

BEXAR APPRAISAL DISTRICT
MEETING OF THE BOARD OF DIRECTORS
AGENDA



DATE OF MEETING: February 13, 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 jsaiz@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. Public Comments Period. (Comments received timely by email will be read into the record at this time.)

ACTION ITEMS

- C. The board of directors may consider and appoint an election ad-hoc committee.

- D. Contract – Elections Department

The board of directors may discuss and/or vote to authorize the chief appraiser to enter into a contract with the Elections Department.

- E. Order of Election

The board of directors will discuss and or authorize the order of a General Election for the election of three (3) Directors for Places 1, 2, and 3 to be held on May 4, 2024.

EXECUTIVE SESSION

F. Adjourn to Executive Session

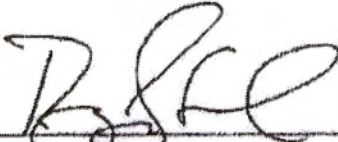
At any time during the meeting of the board of directors, the board may retire into closed Executive Session pursuant to Texas Government Code, Sections 551.071, 551.072, 551.074 & 551.076 to discuss any of the following:

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. Board of directors will receive orientation from district council.
4. Section 551.076 Deliberations regarding Security Devices.

G. Executive Session

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

H. 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

Document Number: 29672
Date/Time: 2/5/2024 10:23:38 AM
Total Pages: 3
FILED IN THE OFFICIAL PUBLIC
RECORDS OF BEXAR COUNTY
LUCY ADAME - CLARK
BEXAR COUNTY CLERK
Total Fees: \$2.00

BEXAR APPRAISAL DISTRICT
BOARD OF DIRECTORS MEETING
FEBRUARY 13, 2024
INDEX

<u>ISSUE</u>	<u>TAB</u>
Meeting called to order	A
Public comments period	B
Election ad-hoc committee	C
Contract – Elections Department	D
Order of Election	E
Adjourn to Executive Session	F
Executive Session	G
Adjourn	H

STAFF SUMMARY SHEET

ISSUE: Meeting called to order

Meeting called to order by Dave Gannon, Chair, and recording of present directors.

STAFF SUMMARY SHEET

ISSUE: Public comment period

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. Regarding such a subject, discussion, if any, by the Board shall be limited to a proposal to place said subject on the agenda for a subsequent meeting.

Anyone who wishes to address a particular agenda item may submit an email to jsaiz@bcad.org no later than 8:00 am the morning of the meeting or may register by name on the sign-in sheet by the door to do so in person. Comments received timely by email will be read into the record during the public comment portion of the meeting. Discussion of value of specific properties will not be permitted.

STAFF SUMMARY SHEET

ISSUE: Elections ad-hoc committee

The board of directors may consider and appoint an Elections ad-hoc committee.

STAFF SUMMARY SHEET

ISSUE: Contract – Elections Department

The board of directors may discuss and/or vote to authorize the chief appraiser to enter into a contract with the Elections Department.

JOINT ELECTION AGREEMENT

This Agreement is entered into by and between Bexar County Elections Administrator (“ADMINISTRATOR”), acting on behalf of Bexar County; with Bexar County Appraisal District (BCAD”); the City of San Antonio (“COSA”), Alamo Community College District (“ACCD”); Alamo Heights Independent School District (“AHISD”); Comal Independent School District (“CISD”); Harlandale Independent School District (“HISD”); Medina Valley Independent School District (“MVISD”); North East Independent School District (“NEISD”); Northside Independent School District (“NISD”); San Antonio Independent School District (“SAISD”); Southside Independent School District (“SSISD”); the City of Alamo Heights (“COAH”); the City of Balcones Heights (“COBH”); the City of Castle Hills (“COCH”); the City of Converse (“COC”); the City of Elmendorf (“COE”); the City of Fair Oaks Ranch (“FOR”); the City of Grey Forest (“COGF”); the City of Helotes (“COH”); the City of Hill Country Village (“COHV”); the City of Kirby (“COK”); the City of Leon Valley (“COLV”); the City of Live Oak (“COLO”); the City of Lytle (“COL”); the City of Olmos Park (“COOP”); the City of Shavano Park (“COSP”); the City of Somerset (“COS”); the City of St. Hedwig (“COSH”); the City of Terrell Hills (“COTH”), the City of Universal City (“COUC”); the City of Von Ormy (“COVO”); the Town of Hollywood Park (“TOHP”), the East Central Special Utility District (“ECSUD”), and the Trinity Glen Rose Groundwater Conservation District (“TGRGCD”) and they may also be referred to, individually, as an “Entity” or, collectively, as the “Entities,” acting by and through their duly appointed and qualified representatives, pursuant to Texas Election Code Section 271.002(a), for the May 4, 2024 election.

