

Upshur County Appraisal District  
Board of Directors  
May 20, 2025

**Present-David, Richard, Mike, Kent, Luanna**

Notice is hereby given that a regular meeting of the Board of Directors of the Upshur County Appraisal District will be held on May 20, 2025, at 1:30 p.m. at the Appraisal District office located at 105 Diamond Loch Road, Gilmer, TX 75644.

- I. Call to Order  
*David Fonteno called the meeting to order at 1:35 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.  
*David Fonteno certified that all provisions have been met*
- III. Citizen Communication
  - A. Recognize visitors/comments from the public.  
*Consult list of visitors. Mrs. Brod passed out a letter to the board and spoke about not receiving a response about the no trespassing situation from February 11, 2025. She presented an open records request. Mr. Wade asked the board why he could receive comps by email from the office without filing a protest.*
- IV.
  - A. Discuss the statement presented to the Board on April 8, 2025, from Raymond and Joyce Brod.  
*David discussed the appraiser had driven on to the property then was asked to leave and did as ask. The tax code is vague when it comes to no trespassing signs. In conclusion the notice has been given to everyone in the office, training and codes have been set in place. All appraisers will respect the Brods decision not to allow any of the employees on their property.*
- V. Information and Action Items
  - A. Discuss, consider and take action to approve the April minutes.  
*Mike Spencer motion to approve April minutes. Richard Gage seconded. passed 4-0.*
  - B. Discuss, consider and take action to approve the 2025-2026 Re-Appraisal Plan  
*Mike Spencer motioned to approve the 2025-2026 Re-Appraisal Plan. Richard Gage seconded.*

*passed 4-0.*

C. Discuss, consider and take action to approve 2024 Financial Audit Report.  
*Mike Spencer motioned to approve the 2024 Financial Audit Report. Richard Gage seconded.*

*passed 4-0.*

D. Budget workshop - Preliminary budget

*The board reviewed different aspects of the preliminary budget and will discuss them more at the next meeting.*

VI. Chief Appraiser's Report

A. SB 2073

B. Update on current nominees on BOD vacancies.

C. Update on other current events

VII. Adjourn.

*David made the motion to Adjourn the meeting. Mike Spencer second. At 2:30*

  
Board of Directors Chairman  
David Fonteno

  
Board of Directors Secretary  
Luana Howell