



LA SALLE COUNTY APPRAISAL DISTRICT
204 NORTHEAST LANE
COTULLA, TEXAS 78014
PHONE: (830) 879-4756 FAX: (830) 879-4067

BOARD OF DIRECTORS MEETING

Thursday, November 15, 2018; 3:00 p.m.

Welhausen School; 204 N. E. Lane St.; Cotulla, Texas 78014

AGENDA

CALL TO ORDER, ANNOUNCEMENTS, PRESENTATIONS, RESOLUTIONS, AND GOVERNANCE BUSINESS

A. MEETING CALLED TO ORDER

1. Roll Call and the Recording of Members Present – Declaration of Quorum Present
2. Pledge of Allegiance to the U.S. Flag
3. Recording of Executive Director and Staff Members present

B. PRESENTATIONS, ANNOUNCEMENTS, RECOGNITIONS AND REPORTS

1. Communications:
 - a. Financial Report as of November 1, 2018
 - b. Chief Appraiser's Report.
 1. Appraisal Findings Update
 2. Mineral Appraisal Update
 3. Appraisal District Staff Training Requirements
 4. La Salle County Appraisal District Inter Local Contract Update
 - Webb County Appraisal District & La Salle County Appraisal District Contract
 - La Salle County Appraisal District Inservice Staff Meeting-Oct. 12, 2018
 - BIS Meeting-Oct.24, 2018
 - True Automation Meeting-Oct. 26, 2018
 - La Salle CAD Questionnaire/Interview
 5. Chief Appraiser's Eligibility Submission Pursuant to Section 6.05(c) Appraisal Office of the Texas Property Tax Code
 6. TAAD 38th Annual Conference on Appraisal Administration- Feb. 24-27, 2018
 - c. Policy Review/Updates (**First Reading**)
 1. La Salle CAD Personal Policy Manual Revisions

2. **Public Comments** (Comments are limited to three (3) minutes per speaker. The timekeeper will inform the speaker when they have one (1) remaining minute. No more than three (3) persons will be allowed to speak on any side of an issue. Should there be more than three (3) people who wish to speak on a particular issue, they need to select not more than three (3) representatives to speak for them and the presiding officer may limit the public comments further in the interest of an orderly meeting. Complaints, criticisms, and concerns against Appraisal District employees shall be directed through the appropriate channels in accordance with Board policy. The presiding officer or designee shall determine whether a person who wishes to address the Board has attempted to solve the matter administratively. If not, the person shall be directed to the appropriate policy to seek resolution before coming to the Board.)

C. CLOSED SESSION

The Board will convene in Closed Session as authorized by the Texas Government Code, Chapter 551, et. seq. (Texas Government Code 551.071 Consultation with Legal Counsel/551.074 Discussion of Personnel)

1. 551.071 Consultation with Legal Counsel
551.074 Discussion of Personnel
 - a. Discussion, including consultation with legal counsel, regarding duties and responsibilities of District appraiser and clerk

D. DISCUSSION/ACTION ITEMS

1. Approval of the minutes for October 2, 2018 Board Meeting
2. Discussion and possible action to restrict the Fund Balance of \$85,981 dollars as reported by the Auditor during Tuesday, October 2, 2018 Board meeting
3. Discussion and possible action, by Resolution, regarding appointment of the Chief Appraiser for banking and signature authority on financial transactions
4. Discussion and possible action, by Resolution, to authorize participation in the Texas Comptroller of Public Accounts Cooperative Purchasing Program (Texas SmartBuy Membership Program), to designate Administrative Staff as the Agents of Record, and to authorize Board Officers to execute and sign all necessary documentation
5. Discussion and possible action, by Resolution, to authorize the agreements for Legal Services with Perdue, Brandon, Fielder, Collins & Mott, LLP and J. Cruz & Associates, LLC in accordance with Section 13 Legal Services of the Inter-Local Contract between Webb County Appraisal District and La Salle County Appraisal District, effective date November 15, 2018
6. Discussion and possible action, by Resolution, to authorize participation in the Region VIII Education Service Center, The Inter-Local Purchasing System (TIPS)
7. Discussion and possible action to approve the lease of two (2) vehicles for La Salle County Appraisal District
8. Discussion and possible action to approve the 2018 Proposed Budget Amendments and authorize the Secretary of the Board to deliver written notification of the Budget Amendments to the presiding officer of the governing body of each taxing unit
9. Discussion and possible action to approve the 2019 Proposed Budget Amendments and authorize the Secretary of the Board to deliver written notification of the Budget Amendments to the presiding officer of the governing body of each taxing unit

E. OTHER BUSINESS AND ADJOURNMENT

1. Next Board Meeting Date
2. Adjournment

The Board may go into closed session at any time during the meeting for personnel, real estate, negotiated contracts, for prospective gifts or donations, consultation and/or legal issues, or as otherwise permitted under the Open Meetings Act, as set out in Subchapter 551 or Title 5 of the Texas Government Code.

This facility is wheelchair accessible and accessible parking spaces are available. Requests for accommodations for persons with disabilities, special assistance or interpretive services must be made at least 48 hours prior to the scheduled time of this meeting. Please call the Administrative office of the Appraisal District at (956) 718-3725 for further information.