WHEREAS, BCAD will conduct a general election on Saturday, May 4, 2024; and

WHEREAS, COSA will conduct a charter election on Saturday, May 4, 2024; and

WHEREAS, ACCD will conduct a general election on Saturday, May 4, 2024; and

WHEREAS, AHISD will conduct a general election on Saturday, May 4, 2024; and

WHEREAS, CISD will conduct a general election on Saturday, May 4, 2024; and

WHEREAS, HISD will conduct a general election on Saturday, May 4, 2024; and

WHEREAS, MVISD will conduct a general election on Saturday, May 4, 2024; and

WHEREAS, NEISD will conduct a general and special elections on Saturday, May 4, 2024; and

WHEREAS, NISD will conduct a general election on Saturday, May 4, 2024; and

WHEREAS, SAISD will conduct a general election on Saturday, May 4, 2024; and

WHEREAS, SSISD will conduct a general election on Saturday, May 4, 2024; and

WHEREAS, COAH will conduct a general election on Saturday, May 4, 2024; and

WHEREAS, COBH will conduct a general election on Saturday, May 4, 2024; and

WHEREAS, COC will conduct 2 special elections on Saturday, May 4, 2024; and

WHEREAS, COCH will conduct a general elections on Saturday, May 4, 2024; and

WHEREAS, COE will conduct a general election on Saturday, May 4, 2024; and
WHEREAS, COFOR will conduct a general election on Saturday, May 4, 2024; and
WHEREAS, COGF will conduct a general election on Saturday, May 4, 2024; and
WHEREAS, COH will conduct a general election on Saturday, May 4, 2024; and
WHEREAS, COHCV will conduct a general election on Saturday, May 4, 2024; and
WHEREAS, COK will conduct a general elections on Saturday, May 4, 2024; and
WHEREAS, COLV will conduct a general election on Saturday, May 4, 2024; and
WHEREAS, COL will conduct a general election on Saturday, May 4, 2024; and
WHEREAS, COLO will conduct a general election on Saturday, May 4, 2024; and
WHEREAS, COOP will conduct a general election on Saturday, May 4, 2024; and
WHEREAS, COSP will conduct a general election on Saturday, May 4, 2024; and
WHEREAS, COS will conduct a general election on Saturday, May 4, 2024; and
WHEREAS, COSH will conduct a general election on Saturday, May 4, 2024; and
WHEREAS, COTH will conduct a general election on Saturday, May 4, 2024; and
WHEREAS, COUC will conduct a general election on Saturday, May 4, 2024; and
WHEREAS, COVO will conduct a general election on Saturday, May 4, 2024; and
WHEREAS, TOHP will conduct a general election on Saturday, May 4, 2024; and
WHEREAS, ECSUD will conduct a general election on Saturday, May 4, 2024; and
WHEREAS, TGRGCD will conduct a general election on Saturday, May 4, 2024; and

WHEREAS, Section 271.002(a) of the Texas Election Code authorizes two or more political subdivisions to enter into an agreement to hold elections jointly in the election precincts that can be served by common Vote Centers; and

WHEREAS, the Entities desire that a joint election be held in order to provide a convenient, simple, and cost-saving election to the voters in their respective jurisdictions; and

WHEREAS, the Entities desire to enter into an agreement setting out their respective duties and responsibilities for the May 4, 2024 election;

NOW THEREFORE, it is agreed that the Entities will hold a joint election on Saturday, May 4, 2024 (the "Joint Election") under the following terms and conditions:

I.

