

Upshur County Appraisal District  
Board of Directors  
February 11, 2025

***Present- Brandon, Luana, Richard, David, Mike, Kent***

Notice is hereby given that a regular meeting of the Board of Directors of the Upshur County Appraisal District will be held on February 11, 2025, at 1:30 p.m. at the Appraisal District office located at 105 Diamond Loch Road, Gilmer, TX 75644.

- I. Call to Order  
***Brandon Dodd called the meeting into order at 1:30 p.m.***
  
- II. First Order of Business
  - A. Certification that the "Provisions of the Open Meetings Act, Section 551.001 et seq of the Texas Government Code" have been complied with in connection with public notice of this meeting.  
***Brandon Dodd certified that all provisions have been met***
  
- III. Citizen Communication
  - A. Recognize visitors/comments from the public.  
***Consult list of visitors. Mr. Brod expressed his concern about trespassing on his property. A note was passed out to everyone stating what happened when the appraiser came out to do their field work. He states that he doesn't want anyone on his property without prior approval again.***
  
- IV. Executive Session Pursuant to Government Codes Sec. 551.071 & 551.074
  - A. For the purpose of considering the appointment of public officers- one replacement Board Member.  
***Executive session started at 1:37***
  
- V. Adjourn Executive Session  
***Session Adjourn 2:25***
  
- VI. Open Session  
***Started at 2:25***
  - A. Action on closed session-select one replacement board member  
***Mike Spencer made the motion to appoint Kent Abernathy to the board of directors to replace John Ussery. Richard Gage seconded, passed 4-0.***  
Swear in new board member  
***New board member Kent Abernathy of Gladewater.***
  
- VII. Elect Officers  
***Brandon Dodd made motion to elect David Fonteno as board chairman. Mike Spencer second. Motion passed 3-0.***

- VIII. Appoint Board Recording Secretary  
*Mike Spencer made the motion to appoint Luana Howell as secretary. Kent Abernathy seconded. Passed 5-0.*  
*Mike Spencer made a motion to appoint Devlyn Harris as Board Recording Secretary. Richard Gage second. Motion passed 5-0.*
- IX. Discuss letter from property owner  
*Brandon read the letter that was received. He expressed that he really didn't understand the legal standpoint of the matter. Amanda explained that she had reached out to the attorney on how to handle the situation. She explained that prior to this event there hadn't been a complaint about an appraiser being on their property. Amanda also explained that there are codes in place letting all of the appraisers know not to go on the property without prior approval.*
- X. Information and Action Items
- A. Discuss, consider and take action to approve the December minutes.  
*Mike Spencer motion to approve December minutes. David Fonteno seconded. passed 4-0.*
- B. Discuss, consider and take action to approve the Quarterly Financial Report.  
*Mike Spencer motion to approve Quarterly Financial Report. David Fonteno seconded. passed 4-0.*
- C. Discuss, consider and take action to approve Public Funds Investment Report.  
*Mike Spencer motion to approve Public Funds Investment Report. Richard Gage seconded. passed 4-0.*
- D. Discuss and consider 2024 excess funds.  
*Amanda went over the amounts that was given back to the entities.*
- E. Discuss, consider and take action on the 2024 annual report.  
*Mike spencer motion to approve the 2024 Annual Report. Richard Gage second, passed 4-0*
- F. Discuss, consider and take action on BIS 2025 Contract.  
*Mike spencer motion to approve BIS 2025 Contract. Richard Gage second, passed 4-0*
- G. Discuss, consider and take possible action on aerial photography from Eagleview.  
*No Action taken Tabled to get more information*
- H. Discuss, consider and take action to change the Inclement Weather and Forced closings policy in the Personnel Policy.  
*Mike Spencer motion to approve to change the Inclement Weather and Force closing policy. Richard Gage second. passed 4-0*
- I. Discuss, consider and take action on a resolution to update the BOD Policy to amend section on Appointment of Agriculture Advisory Board.  
*David Fonteno motion to update BOD policy to amend a section on Appointment of Ag Advisory Board. Mike Spencer second. Passed 4-0*

- J. Discuss, consider and take action on a resolution to update the BOD Policy to add grace period for taxing unit's payments.

***David Fonteno motioned to approve the update to the BOD policy to add grace period for tax unit's payment. Mike Spencer second. Passed 4-0***

XI. Chief Appraiser Report

- A. MAP Review

***Amanda went over the review and explained what needs to be improved.***

- B. Property Value Study

***Moved to the next meeting***

- C. Active Lawsuits

- D. Status of hiring an appraiser

***3 Has been interviewed and 1 more is scheduled***

- E. Reappraisal plan (*Future meeting*)

- F. Current status of field work

***Field work is running behind schedule due to weather and health issues. Some properties were moved around to ensure that field work gets complete.***

***Update to the phones, the lease would be a better option budget wise.***

XII. Adjourn 4:05

***Mike Spencer motion to adjourn. Richard Gage second. Passed 4-0***

  
Board of Directors Chairman  
David Fonteno

  
Board of Directors Secretary  
Luana Howell