

# COMAL APPRAISAL DISTRICT

900 S. SEGUIN AVENUE  
NEW BRAUNFELS, TX 78130

JEFFREY J. BOOKER  
CHIEF APPRAISER

2022 DEC -9 PM 1:03

SEE ME KEEP  
SEMI-COUNTY CLERK

## NOTICE OF MEETING BOARD OF DIRECTORS

Notice is hereby given that on Wednesday, December 14, 2022 the Board of Directors of the Comal Appraisal District will hold a meeting at 5:30 p.m. at the Comal Appraisal District, 900 S. Seguin Avenue, New Braunfels, Texas.

The subjects to be discussed are listed on the attached agenda. The BOD link to the page where you can access our livestream: <http://comalad.org/Board-of-Directors-Agendas>

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



Jeffrey J. Booker, RPA  
Chief Appraiser

December 9, 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

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JEFFREY J. BOOKER  
CHIEF APPRAISER

## December 14, 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.

### 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. Chief Appraiser's comments
  - a. Report on Chief Appraiser Eligibility
  - b. Report on field checks and homestead applications
  - c. Report on protests count and email offers sent
  - d. Report on Special Appraisals Tax Code 25.18(c)
    - WCID 1A
    - Meyer Ranch
  - e. Report Update on 2022 Property Value Study
  - f. Report on employee number update and vacant positions
  - g. Report on Mail Outs
    - Ag Letters
    - Sale Surveys
  - h. 2022 Forecast Update
  - i. Discuss proposed 2023 Meeting Dates
4. Discussion and Possible Action regarding waiver of penalty for Comal County late contribution payment
5. Discussion and Possible Action: Approve 2023 Salary Schedule
6. Discussion and Possible Action: Approve Foxhole Award Incentive Plan
7. Discussion and Possible Action: Approve Payment of Employee Contribution on TCDRS (due to special circumstances)
8. Financial Report

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9. Presentation by ARB Chairman of the 2022 protest season
10. Recognition of past ARB Members
11. Taxpayer Liaison Officer Report
  - a. Citizen feedback and comment card review
  - b. CAD Employee Recognition
12. Discussion and Possible Action: Approval of Minutes
13. Discussion and Possible Action: Approve 2023 Holiday Schedule
14. Presentation of Updated Preliminary 2022 MAP Results
15. Presentation of Texas Comptroller of Public Accounts 2021 Property Value Study update per Government Code Section § 403.302(k)
16. Discussion and Possible Action: Motion to direct Chief Appraiser to enter into updated Interlocal Agreement with Comal County
17. Discussion and Possible Action: Approve the Appointment of Ag Advisory Committee for 2023 & 2024
18. Discussion and Possible Action: Approve Amended Contract With Matthews & Johnson CPAs For 2021 and/or 2022 Or Armstrong Vaughan & Associates, PC For 2021 and/or 2022 Financial Audit
19. Closed Executive Session: The board may retire to executive session anytime during the meeting as authorized in Chapter 551 of the Texas Government Code, including but not limited to the following matters:
  - a. Consider personnel matters pursuant to Texas Government Code § 551.074
  - b. Administer Chief Appraiser's Evaluation
  - c. Discuss and consider Chief Appraiser's Salary for 2023
20. Approve Chief Appraiser's salary for 2023
21. 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; or a security audit

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.