

**MINUTES OF THE MEETING OF THE
BEXAR APPRAISAL DISTRICT
BOARD OF DIRECTORS
DECEMBER 28, 2023**

The Board of Directors of the Bexar Appraisal District met for a meeting at 411 N. Frio in San Antonio, Texas on December 28, 2023 at 10:00 a.m. The items of business were acted upon as shown in the following minutes.

A. Call to Order

Ms. Cheri Byrom, Chair, called the meeting to order at 10:00 a.m. and acknowledged the presence of the following directors:

Ms. Trish DeBerry
Mr. Jon Fisher
Councilwoman Dr. Adriana Rocha Garcia
Mr. Dave Gannon

B. Public Comments Period

Ms. Byrom asked if there was anyone present for public comments. Mr. Jimmy Saiz answered that no members of the public were present.

C. Approval of the minutes

1. Approval of the minutes of the meeting of November 1, 2023.

Mr. John Fisher moved to approve the minutes of the meeting of November 1, 2023, Mr. Dave Gannon seconded the motion which was unanimously approved.

D. Contract – Property/Casualty Insurance

The board of directors may discuss and/or vote to authorize the chief appraiser to enter into a contract for property/casualty insurance.

Crystal Khantharoth informed the board the purchasing co-op did not require a bid.

Mr. Gannon moved to approve the insurance bid, and Ms. DeBerry seconded the motion which was unanimously approved.

Mr. Rogelio Sandoval acknowledged Government Finance Officers Association recognition for the district and Ms. Khantharoth as an individual.

E. Agricultural Appraisal Advisory Board Appointments

Pursuant to Section 6.12, Texas Property Tax Code, the Chief Appraiser will seek the advice and consent of the Board of Directors in the appointment of members to the Agricultural Advisory Board serving in staggered terms. The Board of Directors may

discuss and/or vote to appoint Craig Lubianski, Doug Verstuyft and Camilla Ritchey for the 2024 – 2025 term and Michael Echtle for the 2024 term.

Mr. Tom Allison read that the names and terms they would be serving into the record. He clarified the terms and requirements and informed the board they also provide advice in regards to the agricultural (AG) operations.

Mr. Gannon responded and asked what percentage of the county as a whole qualifies as AG. Mr. Allison added that he will research and provide the number at a later time but included that the number is dwindling.

Dr. Garcia moved to appoint and reappoint the members of the Agricultural Advisory Board as stated. Mr. Fisher seconded the motion which was unanimously approved.

F. Encumbrance

The board of directors may discuss and/or vote to approve by resolution an amendment to the 2024 operating budget.

Mr. Sandoval informed the board that the taxing units were notified of the encumbrance in November, adding the county had asked for more information. He stated the information was provided and no other inquiries were received.

Mr. Sandoval provided for the record, that from the encumbrance: \$500,000 was to establish an election reserve fund, \$200,000 to build the litigation fund reserve, \$200,000 to build the general reserve to a three-month operating reserve fund, and \$100,000 to the building capital reserve fund.

Ms. DeBerry asked for a breakdown of what the county requested and if it was acceptable to proceed. Mr. Sandoval responded the information was budgetary and complied from the operating budgets from the last five years, and added that the board could proceed as 30 days had passed.

Ms. DeBerry moved to approve the encumbrance amendment. Dr. Garcia seconded the motion which was unanimously approved.

G. Cost of Living Adjustment

The board of directors may discuss and/or vote to authorize the chief appraiser to facilitate the budgeted expenditure of a 2% cost of living adjustment for eligible Bexar Appraisal District employees.

Mr. Sandoval requested approval to facilitate a 2% cost of living adjustment for all staff in good standing with the exception of the chief appraiser, adding it, would be paid the first or second week of January.

Mr. Gannon asked what was the budgeted amount, Mr. Sandoval responded that \$12M had been budgeted but the total amount was \$246,000 and for 2024 it would be \$250,000.

Mr. Gannon moved to approve the 2% cost of living adjustment, Mr. Fisher seconded the motion which was unanimously approved.

H. Litigation

The Board will consider and vote upon the Chief Appraiser's request for Bexar Appraisal District to pursue a defamation lawsuit against Antonio G. Cantu on behalf of the District's employees about whom Mr. Cantu made statements that are considered defamation *per se*.

Mr. Sandoval introduced Conroy Davidson and Leslie Luttrell of Luttrell and Carmody Law Group to provide an impending litigation recap.

I. Adjourn to Executive Session

The board adjourned into Executive Session at 10:13am.

J. Executive Session

The board reconvened at 10:37am. Upon reconvening Ms. DeBerry moved to approve the district filing a defamation of character lawsuit against Antonio G. Cantu, Mr. Gannon seconded the motion which was unanimously approved.

K. Recognition

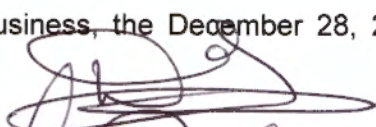
Mr. Sandoval recognized outgoing members, Ms. Cheri Byrom and Ms. Trish DeBerry along with Chief Appraiser Mr. Michael Amezcuita.

Mr. Amezcuita presented service plaques to Ms. Byrom and Ms. DeBerry and thanked both for their contributions to the board during their years of service.


Ms. Byrom and Ms. DeBerry both took points of privilege to comment on their time and contributions to the board. Conversation ensued.

L. Adjourn

There being no further business, the December 28, 2023 board of directors meeting adjourned at 10:45 a.m.



Chair



Secretary

1/23/24

Date