

**MINUTES  
BOARD OF DIRECTORS  
GONZALES CENTRAL APPRAISAL DISTRICT  
December 19, 2024**

The Board of Directors of the Gonzales Central Appraisal District met on Thursday, December 19, 2024 at the appraisal district office located at 301 Saint Joseph Street, Suite A, Gonzales, Texas. Board members present were Sue Gottwald, Bud Box, Jeff Harvey, and D'Anna Robinson. Also present were John H. Liford, Chief Appraiser; Nick Rapoza, Deputy Chief Appraiser and Lisa Pakebusch, Recording Secretary.

The minutes of the October 17, 2024 board meeting were approved upon motion by Bud Box and seconded by Jeff Harvey. The motion passed by unanimous vote.

The financial report for the month of October was reviewed with the Board reflecting the district was under budget year to date by \$201,492.52. Jeff Harvey motioned to approve the financial report as presented. The motion was seconded by D'Anna Robinson and passed by unanimous vote.

The financial report for the month of November was reviewed with the Board reflecting the district was under budget year to date by \$196,794.18. D'Anna Robinson motioned to approve the financial report as presented. The motion was seconded by Jeff Harvey and passed by unanimous vote.

Sue Gottwald reported that all checks presented have been signed.

There were no public comments.

Sue Gottwald, Chairman, opened the only bid received for Employee Health/Life & AD&D Insurance from Linda Carter with Texas Benefit Solutions, Inc. Following discussion, Bud Box motioned to award Texas Benefits Solutions, Inc. the one-year contract for Employee Health/Life & AD&D Insurance beginning January 1, 2025. The motion was seconded by D'Anna Robinson and passed by unanimous vote.

Following discussion, D'Anna Robinson motioned to transfer \$1,500.00 from the 2024 Budget category of "Travel/Mileage Allowance" to the 2024 Budget category of "Professional Dues, Memberships & Subscriptions". The motion was seconded by Jeff Harvey and passed by unanimous vote.

Following discussion, Bud Box motioned to transfer \$7,000.00 from the 2024 Budget category of "Travel/Mileage Allowance" to the 2024 Budget category of "Rent". The motion was seconded by Jeff Harvey and passed by unanimous vote.

Following discussion, Bud Box motioned to transfer \$300.00 from the 2024 Budget category of "Travel/Mileage Allowance" to the 2024 Budget category of "Software Updates/Computer & Post. Meter". The motion was seconded by Jeff Harvey and passed by unanimous vote.

Mr. Liford reported that the district was in compliance and passed the Methods and Assistance Program (MAP) Review for 2023.

Following discussion on the renewal of "Cyber Liability and Data Breach Coverage" policy, Jeff Harvey motioned to renew the policy for 2025. The motion was seconded by D'Anna Robinson and passed by unanimous vote.

Following discussion on the renewal of "General Liability, Automobile and Errors and Omissions" policy, Bud Box motioned to renew the policy for 2025. The motion was seconded by Jeff Harvey and passed by unanimous vote.

Following discussion on evaluation of the Chief Appraiser, Bud Box motioned to approve the renewal of the Chief Appraiser's contract for 2025 as stated in the employment agreement. The motion was seconded by Jeff Harvey and passed by unanimous vote.

Mr. Liford reported that the only change to the 2025/2026 Personnel Policies was the 9/80 schedule. Following discussion, D'Anna Robinson motioned to approve the 2025/2026 Personnel Policies. The motion was seconded by Jeff Harvey and passed by unanimous vote.

Following discussion, Bud Box motioned to approve the 2025/2026 Investment Policy. The motion was seconded by Jeff Harvey and passed by unanimous vote.


Following discussion, Bud Box motioned to approve a one-year lease agreement with the City of Gonzales for our current office space increasing to \$6,000.00/monthly on February 1, 2025. The motion was seconded by Jeff Harvey and passed by unanimous vote. Finding a building/property to purchase needs to be priority in 2025.

Mr. Liford reported that 5 attended the Texas Rural Chief Appraiser's Conference and that the Reappraisal Plan has been completed. There was no Litigation to report on at this time.

As there was no further business, the meeting was adjourned.

  
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Chairman, Board of Directors

Attest:

  
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Secretary, Board of Directors