Duval County Appraisal District

**BOARD OF DIRECTORS MEETING MINUTES**

The Duval County Appraisal District Board of Directors met in regular session on Wednesday December 6th, 2023, with Mrs. Oralia Perez, Chairman presiding.

AGENDA:

23-120: Mrs. Oralia Perez, Chairman called the meeting to order at 1:00 P.M.

23-121: Pledge of Allegiance was recited.

23-122: No Oath of Office issued.

23-123: Mrs. Oralia Perez, established quorum with Ms. Viviana Saenz, Mr. Roberto Elizondo, and Mrs. Cristina Lichtenberger present. Also present were Raul Garcia, Chief Appraiser and Lisandra Ibarra, Administrative Assistant.

23-124: Public Access: No one signed up to make public comment.

23-125: A motion to approve minutes of previous Board Meeting (09/06/2023) and Budget hearing meeting (09/06/2023) was made by Ms. Viviana Saenz and seconded by Mrs. Cristina Lichtenberger. Motion carried unanimously.

23-126: A motion was made by Mr. Roberto Elizondo and seconded by Ms. Viviana Saenz to approve Bills and Payroll for the period September 2nd – December1st, 2023. Motion carried unanimously.

23-127: A motion was made by Mr. Roberto Elizondo, and seconded by Ms. Viviana Saenz, to approve the proposed 2024 Holiday Calendar. Motion carried unanimously.

23-128: A motion was made by Mr. Roberto Elizondo, and seconded by Ms. Viviana Saenz to approve the extension of the bank deposit contract for 2024-2025.

23-129: Board went into executive session at 1:18 PM. Board returned to open session at 1:31 p.m.

23-130: No action was taken on item number 23-129

23-131: Chief Appraiser’s Report

1. Appraisal Status

* GIS report is improving about 1% a month. Current total is 64% complete.
* A memo was sent to the entities regarding reappointment of board members for SDISD, FISD, and Duval County.
* Currently working on reappraisal, employees are working out in the field and utilizing Pictometry.

1. Staff and/or office procedures

* Raul Garcia attended the Rural Chief Appraiser Conference.
* An Aflac representative came into the office and spoke to the employees. The offered insurance is employee paid.

23-132: A motion to adjourn the meeting was made by Mrs. Cristina Lichtenberger and seconded by Ms. Viviana Saenz. Motion carried unanimously. The meeting adjourned at 1:53 P.M.

Signed this \_\_\_\_\_\_\_\_\_day of\_\_\_\_\_\_\_\_\_, 2024 Chairman

Secretary

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