

**MINUTES
BOARD OF DIRECTORS
GONZALES CENTRAL APPRAISAL DISTRICT
FEBRUARY 25, 2021**

The Board of Directors of the Gonzales Central Appraisal District met on Thursday, February 25, 2021 at the appraisal district office located at 1709 E. Sarah Dewitt Drive, Gonzales, Texas. Board members present were Lauren Clampit, Sandra Gorden, Sue Gottwald, Craig Hines and Frank "Bud" Box, Jr. Also present were John Liford, Chief Appraiser and Sherian Cleveland, Recording Secretary.

Lauren Clampit, Chairman, declared a quorum and called the meeting to order at 5:30 p.m.

The minutes of the January 21, 2021 meeting were reviewed by the Board. Bud Box motioned to approve the minutes as presented. Sue Gottwald seconded the motion. The motion passed by unanimous vote.

The Board reviewed the financial report for the month of January, 2021. John Liford reported the budget categories that were over the monthly average and stated the district was under budget through the month of January by \$57,575.34. Sue Gottwald motioned to approve the financial report as presented. Bud Box seconded the motion. The motion passed by unanimous vote.

Craig Hines, Secretary, reported that all checks presented have been signed.

There were no Public Comments.

John Liford, Chief Appraiser, read to the Board a letter received from the City of Nixon requesting that the charge for penalty and interest be waived on the late quarterly payment due December 31, 2020. Bud Box motioned to waive the penalty and interest for the City of Nixon on the late quarterly payment that was due on December 31, 2020. Sue Gottwald seconded the motion. The motion passed by unanimous vote.

Following discussion, Craig Hines motioned to adopt Resolution #382, granting the Chief Appraiser authority to handle all correspondence with the taxing entities and notices to the public that is required to be handled by the Board of Directors, including but not limited to the biannual reappraisal plan, Sec. 6.05(i), and the budget, Sec. 6.06(b). Sandra Gorden seconded the motion. The motion passed by unanimous vote.

Discussion was held on the 2020 Property Value Study. Mr. Liford stated that this year there was an invalid finding for Gonzales I.S.D. and stated he contacted the law firm that represents Gonzales I.S.D. and they would not be appealing as the school would still get local funding for the first year. Discussion was held on the cost of publications for assistance in appraising properties such as hotels and motels and the possibility of contracting with Pritchard & Abbott to appraise these properties. Sue Gottwald motioned to allow Mr. Liford to talk with Pritchard & Abbott to get their costs and go with what was more economical, Pritchard & Abbott or the subscription to Trip Magazine. Further

discussion was held and Mr. Box recommended that Mr. Liford gather the information and the Board talk about the costs at the next meeting.

Following discussion, Sue Gottwald motioned to change the method of payment for the Chief Appraiser's salary from bi-monthly to bi-weekly. Craig Hines seconded the motion. The motion passed by unanimous vote.

Discussion was held on the Gonzales Central Appraisal District Disaster Recovery Plan for 2020-2021. Mr. Liford stated that during a disaster, the appraisal district would have access to a wing at the Victoria College.

Mr. Liford reported that the appraisers are finishing up appraising properties. Mr. Liford also reported that the mapper has been signed up for educational classes and all appraisal review board members and some employees have been signed up for the Appraisal Review Board training program.

As there was no further business at this time, Sue Gottwald motioned to adjourn the meeting. Craig Hines seconded the motion. The motion passed and the meeting was adjourned.


Chairman, Board of Directors

Attest:


Secretary, Board of Directors

COUNTY OF GONZALES

STATE OF TEXAS

RESOLUTION NO. 382

GONZALES CENTRAL APPRAISAL DISTRICT
1709 E. Sarah Dewitt Drive, Unit B
Gonzales, Texas 78629

**GONZALES CENTRAL APPRAISAL DISTRICT BOARD OF DIRECTOR'S
AUTHORIZATION FOR THE CHIEF APPRAISER TO ACT ON BEHALF OF
THE BOARD OF DIRECTORS**

WHEREAS, the Chief Appraiser is hereby authorized to handle all correspondence with the taxing entities and any notice to the public that is required to be handled by the Board of Directors. This authorization shall include but is not limited to the biannual reappraisal plan, Sec. 6.05(i), and the budget, Sec. 6.06(b).

