

**AUSTIN COUNTY APPRAISAL DISTRICT  
BELLVILLE, TEXAS  
REGULAR BOARD MEETING OF MAY 16, 2024**

The Board of Directors of the Austin County Appraisal District met on Thursday, May 16, 2024, at the Austin County Court House Courtroom, 1 East Main St., Bellville, Texas. The meeting was called to order at 9:08 a.m. by Mr. Frank Monk, followed by certification of public notice and of a quorum.

**BOARD MEMBERS PRESENT**

Mr. Frank Monk, Mr. Curtis Brenner, Mrs. Dee Anne Lerma, Mr. Arlie Kendrick, Mr. Leroy Cerny, Ms. Cecilia Alice, Mr. Ryan Reichardt

**BOARD MEMBERS ABSENT**

Mr. Justin Richardson

**OTHERS PRESENT**

Mr. Greg Cook, Mrs. Lois FitzSimon, Ms. Barbie Lunsford, Mrs. Michelle Mitchell, Mrs. Tina Swonke, Mrs. Amanda Wass, Mr. Bruce White, Mr. Greg Stuessel, Mr. Lester Bernard, Mr. Chris Palermo, Ms. Heather Delso

**APPROVAL OF MINUTES**

Mr. Kendrick made the motion to approve the minutes from the April 18, 2024, regular board meeting. Mr. Reichardt seconded the motion and it carried.

**PUBLIC COMMENT**

There was no public comment.

**APPROVAL OF CURRENT DISBURSEMENTS AND BUDGET COMPARISONS**

Mr. Cook went over the April bank balances, interest information, check register and current budget disbursements, noting several expenditures including the purchase of a new appraisal district truck, (insurance has reimbursed), payment to Cotton for storm clean-up, etc. Mr. Kendrick made the motion to approve the current budget disbursements. Mrs. Lerma seconded the motion and it carried.

**SEIDEL SCHROEDER AUDIT PRESENTATION**

Ms. Heather Delso presented the appraisal district's 2023 Financial Audit Report prepared by Seidel Schroeder. She reported on financial statements, new accounting standards, liabilities and fund balances. She stated that the pension fund was in "a good position", and that the CAD books are in good order. Mr. Monk thanked Ms. Delso for her report.

**RFP FOR DEPOSITORY CONTRACT**

Mr. Cook reminded the board that this agenda item was tabled at the April meeting. He presented options for moving forward, which have been discussed with the CAD attorneys. Mr. Monk suggested there will be no action, and that the depository contract will stay with Industry State Bank. Mr. Brenner made the motion to stay with Industry State Bank through the end of the contract. Mr. Kendrick seconded the motion and it carried.

### COLLATERAL & SAFEKEEPING REPORT

This item was table during the April meeting. Mr. Reichardt stated that he had spoken with Mr. Chris Nanez regarding the appraisal district investments. Mr. Nanez said everything looks stronger and in good condition. Mr. Cook said the rates are above normal and stability is good. Mr. Reichardt made the motion to approve the collateral and safekeeping report. Mr. Cerny seconded the motion and it carried.

### 2025 CAD BUDGET ADOPTION

Mr. Cook stated that all standards have been met in presenting the 2025 appraisal district budgets. Mr. Brenner made the motion to adopt the 2025 appraisal district budgets as presented. Mr. Kendrick seconded the motion the motion and it carried.

### PRITCHARD & ABBOTT APPRAISAL CONTRACTS

Mr. Cook introduced Mr. Chris Palermo of Pritchard and Abbott. Mr. Cook stated that the contract services with P&A are the same as prior years (MIUP, Commercial appraisal). The contract costs, supplied by Mr. Jason Driskell of P&A, are included in the 2025 budget. Mrs. Lerma asked a question to Mr. Palermo about any issues P&A has in the county. Mr. Palermo answered no, that there is good communication and they have a good working relationship with the appraisal district. He stated that the appraisal district has "a top-notch chief and staff". Mrs. Lerma made the motion to approve the Pritchard and Abbott contracts. Mr. Reichardt seconded the motion and it carried.

### **CHIEF APPRAISER'S REPORT**

#### ORGANIZATIONAL REPORT

Mr. Cook reported on the following: Building update – contractor coming today to work on damages, the collections staff have moved back to the CAD office, vehicle damages, first run of notices of appraised value to be mailed around May 1, MIUP notices to be sent out mid-May, BPP notices will be mailed later in May, ARB hearings coming up, preliminary values sent to entities on April 20, interviewing for open staff positions.

#### COLLECTION REPORT

Mrs. Swonke reported on the following: 33.07 notices are going out, collections staff are busy with phone calls and assisting property owners, June trial docket, July tax sale, current collections information. Mr. Cook praised Mrs. Swonke and her staff for the work they do.

#### EDUCATION & TRAINING

Mr. Cook reported that 3 of the appraisers recently attended a BPP course, Ms. Melanie Garrett is taking an RTA review.

#### **EXECUTIVE SESSION**

The board did not adjourn into executive session.

#### **NEW BUSINESS**

Mr. Cook informed the board that the appraisal records were turned over to the ARB on May 15. He anticipates more ARB hearings this year. Mrs. Swonke spoke on the new circuit breaker legislation. She also stated that the appraisal district is looking at a "Lock Box" for payments. SpindleMedia will be working with Industry State Bank on this. The program will be free this year.

**NEXT MEETING**

The proposed date for the next Board of Director's meeting, if needed, is July 18, 2024, at 8:30 a.m. at the Appraisal District office.

**ADJOURN**

There being no further business, Mrs. Lerma made the motion to adjourn the meeting. Mr. Kendrick seconded the motion, it carried, and the meeting was adjourned at 10:05 a.m.



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Frank Monk, Chairman



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Curtis Brenner, Secretary