

# COMAL APPRAISAL DISTRICT

900 S. SEGUIN AVENUE  
NEW BRAUNFELS, TX 78130  
JEFFREY J. BOOKER, RPA  
CHIEF APPRAISER

FILED  
At 3:11 O'clock PM

MAY - 9 2025

BOBBIE KOEPP  
County Clerk - Comal Co., Texas

By JG

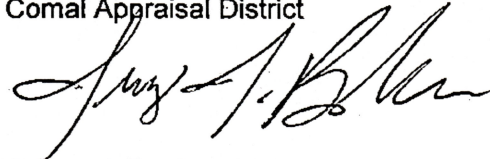
## NOTICE OF MEETING BOARD OF DIRECTORS

Notice is hereby given that on Tuesday, May 13, 2025 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.

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

May 9, 2025

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

- A. Comal County Courthouse, New Braunfels, Texas
- B. All Taxing Jurisdictions

# COMAL APPRAISAL DISTRICT

900 S. SEGUIN AVENUE  
NEW BRAUNFELS, TX 78130  
JEFFREY J. BOOKER, RPA  
CHIEF APPRAISER

## May 13, 2025 Meeting Agenda Board of Directors

### BOARD MEMBERS PRESENT:

\_\_\_\_ Robert Brown  
\_\_\_\_ Eric Couch  
\_\_\_\_ Debra Hindman  
\_\_\_\_ Kristen Hoyt  
\_\_\_\_ Rob Johnson  
\_\_\_\_ James Long  
\_\_\_\_ Douglas Miller II  
\_\_\_\_ Bob Slupik  
\_\_\_\_ John Tyler

### OTHERS PRESENT:

\*\*\*\*\*  
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 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. Discussion and Possible Action: Approval of Minutes from April 1, 2025 regular meeting
4. Discussion and Possible Action: Approval of Minutes from May 6, 2025 special meeting
5. Presentation of 2024 Financial Audit by Armstrong, Vaughn & Associates, P.C.
6. Presentation by ARB Chairman of the 2025 protest season
7. Taxpayer Liaison Officer Report
  - a. Citizen feedback and comment card review
8. Chief Appraiser's report
  - a. Update on Parkhill
  - b. Next meeting – July 8, 2025
9. Financial Report
10. Discussion and Possible Action: Approve 2024 Financial Audit
11. Discussion and Possible Action: Approve distribution of 2024 Fund Balance
12. Discussion and Possible Action: Approve CAD 2026 Budget
13. Discussion and Possible Action: Approve the updated CAD Purchasing Policy
14. Discussion and Possible Action: Authorize Chief Appraiser to solicit Bank Depository bids for March 1, 2026 through February 29, 2028
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
  - a. 2022 open cases
16. If necessary, discuss and take action on any and all matters discussed in Executive Session.
17. Adjourn Meeting

# COMAL APPRAISAL DISTRICT

900 S. SEGUIN AVENUE  
NEW BRAUNFELS, TX 78130  
JEFFREY J. BOOKER, RPA  
CHIEF APPRAISER

## 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.