

# MINUTES

## GALVESTON CENTRAL APPRAISAL DISTRICT Regular Meeting of the Board of Directors February 12<sup>th</sup>, 2025

The regular meeting of the Galveston Central Appraisal District Board of Directors was held Wednesday, February 12<sup>th</sup>, 2025, at 9850 Emmett F. Lowry Expressway, Suite A, Texas City, Texas.

Members present: Donald Gartman  
Tom Farmer  
William Pate  
Warren Clark  
Chad Tressler  
Scott Brast

Members Absent: Kathy Preston  
Matt Doyle  
Cheryl Johnson, Tax Assessor Collector

Others present: Chief Appraiser Krystal L. McKinney, Executive Administrative Assistant Lauren Frame-Finney, Assistant Chief of Operations Katharine McGee, Chief Financial Officer Bertha Curry, General Counsel Marc Young, Staff Paralegal Michelle Follis, Director of Real Property Stephanie Easterling, Taxpayer Liaison Officer Norman Franzke and In-House Appraiser Hope Solis.

### 1. OPEN SESSION

With a quorum present, Acting 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. Awards

#### I. Employee of the Month.

Director of Real Property, Stephanie Easterling stated that the employee of the month joined the district in June of 2023, since then she has shown great potential and has been eager to learn new things. She recently joined the appraisal side of things as an in-house appraiser, she has a positive attitude and shows dedication and the willingness to serve; the employee of the month is Hope Solis. The board thanked Hope.

### 4. Review and Consider Approval of the Minutes of the January 8<sup>th</sup>, 2025, Regular meeting.th,

Mr. Pate **MOVED** to amend the minutes to reflect Kathy Preston as present at the January 8<sup>th</sup>, 2025, regular meeting. Mr. Brast **SECONDED** the amendment. The motion **PASSED UNANIMOUSLY**.

### 5. Review and Consider Approval of the Minutes of the January 30<sup>th</sup>, 2025, Special Meeting.

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

### 6. CLOSED EXECUTIVE SESSION

At **4:04 PM**, Chairman Gartman announced the Boards adjournment into a closed executive session, called in accordance with the Open Meetings Acts, Texas Government Code Section 551.074, the Galveston Central

Appraisal District Board of Directors (the "Board") will enter executive session to deliberate the appointment of Appraisal Review Board Members for the two-year term beginning January 1, 2025 ("2025-2026 Members"). The Board will discuss the interviews conducted on January 30, 2025. The Board may discuss the duties and responsibilities of Appraisal Review Board Members. The Board may discuss the appointment of Appraisal Review Board Officers to serve for the 2025-2026 term. The Board may also seek advice of counsel under Tex. Gov't Code Ann. § 551.071 regarding any procedure to effectuate an action on the above.

### **RECONVENED IN OPEN SESSION**

At **4:36PM**, Chairman Gartman announced the Board reconvened.

#### **7. Consideration and action on any item discussed during the Closed Executive Session, other than Items #8 and #9.**

Nothing else to discuss, moved onto agenda item #8.

#### **8. Consideration of and action on Resolution #2025-01, Appointment of 2025-2026 Appraisal Review Board Members.**

Mr. Tressler **MOVED** to appoint William Samuel Jr., Joseph Spencer, and Charlise Jones as full-time members of the Appraisal Review Board, move Mary Valsin from her auxiliary position to a full-time position, and appoint Nigel Cook as an auxiliary member. Mr. Pate **SECONDED** the motion. The Motion **PASSED UNANIMOUSLY**.

Mr. Tressler **MOVED** to appoint Melvin Hudnall Sr. as an auxiliary member of the Appraisal Review Board. Mr. Brast **SECONDED** the motion. Mr. Clark **OPPOSED**. The **MOTION FAILED**. Let the record show Mr. Tressler and Mr. Brast both supported Mr. Hudnall as remaining 2-term incumbent and had no issues with interview answers given.

