

MINUTES

GALVESTON CENTRAL APPRAISAL DISTRICT

Regular Meeting of the Board of Directors

December 10th, 2025

The regular meeting of the Galveston Central Appraisal District Board of Directors was held Wednesday, December 10th, 2025, at 9850 Emmett F. Lowry Expressway, Suite A, Texas City, Texas.

Members present: Don Gartman
Chad Tressler
Matt Doyle
Scott Brast
Will Pate
Warren Clark
Kathy Preston

Members Absent: Cheryl E. Johnson
Tom Farmer

Staff in Attendance: Chief Appraiser Krystal L. McKinney, Executive Assistant Lauren Frame-Finney, Chief Financial Officer Bertha Curry, Director of Business Support Michelle Gilliland, General Counsel Marc Young, Paralegal Michelle Follis, Taxpayer Liaison Officer Norman Franzke.

Guests in Attendance: Property Owners Timothy Heid and Matthew McKinney

1. Open Session – Meeting called to order at 4:00 PM with quorum present.

2. Public Comments – None.

3. Awards

- **Director of the 4th Quarter:** *Previously announced in November – Anna Garrett, Mapping Department.*
- **Employee of the Month – December:** *Michael Hallene, Business Personal Property Department, Recognized for kindness, work ethic, teamwork, and strong knowledge despite short tenure. Board expressed appreciation and requested staff convey thanks to Michael.*

4. ACTION ITEMS:

4a. Approval of November 12th, 2025, Regular Meeting Minutes – Mr. Doyle **MOVED** to approve the regular meeting minutes as is. Mr. Brast **SECONDED** the motion. The Motion **PASSED UNANIMOUSLY**.

4b. Financial Report – Period Ending November 30th, 2025 – Mr. Tressler **MOVED** to approve the Financial Reports for the period ending November 30th, 2025. Mr. Clark **SECONDED** the motion. The Motion **PASSED UNANIMOUSLY**.

4c. Amendments made to 2025 Budget Line Items – an initial discussion revealed insufficient detail for reallocating the funds and the board members expressed concern over approving amendments without any specific dollar amounts shown.

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CFO Bertha explained: Several accounts (e.g., retirement, legal, office space) exceeded budget due to year-end variances, unspent funds exist in other categories (e.g., group health). \$214,000 was previously placed into Capital Outlay and must now be redistributed. The Board requested a detailed projection and itemized reallocation before voting to approve, the Item was tabled pending further information.

After the Executive Session, Ms. Curry provided updated figures; office space was underbudgeted by almost \$62,000 due to the increased landlord costs by the county and other insurance increases.

Mr. Doyle **MOVED** to take all the positive numbers in the excess columns and use those to cover the deficits in the following areas; retirement, FICA, office space, and legal fees. Mr. Tressler **SECONDED** the motion. The Motion **PASSED UNANIMOUSLY**.

4d. ARB Report – Mr. Spencer was not present. The chairman stated the board had the report in their binders and if there were no comments or questions the board will move to the next agenda item.

4e. Taxpayer Liaison Officer October Report – 8 contacts during November; 6 general inquiries, 2 compliments for Ms. Stephanie Easterling and Mr. Miguel Lopez. 1 October inquiry is still pending due to unresolved website display issues; another web ticket was created for BIS to correct.

4f. Chief Appraiser Report

- Conducted meetings with all ISDs; overwhelmingly positive feedback regarding transparency, reporting, and communication. Leticia Torres received repeated praise for supplementing accuracy and timeliness., ISDs declined modifications to monthly reports; satisfied with current process. Friendswood ISD may request GCAD to present at a future board meeting. Chief Goal: meet with all 82 taxing entities annually.
- Staffing Recruitment updates:
 - Very limited applicant pool for HR Director and Deputy positions (1 HR, 3 deputy applications received at this time).
 - GCAD uses social media, district support, and TAAD for outreach.
 - Will not “settle”— responsibilities may be redistributed internally temporarily.
- RFP reviewed in detail by IT and General Counsel; ready for distribution.

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4g. General Counsel Report – November 2025

- 121 active lawsuits; 2 additional county-filed cases (Royal Caribbean terminal) pending through March/April, If county prevails, refunds will be returned to local entities.
- Introduced Leslie Taggart, appraiser now serving as dedicated litigation appraiser, providing expert reports and arbitration support. Board and staff expressed appreciation for Leslie's work.

5. Closed Executive Session – Closed at 4:20PM under Texas Government Code §551.071 and §551.074 to deliberate ARB member appointments and other matters authorized by law.

6. Reconvened in Open Session – Re-Opened at 4:31PM;

6a. Appointment of 2026-2027 ARB Members -

Mr. Tressler **MOVED** to appoint the previously vetted list of members discussed at the last meeting. Mr. Clark **SECONDED** the motion. The Motion **PASSED UNANIMOUSLY**.

6b. Return to Action Item 4C – 2025 Budget Line-Item Amendments

(See section 4C above.)

7. ADDITIONAL ITEMS:

7a. Board Comments – No further comments at this time.

7b. Correspondence – None.

8. Next Meeting – January 14, 2026, at 4:00 PM.

9. Adjournment – 4:46 PM

Approved,



Donald Gartman
Chairman

Respectfully Submitted,



Chad Tressler
Secretary