

Minutes of Regular Meeting, October 9, 2024
Board of Directors
Waller County Appraisal District

The regular meeting of the Waller County Appraisal District Board of Directors was held in the boardroom of the Waller County Appraisal District at 9:00 a.m. on Wednesday, October 19, 2024, with the following members present: Ms. Jaime Davis, Mr. Rick Welch, Mr. Tim Junek, and Ms. Ellen Shelburne.

Members absent: Mr. Royce Rape
Ms. Brenda Nicholas

Also present: Becky Gurrola, Chief Appraiser
Lori Dehmer, Administrative Assistant/Recording Secretary
Doyleen Fairchild, Deputy Chief Appraiser
Joe McCown, Deputy Chief Appraiser
Carter Perrin, Partners Development
David Gaffney – Wolff Development

Chief Appraiser, Becky Gurrola, certified the provisions of section 551.001 of the Texas Government Code had been complied with in connection with the public notice of the meeting.

The meeting was called to order by Mr. Rick Welch at 9:20 a.m.

MINUTES
2025-2026
REAPPRAISAL
PLAN
A motion was made and seconded to approve the minutes from the public hearing on September 4, 2024, for the 2025-2026 reappraisal plan.

MOTION: Mr. Rick Welch
SECOND: Ms. Jaime Davis
VOTE: Unanimous

MINUTES
2025 BUDGET
A motion was made and seconded to approve the minutes from the public hearing on September 4, 2024, for the 2025 budget.

MOTION: Ms. Jaime Davis
SECOND: Mr. Tim Junek
VOTE: Unanimous

MINUTES
REGULAR
MEETING

A motion was made and seconded to approve the minutes of the regular meeting of September 4, 2024.

MOTION: Ms. Jaime Davis
SECOND: Mr. Rick Welch
VOTE: Unanimous

LIFE, AD&D
INSURANCE

Mrs. Cheryl Liere, the District's insurance representative, was unable to attend due to an illness. The current policy provider, Mutual of Omaha, has submitted a bid at the current rate, and therefore, her recommendation is to stay with the current policy. The renewal is for November 1, 2024 through November 1, 2026.

The District has been renewing this policy with Mutual of Omaha for twenty-plus years, and it was recommended by Mrs. Liere to continue with the policy.

A motion was made and seconded to renew the life, AD&D insurance with Mutual of Omaha.

MOTION: Mrs. Jaime Davis
SECOND: Mr. Rick Welch
VOTE: Unanimous

AUDITOR

Ms. Gurrola presented the proposed engagement letter from Seidel Schroeder to the Board with a fee not to exceed \$10,000.00. The proposed contract is an increase of \$500.00 from the previous year. Mrs. Gurrola pointed out that Seidel Schroeder has been doing the District's financial audits for many years and they also audit other appraisal districts.

A motion was made and seconded to accept the proposed engagement letter from Seidel Schroeder to audit the 2024 financial records of the District.

MOTION: Mr. Tim Junek
SECOND: Ms. Jaime Davis
VOTE: Unanimous

FINANCIAL
POLICY

Chief Appraiser, Ms. Becky Gurrola, recommended the discussion of the District's financial policy be moved to the December meeting since two Board Members were absent.

The Board consented to adding discussion of the Financial Policy to the December meeting agenda.

TAX CODE/
REFUND TO
ENTITIES

Chief Appraiser, Ms. Becky Gurrola, recommended the discussion of the Tax Code section concerning the refund of unspent budget funds be moved to the December meeting since two Board Members were absent. Mr. Welch inquired about the credit option mentioned in the tax code.

Ms. Gurrola's opinion was that option created too much of a hardship on the bookkeeping of the accounts.

The Board consented to adding discussion of the Financial Policy to the December meeting agenda.

FUTURE
LOCATION OF
APPRAISAL
DISTRICT

Mr. Carter Perrin with Partners Development and Mr. David Gaffney presented a proposal for the District to consider purchasing and building a new building in Beacon Hill. The District can have the option of leasing or owning the facility.

The Board had questions concerning sitework, drainage, utilities, frontage road access, and the pipeline at the proposed site. As for a timeline, permitting could take up to six months, and build-out could last from as little as twelve months or up to twenty-four months.

The District would sign a letter of intent to begin the process. They agreed to come to a future meeting when all the Board members would be present.

LITIGATION

Ms. Gurrola submitted a list of lawsuits that have been filed for 2024; 11 more lawsuits have been received that are not on the list. The county court of law is pushing to get all the cases on the docket.

Mr. Welch inquired about the Costco lawsuits and Ms. Gurrola and Ms. Fairchild answered his questions.

APPRAISAL EFFORT

Ms. Becky Gurrola reported to the Board that the appraisal effort has shifted to the Waller and Hempstead areas of the county. The focus is still on picking up all new construction to get on the 2025 appraisal roll.

The Comptroller’s office has re-written the timber and ag applications, and the District is working on getting them in the PACS system. Ms. Davis inquired about just using the state’s form. Ms. Fairchild informed her that it must be modified with our information and loaded into our software system. The District’s website will have the forms and links for other forms.

SECTION
25.25 (B)
CORRECTIONS

Mr. Rick Welch acknowledged the submission of the Section 25.25 (b) corrections to the Board.

Ms. Jaime Davis suggested the Board consider scheduling monthly meetings due to the need to discuss the building of a new facility.

NEXT MEETING

The next scheduled meeting for the Board of Directors will be December 11, 2024.

A motion was made and seconded to close the meeting.

- MOTION: Ms. Jaime Davis
- SECOND: Mr. Rick Welch
- VOTE: Unanimous

There being no further business, the meeting was adjourned at 10:38 a.m.

Chairman, Board of Directors

Date:

Secretary, Board of Directors