

# Duval County Appraisal District

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## NOTICE OF REGULAR MEETING

The Duval County Appraisal District Board of Directors will meet in regular session on Thursday, February 11, 2021. The meeting will begin at 1:00 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:

- 21-018: Call the meeting to order
- 21-019: Establish a quorum
- 21-020: Pledge of Allegiance
- 21-021: Install Oath of Office/ Install new Duval County Appraisal District Board Members.
- 21-022: Discuss, consider and/or rule to permit the assessor-collector to make and second motions.
- 21-023: Discuss, consider and/or approve the 2021 officers for the Board of Directors.
- 21-024: Public Access
- 21-025: Discuss, consider and/or approve the minutes of previous Board of Directors Meeting (12/17/2020).
- 21-026: Discuss, consider and/or approve Bills and Payroll for period December 12, 2020 – February 05, 2021.
- 21-027: Discuss, consider and/or approve Resolution Regarding Banking Signatures and Assigned Rights.
- 21-028: Discuss, consider and/or approve the 2020 Audit Contract by Ernest R. Garza.
- 21-029: Discuss, consider and/or approve the 2021 contract with BIS Consulting
- 21-030: Discuss, consider and/or approve Appraisal District Sign
- 21-031: Discuss, consider and/or approve Storage Unit.
- 21-032: Discuss, consider and/or approve the 2021 Appraisal Review Board members.
- 21-033: Discuss, consider and/or approve the 2021 Ag Advisory Board members.
- 21-034: The Board will convene in executive session in accordance with the Open Meetings Act, Texas Government Code Chapter 551.
  - a) Personnel Matter
    - 1) Annual performance review of Chief Appraiser, Raul Garcia
- 21-035: Discuss, consider and/or approve any action on Executive Session Item

21-036: Chief Appraiser's Report  
A. Appraisal Status  
B. Staff

21-037: Adjourn

Persons with disabilities who plan to attend this meeting and who may need auxiliary aids or services are requested to contact Raul Garcia at 361-279-3305 at least 48 hours in advance so that appropriate arrangements can be made.

Se usted se dirige a la junta y cree que su ingles es limitado, habrá un intérprete de ingles a español en la reunión de la junta para ayudarle.

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.

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Raul Garcia, RPA, CTA, CCA  
Duval CAD Chief Appraiser

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## BOARD OF DIRECTORS MEETING MINUTES

The Duval County Appraisal District Board of Directors met in regular session on Thursday, February 11, 2021 with Mrs. Oralia Perez, Vice-Chairman presiding.

### AGENDA:

- 21-018: Mrs. Oralia Perez, Vice Chairman called the meeting to order at 1:08 P.M.
- 21-019: Mrs. Oralia Perez established quorum with Mr. Ricardo Carrillo, Mrs. Cristina Lichtenberger, Mrs. Mary Wilson, and Mr. Roberto Elizondo present. Also present was Raul Garcia, Chief Appraiser and Lisandra Maldonado, Administrative Assistant. Mrs. Belinda Vera entered at 1:13 P.M.
- 21-020: Pledge of Allegiance was recited.
- 21-021: Notary Public, Becky Pena administered the Oath of Office to Mr. Ricardo Carrillo and Mrs. Mary Wilson, new board members for the Duval CAD and Mr. Roberto Elizondo, non-voting board member for the Duval CAD
- 21-022: A motion was made by Mr. Ricardo Carrillo to permit the assessor-collector to make and second motions. Motion was seconded by Mrs. Cristina Lichtenberger. Motion Carried unanimously.
- 21-023: A motion was made by Mrs. Cristina Lichtenberger to appoint Mrs. Oralia Perez as Board Chairman. Motion was seconded by Mr. Ricardo Carrillo. Motion carried unanimously. A motion was made by Mrs. Belinda Vera to appoint Mrs. Cristina Lichtenberger as Vice Chairman. Motion was seconded by Mr. Roberto Elizondo. Motion Carried unanimously. A motion was made by Mr. Roberto Elizondo to appoint Mrs. Belinda Vera as Secretary. Motion seconded by Mr. Ricardo Carrillo. Motion Carried unanimously.
- 21-024: Public Access: No one signed up to make public comment
- 21-025: A motion to approve minutes of previous Board Meeting (12/17/2020) was made by Mr. Roberto Elizondo and seconded by Mrs. Belinda Vera. Motion carried unanimously. Mrs. Mary Wilson abstained.
- 21-026: A motion was made by Mr. Rocky Carrillo to approve Bills and Payroll for the period December 12, 2020 – February 05, 2021. Motion seconded by Mrs. Belinda Vera. Motion carried unanimously.
- 21-027: A motion was made by Mrs. Mary Wilson to approve the adding of Mr. Ricardo Carrillo and Mrs. Mary Wilson, and removal of Mr. Eduardo Hernandez from the Resolution Regarding Banking Signatures and Assigned Rights as individuals who shall be allowed to sign checks. And to remove Eduardo Hernandez, Former Board President, and Irma Garcia, Former Administrative Assistant, and add Oralia Perez, Board President, and Lisandra Maldonado, Administrative Assistant as individuals who shall be allowed to access the safety deposit box and any banking data or information relating to the District. Motion was seconded by Mr. Roberto Elizondo. Motion carried unanimously.
- 21-028: A motion was made by Mrs. Mary Wilson to approve the 2020 Audit Contract by Ernest R. Garza. Motion seconded by Mr. Ricardo Carrillo. Motion carries unanimously.

