

# COMAL APPRAISAL DISTRICT

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

## BOARD OF DIRECTORS January 13, 2026 Meeting Minutes

The Board of Directors of the Comal Appraisal District met at the appraisal district office located at 900 S. Seguin Avenue, New Braunfels, Texas.

Board Members present were Sean Alvarez, Case Brown, Robert Brown, Eric Couch, Stuart Hansmann, Douglas Miller II, Craig O'Neil and Bob Slupik. Rob Johnson was not in attendance. Quorum was present. Others present were Judge Sherman Krause, Jeffrey J. Booker, Ryan Dow, Pam Krause, John Cox and Michelle Klecan.

Mr. Couch called the meeting to order at 5:34pm 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."

The Pledge of Allegiance to the American and Texas flags were recited. Michelle Klecan led the prayer.

### **1 - ADMINISTER OATH OF OFFICE**

Comal County Judge, Sherman Krause, administered the Oath of Office to all directors present. Rob Johnson was not in attendance.

### **2 - ELECTION OF OFFICERS**

A motion was made by Douglas Miller II for Eric Couch for Chairman; seconded by Case Brown. By a show of hands, the motion did not pass.

A motion was made by Eric Couch for Bob Slupik for Chairman; seconded by Craig O'Neil. By a show of hands, the motion passed.

A motion was made by Douglas Miller II for Eric Couch for Vice-Chairman; seconded by Bob Slupik. The motion passed unanimously by a show of hands.

A motion was made by Eric Couch for Rob Johnson for Secretary; seconded by Bob Slupik. The motion passed unanimously by a show of hands.

### **3 - CITIZENS COMMUNICATIONS**

No one wished to address the board.

### **4 - TAX CODE SECTION 6.15 COMMUNICATION**

Mr. Couch mentioned a situation where a taxpayer and the district had come to an agreed upon value but the taxpayer thought a neighborhood adjustment had been made. Mr. Booker offered to look into the specific account.

### **5 - DISCUSSION AND POSSIBLE ACTION: APPROVAL OF MINUTES FROM DECEMBER 9, 2025**

#### **REGULAR MEETING**

A motion was made by Eric Couch; seconded by Robert Brown; to approve the minutes of the December 9, 2025 regular meeting as presented. The motion passed unanimously by a show of hands.

### **6 - DISCUSSION AND POSSIBLE ACTION: APPROVAL OF MINUTES FROM DECEMBER 16, 2025**

#### **REGULAR MEETING**

A motion was made by Eric Couch; seconded by Douglas Miller II; to approve the minutes of the December 16, 2025 regular meeting as presented. The motion passed unanimously by a show of hands.

### **7 - PRESENTATION BY ARB CHAIRMAN**

Mr. Cox recapped the 2025 protest year sharing that just about 33,000 protests were filed. Two-thirds of the protests were filed by agents. A majority of the protests were settled informally with staff appraisers. The ARB is scheduled to meet next week to hear "late" protests, and these cannot be settled informally. There are currently less than 50 open cases. Mr. Cox also shared some data from the Appraisal District Operations Survey sent out by the Comptroller. Out of 254 counties, the Comal County ARB ranked as follows:

24<sup>th</sup> ~ Total number of protests

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- 42<sup>nd</sup> ~ Total number of ARB members
- 3<sup>rd</sup> ~ Total number of hearing days
- 69<sup>th</sup> ~ ARB per diems (tied with 41 other counties)
- 16<sup>th</sup> ~ Total per diem paid

He commented that some districts base their per diem increases on the number of years of service on the board. The ARB could hear more protests if there were more ARB rooms and then, with a larger number of ARB members, more hearings could be held simultaneously.

## **8 - DISCUSSION AND POSSIBLE ACTION: APPROVE APPOINTMENT OF ARB CHAIRMAN AND ARB SECRETARY (MAY BE DISCUSSED IN EXECUTIVE SESSION)**

The directors opted not to discuss this in executive session.

A motion was made by Eric Couch; seconded by Robert Brown, to approve appointing John Cox as ARB Chairman and Rick Tobias as ARB Secretary for 2026. The motion passed unanimously by a show of hands.

## **9 - CHIEF APPRAISER'S REPORT**

- a. CREXI update
  - a. Started using this program January 1<sup>st</sup> and we have already gotten 1,363 sales that we didn't have. This has increased the sales data in Commercial by 82%.
- b. Introduction of BOD binder (for new members)
  - a. Mr. Booker reviewed the main contents of the binder highlighting the 2025 and 2026 budgets, PVS results and MAP reviews as required by the Comptroller.
- c. Feasibility study
  - a. Parkhill is willing to rework our feasibility study within a budget set by the board. Directors suggest revisiting the district's priorities and presenting the results of the previous feasibility study to the board.
- d. Election protocol
  - a. Mr. Booker shared key general election dates with the board.
- e. Property Value Study Results
  - a. Final testing results are expected to be released January 31, 2026. Mr. Booker explained how the PVS results affect school funding.
- f. MAP Review & Financial Audit
  - a. Mr. Booker informed the directors that the MAP reviewer from the Comptroller's office and the accountants performing the financial audit will be here the week of January 26-30, 2026.
- g. Budget Process & Workshop
  - a. The 2027 Budget workshop is scheduled for April 14<sup>th</sup> and the Budget Hearing is scheduled for May 19<sup>th</sup>.
- h. Next meeting – Tuesday February 24, 2026

## **10 - FINANCIAL REPORT**

Mr. Dow reviewed the financial reports as of December 31, 2025. All entities are current on their payment contributions to the district. He pointed out the accounts that were significantly below budget and the ones that went over budget. Mr. Couch recommended that we lock in the Treasury Bills with longer terms, while staggering to get the benefit of the current interest rates.

## **11 - DISCUSSION AND POSSIBLE ACTION: APPROVE BY RESOLUTION THE 2026 INVESTMENT POLICY**

No material changes were made to the investment policy from the previous year. Mr. Booker and Mr. Dow will be attending an investment training class in March. This training is required every two years. Mr. Couch suggested that the district consider looking at participating in pooled collateral programs.

A motion was made by Douglas Miller II; seconded by Case Brown, to approve by resolution the 2026 Investment Policy as presented. The motion passed unanimously by a show of hands.

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**12 - CLOSED EXECUTIVE SESSION: THE BOARD MAY RETIRE TO EXECUTIVE SESSION ANYTIME DURING THE MEETING AS AUTHORIZED IN CHAPTER 551 OF THE TEXAS GOVERNMENT CODE**

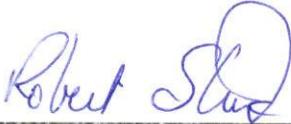
The board did not retire into executive session.

**13 - IF NECESSARY, DISCUSS AND TAKE ACTION ON ANY AND ALL MATTERS DISCUSSED IN EXECUTIVE SESSION**

No action taken

**14 - ADJOURN MEETING**

A motion was made by Douglas Miller II; seconded by Eric Couch, to approve to adjourn the meeting at 6:42 p.m. The motion passed unanimously by a show of hands.



Robert Slupik, Chairman



Rob Johnson, Secretary