

**MINUTES BOARD OF DIRECTORS  
BASTROP CENTRAL APPRAISAL  
DISTRICT  
March 28, 2024**

Pursuant to law, the Board of Directors of the Bastrop Central Appraisal District convened a regular meeting on Thursday, March 28, 2024, beginning at 3:00 p.m. in the offices of the Bastrop Central Appraisal District, 212 Jackson Street, Bastrop, Texas, with the following members and guests present, constituting a quorum:

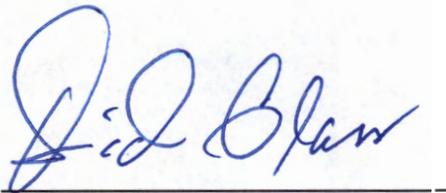
David Redd, Chairperson  
Bill Archer, Vice  
Chairperson  
David Glass, Secretary  
Justin Bezner, Member

Jeannie Ralph, Member  
Ellen Owens, Tax Assessor-Collector  
Faun Cullens, CEO - Chief Appraiser  
Members, Appraisal District Staff

- I. The meeting was called to order at 3:00 p.m. by Chairman David Redd with a quorum present. Matthew Tepper with McCreary, Veselka, Bragg and Allen was present.
- II. The first items were the pledges of allegiance and prayer.
- III. Receipt of Public Comment – Mr. Paul Johnson commented on the 25.25(b) report Ms. Cullens presented at the last board meeting because he assumed there were more documents that should have been provided as a result of his public information request.
- IV. The next item was consideration in approving the minutes from Board of Directors Meeting; Regular Meeting – January 24, 2024. Mr. Glass motioned to approve, and Mr. Archer seconded the motion. There were five (5) ayes and none opposed.
- V. The next item was consideration and possible action on Financial Reports. Lynn Howell presented the Detailed Transaction Report and the Budget Report. Mr. Glass motioned to approve the reports as presented; Mr. Archer seconded the motion. There were five (5) ayes and none opposed.
- VI. The next item was consideration and possible action on the recommendation for Agricultural Advisory Board Members. Ms. Cullens recommended the re-appointment of Bubba Townsend and Betty Foreman and the new appointment of Norman Jones. Mr. Glass motioned to approve the appointments. Mr. Archer seconded the motion. There were five (5) ayes and none opposed.

- VII. The next item was the Chief Appraiser's 25.25 (b) Report. Ms. Cullens reported no changes since the last Board Meeting on January 24, 2024. No action required.
- VIII. The next item was the Taxpayer Liaison Officer's Report. Ms. Howell presented the report showing one pending Limited Binding Arbitration against the Appraisal Review Board. There was one complaint by a property owner claiming board members have been violating TPTC 6.15(a) by directly communicating with the appraisal district about the appraisal of his property during his two informal conferences. There were also five closed complaints or disputes. No action needed.
- IX. Consideration and possible action on TLO complaint by Paul Johnson. The property owner filed a complaint under TPTC 6.052(b-2) alleging illegal communication between the board members and their attorney, Matthew Tepper, and the Chief Appraiser. Mr. Tepper responded that he had no direct communication with any of the board members individually, nor with Ms. Cullens, so the claim has no merit. Mr. Tepper recommended that the Board dismiss the claim. Mr. Glass, Mr. Redd, and Mr. Archer stated that they took offense to the accusation of violating the statutes. Ms. Owens motioned to heed the advice of their attorney and motioned to dismiss the claim. Mr. Glass seconded the motion. There were five (5) ayes, and none opposed.
- X. The next item was Executive Session: Pursuant to the provisions of Sec. 551.071-551.076 of the Texas Government Code, the Board may consider:
  - a) 551.071 Consultation with Attorney; Closed Meeting – Litigation update of all active lawsuits.
- XI. Consideration and Possible Action on Items Discussed in Executive Session. There were no items discussed in executive session which require action.
- XII. The next item was Discussion of the General Election. May 4, 2024, three new members will be elected to the Bastrop CAD Board of Directors. Ms. Cullens reported the ballot has been approved by the Elections Committee. There are two candidates running for each of the three places.
- XIII. The next item was presentation of the Methods and Assistance Program 2023 Report. Ms. Cullens presented the report also referred to as the MAPs Review. The District scored 100%, passing all the mandatory requirements. No action taken.
- XIV. The next item was Consideration and Possible Action on Facility Needs Assessment. Ms. Cullens requested approval of a 1, 5, and 10-year study Facility Needs Assessment by an outside firm due to District growth. Mr. Glass motioned to approve an RFQ for a facility needs assessment. Mr. Archer seconded the motion. There were five (5) ayes and none opposed.

- XV. Chief Appraiser's Report. Ms. Cullens presented the report and asked if there were any questions regarding the report; there were none. No action taken.
- XVI. The next item was Discussion of the 2025 Preliminary Budget. The board members requested a salary market analysis report or salary survey after reviewing the projected salaries for 2025. Ms. Cullens expressed her frustration with the current appraisal software and inquired about a conversion in 2025; with a new software company which would be much more efficient. She would like the 2023 fund balance to offset the cost so the local entities would not need to pay for it. Mr. Redd requested a demo at the next board meeting.
- XVII. The next item was consideration and possible action on date, place, time for the next meeting. April 25, 2024 at 3:00 p.m. in the training room of the Bastrop Central Appraisal District was agreed upon. Mr. Glass motioned to approve, and Mr. Archer seconded the motion. There were five (5) ayes and none opposed.
- XVIII. There being no other business, Mr. Archer moved to adjourn at 6:02 p.m. Mr. Glass seconded the motion. There were five (5) ayes and none opposed.



David Glass, Secretary



David Redd, Chairperson