

Minutes of Regular Called Meeting, December 16, 2025  
Board of Directors  
Waller County Appraisal District

A 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 Tuesday, December 16, 2025, with the following members present: Mr. Tim Junek, Mr. Rick Welch, Ms. Jaime Davis, Mr. Raul Villarreal, and Ms. Brenda Nicholas.

Members absent: Ms. Carolyn Miedke

Also present: Becky Gurrola, Chief Appraiser  
Lori Dehmer, Administrative Assistant/Recording Secretary  
Joe McCown, Deputy Chief Appraiser  
Doyleen Fairchild, Deputy Chief Appraiser  
Cheryl Liere, Edmonds Insurance  
Cynthia Powers, Prosperity Bank  
Greg Smith, Gallagher Construction  
Avi Patel, WRA Architects  
Benny Soileau, WRA Architects  
Jeff Chapman, The Chapman Firm

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. Tim Junek at 9:01 a.m.

MINUTES Ms. Jaime Davis questioned Page 3, Paragraph 3 and the Executive Session. The Board discussed the minutes further and the correct procedure that should have been followed after the Executive Session.

A motion was made and seconded to approve the minutes of the regular meeting of November 19, 2025, as presented.

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

AGRICULTURAL ADVISORY BOARD APPOINTMENTS Chief Appraiser, Ms. Becky Gurrola, explained to the Board the duties of the Agricultural Advisory Board. She recommended Mr. Paben and Mr. Dollins be re-appointed to a two-year term.

A motion was made and seconded to re-appoint Mr. Tom Paben and Mr. Raymond Dollins to the District’s Agricultural Advisory Board for a two-year term beginning January 1, 2026.

MOTION: Mr. Rick Welch  
SECOND: Ms. Brenda Nicholas  
VOTE: Unanimous

DENTAL, VISION  
HEALTH  
INSURANCE

Ms. Cheryl Liere, Edmonds Insurance, presented the Board with the 2026 renewal contract for health insurance with Blue Cross Blue Shield. The 2026 policy will increase \$5,667.84 a month from the 2025 policy. She explained the increase and answered all the Board’s questions. She also briefly discussed a slight increase in the dental insurance premium; the employees pay 100% of their dental and vision insurance.

A motion was made and seconded to approve the contract for health, dental and vision as presented.

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

BANK  
DEPOSITORY  
CONTRACT

Ms. Cynthia Powers from Prosperity Bank presented a two-year contract to the Board. She explained the services available in the contract.

A motion was made and seconded to approve the contract as presented.

MOTION: Ms. Jaime Davis  
SECOND: Ms. Brenda Nicholas  
VOTE: Unanimous

TCDRS  
ADDITIONAL  
CONTRIBUTION

Ms. Becky Gurrola, Chief Appraiser, reported to the Board that as a result of not having a quorum last week for the meeting, the deadline has passed to add additional funding. The District is 89.2% funded and the goal is to be funded at least 90%. Per the TCDRS website, if the District funds only an additional \$30,000 per year, it will be 2048 before the District will be 100% funded. No action was taken.

BUDGET  
AMMENDMENT

The Board discussed having our attorney, Mr. Jim Evans, write a resolution to have Account 621101, District Legal Services, and Account 6252, Future Building Expense, as designated funds that will not be returned to the taxing entities after the financial audit.

There was further discussion concerning the 2026 budget.

A motion was made and seconded to have Mr. Jim Evans draft a letter amending the 2025 budget to move monies from District Legal Services to Future Building Expense.

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

FUTURE LOCATION

Mr. Rick Welch questioned the details of the contract with WRA. Mr. Avi Patel answered his questions and outlined the proposed scope of work concerning Task A and Task B.

Mr. Jeffrey Chapman, District Legal Counsel, spoke to the Board about following State code to meet the legal obligations to purchase property and the bid for contractors for the renovation. He advised the Board that hiring an architectural firm was a good idea.

There were lengthy discussions between the Board, Gallagher Construction, WRA Architects and the District’s legal counsel, Mr. Jeffrey Chapman. Mr. Chapman advised the Board to move forward with both WRA Architects and Gallagher Construction.

Mr. Avi Patel, WRA Architects offered to credit the \$13,000 fee for Task A towards Task B.

A motion was made and seconded to approve WRA Architects for the Waller County Appraisal District building project.

MOTION: Ms. Brenda Nicholas  
SECOND: Mr. Raul Villarreal  
VOTE: Unanimous

BOARD MEETING  
DATES

The Board discussed changing the meeting day of future Board meetings.

A motion was made by Ms. Jaime Davis to change the Board meetings from the second Wednesday to back to the second Tuesday. The motion failed for a second.

The Board further discussed possible days to meet.

Ms. Jaime Davis amended the motion to meet on the third Tuesday of the month, and the motion was seconded and passed.

MOTION: Ms. Jaime Davis  
SECOND: Ms. Brenda Nicholas  
VOTE: Unanimous

EVALUATION OF CHIEF APPRAISER

Ms. Becky Gurrola requested the Board to complete and turn in the Chief Appraiser Evaluation. The Board inquired about the source of the evaluation and commented that it is difficult to answer some of the questions. Ms. Jaime Davis suggested finding a different form that would be more appropriate.

LITIGATION

Ms. Becky Gurrola reported that the lawyers are working on scheduling zoom settlement meetings.

APPRAISAL EFFORT

Chief Appraiser, Ms. Becky Gurrola, informed the Board that the District has held interviews. Deputy Chief Appraiser, Mr. Joe McCown, reported to the Board that the District is conducting 10,000 inspections, concluding sales reviews, and performing ratios for neighborhoods.

SECTION 25.25(B) CORRECTIONS

Chief Appraiser, Ms. Becky Gurrola, presented the Board with the Section 25.25(b) corrections and the Board acknowledged the submission.

FINANCIAL

Ms. Becky Gurrola reported that the District is within budget and excess funds will be available for refunding to the entities.

DEPARTMENT UPDATES

The mapping department has been notified of eleven new subdivisions from the County Clerk's office.

NEXT MEETING

The next regular meeting is scheduled for January 14, 2026.

A motion was made and seconded to close the meeting.

MOTION: Ms. Jaime Davis  
SECOND: Mr. Raul Villarreal  
VOTE: Unanimous

There being no further business, the meeting was adjourned at 10:52 a.m.

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Date:

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Chairman, Board of Directors

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Secretary, Board of Directors