

MINUTES BOARD OF DIRECTORS MEETING
BASTROP CENTRAL APPRAISAL DISTRICT
January 23, 2025

Pursuant to law, the Board of Directors of the Bastrop Central Appraisal District convened a Regular Meeting on Thursday, January 23, 2025, at 3:30 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, Member
John Sabol, Member
Jeannie Ralph, Member
Michelle Gaertner, Member

Paul Johnson, Member
Ellen Owens, Tax Assessor-Collector
Justin Bezner, Member
Faun Cullens, CEO, Chief Appraiser
Kirk Sweeny, Attorney

Board of Director members absent from the meeting: David Glass and Sandra Archer.

- I. David Redd called the meeting to order at 3:32 p.m. with a quorum present.
- II. The first items were the pledges of allegiance and prayer.
- III. The next item on the agenda was the Administration of the Oath of Office to Board Members. The members sworn in by Lynn Howell were David Redd, Jeannie Ralph, Ellen Owens, and Justin Bezner.
- IV. The next item on the agenda was the consideration and possible action to Determine Term of Office for David Redd and Sandra Archer. Being that Mrs. Archer was absent, this agenda item was tabled to the next regular meeting, March 27, 2025.
- V. The next item on the agenda was the Election of Officers.
 - a) Chairperson –
Ms. Owens nominated and Ms. Ralph seconded, Mr. Redd.
Mr. Johnson nominated himself.
No other nominations were received.
Mr. Redd received 5 votes, Mr. Johnson received 1 vote.
 - b) Vice Chairperson – Ms. Owens nominated Mr. Sabol. No other nominations were received. Mr. Sabol was elected as Vice Chairperson with unanimous approval.
 - c) Secretary – Mr. Redd nominated Mr. Glass. No other nominations were received. Mr. Glass was elected Secretary with unanimous approval.
- VI. The next item on the agenda, Public Comment, was moved to later in the meeting.
- VII. The next item was the Consideration of the Approval of the Minutes of the Board of Directors Meeting.
 - a) Regular Meeting – December 12, 2024. Ms. Gaertner motioned to accept the minutes as written. Mr. Johnson objected to item 3(b) of the minutes and moved to amend section 3(b) to read: "Denied public comment." Mr. Bezner seconded the motion. Motion to amend failed with one aye and five opposed. Mr. Bezner seconded Ms. Gaertner's original motion. The motion carried with five ayes and one (Mr. Johnson) opposed.

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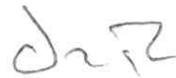
- VIII. The next item was the Consideration and Possible Action on Financial Reports.
- a) Budget Report.
 - b) Transaction Report. Clarification on Health Insurance and Request to Bid for the 2026 Budget.
 - c) Public Funds Investment Quarterly Report.
Mr. Bezner motioned to accept the financial reports as presented, and Ms. Owens seconded. Motion carried.
- IX. The next item on the agenda was the Chief Appraiser's 25.25(b) Report. Mrs. Cullens reported there had been no 25.25 (b) changes to the appraisal roll in the preceding quarter. No action required.
- X. The next item on the agenda was the Taxpayer Liaison Officer's Report – Action on Complaints and ARB Member Attendance. Ms. Howell presented the report. No action required.
- XI. The next item on the agenda was the Consideration and Possible Action on Resolution 2025-001 Authorize Chief Appraiser to Act on behalf of Board Chair and/or Board Secretary. Mr. Bezner motioned to approve and Ms. Ralph seconded. Discussion followed. Motion carried with five ayes and one (Mr. Johnson) opposed.
- XII. The next item on the agenda was the Salary Survey Report for Taxpayer Liaison Officer, Human Resources, and Finance Director, presented by Mrs. Cullens. No action required.
- XIII. The next item on the agenda was the Consideration and Possible Action to separate the Taxpayer Liaison Officer, Human Resources, and Finance Director Salaries into specified position line items for the 2026 Budget. Ms. Owens motioned, and Ms. Gaertner seconded to separate the Taxpayer Liaison Officer as a separate line item in the 2026 Budget. Motion carried.
- XIV. The next item on the agenda was the Litigation Report presented by Mrs. Cullens. No action required.
- XV. The next item on the agenda was the Consideration and Possible Action on Resolution on setting policy as it relates to the Texas Open Meetings Act and Public Comment.
- a) Mr. Johnson objected to the agenda item, stating that it had not been posted correctly. The Board's attorney, Kirk Swinney, noted that the posting was acceptable.
 - b) Mr. Bezner motioned to approve the resolution as presented, Ms. Gaertner seconded. Motion carried with five ayes and one (Mr. Johnson) opposed.
- XVI. Public comment.
- a) Terry Morris, Appraisal Review Board Chairman, on the ARB's responsibilities.
 - b) Mr. Johnson hand-delivered to the BOD Chairman, David Redd, a notification of Communication with the Chief Appraiser.
- XVII. The next item on the agenda was the Attorney presentation and discussion on:
- a) Potential liability of officers, directors, and members under *Falls County Appraisal District v. Burns*, No. 10-21-00119-CV(Tex. App-Waco Mar.23, 2022, pet. Denied) and
 - b) E&O Coverage for officers, directors, and members.
No action required.

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- XVIII. The next item on the agenda was Executive Session. The Board of Directors did not convene in Executive Session.
- XIX. The next item on the agenda was the Chief Appraiser's Report – 2025 Calendar/Timeline of Appraisal/Administrative Processes, presented by Mrs. Cullens. No action required.
- XX. The next item was Board Agenda Additions for Future Meetings.
- a) Texas Municipal League (TML) agent presentation and review of Liability Policy. Mr. Redd motioned to add this item to the agenda for the next regular meeting. Ms. Gaertner seconded. Motion carried.
 - b) Facility Needs Report Update. Ms. Owens motioned to add this item to the agenda for the next regular meeting. Ms. Ralph seconded. Motion carried.
 - c) Interview ARB candidate. Ms. Owens motioned to add this item to the agenda for the next regular meeting. Ms. Gaertner seconded. Motion carried.
 - d) Texas County & District Retirement System (TCDRS) agent presentation and review of the current employee retirement system. Ms. Owens motioned to add this item to the agenda for the next regular meeting. Mr. Bezner seconded. Motion carried.
 - e) Report and Discussion on the Production Requirements in the Bastrop CAD Agricultural Guidelines. Mr. Johnson motioned to add this item to the agenda for the next regular meeting. No second. Item will not be added to the next regular meeting agenda.
- XXI. The next item on the agenda was Consideration and Possible Action on Date, Place and Time for the next meetings.
- a) Ms. Gaertner motioned to add a Special Meeting for the 2026 Budget Preparation on March 13, 2025, at 3:30 p.m. Ms. Owens seconded. Motion carried.
 - b) Ms. Gaertner motioned to accept the calendared dates of Regular Meetings: March 27, May 29, August 28, and October 23, Special Meeting for ARB Interviews on November 12, all with a start time of 3:30 p.m. Ms. Ralph seconded. Motion carried.
- XXII. There being no other business, Mr. Bezner moved to adjourn at 5:52 p.m. Mr. Sabol seconded the motion. Motion carried.



David Glass, Secretary



David Redd, Chairperson