

**MINUTES OF THE MEETING OF THE
BEXAR APPRAISAL DISTRICT
BOARD OF DIRECTORS
JANUARY 14, 2025**

The Board of Directors of the Bexar Appraisal District met for a meeting at 411 N. Frio in San Antonio, Texas on January 14, 2025 at 2:00 p.m. The items of business were acted upon as shown in the following minutes.

A. Call to Order

Mr. Dave Gannon, Board Chair, called the meeting to order at 2:02 pm and acknowledged the presence of the following directors:

Dr. Ralph Barksdale
Mr. Robert Bruce
Mr. Jon Fisher
Mr. Dave Gannon
Councilwoman Adriana Rocha Garcia
Ms. Erika Hizel
Ms. Naomi Miller arrived at 2:05 pm.
Mr. Leslie Sachanowicz
Mr. Albert Uresti

B. The board of directors will be sworn into office for the 2025 term.

District Court Judge Jacqueline Valdes was in attendance to perform the swearing in. The following appointed directors were sworn into office for the 2025 term: Dr. Ralph Barksdale, Jon Fisher, Dave Gannon, Councilwoman Adriana Rocha Garcia, and Leslie Sachanowicz.

C. Term Lot Drawing

The taxing units participating in the appraisal district that are entitled to appoint directors shall appoint five directors to serve terms that begin on January 1, 2025. Two directors shall be appointed to serve a term of one year, and three directors shall be appointed to serve a term of three years. Thereafter, all appointed directors serve four-year terms.

The following names were drawn: Dr. Ralph Barksdale for one year and Councilwoman Adriana Rocha Garcia for one year. Leslie Sachanowicz for three years, Jon Fisher for three years, and Dave Gannon for three years.

D. The board of directors will elect officers for the 2025 tax year.

Dave Gannon was nominated for board chair by Mr. Fisher and Ms. Hizel seconded the motion which was unanimously approved. Jon Fisher was nominated as vice chair by Dr. Barksdale and Mr. Bruce seconded the motion which was unanimously approved.

Councilwoman Adriana Rocha Garcia was nominated as secretary by Mr. Uresti and Dr. Barksdale seconded the motion which was unanimously approved.

E. Public Comments Period

Ms. Denise Homer, vice president of Infuse SA, addressed the board in person to mention the issue with affordable housing in San Antonio along with units being used to make money as Airbnbs and owners taking advantage of the tax credits and city incentives.

She also asked the board to consider holding meetings on weekends to allow access to everyone to attend district board meetings.

F. Minutes

Mr. Gannon asked for a motion to approve the minutes from the December 17, 2024 board meeting as written. Mr. Fisher approved the minutes, and Ms. Miller seconded the motion which was unanimously approved.

G. Update Board of Directors Meeting Dates and Times

Mr. Rogelio Sandoval, Chief Appraiser, informed the board if they wished to update the Board of Directors meeting dates and times. He noted the current schedule included the second Tuesday of every month at 2:00 pm and would like the board to discuss if this schedule is sufficient for all board members.

Mr. Uresti mentioned that November 11th is Veteran's Day.

Ms. Hizel recommended that once a quarter the board should hold an evening meeting. Mr. Sandoval added that the board may discuss and vote to have March, June, September, and December as evening meetings. The Texas Property Code requires one meeting per quarter.

Mr. Gannon confirmed that the board meeting schedule will be published on a quarterly basis, making the third month of each quarter an evening meeting with 2:00 pm for regular board meetings and 6:00 pm for evening meetings.

Mr. Gannon asked for a motion to approve monthly meetings along with a once a quarter meeting that will be scheduled for 6:00 pm. Ms. Hizel approved the motion and Councilwoman Garcia seconded the motion which was unanimously approved.

H. Appraisal District Policy Updates

Mr. Sandoval addressed the board and provided additional information regarding Section 4.09 Bereavement Leave and Section 4.11 Longevity Benefit of the District Policy from the previously tabled items from the December 17, 2024 meeting.

Ms. Laura McCloud, Human Resources Director, added that the district's bereavement leave would be updated to reflect three days of leave regardless of relationship to include, spouse, parent, child, brother, sister, grandparent, grandchild, mother-in-law or father-in-law.

Mr. Sandoval reminded the board discussion had been held to add President's Day to district holidays for a total of 13 holidays and to rename Personal and Festive days to Longevity Days as a benefit for staff reaching service milestones. He continued that with board approval after

five years of employment staff would receive one day of time off, after ten years of service would receive two days off and 15 years of service would receive three days off.