Mr. Tressler **MOVED** to appoint Anthony Jammer as an auxiliary member of the Appraisal Review Board. Mr. Brast **SECONDED** the motion. Mr. Clark **OPPOSED**. The **MOTION FAILED**. Let the record show Mr. Tressler and Mr. Brast both supported the appointment of Mr. Jammer and think his history of public service gives a solid background that would do well on the appraisal review board.

#### **9. Consideration of and action on Amended Resolution #2025-02, Appointment of 2025-2026 Appraisal Review Board Officers.**

Mr. Tressler **MOVED** to appoint Joseph Spencer as the ARB Chair and William Samuel the ARB Secretary and supersedes the January resolution #2025-02. Mr. Pate **SECONDED** the motion. The Motion **PASSED UNANIMOUSLY**.

#### **10. Review and Consider Approval of the Financial Report for the period ending January 31<sup>st</sup>, 2025.**

Mr. Tressler **MOVED** to approve the financial report as is. Mr. Farmer **SECONDED** the motion. The Motion **PASSED UNANIMOUSLY**.

#### **11. Review and Consider Report of the Taxpayer Liaison Officer for the month of January 2025.**

Mr. Franzke stated 5 emails in the month of January, one email was a carryover from December as it was more feedback from Mr. Matthews. The Chairman thanked Norman for all he has done as the TLO.

#### **12. Review and Consider Report of the Appraisal Review Board for the month of January 2025.**

Report in packets, if there are no questions then will move on to agenda item 13.

#### **13. Review and Consider the General Counsel Pending Litigation Report for the month of January 2025.**

- a. Upon a motion, the Board may enter Executive Session under Tex. Gov't Code Ann. § 551.071 to discuss pending or contemplated litigation; a settlement offer; or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with Chapter 551.

Mr. Young stated the board has the report, he would just add the legal department has settled 160 or more lawsuits in the last 10 days or so, thanks to Michelle Follis, Debbie Hudnall, Krystal and Katharine and

the other appraisers that are working on the informal settlements. There are two (2) cases coming up for trial and we have already done depositions there. No further questions. The Chairman thanked Marc and Mr. Farmer stated marc has been very helpful.

**14. Review and Consider the Assistant Chief of Operations Report for the month of January 2025.**

Mrs. McGee stated the field work is being finalized and has a deadline of March 03, 2025. Included in the report was a comparison of other districts and our budget per parcels count. We have hired 6 new appraisers; we just hosted a PTEC ethics class here in house. Eagle view has flown 78% of the county already and has provided early access to that so we may see what the county is at as of January 01. Steven Holtz is our IT Director, and he has done a report on our database and website that outlines some items we have run into within the database.

**15. Chief Appraisers Report.**

Chief McKinney stated we received a 100% on MAPS, that is the highest you can get on that review, we failed the High Island property study in 2023 and passed with flying colors this year. We have 53 25.25b's that have been filed. We are having major setbacks with our CAMA systems as can be seen in Stevens report. Tomorrow is the first Appraisal 101 class, and we have a few people that have signed up. I am looking into creating a mobile education and processing element for our elderly or disabled property owners to get their exemptions and other things filed easier for them. You have Resolution #2025-03 included in your packet regarding a budget line-item amendment, this is not a monetary change to the budget amount. The amendment is to remove the deputy chief line item as we no longer have that position, I would like to reallocate the amount listed there to the salaries and add two additional appraisers. The directors will be attending TAAD next week and last Friday the district hosted a leadership training for the new managers and supervisors, which will contain 10 modules to teach us and them how to be better leaders and handle certain situations.

Mr. Clark asked why we need two additional appraisers if they were not included when we set the budget, Chief McKinney stated she asked for 10 appraisers originally when the budget was being discussed but was only allotted 8 positions at that time. Our appraisers and staff are overworked with the number of parcels in the County. Mr. Clark asked if he could get an organization chart of the district showing who does what.

Chairman Gartman cautioned the board on what they can and cannot get into within the operation itself. The boards tasks are very minimal in what they do with the district.

