

**Victoria Central Appraisal District  
MINUTES  
BOARD OF DIRECTORS**

The Victoria Central Appraisal District Board of Directors met at 4:00 P.M. for a Public Meeting on May 21, 2025, in the boardroom at 2805 N. Navarro, Ste. #300, Victoria, Texas.

**PUBLIC MEETING**

**CALL TO ORDER**

The regular board meeting was called to order by Chairperson Scott at 4:00 P.M.

**MEMBERS PRESENT**

Jan Scott, Chairperson  
Jason Ohrt, Vice Chairperson  
Dale Zuck, Secretary  
Judy Clegg  
Brian Morris  
Micah Patton  
Zed Stewart

**MEMBERS NOT PRESENT**

Ashley Hernandez  
Dr. John McNeill

Chairperson Jan Scott stated that a quorum was present.

Board member Zed Stewart arrived at 4:06 P.M.

Board member Micah Patton arrived at 4:20 P.M.

**ANNOUNCEMENT BY THE PRESIDENT**

Chairperson Scott announced this is a public meeting and the notice of the meeting was as posted in the time and manner required.

**OPEN FORUM**

Opportunity for citizens to address the board. Should the citizen's comments include complaints or charges against an Appraisal District officer or employee, the board may adjourn to a closed meeting under Section 551.074 of the Texas Government Code to hear such complaints or charges. This closed meeting may occur at any point in the meeting.

No one wished to address the Board at this time.

## **STAFF REPORTS AND OTHER DISCUSSION ITEMS**

Financials covering January through May 13, 2025 was presented by Keri Wickliffe.

## **CONSENT AGENDA**

Approval of Minutes for the regular meeting hearing held on March 19, 2025.

Board member Brian Morris moved to accept the minutes, Board member Jason Ohrt seconded the motion. The motion passed unanimously

## **ACTION ITEMS**

a) PTO Correction

Chief Appraiser Wickliffe presented the corrected Accrual Rate for PTO calculations based on 80 hr. bi-weekly work week. The Board voted to adopt the correction, Board member Dale Zuck moved to accept the correction and Board member Jason Ohrt seconded the motion. The motion passed unanimously.

b) Authorization to advertise for Medical Insurance Bids

Chief Appraiser Wickliffe presented a request to publicly advertise for medical insurance bids. Board member Brian Morris moved to approve the request for bids and Board member Dale Zuck seconded the motion. The motion passed unanimously.

c) Remove Jacquie Haney from Prosperity Bank Safe Deposit Box and add Debra Diprose

Chief Appraiser Wickliffe introduced the new Business Manager, Debra Diprose, to the board. At this time a request to remove the previous Business Manager, Jacquie Haney, from the Safe Deposit Box at Prosperity Bank and add Debra Diprose. Board member Jason Ohrt moved to approve and Board member Brian Morris seconded the motion. The motion passed unanimously.

d) Remove Jacquie Haney and add Debra Diprose to the Sam's Membership Card

A request to remove Jacquie Haney and add Debra Diprose to the Sam's Membership Card was moved to approve by Board member Brian Morris and seconded by Board member Judy Clegg. The motion was passed unanimously.

e) Contract & Compensation for the Chief Appraiser

A contract was introduced for discussion and approval for the Chief Appraiser, Keri Wickliffe. At that time, the board adjourned to Executive Session after which the public session was reconvened. Changes to the Contract was moved to be approved by Board member Brian Morris and Board member Dale Zuck seconded the motion. The motion passed unanimously. A motion was made by Board member Brian Morris and seconded by Board member Dale Zuck to approve the contract with the blanks filled in. The motion passed unanimously.

### Executive Session

The Board went to Executive session at 4:12 P.M.

The Board reconvened from Executive session at 4:52 P.M.

### ADJOURNMENT

Board member Brian Morris moved to adjourn the board meeting and Board member Zed Stewart seconded the motion. The motion passed unanimously.

**Upcoming Meeting Date: August 13, 2025 (2<sup>nd</sup> Wednesday)**

The Board of Directors meeting was adjourned at 5:02 P.M.

RESPECTFULLY SUBMITTED,

Debra Diprose

Debra Diprose  
Recording Secretary  
Approved this 13<sup>th</sup> day of August 2025

Jan Scott  
Jan Scott

Chairperson

Dale D Zuck  
Dale D Zuck  
Secretary