Ms. Hizel asked for clarification on how the discussion to update the Longevity Days benefit started. Mr. Sandoval stated this topic was brought up due to previous discussions on incentivizing staff and how surrounding appraisal districts retained talent. He confirmed that district employees were not being compensated financially.

Mr. Uresti asked for clarification on Section 3.03, Use of Personal Vehicle for Business.

Mr. Gannon asked for clarification on Section 5.02, Dress Code and Section 5.10 Social Media and Web-Based Meeting Platforms. Discussion continued with explanation for each. Mr. Gannon asked for a motion to approve the district policy as written.

Mr. Uresti moved to approve all sections as written except for Section 4.11 Longevity Benefit, adding he was not in favor of adding two days in one year and the board should revisit it the next year. He reiterated his motion to approve district recommendations, one through seven and nine and ten, but not eight.

Dr. Barksdale moved to include the two longevity days in addition to President's Day. Ms. Hizel moved that the district should keep President's Day open and available to serve the public if the district is not implementing later hours of operation.

Mr. Gannon asked for a motion to adopt all recommendations except item eight which would be tabled for future consideration. Mr. Uresti moved to adopt the motion as stated. As there was no second, the motion was not considered.

Mr. Gannon then asked for an alternate motion. Ms. Hizel made a motion to accept recommendations one through six and eight through ten, adding the incentive day along with the district office remaining open on President's Day. Mr. Uresti seconded the motion, Dr. Barksdale, Mr. Bruce, Mr. Gannon, Councilwoman Garcia, Ms. Hizel, Ms. Miller, and Mr. Sachanowicz were in favor, and Mr. Fisher opposed which the motion passed.

I. Discussion Item (Ms. Erika Hizel)

Ms. Hizel requested an open discussion regarding employee benefits presented in the New Hire Orientation PowerPoint and onboarding to see if the district is aligned with other appraisal districts in the area and further clarification on district's onboarding material.

Ms. McCloud provided further clarification on Section 2.11, Work Schedules of the district policy stating employees working between 7am-6pm would be considered as flextime and is available to eligible employees at the discretion of the department director. Ms. Hizel added that she would like to implement more accessibility to evening or Saturday availability.

Mr. Sandoval stated that the option for evening hearings is offered on the back of the protest form. Ms. Hizel also made a recommendation on finding ways to help homeowners fill out and submit a homestead exemption application.

J. 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. The board of directors will discuss a matter involving the Taxpayer Liaison Officer.
4. Section 551.076 Deliberations regarding Security Devices.

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

The board adjourned into executive session at 3:00 pm and reconvened at 3:18 pm. There was no action to be taken.

K. Chief Appraiser's Report

1. Financial Condition

Ms. Khantharoth presented the board with the Funds Investment Reports from October and November 2024 focusing on the November financials. As of November 30, 2024, total deposits were \$10,963,108.22. Year to date interest earned was \$267,539.14 and the district was over collateralized by \$6,879,041.77. Total revenues collected as of November 30, was \$26,250,110 with a surplus of \$4,851,890. She stated there were no changes to the Designated Cash Funds as of November 30, 2024.

2. Appraisal Records

Mr. Tommy Allison, Assistant Chief Appraiser, presented the board with the appraisal roll correction report as authorized by Section 25.25b and there were no accounts to report for the fourth quarter of 2024. He added this section of the property tax code allows the chief appraiser to make corrections to the appraisal roll as long as it does not increase the tax liability for the property owner.

Mr. Allison informed the board that the district had inspected 78,000 properties to date which represents 80% of the accounts that the district will physically inspect for the year. He added ownership records are within 30 working days of the county clerk's office, exemptions are within 30 days of receipt, and the district had begun its homestead audit sending verification letters to 16,000 property owners. He noted 318,000 homestead exemptions had been verified through DPS records.

L. Additional Reports

1. Community Engagement

Ms. Jennifer Rodriguez, Communications Director, mentioned that the district had started advertising the meetings on the district's social media accounts and in the lobby. The district has two events scheduled for the month of January and the board will be updated as these events are scheduled.

A brief update to the live streaming of the board meetings was also provided.

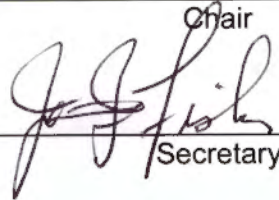
M. Adjourn

Mr. Gannon asked for a motion to adjourn. Ms. Hizel moved to adjourn, and Mr. Bruce seconded the motion which was unanimously approved.

There being no further business, the January 14, 2025 board of directors meeting adjourned at 3:35 pm.



Chair



Secretary

MARCH 18, 2025

Date