment to move \$300,000 to the capital outlay, with the new system and new legislative changes coming in we have to have new servers as our servers are pretty ancient and the canvas systems are evolving to where we need to have updated systems. This would go towards 3 servers, the purchase of new PCs and computer equipment such as monitors as well as office furniture and cubicles for the new hires to have the space to put them. We will still be refunding \$550,000 back to the entities which is half of what was originally budgeted, and I feel secure in saying we do not need a \$1,000,000 legal budget any longer with Mr. Perez and his department settling the lawsuits and arbitrations.

Mr. Tressler **MOVED** to accept and approve the amendments made to the line items in the 2023 budget Mr. Farmer **SECONDED** the motion. The Motion **PASSED UNANIMOUSLY**.

**12. Closed Executive Session**

At **4:20PM**, Chairman Gartman announced the Board's adjournment into a closed executive session called in accordance with Chapter 551.74 of the Texas Government Code.

- ♦ Section 551.074 – Personnel Matters