The Entities are each required to enter into their own separate contract with ADMINISTRATOR for election services and will hold elections jointly with other Entities in the election precincts that can be served by common polling places, using joint election officer and clerks as ADMINISTRATOR determines is necessary and appropriate.

II.

The Entities agree to conduct early voting jointly. ADMINISTRATOR will arrange for and handle early voting in person and by mail for the Joint Election in accordance with her contracts with those Entities.

III.

The Entities agree that a single ballot, containing all the measures and offices to be voted on at a particular polling place, shall be used in this Joint Election.

IV.

Each Entity is responsible for its own posting of public notices in connection with the Joint Election. ADMINISTRATOR shall be responsible for publishing a Notice of Election in a newspaper of general circulation in the territory as required of all the Entities under Section 4.003 of the Election Code, and each Entity shall pay ADMINISTRATOR its proportionate share of the publishing cost.

V.

Each Entity is responsible for paying ADMINISTRATOR for any and all other election costs, as applicable to the specific Entity and agreed upon by separate contract for election services between each Entity and ADMINISTRATOR.

VI.

ADMINISTRATOR will tabulate the ballots and provide a set of copies of the affidavit page of each return along with the returns of the election, as agreed upon by separate contract between each Entity and ADMINISTRATOR.

VII.

Each Entity will be responsible for canvassing its respective precinct returns for the Joint Election.

VIII.

The Entities agree to comply with any and all applicable state and federal record retention statutes. Each Entity shall be the custodian of its respective election records.

IX.

If an Entity determines not to participate in the Joint Election to be held on Saturday, May 4, 2024, because it has no contested positions, the nonparticipating Entity shall promptly notify ADMINISTRATOR and the other Entities, and this Agreement shall be automatically amended to delete the nonparticipating Entity as a party to the Agreement.

X.

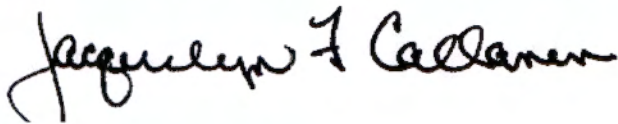
The undersigned persons are the duly authorized signatories of their Entities, and their signatures represent acceptance of the terms and conditions of this Agreement, as passed and approved by their respective governing bodies.

XI.

This Agreement may be executed in two or more counterparts. Together the counterparts shall be deemed an executed original instrument. The Entities may execute this Agreement and exchange counterparts of the signature pages by means of facsimile transmission, and the receipt of executed counterparts by facsimile transmission shall be binding on the Entities. Following a facsimile exchange, the Entities shall promptly exchange original signature pages.

SIGNED and AGREED this _____ day of _____, 2023/2024

BEXAR COUNTY ELECTIONS ADMINISTRATOR



Jacquelyn F. Callanen

ENTITY: _____

BY: _____

TITLE: _____

ENTITY: _____

BY: _____

TITLE: _____

ENTITY: _____

BY: _____

TITLE: _____

STAFF SUMMARY SHEET

ISSUE: Order of Election

The board of directors will discuss and or authorize the order of a General Election for the election of three (3) Directors for Places 1, 2, and 3 to be held on May 4, 2024.