NOW THEREFORE, BE IT RESOLVED, that the Board of Directors of the Gonzales Central Appraisal District hereby adopts and approves this resolution.

ADOPTED this 25th day of February, 2021.


Chairman, Board of Directors

ATTEST:


Secretary, Board of Directors

EMPLOYMENT AGREEMENT

This agreement, entered into by and between the **Gonzales Central Appraisal District**, of Gonzales County, Texas herein referred to as Employer.

Whereas, Employer desires to secure the services of Employee, and Employee wishes to perform such duties, based upon mutual promises of Employer and Employee herein contained.

Therefore, in consideration of the mutual covenants by Employer and Employee, Employer and Employee agree to the following:

1. Employer shall employ Employee as Chief Appraiser of the Gonzales Central Appraisal District.
2. In consideration of services, Employer shall pay the amounts and provide the benefits as set forth below. In addition to the foregoing compensation Employer shall provide fringe benefits provided to other employees of the same agency.

(a.) Salary

Chief Appraiser's salary for the fiscal year 2021 is \$94,999.
Chief Appraiser shall be paid bi-weekly.

(b.) Longevity

In addition to regular salary, Employee shall receive longevity pay according to amount budgeted for the year 2021 and shall be paid in accordance with the provisions of the District's Personnel Policies.

After expiration date of this contract, rate of longevity pay shall be an amount set forth by approved budget for the fiscal year 2022.

(c.) Holidays

Employee shall receive all paid holidays which are set forth in the District's Personnel Policies.

(d.) Minimum Vacation

Employee shall be paid for no less than three weeks vacation during each calendar year. Effective January 1, 2021, Employee will be credited with 120 hours (three weeks) paid vacation time.

Employee shall be allowed to carry forth number of hours of vacation time to the following year as provided under accrued vacation in the 2021 budget.

At the end of the calendar year unused vacation time may be transferred to sick leave according to the terms of the District's Personnel Policies.

Payment of unused vacation shall be paid to the Employee upon resignation or retirement according to the term of the District's Personnel Policies.

(e.) Minimum Sick Leave

Employee shall be credited with no less than one day of sick leave on the first day of each month for a minimum of 12 days per year. If necessary,

Employee may use a minimum of 10 paid sick leave days per year for family sick leave. Family members for whom sick leave may be taken is defined in District's Personnel Policies.

Employee shall be allowed to carry forth number of hours of sick leave to the following year as defined in District's Personnel Policies.

(f.) **Minimum Bereavement Leave**

Employee shall be allowed no less than 3 days of bereavement leave for deceased family members. Members of family are defined in District's Personnel Policies.

3. The term of this contract shall be from January 1, 2021 through December 31, 2021. Employment shall continue on a month to month basis after the expiration date of this contract until such time a new contract is executed by both parties or employment is terminated by thirty days written notice by either party. Rate of pay after expiration date of this contract shall be in an amount set forth by approved budget for the fiscal year 2022.
4. Employee shall provide general appraisal and administrative services and conduct all necessary duties of the office of Chief Appraiser, and other duties and functions as provided and required by law.

This agreement constitutes the entire agreement between the parties and may not be modified except by written instrument signed by all parties to the agreement, and the agreement shall be performed in Gonzales County, Texas.

IN WITNESS WHEREOF, the parties have executed this agreement in multiple originals, this 25th day of February, 2021.

GONZALES CENTRAL APPRAISAL DISTRICT, EMPLOYER

BY *Lauren K. Campet*
CHAIRMAN, BOARD OF DIRECTORS
GONZALES CENTRAL APPRAISAL DISTRICT

BY *Craig Finer*
EMPLOYEE
Secretary

ATTEST:

Craig Finer
SECRETARY, BOARD OF DIRECTORS
GONZALES CENTRAL APPRAISAL DISTRICT