

**San Saba Central Appraisal District**  
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**Board of Directors**  
Marcus Amthor  
Ann Brownlee  
Ray Clark  
James Lebow  
Jake Lackey

Trish Turner, Interim Chief Appraiser

## **NOTICE OF A REGULAR BOARD MEETING OF THE SAN SABA CENTRAL APPRAISAL DISTRICT**

PURSUANT TO TEXAS OPEN MEETINGS ACT, Chapter 551, Government Code, notice is hereby given that the San Saba Central Appraisal District will hold a regular board meeting on Wednesday, November 8, 2023, at 8:00 am, at the Appraisal District office. The notice of this meeting was posted in compliance with this Act in the San Saba County Courthouse and San Saba Central Appraisal District.

PURSUANT TO TEXAS OPEN MEETING ACT, Government Code, Chapter 551, Subchapters D and E and TEXAS GOVERNMENT CODE, Section 418.183(f), the Board may enter a closed or executive session for discussion of any item on the agenda. Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in an open meeting.

The subjects to be discussed or considered or upon which any formal action may be taken are listed below. Items do not have to be taken in the same order as shown on this meeting notice.

### **AGENDA**

- 1. CALL TO ORDER**
- 2. CALL OF ROLL/DECLARATION OF QUORUM**
- 3. INVOCATION**
- 4. PLEDGES OF ALLEGIANCE**
- 5. HEAR FROM THOSE DESIRING TO APPEAR BEFORE THE BOARD**
- 6. 2022 AUDIT REPORT BY KEVIN SHAHAN**
- 7. PRITCHARD AND ABBOTT, INC 2024-2026 MINERAL CONTRACT**
- 8. MINUTES OF AUGUST 16, 2023 BOARD MEETING**
- 9. AUGUST AND SEPTEMBER FINANCIAL REPORT**
- 10. APPROVE LINE-ITEM ADJUSTMENTS**
- 11. APPROVE PUBLIC FUNDS INVESTMENT POLICY**
- 12. APPROVE EMERGENCY AND DISASTER RECOVERY POLICY**
- 13. PERSONNEL REPORT**
- 14. CHIEF APPRAISER REPORT**
  - TAXES COLLECTED**
  - HOMESTEAD EXEMPTIONS**
  - MOBILE IPAD SERVICE**

**POSTED**

NOV 03 2023

**RE-APPRAISAL OF RICHLAND SPRINGS ISD  
ARB DATABASE  
NEW POLICIES - CROWN ACT POLICY  
DEI TRAINING POLICY  
ANY OTHER MATTERS FOR REPORT**

**15.ADJOURN**

## SAN SABA CENTRAL APPRAISAL DISTRICT

Minutes of a regular board meeting for the San Saba Central Appraisal District that was held on Wednesday, November 8 at 8:00 a.m. at the Appraisal District office.

The directors of the San Saba Central Appraisal District met for a regular meeting, Wednesday, November 8, 2023, at 8:00 a.m. at the Appraisal District office.

Public notice of this meeting has been given as required by law to Kim Wells, County Clerk, San Saba, Texas, and a copy of such notice is appended to the minutes of this meeting.

James Lebow, Chairman, called the meeting to order at 8:01 a.m.. Board members, Marcus Amthor, Jake Lackey, and Ray Clark were present. Anne Brownlee was absent. Also present were Chief Appraiser, Trish Turner, Financial Officer, Colleen Womack, Tyler Hoffman with Pritchard & Abbot and Auditor for the Appraisal District, Kevin Shahan.

Marcus Amthor gave the invocation and led the board in the pledges of allegiance.

James Lebow, chairman, opened the floor to those desiring to appear before the board. There were none.

Tyler Hoffman with Pritchard & Abbot presented the 2024-2026 Mineral Contract to the board. Jake Lackey made a motion to accept the contract, seconded by Marcus Amthor. Motion passed unanimously.

Marcus Amthor moved to approve the minutes of the August 16, 2023 board meeting as read, seconded by Jake Lackey. Motion passed unanimously.

Jake Lackey moved to approve the August and September financial reports as presented, seconded by Ray Clark. Motion passed unanimously.

Marcus Amthor moved to approve the line-item adjustments as presented, seconded by Ray Clark. Motion passed unanimously.

Kevin Shahan, CPA, gave the 2022 audit report and answered questions from the board. Kevin said everything is in good standing with the Appraisal District. Marcus Amthor moved to approve the audit report, seconded by Jake Lackey. Motion passed unanimously.

Trish Turner discussed the Public Funds Investment Policy that was sent to the board members prior to the meeting. Jake Lackey moved to approve the Policy as presented, seconded by Marcus Amthor. Motion passed unanimously.

It was decided to table the approval of the Emergency and Disaster Recovery Policy to make some adjustments and update the policy.

In the Chief Appraiser and Personnel Report, Trish Reported:

- 1) Collections are at 99.25% collected for the whole county for the 2022 taxes.
- 2) There is a new law that states that the appraisal district must recheck homestead exemptions every five years and the staff is currently checking ag applications.
- 3) The current field appraiser, Larry Sawyer, is working with the new I-Pads and new software.
- 4) The appraisal district staff has attended several education classes over the last several months.

5) House Bill 796 will go into effect over the next year and will require the appraisal district to report all details on Appraisal Review Hearings. Pritchard & Abbot will include this service in the current contract at no additional cost.


6) MAAPS review audit is now complete with the Appraisal District passing all areas of the audit.

7) The Appraisal District is also in compliance with the Property Tax Assistance Division (PTAD)

8) Trish Turner will be at the Chief Appraiser institute November 13-17.

There being no further business, Jake Lackey moved that the meeting be adjourned, seconded by Marcus Amthor. The meeting adjourned at 10:23 a.m.

Approved this 6<sup>th</sup> day of December 2023.

  
James Lebow, Chairman  
San Saba Central Appraisal District

ATTEST:

  
Ray Clark, Secretary  
San Saba Central Appraisal District