ORDER OF GENERAL ELECTION FOR OTHER POLITICAL SUBDIVISIONS
ORDEN DE ELECCIÓN GENERAL PARA OTRAS SUBDIVISIONES POLÍTICAS

An election is hereby ordered to be held on 05 / 04 /2024 for the purpose of voting on:
(date)

(Por la presente se ordena celebrar una elección el 05 / 04 /2024 con el propósito de votar sobre.)
(fecha)

List Offices/Propositions/Measures on the ballot (Enúmere los puestos/proposiciones/medidas oficiales en la boleta)

Bexar Appraisal District Board of Directors Place 1
Bexar Appraisal District Board of Directors Place 2
Bexar Appraisal District Board of Directors Place 3

Early voting by personal appearance will be conducted each weekday at:
(La votación adelantada en persona se llevará a cabo de lunes a viernes en:)

The Main Early Voting Location (sitio principal de votación adelantada)

Location (sitio)	Hours (horas)
1103 S. Frio, Suite 200, San Antonio TX, 78207	8:00 am to 5:00 pm

Branch Early Voting Locations (sucursal sitios de votación adelantada)

Location (sitio)	Hours (horas)
TBD	

Early voting by personal appearance will be conducted each weekend at:
(La votación adelantada en persona se llevará a cabo en el fin de semana en:)

The Main Early Voting Location (sitio principal de votación adelantada)

Location (sitio)	Hours (horas)
1103 S. Frio, Suite 200, San Antonio TX, 78207	8:00 am to 5:00 pm

Branch Early Voting Locations (sucursal sitios de votación adelantada)

Location (sitio)	Hours (horas)
TBD	

Applications for ballot by mail shall be mailed to:
(Las solicitudes para boletas que se votarán adelantada por correo deberán enviarse a:)

Bexar County Elections (Early Voting Clerk)

Name of Early Voting Clerk
(Nombre del Secretario/a de la Votación Adelantada)

1103 S. Frio, Suite 200
Address (Dirección)

San Antonio 78207
City (Ciudad) Zip Code (Código Postal)

210-335-VOTE
Telephone Number (Número de teléfono)

BexarCountyElections@bexar.org
Email Address (Dirección de Correo Electrónico)

<https://www.bexar.org/1573/Early-Voting-Absentee-Ballots>
Early Voting Clerk's Website (Sitio web del Secretario/a de Votación Adelantada)

Applications for Ballots by Mail (ABBM)s must be received no later than the close of business on:
(Las solicitudes para boletas que se votarán adelantada por correo deberán recibirse no más tardar de las horas de negocio el:)

____/____/____.
(date)(fecha)

Federal Post Card Applications (FPCAs) must be received no later than the close of business on:
(La Tarjeta Federal Postal de Solicitud deberán recibirse no más tardar de las horas de negocio el:)

____/____/____.
(date)(fecha)

Issued this _____ day of _____, 20 ____.
(day) (month) (year)

(Emitida este día _____ de _____, 20 ____.)
(día) (mes) (año)

Signature of Presiding Officer (Firma del Dirigente que Preside)

Signature of Board Member
(Firma del Director)

Signature of Board Member
(Firma del Director)

Signature of Board Member
(Firma del Director)

Signature of Board Member
(Firma del Director)

Signature of Board Member
(Firma del Director)

Signature of Board Member
(Firma del Director)

Signature of Board Member
(Firma del Director)

Signature of Board Member
(Firma del Director)

Signature of Board Member
(Firma del Director)

Signature of Board Member
(Firma del Director)

Instruction Note: A copy of this election order must be delivered to the County Clerk/Elections Administrator and Voter Registrar not later than 60 days before election day.

Nota de Instrucción: Se deberá entregar una copia de esta orden de elección al/a Secretario(a) del Condado/Administrador(a) de Elecciones y el/la Registrador(a) de Votantes a más tardar 60 días antes del día de elección.

STAFF SUMMARY SHEET

ISSUE: 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. Board of directors will receive orientation from district council.
4. Section 551.076 Deliberations regarding Security Devices.

STAFF SUMMARY SHEET

ISSUE: Executive Session

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

STAFF SUMMARY SHEET

ISSUE: Adjourn