

# Duval County Appraisal District

## NOTICE OF REGULAR MEETING


The Duval County Appraisal District Board of Directors will meet in regular session on Wednesday, May 4<sup>th</sup>, 2016. The meeting will begin at 12:00 P.M. and will be held in the Board Room of the Duval County Appraisal District at 100 W. Gravis St, San Diego, Texas.

### AGENDA:

- 16-046: Call the meeting to order.
- 16-047: Establish a quorum.
- 16-048 : Public Access
- 16-049: Discuss, consider and/or approve minutes of previous Board meeting (3/15/16, 3/29/16, & 4/8/16).
- 16-050: Discuss, consider and/or approve March and April 2016 Bills and Payroll.
- 16-051: Discuss, consider and/or approve 2015 Audit.
- 16-052: Discuss, consider and/or approve 2016 CPA Bookkeeping Engagement Letter.
- 16-053: Discuss, consider and/or approve resolution to appoint 2016 ARB alternate.
- 16-054: Discuss, consider and/or approve purchase of a new shredder.
- 16-055: Discuss, consider and/or approve Lease/contract with Konica Minolta.
- 16-056: Chief Appraiser's Report
  - A. Appraisal Status/report on changes
  - B. Ownership Status
  - C. Staff
- 16-057: Adjourn


Items do not have to be taken in the same order as shown on the agenda.

If during the course of the meeting, any discussion of any items on the agenda should be held in executive session, the board will convene in such executive or closed session in accordance with the Open Meetings Act, Texas Government Code Chapter 551.

  
Gary L. Zettler  
Duval CAD Chief Appraiser

FILED FOR RECORD  
AT 3:12 o'clock P M

APR 29 2016

  
EUDONIA GARCIA  
CLERK COUNTY COURT DUVAL COUNTY TEXAS  
BY: \_\_\_\_\_ DEPUTY

# Duval County Appraisal District

## BOARD OF DIRECTORS MEETING MINUTES

The Duval County Appraisal District Board of Directors met in regular session on Wednesday, May 4<sup>th</sup>, 2016, with Ms. Maricela Escamilla, Chairman presiding.


### AGENDA:

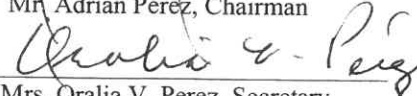
- 16-046: Vice-Chairman, Ms. Maricela Escamilla called the meeting to order at 12:00 p.m.
- 16-047: Vice-Chairman, Ms. Maricela Escamilla established a quorum with Mr. Ruperto Canales, Mrs. Oralia Perez, Mr. Gary Zeitler, Chief Appraiser, Mr. Brian Fields, Asst. Chief Appraiser, Mr. Ernest R, Garza, CPA, and Sherrie Elizondo present. Mr. Adrian Perez and Mr. Louie Pena were absent.
- 16-048: Public Access; no one approached the board.
- 16-049: A motion to approve the minutes of previous Board meeting (3/15/16, 3/29/16, & 4/8/16) was made by Mr. Ruperto Canales and seconded by Mrs. Oralia Perez. The motion was approved by unanimous vote.
- 16-050: A motion to approve March and April 2016 Bills and Payroll was made by Mr. Ruperto Canales and seconded by Mrs. Oralia Perez. The motion was approved by unanimous vote
- 16-051: A motion to approve 2015 Audit as presented by Mr. Ernest R. Garza was made by Mr. Ruperto Canales and seconded by Mrs. Oralia Perez. The motion was approved by unanimous vote.
- 16-052: A motion to approve 2016 CPA Bookkeeping Engagement Letter was made by Mr. Ruperto Canales and seconded by Mrs. Oralia Perez. The motion was approved by unanimous vote.
- 16-053: A motion to approve contacting Mr. Tomas Molina and Mr. Bruce Menking as possible alternates to the Duval County Appraisal Review Board was made by Mr. Ruperto Canales and seconded by Mrs. Oralia Perez. The motion was approved by unanimous vote.
- 16-054: A motion to approve purchase of a new shredder was made by Mr. Ruperto Canales and seconded by Mrs. Oralia Perez. The motion was approved by unanimous vote.
- 16-055: A motion to approve Lease/contract with Konica Minolta upon Attorney Jim Evans approval was made by Mr. Ruperto Canales and seconded by Mrs. Oralia Perez. The motion was approved by unanimous vote.
- 16-056: Chief Appraiser's Report  
A. Appraisal Status/report on changes  
B. Ownership Status  
C. Staff  
D.
- 16-057: A motion to adjourn the meeting at 9:14 a.m. was made by Mr. Louie Pena and seconded by Ms. Maricela Escamilla. The motion was approved by unanimous vote.

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Signed this 7<sup>th</sup> day of June, 2016

  
Mr. Adrian Perez, Chairman

  
Mrs. Oralia V. Perez, Secretary