

MINUTES



REGULAR BOARD OF DIRECTORS MEETING
STARR COUNTY APPRAISAL DISTRICT
100 N FM 3167 STE 300
RIO GRANDE CITY, TEXAS 78582

OCTOBER 17, 2017

NOTICE had been posted that on the 17th day of October, 2017 the Starr County Appraisal District Board of Directors would hold a Board of Directors meeting at 12:00 p.m., 100 N FM 3167 Suite 300, Rio Grande City, Texas, to consider the below items:

AGENDA.

ITEM A: CALL TO ORDER - *Mr. Arturo S. Perez, Chairman of the Board, determined a quorum was present and called the meeting to order at 12:00 p.m.*

ITEM B: CERTIFICATION OF QUORUM:

*BOARD MEMBERS PRESENT: Arturo S. Perez, Chairman
Eduardo Ramirez, Secretary
Eloy Garza, Director
Ameida Salinas, Non-Voting Director*

BOARD MEMBERS ABSENT: Daniel J. Garcia, Director

*OTHERS PRESENT: Rene P. Montalvo, Legal Counsel
Rosalba Guerra, Chief Appraiser
Carmen R. Falcon, Secretary*

ITEM C: ACKNOWLEDGEMENT OF MEETING NOTICE- *Board of Directors acknowledged meeting notice.*

ITEM D: RECOGNITION OF VISITORS AND PUBLIC COMMENTS - *Board of Directors recognized that there were visitors Manual Araujo (Harris Govern) and Kevin McBurnett (P&A). There were no public comments.*

ACTION ITEMS:

ITEM E: APPROVAL OF THE MINUTES OF SEPTEMBER 12, 2017 MEETING. - *Director Eloy Garza made a motion to approve the minutes of September 12, 2017 Regular Board Meeting. Secretary Eduardo Ramirez second the motion. The action carried unanimously.*

ITEM F: DISCUSSION AND POSSIBLE ACTION ON DISBURSEMENTS FOR THE MONTH OF SEPTEMBER, 2017. - *Director Eloy Garza made a motion to approve disbursements for the month of September, 2017. Secretary Eduardo Ramirez second the motion. The motion carried unanimously.*

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ITEM G: DISCUSSION AND POSSIBLE ACTION TO APPROVE APPRAISAL SOFTWARE, HARDWARE AND MAINTENANCE AGREEMENT FOR STARR COUNTY APPRAISAL DISTRICT FOR THE TAX YEAR 2018-2019. Secretary Eduardo Ramirez made a motion to approve Harris Govern for appraisal software, hardware and maintenance agreement for Starr County Appraisal District for the tax year 2018-2019. Director Eloy Garza second the motion. The motion carried unanimously.

ITEM H: DISCUSSION AND POSSIBLE ACTION TO APPROVE WRITTEN INVESTMENT POLICY FOR THE DISTRICT (RESOLUTION #2017-1). – Director Eloy Garza made a motion to approve Written Investment Policy for the District (Resolution #2017-1). Secretary Eduardo Ramirez second the motion. The motion carried unanimously.

ITEM I: DISCUSSION AND POSSIBLE ACTION TO APPROVE CHIEF APPRAISER AS THE DESIGNATED INVESTMENT OFFICER. – Secretary Eduardo Ramirez made a motion to approve Rosalva Guerra Chief Appraiser as the Designated Investment Officer. Director Eloy Garza second the motion. The motion carried unanimously.

ITEM J. DISCUSSION AND POSSIBLE ACTION TO APPOINT APPRAISAL REVIEW MEMBERS FOR 2018-2019 BY RESOLUTION IN ACCORDANCE WITH PROPERTY TAX CODE SECTION 6.41 (RESOLUTION #2017-2).– Director Eloy Garza made a motion to appoint Emma Reilly and Jorge Gonzalez as Appraisal Review Members for 2018-2019 by Resolution in accordance with Property Tax Code Section 6.41(Resolution #2017-2).

ITEM K: DISCUSSION AND POSSIBLE ACTION TO SELECT CHAIRMAN AND SECRETARY BY RESOLUTION FOR APPRAISAL REVIEW BOARD AS PER SECTION 6.42 OF THE PROPERTY TAX CODE (RESOLUTION #2017-3).– Director Eloy Garza made a motion to select Noel Benavides as Chairman and Emma Reilly as Secretary (same as last year) for Appraisal Review Board as per Section 6.42 of the Property Tax Code (Resolution 2017-3).

ITEM L: DISCUSSION AND POSSIBLE ACTION TO RENEW CINTAS SERVICE AGREEMENT AS PRESENTED BY CHIEF APPRAISER. – Director Eloy Garza made a motion to renew Cintas Service agreement as presented by Chief Appraiser Rosalva Guerra. Secretary Eduardo Ramirez second the motion. The motion carried unanimously.

INFORMATION ITEMS:

ITEM L: REPORT BY CHIEF APPRAISER –

1. Report of financial condition for the months of August, 2017.
 1. Balance Account
 2. September, 2017 Balance by Account

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2. **Report of Appraisal District activities-** Chief Appraiser presented Board with the following reports .- No activity report was presented.
3. **Quarterly Report as per Property Tax Code Section 25.25(b).**

THE BOARD MAY MEET IN CLOSED EXECUTIVE SESSION PURSUANT TO TEXAS GOVERNMENT CODE, SEC. 551.001 TO DISCUSS ANY OF THE FOLLOWING:

Board went into Executive Session at 12:01 p.m.

SEC 551 071 *CONFRONTATION WITH ATTORNEY REGARDING PENDING OR CONTEMPLATED LITIGATION, SETTLEMENT OFFERS, AND MATTERS ON WHICH THE ATTORNEY HAS A DUTY TO ADVISE THE BOARD UNDER THE TEXAS DISCIPLINARY RULES OF PROFESSIONAL CONDUCT OF THE STATE BAR OF TEXAS.*

SEC 551.072 *DELIBERATIONS REGARDING REAL PROPERTY.*

SEC 551.074 *PERSONNEL MATTER; TO DELIBERATE THE APPOINTMENT, EMPLOYMENT, EVALUATION, REASSIGNMENT, DUTIES, DISCIPLINE, OR DISMISSAL OF A PUBLIC OFFICER OR EMPLOYEE; TO HEAR A COPMPLAINT OR CHARGE AGAINST AN OFFICER OR EMPLOYEE*

SEC 551.076 *DELIBERATION REGARDING SECURITY DEVICES.*

Board came out of Executive Session and into Open Session at 1:02 p.m.

ITEM M: ADJOURNMENT-There being no further business before the Board, Director Eloy Garza made a motion and second by Secretary Eduardo Ramirez to adjourn meeting at 1:16 p.m.

Board Minutes Approved this 5th day of December, 2017.



Arturo S. Perez, Chairman



Eduardo Ramirez, Secretary