

**NOTICE OF MEETING
BOARD OF DIRECTORS
JUNE 2, 2020**

The Board of Directors of Comal Appraisal District met at the appraisal district office located at 900 S. Seguin Avenue, New Braunfels, TX. Members present were Dan Krueger, Nancy Pappas, John Tyler and Cathy Talcott. Others present were Rufino Lozano, Jennifer Salazar, Ryan Dow, Jeffrey Booker, Kristen Hoyt, Bob Slupik and Pam Krause.

Mr. Krueger called the meeting to order at 5:44 p.m. by stating, "This meeting is being held in open session in accordance with Chapter 551 of the Texas Government Code and business as conducted by the Board will be done so in open session. We will start each regular session with prayer and pledges to the flags. All persons in attendance are welcome and free to participate or not at their personal discretion."

The Pledges of Allegiance to the American and Texas flags were recited. Pam Krause led the prayer.

1. **CITIZENS COMMUNICATIONS**

No one wished to speak.

2. **PRESENTATION OF POSITION APPOINTMENTS BY ADMINISTRATIVE LAW JUDGE BOYER**

Bob Slupik was appointed as Chairman and Guy Anderson was appointed as Secretary on May 18, 2020.

3. **PRESENTATION BY ARB CHAIRMAN OF THE 2020 PROTEST SEASON**

Mr. Slupik expressed his concern about the delay in appointing the Chairman and Secretary by the Administrative Law Judge.

He stated that the ARB met on May 27th to approve the hearing procedures and other business in preparation for the protest season. He expressed much concern about being able to complete all the work in a season that has been cut to 25 days instead of 42 days. He added that all prior year cases will be help until the end of the season as they don't affect the roll for 2020.

Mr. Slupik stated that the ARB had lost their attorney and was looking for a replacement but had not found anyone yet. He did add that if they were unable to obtain one that the state default to the local city attorney or district attorney. Mr. Slupik stated that there were still two unsettled cases.

Mr. Slupik said that the state had left it to the ARB to decide who picked up the cost of the taxpayer requested certified mailer for formal hearing notices. The ARB decided that the taxpayer would bear the cost.

4. **DISCUSSION AND POSSIBLE ACTION REGARDING TCDRS PLAN ASSESSMENT FOR PLAN YEAR 2021**

A motion was made by John Kunz; seconded by John Tyler; to approve the TCDRS Plan Assessment for plan year 2021 as presented. Motion passed unanimously by show of hands.

5. **ACTION: APPROVE COMAL APPRAISAL DISTRICT 2021 BUDGET**
A motion was made by Nancy Pappas; seconded by John Kunz; to approve the Comal Appraisal District 2021 Budget as presented. Motion passed unanimously by show of hands.
6. **ACTION: APPROVAL OF MINUTES**
A motion was made by Nancy Pappas; seconded by John Tyler; to approve the minutes of the 2021 Budget Workshop and the Board of Directors meeting of March 3, 2020 as presented. Motion passed unanimously by show of hands.
7. **ACCEPT RESIGNATION OF ARB AUXILIARY MEMBER JUDITH WALKER AS OF MARCH 12, 2020**
A motion was made by John Kunz; seconded by Nancy Pappas; to accept the resignation of Judith Walker on June 2nd, 2020 as presented. Motion passed unanimously by show of hands.
8. **ACTION: APPROVE DISASTER AND RECOVERY PLAN AMENDMENTS**
Ms. Salazar stated that there was only one change, which was to add the one piece relating to health disaster. A motion was made by Nancy Pappas; seconded by John Tyler; to approve the Disaster and Recovery Plan amendments as presented. Motion passed unanimously by show of hands.
9. **CLOSED EXECUTIVE SESSION: THE BOARD MAY RETIRE TO EXECUTIVE SESSION ANYTIME DURING THE MEETING AS AUTHORIZED IN CHAPTER 551 OF THE TEXAS GOVERNMENT CODE**
No executive session; no action.
10. **IF NECESSARY, DISCUSS AND TAKE ACTION ON ANY AND ALL MATTERS DISCUSSED IN EXECUTIVE SESSION**
No executive session; no action.
11. **FINANCIAL REPORT**
Mr. Dow reviewed the financial report and the investment summary, there were no questions. Board requested a suggested maximum for the investment contingency funds.
12. **CHIEF APPRAISER'S REPORT**
 - a. **Report on Pictometry**
Mr. Lozano stated that 100% of the flight for area 1 has been flown. There are 16,300 items left to verify and we are 37% complete thus far. There were 25,800 additional items but not all of those will be new items. Reconciling these accounts now.
 - b. **Comment cards**
Comment cards are still good and show that we are customer service oriented even after the notices went out. Mr. Lozano stated that he applauds our staff.
 - c. **Update regarding NAVs & informal hearings**
Mr. Lozano stated that there were only 1,400 BPP renditions still to go out. He added that there was a 16-18% value increase on average county wide. We have 6,098 protests currently, not counting two boxes that have not been processed yet. Of those protest, 2,614 of those were done electronically as opposed to prior years at around 300. She stated that thus far 1,045 have been settled and 130 going to the Appraisal Review Board. We also have 3,600 protest by agents.
 - d. **Next meeting-August 4, 2020**
Our next meeting is changing to August 11th due to board scheduling needs. We will be having a special meeting on June 9th to cover the Certified Payments System approval.

ADJOURN MEETING

A motion was made by Cathy Talcott; seconded by John Kunz; to approve to adjourn the meeting at 7:03p.m. Motion passed unanimously by show of hands.

Dan Krueger, Chairman

Nancy Pappas, Secretary