

# COMAL APPRAISAL DISTRICT

900 S. SEGUIN AVENUE  
NEW BRAUNFELS, TEXAS 78130

RUFINO H. LOZANO, RPA-RTA-CCA  
CHIEF APPRAISER

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2022 Apr 1 PM 2:56

## NOTICE OF MEETING BOARD OF DIRECTORS

ROBERTA KOSKOP  
COMAL COUNTY CLERK

Notice is hereby given that on Tuesday, April 5, 2022 the Board of Directors of the Comal Appraisal District will hold a meeting at 5:30 p.m. at the Comal Appraisal District Board Room, 900 S. Seguin Avenue, New Braunfels, Texas.

The subjects to be discussed are listed on the attached agenda.

This notice was mailed to all members of the news media who had previously requested such notice. This notice was also posted on the bulletin board at Comal Appraisal District at 900 S. Seguin Avenue, New Braunfels, Texas.

FOR THE BOARD OF DIRECTORS  
Comal Appraisal District



Chris Kudma, RPA  
Director of Operations

April 1, 2022

Official notices were mailed to or posted at the following locations.

- A. Comal County Courthouse, New Braunfels, Texas
- B. All Taxing Jurisdictions
- C. KGNB/KNBT Radio, New Braunfels, Texas
- D. New Braunfels Herald-Zeitung, New Braunfels, Texas
- E. San Antonio Express News, San Antonio, Texas
- F. Morton Falls Publishing Co, Canyon Lake, Texas
- G. Bulverde News, Bulverde, TX.

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## April 5, 2022 Meeting Board of Directors

BOARD MEMBERS PRESENT:      OTHERS PRESENT:

— Eric Couch  
— Brad Howell  
— Douglas Miller, II  
— Nancy Pappas  
— John Tyler  
— Kristen Hoyt

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Call the meeting to order at \_\_\_\_ p.m. by John Tyler.

### Verifications of Compliance to Open Meeting Law

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.

**CALL TO ORDER:** Each regular session will be opened with a prayer and pledges to the flags. All Persons in attendance are welcome and free to participate or not at their personal discretion.

1. Citizens Communications
2. Tax Code Section 6.15 Communication
3. Discuss and ratify prior approval of 2020 audit
4. Discuss and ratify prior approval of Distribution of 2020 Fund Balance
5. Discuss and ratify prior approval of TCDRS Plan Assessment for Plan Year 2022
6. Discuss and ratify prior approval of Comal Appraisal District 2022 Budget
7. Discuss and ratify prior approval of March 9, 2021 and May 4<sup>th</sup>, 2021 Minutes
8. Discuss and ratify prior approval to Extend the Families First Coronavirus Response Act for 2021
9. Action: Approval of Minutes for February 9, 2022, February 14, 2022 and March 22, 2022
10. Director of Operations Report
  - a. Property Value Study Update
  - b. Update of 2022 Valuations
  - c. Updated Organization Chart
  - d. Exemption Status Report
11. Financial Report
12. Presentation of 2023 Preliminary Budget and Budget Workshop
13. Taxpayer Liaison Officer Report
  - a. Citizen feedback and comment card review
14. Consideration and Possible Action: Approve Section 5.7 of the Personnel Policy Exception Regarding Inclement Weather For Non-Exempt Personnel
15. Closed Executive Session: The board may retire to executive session anytime during the meeting as authorized in Chapter 551 of the Texas Government Code

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- a. Consider personnel matters pursuant to Texas Government Code § 551.074, including, but not limited to employment of chief appraiser
- b. Confer with district's attorney regarding all litigation pending against the District, as well as matters which the district's attorney is obligated to relate in private, pursuant to Texas Government Code § 551.071
16. Consideration and Possible Action: Chief Appraiser employment status; may include suspension, reinstatement, or termination
17. Next Meeting-June 7, 2022
18. Adjourn Meeting

## Adjourn Meeting

If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the Board will conduct a closed meeting in accordance with the Texas Open Meeting Act, Texas Government Code, Chapter 551, Subchapter D and E. Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in open meeting.

Texas Government Code Section:

551.071 Private consultation with the Board's attorney.

551.072 Discussion of purchase, exchange, lease, or value of real property.

551.073 Discussion of negotiated contracts for prospective gifts or donations.

551.074 Deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee or to hear a complaint or charge against an officer or employee.

551.076 Deliberating the deployment, or specific occasions for implementation, of security personnel or devices.

551.086 (1) discussion or deliberation regarding commercial or financial information the Board has received from a business prospect the Board seeks to have locate, stay, or expand in or near the District and with which the Board is conducting economic development negotiations.

(2) deliberation of the offer of a financial or other incentive to such a business prospect.

Should any final action, final decision, or final vote be required in the opinion of the Board of Directors with regard to any matter considered in such closed or executive session, then the final action, final decision, or final vote shall be either:

- (a) in the open meeting covered by the Notice upon the reconvening of the public meeting; or
- (b) at a subsequent public meeting of the Board of Directors upon notice thereof, as the Board of Directors shall determine.