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

- a. Director Preston: Discussion of July 2024 Complaint made by David Matthews. This may include a discussion of any metrics or other performance reporting information used to evaluate or measure GCAD systems and data, such as its CAMA database and the public website that interfaces with it. This may also include a discussion of identifying strategies to identify issues with such systems and to monitor such systems' reliability and stability. This may also include a discussion of identifying and/or discussing strategies to address GCAD data accuracy and data validation.

Chairman Gartman stated this is where time is allotted for the board members to address anything that is not on the agenda or if they have any other comments to make about the organization, and asked Chad to begin. Mr. Tressler stated we did not fill in all the auxiliary members for the ARB that we aimed to fill, we are hoping that you can get word out again and use any free methods to get the word out and try to get in more applicants. Mr. Pate stated he wanted it on record he was in support of all the ARB selections today and hopes that we find some good candidates from the reposting, he also stated he is concerned about having anything on the agenda that involves discussing a specific complaint from a property owner, he recommends making sure we as a board do not overstep our roles. Mr. Farmer stated Don was addressing that the board has very specific duties that are very well itemized and the board should not wade into areas that have anything to do with operations in general, we have a great staff and great attorney and are very well ordered in what were supposed to do and what the staff does, Mr. Farmer complimented the staff individually and credited Krystal with keeping things together. Mr. Clark asked what protection the district has in place to be sure of the district's employees that are out driving on company time to ensure they have adequate insurance and don't decide while out driving around to have a drink or narcotics while at lunch and then have an accident occur, what is in place to

protect the district from an incident. General Counsel Marc Young stated the district has an employee policy that requires anyone that drives on company time has insurance and proof is collected every 6 months, and there is a company personnel policy that prohibits any drinking and drugs while working. Mr. Farmer stated the one comment with respect to liability, the more likely occurrence to caution on would be the cellphone use while driving and that is one that I thought is not easily definable in the policy. Chief McKinney stated we can add that to the policy. Mr. Brast had no comments. The Chairman went back to agenda item 16A, Director Preston commented about this ARB meeting, I wanted to ask how or where she got this information. This is something that each month the liaison gives a report, and we the board have the opportunity then to ask any questions. Chief McKinney stated all of Ms. Preston's questions are in the packet with her report and she will email out a copy to the members after the meeting.

**17. Correspondence**

**I. MAPS (Methods and Procedures) Results**

**II. Property Value Study Results**

Ms. Frame-Finney stated the correspondence received and that Chief McKinney spoke briefly about these documents during her report.

Mr. Young asked for clarification on any agenda items that will need to be added to the March agenda, Mr. Clark asked for the boards 2025 goals to be discussed, what the board will accomplish and get done. The Chairman stated the board had two major things that they do each year and now there is three; we approve the budget, we hire and fire the Chief Appraiser and TLO, and now we appoint ARB members, to his knowledge there is nothing else the board does rather than approve or disapprove what is brought to our attention but there is not any delegated information or anything else for the board to do further. Mr. Brast and Mr. Tressler stated they are clear of what the board's duties are and they are not getting into anything further. Mr. Pate stated the greatest influence on the operation of the CAD would be to develop robust goals for the Chief Appraiser and make sure those are met. The Chairman stated we need a set date to develop goals for the CA and asked that it be on the March agenda to discuss when to do this. Mr. Tressler asked when the board evaluates the Chief, and Mrs. McKinney stated that is typically done before the budget is set. Mr. Tressler stated he would like to discuss the goals in March this year but make it for 15 months or so to make it line up with the budget cycle.

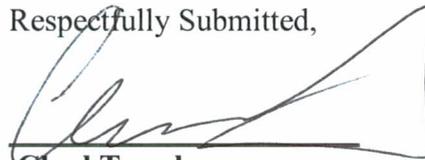
**18. Set Date of Next Regular Meeting.**

*Wednesday: March 12th, 2025, at 4:00PM.*

**19. Adjournment**

The regular business meeting of the Galveston Central Appraisal District Board of Directors was adjourned Wednesday, February 12<sup>th</sup>, 2025, at 5:21 PM.

Respectfully Submitted,



**Chad Tressler**

Secretary

Approved:



**Donald Gartman**

Chairman