- 21-029: A motion was made by Mr. Roberto Elizondo to approve the 2021 contract with BIS Consulting. Motion seconded by Mrs. Belinda Vera. Motion carried unanimously.
- 21-030: After discussion, a motion was made by Mr. Ricardo Carrillo to approve the 5' x 6' Double Sided 20mm TekStar with 32x80 Full Color LED Display Appraisal District Sign. Motion seconded by Mr. Roberto Elizondo. Motion carried unanimously.
- 21-031: After discussion, a motion was made by Mrs. Mary Wilson to approve the 12' x 24' Store Mor Garage Storage Unit. Motion seconded by Mr. Roberto Elizondo. Motion passed with 4 votes in favor and Mrs. Christina Lichtenberger voting against.
- 21-032: A motion was made by Mr. Ricardo Carrillo to table item 21-032 till next Duval County Appraisal District Board Meeting on 03-11-2021. Motion seconded by Mrs. Mary Wilson. Motion carried unanimously.
- 21-033: A motion was made by Mrs. Belinda Vera to table item 21-033 till next Duval County Appraisal District Board Meeting on 03-11-2021. Motion seconded by Mr. Ricardo Carrillo. Motion carried unanimously.
- 21-034: Board went into executive session. Board returned to open session at 2:46 p.m.
- 21-035: A motion was made by Mrs. Belinda Vera and seconded by Mr. Roberto Elizondo to approve the annual performance review of Chief Appraiser, Raul Garcia. Motion carried unanimously. Mr. Ricardo Carrillo and Mrs. Mary Wilson abstained.
- 21-036: Chief Appraiser's Report  
 A. Appraisal Status
  - Raul Garcia, Chief Appraiser continues to work with P&A and attorneys on pending cases. J.W. Power deposition scheduled for beginning of March 2021. CDM lawsuit is ongoing. South Texas Electric Coop is ongoing.
  - Appraisal District mailed out exemption forms.
  - 2021 Low Income Housing Cap Rate has been posted to Duval County Appraisal District website.
  - Reappraisal of properties is ongoing.
  - Phone service has been changed to Vested Network.
 B. Staff
  - Lisandra Maldonado was hired as Administrative Assistant. Issela Garcia was hired as Clerk. Rina Guerra was hired as Appraiser. Nicole Perez was hired as Mapper.
- 21-037: A motion to adjourn the meeting was made by Mrs. Cristina Lichtenberger and seconded by Mrs. Belinda Vera. Motion carried unanimously. Meeting adjourned at 3:04 P.M. Next meeting will be Thursday, March 11, 2021.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2021

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 Oralia Perez, Chairman

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 Belinda Vera, Secretary