



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

**MINUTES  
BOARD OF DIRECTORS**

**June 10, 2019**

**A. MEETING CALLED TO ORDER**

The La Salle County Appraisal District Board of Directors convened for a regular called meeting on District business on Monday, June 10, 2019, at the La Salle County Commissioners Court; Commissioner Courtroom located at 101 Courthouse Square, Cotulla, Texas.

**Board Vice-Chairwoman Elizabeth Martinez called the meeting to order at 2:03 p.m.** Board Vice-Chairwoman called roll. Members present were Elizabeth Martinez, Deonicio Ramirez Jr., Carle Storey, and Alfredo Zamora, Jr.. Absent were Board Members Michael Whitwell, and Dora A. Gonzales. **A quorum was established.**

**Motion to excuse Michael Whitwell, Chairman, and Dora A. Gonzales, Board Secretary.** Motion to excuse by Mr. Deonicio Ramirez, Jr., Board Member; Second by Mr. Carle Storey, Board Member. **Motion carried with unanimous consent.**

**Pledge of Allegiance was led by Elizabeth Martinez, Vice-Chairwoman.**

Martin Villarreal, Chief Appraiser proceeded to recognize Appraisal District staff present, they were, Thomas Gonzalez, Appraiser and Roxanne Frausto, Customer Service Representative. Webb County Appraisal District staff present were; Norma Maldonado, Business/Finance Manager, Ravinder Rawat, GIS Director, Ismael Ramirez, Jr., Analysis/Commercial Real Property Supervisor, Irma Ramirez, BOD/ARB Coordinator, Ricky Gaytan, Business Finance Assistant, Peter Gonzales, Data Management/Quality Control Manager, and Robert Peregoy, Deputy Chief Appraiser. Also present was Dr. Jack Seals, Superintendent for Cotulla ISD.

**B. PRESENTATIONS, ANNOUNCEMENTS, RECOGNITIONS AND REPORTS**

**ITEM #1 Communications.** Mr. Martin Villarreal, Chief Appraiser, began his presentation by guiding the Board to the financials through April 30, 2019. He stated that the financials have been provided for informational purpose only, and no formal action is needed at this time as this item would be brought back at the next Board meeting for formal approval.

Mr. Villarreal then proceeded to the Chief Appraiser's Report and provided the Board with a brief summary of the 2019 Estimated Taxable Values for each of the taxing entities. He continued by advising the Board that the information has been provided to each of the taxing entities in compliance with the Texas Property Tax Code. After a brief discussion, Mr. Villarreal continued, and provided the Board with a summary of the District's report on the

2019 Appraisal Review Board (ARB) Protests. He began his presentation by advising the Board that the District has mailed out 20, 852 Appraisal Notices to property owners. Mr. Villarreal proceeded to provide the Board with a brief summary pertaining to the value in various property categories within La Salle County. He continued by stating that the District will be conducting ARB hearings through mid-July, 2019. Mr. Villarreal proceeded by providing the Board with an update status on the 2018 Methods and Assistance Program (MAP) audit. He continued by advising the Board that the District has been working diligently to comply with the recommendations from the Texas Comptroller Property Tax Division. Mr. Villarreal provided the Board with a summary of compliance status report of the 2018 MAP audit. He continued by providing the Board with a brief overview of the District's status of completion. After a brief discussion, Mr. Villarreal proceeded to the next item and provided the Board with a copy the Low, Swinney, Evans, and James, PLLC Statement for Legal Professional Services for Billing Cycle Ending December 31, 2018 for the Board's review and consideration. He continued by advising the Board that the bill pertains to legal services Mr. Peter Low and Mr. Kirk Swinney provided the District during the year 2018. Mr. Villarreal continued by advising the Board that the funds have been allocated and, at this time he is asking for the Board to review bill since the legal services were provided during the year 2018 before the Webb County Appraisal District (WCAD) and La Salle County Appraisal District (LSCAD) entered into an inter-local agreement with the purpose of providing appraisal and management services. After a brief discussion, Mr. Villarreal stated that this item will be brought back at the next Board meeting for formal approval.

Mr. Villarreal then proceeded to the next item by providing the Board with a brief update regarding meetings and presentations held by the District and copy of the advertisements published by the District.

**ITEM #2 Public Comments. Ms. Elizabeth Martinez, Vice-Chairwoman, called for public comments, to which there were none.**

Mr. Villarreal continued by advising the Board that as a result of more Appraisal Review Board (ARB) meetings, he wants to advise the Board that he will be taking the initiative to close the office from 11:45 a.m. to 12:45 p.m. for lunch. He advised the Board that the purpose for this change is to prepare for the ARB meetings, and be able to attend to the property owners that come to the District.

### **C. DISCUSSION/ACTION ITEMS**

- 1. Approval of the minutes for April 30, 2019:** Motion to approve by Mr. Deonicio Ramirez, Jr., Board Member; second by Mr. Alfredo Zamora, Jr., Board Member. **Motion carried with unanimous consent.**
- 2. Approval of the District's Year 2019 Financial Reports through March 31, 2019.** Motion to approve by Mr. Alfredo Zamora, Jr., Board Member; second by Mr. Carle Storey, Board Member. **Motion carried with unanimous consent.**
- 3. Presentation on the La Salle County Appraisal District proposed 2020 Budget (1<sup>st</sup> Draft) and possible action to establish dates for budget workshop(s) and public hearing dates on the 2020 proposed budget:** It was established that the Board would schedule the 1<sup>st</sup> Budget Workshop sometime in July 2019. **No formal action needed at this time.**

**E. OTHER BUSINESS AND ADJOURNMENT**

**ITEM #1 Next Board Meeting Date:** It was established that the Board would be contacted at a later date to schedule their next meeting sometime in July 2019.

**ITEM #2 Adjournment:** Motion to adjourn by Mr. Alfredo Zamora, Jr., Board Member; second by Mr. Carle Storey, Board Member. **Motion carried with unanimous consent.**

**ADJOURN TIME: 3:02 P.M.**

**APPROVED THIS 15<sup>TH</sup> DAY OF AUGUST, 2019**



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**MICHAEL WHITWELL  
CHAIRMAN, BOARD OF DIRECTORS**



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**DORA A. GONZALES  
SECRETARY, BOARD OF DIRECTORS**