

MINUTES BOARD OF DIRECTORS MEETING
BASTROP CENTRAL APPRAISAL DISTRICT
March 27, 2025

Pursuant to law, the Board of Directors of the Bastrop Central Appraisal District convened a Regular Meeting on Thursday, March 27, 2025, beginning at 3:34 p.m. in the offices of the Bastrop Central Appraisal District, 212 Jackson Street, Bastrop, Texas, with the following members and guests present, constituting a quorum:

David Redd, Chairperson
David Glass, Secretary
Justin Bezner, Member
Jeanie Ralph, Member

Sandra Archer, Member
Paul Johnson, Member
Ellen Owens, Tax Assessor-Collector
Faun Cullens, CEO, Chief Appraiser
Ryan James, Attorney

Board of Director members absent from the meeting: Michelle Gaertner and John Sabol

- I. Chairman David Redd called the meeting to order at 3:34 p.m. with quorum present.
- II. The first items were the pledge of allegiance. Prayer was led by Mr. Justin Bezner.
- III. Next on the agenda was Public Comment. No public comment.
- IV. Next item on the agenda was Interview Appraisal Review Board Candidate, Nancy Wood.
- V. Next item on the agenda was consideration and possible action to appoint ARB member to fill a One-Year Term Expiring December 31st, 2025. No action taken as two of the three votes appointing an ARB member must be from an elected board member. Two of the three elected members were absent from the meeting. Tabled to next meeting.
- VI. Next item on the agenda was consideration of approval of Minutes of the Board of Directors Meeting
 - a) Regular Meeting – January 23, 2025. Ms. Owens motioned to approve the minutes. Ms. Ralph seconded. Motion carried.
 - b) Special Meeting – March 13, 2025. Ms. Owens motioned to approve the minutes. Ms. Ralph seconded. Motion carried.

VII. Next item on the agenda was consideration and possible action on Financial Reports

- a) Budget Report
- b) Transaction Report

Mr. Glass motioned to accept the financial reports as presented. Ms. Owens seconded. Motion carried.

VIII. Next item on the agenda was Chief Appraiser's 25.25 (b) Report. Mrs. Cullens reported there have been no 25.25 (b) changes to the appraisal roll. No action required.

IX. The next item on the agenda was consideration and possible action regarding Line of Credit/Pledge Assignment with the District Depository Bank, Roscoe State Bank – Rick Womble, President of Roscoe State Bank. No action was taken.

X. The next item on the agenda was consideration and possible action to determine Term of Office, David Redd and Sandra Archer.

- a) For a 3-year term. Mr. Glass motioned Sandra Archer to serve a 3-year term. Ms. Ralph seconded. Motion carried.
- b) For a 1-year term. Mr. Johnson motioned David Redd to serve a 1-year term. Mr. Glass seconded. Motion carried.

XI. Next item on the agenda was a presentation and review from Chase Patton, Senior Risk Management Advisory at Texas Municipal League (TML), regarding Liability Policy. Request for Mr. Patton to follow up with answers to the BOD questions and results emailed BCC read only to the board members.

XII. Next item on the agenda was consideration and possible action on TML Liability Policy. No action was taken.

XIII. The following items from the agenda were motioned to be moved to the next Board of Directors meeting on May 29th. Mr. Bezner motioned, and Ms. Owens seconded the motion. Motion carried.

- a) 2024 Financial Audit Presentation – Yvette Castro with Roloff, Hnatek & Co., LLP
- b) Consideration and Possible Action on 2024 Financial Audit.

- c) Consideration and Possible action amending 2025 budget Restricted Funds to include 2024 Fund balance
- XIV. The next item on the agenda was consideration and possible action adopting the 2026 Preliminary Budget. Discussion Held.
- XV. The Board recessed for a brief break at 4:46 to allow Ms. Cullens to retrieve the remainder of the 2026 Preliminary Budget Report and distribute it to the board members.
- XVI. The Board reconvened at 4:54. Continued discussion on the 2026 Preliminary Budget. Ms. Owens motioned to accept the budget as presented. Mr. Glass seconded. Motion carried.
- XVII. The next item on the agenda was a discussion regarding the Facility Needs Report Update.
- XVIII. The next item on the agenda was consideration and possible action on the Taxpayer Liaison Officer vacancy. Mr. Johnson motioned to appoint a committee to look into the appointment of a Taxpayer Liaison Officer, consisting of board members, not more than four. Motion died for a lack of a second. Mr. Glass motioned to table any action on the agenda item. Mr. Johnson seconded. Motion carried.
- XIX. The next item on the agenda was consideration and possible action on the Board of Directors' Policy regarding Taxpayer Liaison Officer Duties. Mr. Johnson motioned to table the item. Ms. Owens seconded. Mr. Johnson motioned to call for the question. Mr. Bezner seconded the call for the question. Motion passed to call for the question. Motion to table passed.
- XX. The next item on the agenda was the Chief Appraiser Report. Ms. Cullens presented the report on Property Value Study Results, 2025 Values and Statistical Results, Action on Complaints and Limited Binding Arbitration hearing update.
- XXI. The next item on the agenda was Additions for Future Meetings.
 - a) BOD Policy Review by the law firm. Mr. Glass motioned to add to the agenda. Mr. Bezner seconded. Mr. Johnson opposed. Motion carried.
 - b) Consideration and Possible Action to Appoint ARB Member to fill a One-Year Term Expiring December 31, 2025. Ms. Owens motioned. Mr. Glass seconded. Motion carried.

Mr. Bezner motioned to add the following items to the agenda. Mr. Glass seconded. Motion carried.

- c) Consideration and Possible Action on Employee Health Benefits and Rates for August 1, 2025, to July 31, 2025.
- d) Consideration and Possible Action on Complaint – Johnson, Paul – Complaint regarding the appraisal district's failure to disclose public records and potentially improper communications.
- e) Consideration and Possible Action on Complaint – Johnson, Paul – Complaint about the non-uniform treatment of public information requests.

XXII. Next Regular Board Meeting – May 29, 2025, @ 3:30 p.m. – Location: Bastrop CAD Office, 212 Jackson Street, Bastrop, Texas 78602.

XXIII. There being no other business, Mr. Glass moved to adjourn at 6:15 p.m. Mrs. Ralph seconded the motion. Motion carried.



David Glass, Secretary


David Redd, Chairperson