

Duval County Appraisal District

NOTICE OF REGULAR MEETING

The Duval County Appraisal District Board of Directors will meet in regular session on Wednesday, ^{December}~~November~~ 14th, 2016. The meeting will begin at 12:00 P.M. and will be held in the Board Room of the Duval County Appraisal District at 100 W. Gravis St, San Diego, Texas.

AGENDA:

- 16-128: Call the meeting to order.
- 16-129: Establish a quorum.
- 16-130: Public Access
- 16-131: Discuss, consider and/or approve minutes of previous Board meeting (11/09/16).
- 16-132: Discuss, consider and/or approve November 2016 Bills and Payroll.
- 16-133: Discuss, consider and/or approve discussions regarding the Ag 1-d-1 Special Appraisal of Orlando Martinez.
- 16-134: Discuss, consider and/or approve contract for aerial photography.
- 16-135: Discuss, consider and/or approve proposal to resurface parking lot.
- 16-136: Discuss, consider and/or approve Records Retention Policy.
- 16-137: Discuss, consider and/or approve the 2017 Ag Manual.
- 16-138: Discuss, consider and/or approve Electric Provider Contract, pending attorney approval.
- 16-139: Discuss, consider and/or approve hiring a Chief Appraiser.
- 16-140: Discuss, consider and/or approve employee evaluations and staff pay increases.
- 16-141: Discuss, consider and/or approve the resignation of Ruperto Canales Jr. from the Duval County Appraisal District Board of Directors.
- 16-142: Chief Appraiser's Report
A. Appraisal Status/report on changes
B. Staff
- 16-143: Adjourn

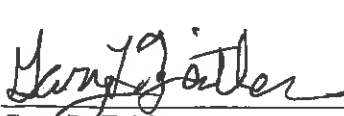

FILED FOR RECORD
AT 1:30 O'CLOCK P.M.

DEC - 9 2016

ELODIA M. GARZA
CLERK COUNTY COURT DUVAL COUNTY, TEXAS
BY  DEPUTY

Items do not have to be taken in the same order as shown on the agenda.

If during the course of the meeting, any discussion of any items on the agenda should be held in executive session, the board will convene in such executive or closed session in accordance with the Open Meetings Act, Texas Government Code Chapter 551.

Gary L. Zeitler
Duval CAD Chief Appraiser

Duval County Appraisal District

BOARD OF DIRECTORS MEETING MINUTES

The Duval County Appraisal District Board of Directors met in regular session on Wednesday, December 14th, 2016, with Mr. Adrian Perez, Chairman presiding.



AGENDA:

- 16-128: Chairman, Mr. Adrian Perez called the meeting to order at 12:19 p.m.
- 16-129: Chairman Adrian Perez established a quorum with, Mrs. Oralia Perez, Mr. Ruperto Canales, and Ms. Maricela Escamilla present. Mr. Carlos Montemayor and Mr. Louie Pena were absent. Others present were Mr. Gary L. Zeitler, Chief Appraiser, Mr. Brian Fields, Asst. Chief Appraiser, and Sherrie Elizondo.
- 16-130: Public Access: none
- 16-131: A motion to approve minutes of previous Board meeting (11/09/16) was made by Mrs. Oralia Perez and seconded by Mr. Ruperto Canales. The motion was approved by unanimous vote.
- 16-132: A motion to approve November 2016 Bills and Payroll was made by Ms. Maricela Escamilla and seconded by Mrs. Oralia Perez. The motion was approved by unanimous vote.
- 16-133: No Action
- 16-134: A motion to approve contract for aerial photography with Pictometry International Corp. upon review by district's legal council was made by Mrs. Oralia Perez and seconded by Mr. Adrian Perez. The motion was approved by unanimous vote.
- 16-135: A motion to approve proposal from Texas Asphalt Co. to resurface parking lot was made by Ms. Maricela Escamilla and seconded by Mrs. Oralia Perez. The motion was approved by unanimous vote.
- 16-136: A motion to approve Records Retention Policy and name Sherrie Elizondo as Records Management Officer was made by Ms. Maricela Escamilla and seconded by Mrs. Oralia Perez. The motion was approved by unanimous vote.
- 16-137: A motion to approve the 2017 Ag Manual was made by Mrs. Oralia Perez and seconded Ms. Maricela Escamilla by. The motion was approved by unanimous vote.
- 16-138: No action.
- 16-139: A motion to approve hiring Brian Fields as Chief Appraiser with a six month probationary period was Mrs. Oralia Perez and seconded Ms. Maricela Escamilla by. The motion was approved by unanimous vote.
- 16-140: No action.
- 16-141: A motion to approve the resignation of Ruperto Canales Jr. from the Duval County Appraisal District Board of Directors Mrs. Oralia Perez and seconded Ms. Maricela Escamilla by. The motion was approved by unanimous vote.
- 16-142: Chief Appraiser's Report
A. Appraisal Status/report on changes
B. Staff
- 16-143: A motion to adjourn the meeting at 1:15p.m was made by Ms. Maricela Escamilla and seconded by Mrs. Oralia Perez. The motion was approved by unanimous vote.

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Signed this 11th day of Jan, 2017


_____, Chairman

_____, Secretary