

**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, December 6, 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. MINUTES OF NOVEMBER 8, 2023 BOARD MEETING**
  - 7. OCTOBER FINANCIAL REPORT**
  - 8. BOARD OF DIRECTORS NOMINEES**
  - 9. AG ADVISORY BOARD MEMBER**
  - 10. ARB ATTORNEY**
  - 11. EXCESS FUNDS**
  - 12. CHIEF APPRAISER ANNUAL EVALUATION**
  - 13. APPOINTMENT OF CHIEF APPRAISER**
  - 14. APPROVE EMERGENCY AND DISASTER RECOVERY POLICY**
  - 15. PERSONNEL REPORT**
  - 16. CHIEF APPRAISER REPORT**
- TAXES COLLECTED**

**POSTED**

**NOV 29 2023**

**HOLIDAY CALENDAR  
ANY OTHER MATTERS FOR REPORT**

**17.ADJOURN**

## SAN SABA CENTRAL APPRAISAL DISTRICT

Minutes of a regular board meeting for the San Saba Central Appraisal District that was held on Wednesday, December 6 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, December 6, 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, Anne Brownlee, and Ray Clark were present. Jake Lackey was absent. Also present were Chief Appraiser, Trish Turner and Financial Officer, Colleen Womack,

Ray Clark 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.

Ray Clark moved to approve the minutes of the November 8, 2023 board meeting as read, seconded by Marcus Amthor. Motion passed unanimously.

Marcus Amthor moved to approve the October financial reports as presented, seconded by Anne Brownlee. Motion passed unanimously.

Ray Clark moved to approve the Board of Director nominees of Marcus Amthor from the City of San Saba and James Lebow from the County of San Saba, seconded by Anne Brownlee. Motion passed unanimously.

Ray Clark moved to approve James Stewardson on the Ag Advisory board to replace Doug Rainbolt, seconded by Marcus Amthor. Motion passed unanimously.

Trish Turner discussed the need to budget for an ARB attorney for the 2024 year. The board decided to wait until after the ARB directors choose an attorney to represent the ARB and at that time will discuss their options.

Marcus Amthor motioned to keep the excess funds from the 2022 tax year of \$3,658.00 for additional operating expenses, seconded by Anne Brownlee. Motion passed unanimously.

The Board of Directors went into executive session to complete the Chief Appraiser annual evaluation. When the meeting resumed, the board presented Trish with the evaluation.

Anne Brownlee motioned to appoint Trish Turner from interim Chief Appraiser to Chief Appraiser, seconded by Ray Clark. Motion passed unanimously.

Ray Clark motioned to accept the Emergency and Disaster Recovery Policy, seconded by Marcus Amthor. Motion passed unanimously.

In the Chief Appraiser and Personnel Report, Trish Reported:

1) Maria Franco recently attended the Ethics course and is now a Level 2 Appraiser.

- 2) The current field appraiser, Larry Sawyer, is working with the new I-Pads and new software and is appraising with Richland Springs.
- 3) Trish Turner attended the Chief Appraiser institute November 13-17.

In the Chief Appraiser report, Trish discussed:

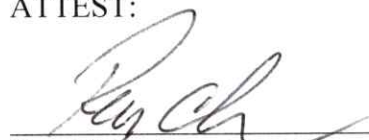
- \*The collection rate is 10.88% for the 2023 taxes
- \*Trish found out at the Chief Appraiser Institute that the Appraisal office is supposed to be offering State holidays as well as Federal holidays.
- \*The Board needs to complete the Public Information Act Training and mail Colleen their certificates.

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

Approved this 7<sup>th</sup> day of February 2024.

  
James Lebow, Chairman  
San Saba Central Appraisal District

ATTEST:

  
Ray Clark, Secretary  
San Saba Central Appraisal District