

**MINUTES OF THE MEETING OF THE
BEXAR APPRAISAL DISTRICT
BOARD OF DIRECTORS
JUNE 10, 2025**

The Board of Directors of the Bexar Appraisal District met for a meeting at 411 N. Frio in San Antonio, Texas on June 10, 2025 at 6:00 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 6:00 pm and acknowledged the presence of the following directors:

Dr. Ralph Barksdale
Mr. Robert Bruce
Dr. Adriana Rocha Garcia
Ms. Erika Hizel
Mr. Leslie Sachanowicz
Mr. Albert Uresti

B. Public Comments Period

There were no members of the public present.

C. Minutes

Mr. Gannon asked for a motion to approve the minutes of the May 13th meeting as written. Dr. Rocha Garcia moved to approve the minutes. Dr. Barksdale seconded the motion which was unanimously approved.

D. Investment Policy

Ms. Crystal Khantharoth, Finance Director, presented the board with the annual Investment Policy.

Ms. Hizel asked for clarification on the district's annual Investment Policy to include money market and sweep accounts. Ms. Khantharoth was able to provide explanations for each.

Mr. Gannon asked for a motion to approve by resolution the district's investment policy with no changes. Mr. Sachanowicz moved to approve the investment policy. Dr. Rocha Garcia seconded the motion which was unanimously approved.

E. Contract – Insurance Consultant

Mr. Rogelio Sandoval, Chief Appraiser, asked for board approval to enter into an insurance consultant contract with Bill Rusteberg to include policies for medical, vision, life, accidental death and dismemberment, along with group term life. The contract would be for one year in the amount of \$13,000.

Mr. Sachanowicz asked for confirmation on how often the district renews insurance and consultant contracts. Mr. Sandoval responded this was done on an annual basis.

Mr. Gannon asked for a motion to approve the contract with the current insurance consultant. Mr. Sachanowicz moved to approve the insurance consultant. Dr. Barksdale seconded the motion which was unanimously approved.

F. Audit Report

Ms. Khantharoth introduced Abip's auditors, Janet Pittman and Nicholas Gutierrez, to the board to present the district's Annual Comprehensive Financial Report as of December 31, 2024.

Mr. Albert Uresti requested a copy of the letter Abip provided, signed by the individuals that conducted the audit.

This agenda item did not require a motion to be approved as this was information only.

G. Bids and Proposals

Ms. Crystal Khantharoth, informed the board Requests for Proposal for group medical insurance, vision, life and accidental death and dismemberment, and group term life were being issued and was budgeted in the amount of \$2,008,000. She also stated the district would be going out to bid for janitorial services in the amount of \$65,000. She added these contracts would be from January 1, 2026 to December 31, 2026.

This agenda item did not require a motion to be approved as this was information only.

H. Legislative Update

Mr. Sandoval provided the board with an update on pending legislation, discussing property tax exemption changes, and implementation timelines as to when said bills would go into effect.

I. Circuit breaker limitations map

Mr. Bruce asked for additional information regarding circuit breaker limitations. Open discussion clarified that they were to provide relief for non-homesteaded residential properties, including commercial and business personal property accounts, capping annual increases to 20% for properties valued at \$5 million or less. Further discussion was held to address concerns on property valuations and how depreciation and sales data were considered in property assessments.

J. Clarification on value process

Ms. Hizek requested a discussion to explain how depreciation and age are considered during the process.

K. Government relations communication

Ms. Hizek recommended future legislative updates and other information provided by the Texas Association of Appraisal Districts be addressed with the board for consideration.

L. 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.

Upon reconvening into open session, the board of directors may consider and/or vote upon any item discussed in closed Executive Session.

The board did not adjourn into executive session.

M. Chief Appraiser's Report

1. Financial Condition

Ms. Khantharoth presented the board with the Funds Investment Report from March and April 2025 financials. As of April 30, 2025, total deposits were \$14,820,022.00. Year to date interest earned \$97,987.85 and the district was over collateralized by \$2,849,939.51. Total revenues collected \$14,267,480 with a surplus of \$5,799,667. She stated there were no changes to the designated cash funds.

2. Appraisal Records

Mr. Tommy Allison, Assistant Chief Appraiser, informed the board the second round of notices that would be mailed the week of May 19th with a deadline date of June 20th and the third round of notices was scheduled for June 20th with a protest deadline of July 21st. He stated legal training for district staff was held May 22nd and the Appraisal Review Board began conducting hearings on May 27th. Lastly, he noted deed filings through May 23rd were 11 days from current, and exemption applications were 55 days from the oldest exemption as these are processed in the order received. Additional statistics for 2025 appeals, including protest data and resolution metrics, were also discussed.

3. District Operations

Mr. Sandoval informed the board that the district would be seeking the Open Government and Compliance Transparency Star designation issued by the Texas Comptroller of Public Accounts.

N. Additional Reports

1. Community Engagement

Ms. Jennifer Rodriguez, Communications Director, presented the May 2025 Community Interaction Statistics report. For May, the district received 24,940 total phone calls with the average wait time increasing to 10:23, 4,096 total communications via the website Chatbot, and 4,987 total visitors. Additionally, there were 14 Community Engagement events scheduled throughout the month.

2. Taxpayer Liaison

Mr. L. Christopher White, Taxpayer Liaison, presented the board with the Taxpayer Liaison report for May 1st to June 3rd which included accounts with exemption forms, approval of late hearings as well as homeowner concerns.


3. Appraisal Review Board

Mr. Daniel George, Appraisal Review Board Chair, presented the board with the Appraisal Review Board report to include 10,000 scheduled formals scheduled, 31% were handled as informals by the district, for a total of 6,900 with 78% being no shows, 3,900 were agents, with 1,573 hearings and 10% of those were non jurisdiction.

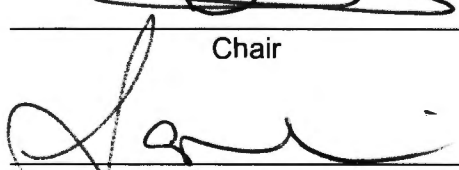
O. Adjourn

Mr. Gannon asked for a motion to adjourn. Ms. Hizel approved the motion. Dr. Rocha Garcia seconded the motion which was unanimously approved.

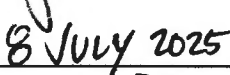
There being no further business, the June 10, 2025, board of directors meeting adjourned at 7:46 pm.



Chair



Secretary



Date