

BEXAR APPRAISAL DISTRICT  
MEETING OF THE BOARD OF DIRECTORS  
AGENDA



DATE OF MEETING: March 20, 2024  
PLACE OF MEETING: 411 N. Frio St.; San Antonio, TX 78207  
TIME OF MEETING: 2:00 pm

*\* PUBLIC COMMENTS MAY BE SUBMITTED BY EMAIL TO [bod@bcad.org](mailto:bod@bcad.org) NO LATER THAN 8:00 A.M. THE MORNING OF THE MEETING, OR IN PERSON BY REGISTERING BY NAME ON THE SIGN-IN SHEET BY THE DOOR OF THE MEETING. COMMENTS RECEIVED TIMELY BY EMAIL WILL BE READ INTO THE RECORD DURING THE PUBLIC COMMENT PORTION OF THE MEETING. THE BOARD OF DIRECTORS INVITES PUBLIC COMMENT; HOWEVER, THE PUBLIC MUST BE AWARE THAT A SUBJECT RAISED BY A MEMBER OF THE PUBLIC CANNOT BE DELIBERATED OR DISCUSSED BY THE BOARD IF IT IS NOT ON THE AGENDA FOR THE MEETING AT WHICH THE SUBJECT IS RAISED. DISCUSSIONS OF SPECIFIC PROPERTIES WILL NOT BE PERMITTED.*

AGENDA

THE FOLLOWING ITEMS MAY BE CONSIDERED AT ANY TIME DURING THE MEETING OF THE BOARD OF DIRECTORS

**PROCEDURAL**

- A. Meeting called to order by Dave Gannon, Chair

Recording of present directors

- B. Statement of Eligibility

The board of directors will sign a statement of eligibility to serve as required by Section 6.03, Texas Tax Code.

- C. Public Comments Period

Comments received timely by email will be read into the record at this time. Individuals wishing to address the board have three minutes to speak. The chair may grant additional time.

**ACTION ITEMS**

- D. Minutes

Approval of the minutes of the meeting of January 23, 2024.

E. Contract – Elections Department

The board of directors may discuss and/or vote to authorize by resolution the chief appraiser to enter into a contract with the Elections Department to conduct a joint election with other eligible governmental units inside Bexar County.

F. Purchasing Manual

The board of directors may discuss and or/vote to approve changes to the District's Finance Procedural Manual.

G. Investment Policy

The board of directors may discuss and/or vote to approve a resolution adopting an investment policy as required by Chapter 6 of the Texas Property Tax Code and Chapter 2256 of the Texas Government Code.

H. Board of Directors Vacancy

In accordance with Section 6.03(l), Texas Tax Code, the Board of Directors shall elect by majority vote one of the nominees submitted by the participating taxing units to fill the vacancy.

**EXECUTIVE SESSION**

I. Adjourn to Executive Session

At any time during the meeting of the board of directors, the board may retire into closed Executive Session pursuant to Texas Government Code, Sections 551.071, 551.072, 551.074 & 551.076 to discuss any of the following:

1. Section 551.071 Consultation with attorney regarding pending or contemplated litigation, settlement offers, or about matters which the attorney is required to consult with the board. As authorized by this section, this meeting may be convened in closed Executive Session for the purpose of seeking confidential legal advice from the board's legal counsel on any item listed herein.
2. Section 551.072 Deliberations regarding real property.

3. Section 551.074 Personnel matters: to 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.
4. Section 551.076 Deliberations regarding Security Devices.

The board of directors may consider and act upon any item discussed in closed Executive Session.

### REPORTS

#### J. Chief Appraiser's Report

The board of directors will receive the following reports from the chief appraiser:

1. Report of Financial Condition
  - a. Funds investment report for December 2023
  - b. Statement of revenues and expenses as of December 31, 2023
  - c. Designated cash funds report as of December 31, 2023
2. Appraisal Records
  - a. The board of directors will receive an overview of the property tax calendar and an update on the status of work regarding the 2024 appraisal roll.
3. District Operations
  - a. The chief appraiser will inform the board of the district's passing of the 2023 Methods and Assistance Program.
  - b. The chief appraiser will inform the board of the district's national recognition for the Top Workplaces USA Award for 2023.

#### K. Additional Reports

The board of directors will receive the following reports:

1. Community Outreach
2. Taxpayer Liaison

3. Appraisal Review Board Chair

L. Adjourn



Rogelio Sandoval  
Chief Appraiser  
Bexar Appraisal District

*\* The Board of Directors invites comments from the public about the policies and procedures of the Bexar Appraisal District, the Appraisal Review Board or other matters within the Board's jurisdiction. If you wish to address the Board but do not speak English and cannot bring your own interpreter or have limitations due to a physical disability, please notify the Taxpayer Liaison Officer in writing at the address above at or by fax at 210-242-2451 prior to the meeting in order for arrangements to be made to accommodate your needs.*

*\*La junta de directores invita los comentarios del público acerca de las políticas y procedimientos del distrito de evaluación de Bexar, de la junta de revisión de evaluación o de otros asuntos de jurisdicción de la junta. Si usted desea dirigir a la junta, pero no habla inglés y no puede traer su propio intérprete o tiene limitaciones debido a una discapacidad física, por favor notificar al oficial de enlace del contribuyente por escrito a la dirección anterior o por fax al 210-242-2451 antes de la reunión para que se hagan arreglos y satisfacer sus exigencias*

FILE INFORMATION

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