

**KENDALL APPRAISAL DISTRICT  
MINUTES OF SPECIAL MEETING OF THE BOARD OF DIRECTORS  
CONDUCTED on DECEMBER 10<sup>TH</sup>, 2025**

PLACE: Kendall Appraisal District  
118 Market Avenue  
Boerne, Texas 78006

**MINUTES**

1. **CALL TO ORDER:** Meeting was called to order at 8:55am.
2. **RECITE PLEDGES OF ALLEGIANCE TO THE UNITED STATES AND THE STATE OF TEXAS.**
3. **ESTABLISH A QUORUM:** Quorum was established by Chairperson Chris Godsey with a roll call of members including Rex Sprunger, Joe Paolilli, John Woolard and Rodney Edmondson. Absent were members Jonathan Cluck and Ed Barron. Kendall Appraisal District staff present included Chief Appraiser Nelia Zapata, Deputy Chief Appraiser Lanell Pfeiffer, Financial Coordinator Jordan Marcum, and recording clerk for Board, Administrative Assistant Katherine Nini.
4. **RECOGNITION OF VISITORS/ PUBLIC COMMENTS:** No attendees or comments.
5. **CONSIDERATION AND POSSIBLE ACTION TO APPROVE AND DIRECT THE CHIEF APPRAISER TO PRESENT NOTIFICATION TO GOVERNING ENTITIES OF CONSTRUCTION/RENOVATION OF CURRENT BUILDING UNDER RESOLUTION 2025-05 AS WRITTEN BY LEGAL COUNSEL PURSUANT TO TX TAX CODE §6.051:**  
Small discussion ensued by Director Woolard as to the parameters of the presentation to taxing entities. Other Directors conversed briefly.  
**MOTION:** Motion was made by Director Edmondson to approve Resolution 2025-05 as written by legal Counsel for the Chief Appraiser to move forward with the notification to entities. Seconded by Director Sprunger.  
**Motion carried 4/0**
6. **CONSIDERATION AND POSSIBLE ACTION TO ACCEPT SAMPLE ENTITY RESOLUTION TO BE INCLUDED IN PRESENTATION PACKAGE AS WRITTEN BY LEGAL COUNSEL.**  
**MOTION:** Motion was made by Director Edmondson to approve the sample Resolution. Seconded by Director Woolard.  
**Motion carried 4/0**
7. **DISCUSSION AND POSSIBLE ACTION FOR 2025 EXCESS BUDGET OBLIGATION CLARIFICATION:**  
Presentation by Financial Coordinator Marcum for explanation of KAD finances from last meeting. First couple of pages are prediction of averaging out expenses in our budget from the past 11 months and where we would be in December. Question from last meeting of what the total is. \$128,871.22 from total interest earned this year. Current available balance in account is \$1.4M. Equity the KAD owns from various accounts/investments and interest earned since 2020 totals to \$878K of the \$1.4M balance. This includes the 3-6 months built-in surplus as recommended by our auditor for operations in case of emergency of nonpayment from entities. Estimated total of 2025 Budget is \$9,787.02 under budget, which was obligated to a line item by the Board of Directors at last meeting. Chairperson Godsey asked when equipment will be in. Mr. Marcum stated that order has been placed for lease order of computer equipment and will be paid in this year's budget. We should receive them in January.  
**No action needed.**
8. **THE BOARD MAY AT ITS DISCRETION ADJOURN TO EXECUTIVE SESSION TO DELIBERATE ANY MATTER AUTHORIZED BY TEXAS GOVERNMENT CODE SEC. 551.001 et seq [THE TEXAS OPEN MEETING ACT] INCLUDING:**  
SEC. 551.071; Receive information on pending and/or anticipated lawsuits. Consultation with attorney.  
SEC. 551.074; Personnel matters  
**~ Board did not go into Executive Session ~**
9. **DISCUSSION AND POSSIBLE ACTION ON INFORMATION RECEIVED AND DISCUSSED IN EXECUTIVE SESSION.**

**10. SET DATE AND TIME FOR NEXT MEETING in JANUARY 2026:**

Discussion was ensued for Board of Director meeting dates in 2026 as follows:

January 28<sup>th</sup>, March 4<sup>th</sup>, May 13<sup>th</sup>, June 8<sup>th</sup>

Chairperson Godsey stated that she would like to address the passing of 'Appointment Resolution' by the entities at the June meeting instead of the August 15<sup>th</sup> deadline to free up the summer for everyone. Chief Appraiser Zapata stated that she will visit with legal counsel regarding this issue so it can be submitted to entities early in the year. Director Edmondson asked if other meeting dates for the rest of the year need to be discussed. Chairperson Godsey stated that it is too early to set other dates and will be discussed at a later time.


**11. ADJOURNMENT:**

**MOTION:** Motion was made by Director Paolilli to adjourn the meeting at 9:28am. Seconded by Director Woolard.

**Motion carried 4/0**

Chairperson Godsey announced meeting was adjourned.

  
Chairperson Date: 1/28/2026

  
Secretary Date: 1/28/2026

  
Chief Appraiser: Nelia Zapata Date: 1/28/26