

**MINUTES BOARD OF DIRECTORS
BASTROP CENTRAL APPRAISAL DISTRICT
March 23, 2023**

Pursuant to law, the Board of Directors of the Bastrop Central Appraisal District convened a regular meeting on Wednesday, March 23, 2023, beginning at 3:04 p.m. in the offices of the Bastrop County Tax Office, 211 Jackson Street, Bastrop, Texas, with the following members and guests present, constituting a quorum:

David Redd, Chairperson	Ellen Owens, Tax Assessor-Collector
Bill Hector, Vice Chairperson	Faun Cullens, Chief Appraiser
David Glass, Secretary	Members, Appraisal District Staff
Bill Archer, Member	

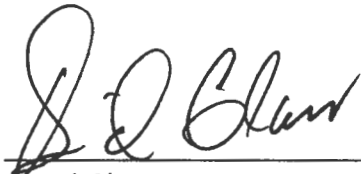
- I. The meeting was called to order at 3:04 p.m. by Chairman David Redd with a quorum present. Sharon Baxter with MVBA was present.
- II. The first item was the pledge of allegiance to the American Flag and Texas Flag.
- III. Election
 - Chair – Mr. Archer nominated Mr. Redd. Mr. Glass seconded the motion, and the vote was (4) ayes, and none opposed.
 - Vice-Chair – Mr. Glass nominated Mr. Hector. Ms. Owens seconded the motion, and the vote was (4) ayes, and none opposed.
 - Secretary – Mr. Hector nominated Mr. Glass. Mr. Archer seconded the motion, and the vote was (4) ayes, and none opposed.
- IV. The next item was receipt of public comment. Mr. Paul Johnson addressed the Board regarding Agenda Item 6. Last meeting Item 11. 25.25(b) report. Mr. Johnson stated the requirements of the report and stated that Ms. Cullens did not follow requirements. Mr. Johnson stated he felt the minutes should be amended to state that the report did not contain the required information. Ms. Cullens stated the report was distributed. Sharon Baxter stated she did not see any reason to revise the minutes.
- V. The next item was consideration and possible action in revising the minutes. Mr. Hector moved to approve without revisions. Mr. Archer seconded the motion to accept the minutes as presented. The vote was four (4) ayes, and none opposed.
- VI. The next item was consideration and possible action on the Financial Reports. Ms. Cullens presented on behalf of the Finance Officer the last quarter of the 2022 Public Funds Report and Disbursement Report. Mr. Archer inquired about Harris Govern, BIS Consultants, and Pictometry to which Ms. Cullens explained the services those vendors

provide. Mr. Glass inquired about Just Appraised; Ms. Cullens explained this vendor's services. Ms. Cullens presented the Statement of Revenues. Mr. Glass moved to approve. Mr. Archer seconded the motion, and the vote was four (4) ayes, and none opposed.

- VII. The next item was consideration and possible action on the TLO Report. Darlene Smith was unable to attend. Ms. Cullens reported that all complaints were closed for 2022. The local administrative judge appointed ARB members for the 2023-202 term and appointed officers..
- VIII. The next item was the Executive Session – entered in at 3:23 p.m. Regular Session resumed at 3:50 p.m.
- IX. There was no action from the Executive Session.
- X. The next item was consideration of the Ag Advisory Board. Ms. Cullens presented Rachel Bauer as a member. Mr. Glass moved to appoint Ms. Bauer as a member. Mr. Hector seconded the motion, and the vote was four (4) ayes, and none opposed.
- XI. The next item was Consideration and Possible Action on Resolution 2023-001 budget amendment presented by Ms. Cullens. This resolution would require the notification of proposed budget amendments when the budget amendment does not require additional funds. Ms. Cullens advised that the resolution would be presented to the taxing authorities for response. The entities have 30 days to respond and then could be adopted. Mr. Archer moved to approve. Ms. Owens seconded the motion, and the vote was four (4) ayes, and none opposed.
- XII. The next item was consideration and possible action on Resolution 2023-002 regarding Local Support. This resolution would waive any Local Support payments in the amount of \$10 (ten dollars) or less. This would be covered by miscellaneous income. Mr. Archer moved to approve. Mr. Glass seconded the motion, and the vote was four (4) ayes, and none opposed.
- XIII. The next item was consideration and possible action for the Board of Directors Manual revisions. Ms. Cullens discussed the following revisions: add email address of TLO, other changes to financing, other changes regarding lawsuits, ARB section, added investment of public funds, records management, and automated response for email. The Board tabled the policy manual revision to discuss further at the next regular Board meeting.
- XIV. Chief Appraiser Report by Ms. Cullens – topics included:
Phone log, Nemo-Q, Appraisal Report, Master's Touch, Just Appraised – Deeds integration by April 15, Board Elections in October, Open House, TAAD Conference, True Roll, scheduling software, Bastrop CAD hosting the Best Breakfast – Anita's 8:00 a.m., co-hosting TNT Workshop on April 4, 2023 from 10:00 a.m -2:00 p.m. with the Tax

Office. Ms. Cullens advised the Board that Adele VanSkiver resigned her position as Finance and Human Resources Specialist effective April 7, 2023.

- XV. There being no other business, Mr. Glass moved to adjourn at 5:14 p.m. Mr. Archer seconded the motion to adjourn, and the vote was four (4) ayes, and none opposed. The motion carried.



David Glass, Secretary



David Redd, Chairperson