



LA SALLE COUNTY APPRAISAL DISTRICT  
204 NORTHEAST LANE  
COTULLA, TEXAS 78014  
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**MINUTES  
BOARD OF DIRECTORS**

**August 15, 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 Thursday, August 15, 2019, at the La Salle County Commissioners Court; Commissioner Courtroom located at 101 Courthouse Square, Cotulla, Texas.

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

**Motion to excuse Carle Storey, Board Member, and Alfredo Zamora, Jr., Board Member.** by Mrs. Elizabeth Martinez, Board Vice-Chairwoman; Second by Mr. Deonicio Ramirez, Jr., Board Member. **Motion carried with unanimous consent.**

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

Martin Villarreal, Chief Appraiser proceeded to recognize Webb County Appraisal District staff present, they were, Robert Peregoy, Deputy Chief Appraiser, Norma Maldonado, Business/Finance Manager, Ravinder Rawat, GIS Director, Mary Lou Ibarra, Ownership GIS Technician, Claudia Chavana, Ownership GIS Technician, Ricky Gaytan, Business Finance Assistant, and Irma Ramirez, BOD/ARB Coordinator. Also present was Dr. Jack Seals, Superintendent for Cotulla ISD, Dr. Clint McLain, Superintendent for Dilley ISD, Manuel Araujo, representing Harris Govern - True Automation and Robert Wood, representing Harris Govern - True Automation.

**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 June 30, 2019. He advised that the financials were being provided for informational purpose only, and 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 Protest Activities report. After a brief discussion, Mr. Villarreal proceeded to the report on the 2019 Appraisal Roll Certification totals. He provided the Board

with a copy of the 2019 Certified Appraisal Roll that was delivered to each taxing unit for their review and perusal. Mr. Villarreal then provided the Board with a status summary on the 2018 Methods and Assistance Program (MAP) audit and provided an overview of the results.

After a brief discussion, Mr. Villarreal then moved on to the Ownership Transfer Project, at which point he handed it over to Mr. Ravinder Rawat, GIS Director. Mr. Ravinder Rawat began his presentation by providing the Board with information and status reports detailing the ownership records for deeds filed in 2018 and 2019 that are not being reflected in District's appraisal records. Mr. Rawat advised the Board that the project will require Webb County Appraisal District's staff members to audit and determine whether the properties have been conveyed and/or have under gone split/merge. After a brief discussion on the matter, he concluded by calling for questions, to which there were none.

**For the Record Mr. Alfredo Zamora, Jr. arrived at 2:21 p.m.**

Mr. Villarreal then proceeded with the Chief Appraiser's Report, and provided the Board with a brief overview of the meetings and presentations report. He guided the Board to the advertisements the District has published. Mr. Villarreal concluded his presentation by calling for questions, to which there were none.

Mr. Villarreal then advised the Board that Dr. Jack Seals, Superintendent for Cotulla ISD, would like to address the Board and handed the floor to Dr. Seals. Dr. Seals began by providing the Board with a brief summary of the House Bill (HB) 2840. He advised the Board that HB 2840 pertains to the Public Comments at an open meeting, which gives the right to a member of the public to address an item on the agenda from the governing body of a political subdivision at an open meeting. He further stated that HB 2840 states that a governmental body may adopt reasonable rules regarding time limitations and provide more time if translation services are needed. He further advised the Board that a sign in sheet be provided before each meeting. Dr. Seals continued by advising the Board that he will be in contact with Cotulla ISD Board of Trustees to discuss the necessary changes to the school policy to be in compliance with HB 2840. Dr. Seals concluded by advising the Board that HB 2840 will take effect on September 1<sup>st</sup>.

**ITEM #2 Public Comments. Mr. Martin Villarreal, Chief Appraiser, called for public comments, to which there was.**

Mr. Manuel Araujo, representative from Harris Govern-True Automation, began by stating that the La Salle County Appraisal District's staff did a great job, and commended them for their professionalism and leadership. He concluded by thanking the Appraisal District's staff on behalf of Harris Govern staff.

### **C. DISCUSSION/POSSIBLE ACTION ON PROPOSED 2020 BUDGET WORKSHOP**

**ITEM #1 Discussion and workshop on the proposed 2020 Budget.** Mr. Martin Villarreal, Chief Appraiser, began his presentation by guiding the Board to the section of the budget that pertained to a schedule of activities that outlined the process for adopting the budget. He guided the Board to the Budget Analysis report and provided a brief summary of all the increases and decreases within the proposed budget which amounted to a net increase of \$339,414. He then briefly summarized the cost centers to which the increase was attributed to, in the budget.

Mr. Villarreal then advised the Board that the District's 2020 budget amounts to a total of \$1,760,690, which represents a 23.88% increase as compared to the 2019 adopted budget. However, Mr. Villarreal advised the Board that the final proposed funding allocation by participating local government entities amount to a total of \$1,527,413 due to credits provided in the amount of \$233,277. Mr. Villarreal concluded his presentation by calling for questions, to which there were none, the Board proceeded to move on to the next item.

#### **D. DISCUSSION/ACTION ITEMS**

1. **Approval of the minutes for June 10, 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 April 30, 2019.** Motion to approve by Mr. Deonicio Ramirez, Jr., Board Member; second by Ms. Elizabeth Martinez, Vice-Chairwoman. **Motion carried with unanimous consent.**
3. **Discussion and possible action to authorize the payment of \$72,816.07 for Legal Professional Services for Billing Cycle Ending December 31, 2018.** Motion to approve by Mr. Deonicio Ramirez, Jr., Board Member; second by Mr. Alfredo Zamora, Jr., Board Member. **Motion carried with unanimous consent.**
4. **Discussion and possible action to approve the La Salle County Appraisal District's 2019 Budget Amendments.** Motion to approve by Ms. Elizabeth Martinez, Vice-Chairwoman; second by Mr. Alfredo Zamora, Jr., Board Member. **Motion carried with unanimous consent.**
5. **Approval, by Resolution, regarding the temporary removal of Board members for signature authority on financial transactions.** Motion to approve by Ms. Elizabeth Martinez, Vice-Chairwoman; second by Mr. Deonicio Ramirez, Jr., Board Member. **Motion carried with unanimous consent.**
6. **Discussion and possible action to authorize the Chief Appraiser to request proposals for Bank Depository Services or extend the current contract for an additional two (2) year period in accordance with Section 6.09(c) of the Texas Property Tax Code.** Motion to approve by Ms. Elizabeth Martinez, Vice-Chairwoman to extend the current contract for an additional two (2) year period under the condition to add security features; second by Mr. Deonicio Ramirez, Jr., Board Member. **Motion carried with unanimous consent.**

#### **E. OTHER BUSINESS AND ADJOURNMENT**

**ITEM #1 Next Board Meeting Date:** It was established that the Board would schedule their next meeting for Thursday, September 5, 2019 at 2:00 p.m..

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

ADJOURN TIME: 4:19 P.M.

APPROVED THIS 29<sup>TH</sup> DAY OF OCTOBER, 2019



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**MICHAEL WHITWELL**  
**CHAIRMAN, BOARD OF DIRECTORS**



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