



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

**MINUTES  
BOARD OF DIRECTORS**

**March 26, 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 Tuesday, March 26, 2019, at the La Salle County Appraisal District's Board Room located at 204 Northeast Lane, Cotulla, Texas.

**Board Chairman Michael Whitwell called the meeting to order at 2:00 p.m.** Board Chairman called roll. Members present were Elizabeth Martinez, Deonicio Ramirez Jr., Alfredo Zamora, Jr., and Michael Whitwell. Board Members absent Ms. Dora A. Gonzales and Carle Storey. **A quorum was established.**

**Motion to excuse Dora A. Gonzales, Board Secretary and Carle Storey, Board Member.** Motion to excuse by Deonicio Ramirez, Jr., Board Member; Second by Elizabeth Martinez, Vice-Chairwoman. **Motion carried with unanimous consent.**

**Pledge of Allegiance was led by Michael Whitwell, Chairman.**

Martin Villarreal, Chief Appraiser proceeded to recognize Appraisal District staff present, were Joshua Zamarripa, Appraisal Real Property Operations Coordinator, 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, and Irma Ramirez, BOD/ARB Coordinator. Also present were Larry Dovalina, City of Cotulla City Manager and Charles Williams, Wardlaw Appraisal Group. Arrived later during the Board Meeting was Dr. Jack Seals, Cotulla ISD Superintendent.

**Moved Discussion/Action Items up the agenda due to possible lack of quorum for approval of action items. Mr. Deonicio Ramirez, Jr., Board Member advised he must leave early.**

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

**ITEM #1 Communications.** Mr. Martin Villarreal, Chief Appraiser, began his presentation by advising the Board that the financial reports through February 28, 2019 included as a part of their file were being provided for informational purpose only, and would be brought back at the next Board meeting for formal approval. Mr. Villarreal then handed the floor over to Mr. Charles Williams from Wardlaw Appraisal Group who gave a brief presentation to the Board regarding the 2013 Mineral Supplemental Appraisal. Mr. Williams provided the Board with a detail information pertaining to the supplemental appraisal roll and a supplement summary report for each taxing entity for the year 2013. He then provided the Board with a brief

overview of the 2019 La Salle County Preliminary Oil and Gas Appraisal. Mr. Williams proceeded to provide the Board with the statistical data pertaining to the oil and gas production and prices as compared to last year's data. He stated that the County's 2019 overall Oil and Gas values will increase by 25% compared to 2018 mineral appraised values. After a brief discussion, Mr. Williams called for questions, to which there were none.

Mr. Villarreal then proceeded by providing the Board with information and a brief overview of the District's 2018 Method and Assistance Program (MAP) final audit results. He continued by providing the Board with a copy of the meetings and presentations conducted by the District, copy of the calls and walk-ins report, and copy of the advertisements that the District had published for the Board's review and consideration. Mr. Villarreal concluded his presentation by calling for questions, to which there were none.

**ITEM # 2 Public Comments. Mr. Michael Whitwell, Board Chairman, called for public comments, to which there were none.**

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

1. **Approval of the minutes for January 29, 2019 and February 15, 2019:** Motion to approve by Mr. Alfredo Zamora, Jr., Board Member; second by Mr. Deonicio Ramirez, Jr., Board Member. **Motion carried with unanimous consent.**
2. **Approval of the District's Year 2019 Financial Reports through January 31, 2019.** Motion to approve by Deonicio Ramirez, Jr., Board Member; second by Ms. Elizabeth Martinez, Vice-Chairwoman. **Motion carried with unanimous consent.**
3. **Discussion and possible action to select and approve, by resolution, the Chairman and Secretary for the La Salle County Appraisal District Appraisal Review Board members:** Motion to approve, by resolution, Mr. Thomas Pena, Chairman and Mr. Ricardo Garza, Board Secretary for the La Salle County Appraisal District Appraisal Review Board for the year 2019 by Mr. Deonicio Ramirez, Jr., Board Member; second by Ms. Elizabeth Martinez, Vice-Chairwoman. **Motion carried with unanimous consent.**
4. **Discussion and possible action to approve an increase to the daily per diem rate for Appraisal Review Board:** Motion to approve an increase to the daily per diem rate from \$50.00 to \$100.00 effective as of March 26, 2019 by Mr. Alfredo Zamora, Jr., Board Member; second by Mr. Deonicio Ramirez, Jr., Board Member. **Motion carried with unanimous consent.**
5. **Discussion and possible action to waive the penalty and interest on a delinquent payment pursuant to section 6.06(k) of the Texas Property Tax Code for La Salle County, City of Cotulla and Cotulla Independent School district for payments made after the due date of December 31<sup>st</sup>, 2018.** After a brief discussion, Motion to approve by Mr. Deonicio Ramirez, Jr., Board Member; second by Ms. Elizabeth Martinez, Vice-Chairwoman. **Motion carried with unanimous consent.**
6. **Discussion and possible action to select a financial auditing firm for professional services to conduct an examination of the District's 2018 financials.** Motion to move this item to next Board Meeting by Ms. Elizabeth Martinez, Vice-Chairwoman; second by Mr. Alfredo Zamora, Jr., Board Member. **Motion carried unanimous consent.**

**E. OTHER BUSINESS AND ADJOURNMENT**

**ITEM #1 Next Board Meeting Date:** It was established that the Board would schedule their next meeting in for Tuesday, April 23, 2019 at 2:00 p.m.

**ITEM #2 Adjournment:** Motion to adjourn by Ms. Elizabeth Martinez, Vice-Chairwoman; second by Mr. Alfredo Zamora, Jr., Board Member. **Motion carried with unanimous consent.**

**ADJOURN TIME: 3:42 P.M.**

**APPROVED THIS 30<sup>TH</sup> DAY OF APRIL, 2019**



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**MICHAEL WHITWELL  
CHAIRMAN, BOARD OF DIRECTORS**



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