

**MINUTES
BOARD OF DIRECTORS
GONZALES CENTRAL APPRAISAL DISTRICT
DECEMBER 15, 2022**

The Board of Directors of the Gonzales Central Appraisal District met on Thursday, December 15, 2022 at the appraisal district office located at 1709 E. Sarah Dewitt Drive, Gonzales, Texas. Board members present were Sandra Gorden, Sue Gottwald, Craig Hines and Bud Box. Also present were John Liford, Chief Appraiser, Nick Rapoza, Interim Senior Appraiser and Sherian Cleveland, Recording Secretary.

Sue Gottwald, Vice-Chairman, declared a quorum and called the meeting to order at 5:30 pm.

The Board approved the minutes from the November 17, 2022 regular meeting upon motion by Sandra Gorden and seconded by Bud Box. The motion passed by unanimous vote.

The financial report for the month of November was reviewed with the Board reflecting the district was over for the month of November by \$7,040.19 and under budget year to date by \$149,757.58. Craig Hines motioned to approve the financial report as presented. Sandra Gorden seconded the motion. The motion passed by unanimous vote.

Craig Hines reported that all checks presented will be signed by the close of the meeting.

There were no Public Comments.

The Board approved the renewal of the "General Liability, Automobile and Errors and Omissions" insurance policy with the Texas Municipal League Intergovernmental Risk Pool upon motion by Craig Hines and seconded by Bud Box. The motion passed by unanimous vote.

John Liford asked for discussion on Item #10 at this time. Following discussion, Sandra Gorden motioned to approve changing the title for 2023 Item (B) Salaries to Deputy Chief Appraiser, changing the title for 2023 Item (E) Salaries to Senior Appraiser, RPA and changing the title of Item (J) Salaries to Appraiser, Analyst, RPA. Craig Hines seconded the motion. The motion passed by unanimous vote.

Mr. Liford reported that for the 2022 budget, additional funds were needed for the category of "Attorney Fees for the Appraisal Review Board" and requested to transfer \$1,000.00 from the category of "ARB Training". Craig Hines motioned to approve the transfer of \$1,000.00 from the 2022 Budget category of "Appraisal Review Board Training" to the 2022 Budget category of "Attorney Fees for the Appraisal Review Board". Bud Box seconded the motion. The motion passed by unanimous vote.

The Board approved the transfer of \$7,426.00 from the 2023 Budget category of "Salaries Item (J) Senior Appraiser, RPA" to the 2023 Budget category of "Salaries: Item (B) Appraiser, RPA" upon motion by Craig Hines and seconded by Bud Box. The motion passed by unanimous vote.

The Board approved the transfer of \$3,328.00 from the 2023 Budget category of "Salaries Item (J) Senior Appraiser, RPA to the 2023 Budget category of "Salaries: Item (E) Appraiser, RPA" upon motion by Craig Hines and seconded by Bud Box. The motion passed by unanimous vote.

Following discussion, Craig Hines motioned to adopt the revised personnel policy as presented. Sandra Gorden seconded the motion. The motion passed by unanimous vote.

Mr. Liford reviewed with the Board the district's 2021 Annual Report and the 2021 Mass Appraisal Report.

Mr. Liford reported that the appraisers are working in the field and the district is processing homestead and agricultural forms.

Mr. Liford also reported that Katherine Bradley has taken her Level IV exam and is now a Registered Professional Appraiser.

Mr. Liford further reported that two arbitrations and one lawsuit have been eliminated.

As there was no further business at this time, the meeting was adjourned.



Chairman, Board of Directors

Attest:



Secretary, Board of Directors