

DIMITT CENTRAL APPRAISAL DISTRICT

BOARD OF DIRECTORS

REGULAR MEETING # 2025-01

January 22, 2025

Dimmit Central Appraisal District
Board of Director's Regular Meeting

Minutes of October 23, 2024

Regular Meeting No. 2024-11

A Regular meeting of the Board of Directors of the Dimmit Central Appraisal District was held on October 23, 2024, at 12:00 p.m., at the offices of the above named appraisal district and the following subjects were discussed to wit:

I. DECLARATION OF QUORUM AND CALL TO ORDER

Members Present:

Wilbur Cruz, Anita Franco, Albert Sosa, and Mary Sandoval/Tax Assessor and Collector

Members Absent: Martha Ponce and Michael Uriegas

Call to Order:

There being a sufficient number of members present to constitute a Quorum, Anita Franco called the Regular Meeting #2024-11 of October 23, 2024, to order at 12:11 p.m.

II. PUBLIC COMMENTS

None

III. CONSIDERATION AND/OR ACTION ON

A. Prior BOD Meeting Minutes

1. Minutes of BOD Regular Meeting #2024-09 (held on September 18, 2024)

Wilbur Cruz made a motion to approve minutes for the BOD Regular Meeting #2024-09 (held on September 18, 2024). Albert Sosa seconds the motions, all in favor, motion carries.

B. Bills Paid

1. September 16-27, 2024
2. September 30-October 11, 2024

Wilbur Cruz made a motion to approve the bills paid for September 16-October 11, 2024. Albert Sosa seconds the motion, all in favor, motion carries.

C. Approval of Financial Report

1. September 2024

Wilbur Cruz made a motion to approve the September 2024 Financial report. Albert Sosa seconds the motion, all in favor, motion carries.

D. Submit process to change advisor for the employee's retirement plan

Chief Appraiser, Norma Carrillo, informed the board members that the Appraisal District is recommending starting the process for appointing another employee retirement plan advisor. Currently we have Kelly Kerr from RBC Wealth Management. He has been the advisor since 2015. The office is looking for customer service and communication, which the staff need and feel that they are not being met with these needs. Vincent E Zinsmeyer with Alera Group has submitted information for his request. They currently represent the Uvalde appraisal district. The Uvalde appraisal district has recommended this firm with a good referral.

Wilbur Cruz asked if any searches for other firms had been made. The Chief appraiser said no. Wilbur Cruz made a motion to approve starting the process to change advisor for the employee's retirement plan and to get more options. Albert Sosa seconds the motion, all in favor, motion carries.

E. To amend the 2024 budget with \$25,000 from the technology designated fund and transfer into acct# 814 Mobile Field Solution for payment of the mobile appraisal software

Chief Appraiser, Norma Carrillo informed the BOD that payment for the field appraisers mobile service was due and reminded the board members that when this was previously approved, it was said that half of the payment was coming from the 2024 budget and the other half was going to be taken from the technology designated fund.

Albert Sosa made a motion to approve amending the 2024 budget with \$25,000 from the technology designated fund and transfer into acct# 814 Mobile Field Solution for payment of the mobile appraisal software. Wilbur Cruz seconds the motion, all in favor, motion carries.

F. Transfer 2023 unassigned balance of \$2658 to acct# 816 Postage

Chief Appraiser, Norma Carrillo informed the board members that as per the 2023 financial audit report, there was an unassigned balance of \$2658. This is money that comes from bank interest, information requests, late rendition penalties, etc. It is recommended to transfer the 2023 unassigned funds into the postage account to cover overage expenditures.

Wilbur Cruz made a motion to approve the transfer 2023 unassigned balance of \$ 2658 to acct# 816 postage. Albert Sosa seconded the motion, all in favor, motion carries.

G. Line-item transfer from acct# 806.1 Hotel Expenses for \$2500 to acct# 813 Software Maintenance

Chief Appraiser, Norma Carrillo informed the board that the Software Maintenance expense is over budget in part due to unforeseen Legislative mandates and higher increases. She noted to the Board that there would be more line-item transfers to cover more overage before the end of the year.

Wilbur Cruz made a motion to approve the line-item transfer from acct# 806.1 Hotel Expenses for \$2500 to acct# 813 Software Maintenance. Albert Sosa seconds the motion, all in favor, motion carries.

H. Bank Resolution #2024-06 for the addition of Felicia Asbury to Bank Signature Cards

Chief Appraiser, Norma Carrillo informed the board that she had requested a second debit card from First State Bank of Uvalde and was informed by the bank that the card would have to be issued under a second authorized name. The Chief Appraiser is recommending adding Felicia Asbury to have authority. Also, a need does arise for a second debit card and signature in the office when the chief Appraiser is sometimes away from the office.

Albert Sosa made a motion to approve a Bank Resolution # 2024-06 for the addition of Felicia Asbury to Bank Signature Cards. Wilbur Cruz seconds the motion, all in favor, motion carries.

I. Receive litigation report from Dimmit CAD's attorney (discussion may take place in executive session); consideration and possible action in open session regarding pending litigation to include possible approval or offers of settlement, regarding but not limited to the following cases: The following is an update on the following cases pending.

1. Cause Number 22-12-14257-DCVAJA Alvin Burns Independent Executor-Ms. Carrillo informed the board members that this lawsuit is still pending.
2. Cause Number 23-09-14415-DCVAJA PID 66477 Rizo Hotels LLC (Hampton Inn)- Ms. Carrillo informed the board members that this lawsuit is still pending.
3. Cause Number 24-08-146513-DCVAJA PID 66477 Rizo Hotels LLC (Hampton Inn)- Ms. Carrillo informed the board members that this is a new lawsuit is still pending.

J. Chief Appraiser report

1. Continuation of the 2025 appraisals with the PAC's mobile service- The appraisers have begun using the iPads with the new mobile software out on the field and are

- having a good outcome. Being still fairly new, so far, we have not had any major issues.
2. Assisting taxpayers with questions on the 2024 tax bills-Tax bills were mailed out on October 3, 2024, and the staff is assisting taxpayers with the issues they are coming in with.
 3. Submission of required School District Property Value Study (SDPVS) forms and documentation have been submitted to the state. Will continue to monitor the process for anymore requests or information needed.
 4. The AG Board's yearly meeting was held on Oct 16 to discuss agricultural activities and to fill out and submit the Ag survey to the State Comptroller. The AG board meets on a yearly basis to discuss how the activities and pricing affect the ag rate in the county.
 5. The employee wellness workshop scheduled for October 24 - office will be closed after lunch till 2:30 pm. A representative from the employees' health insurance company will be coming in at 1:30 pm to give a presentation to the staff on a Covid health topic.

Albert Sosa made a motion to approve the Chief Appraiser report. Wilbur Cruz seconds the motion, all in favor, motion carries.

IV. ADJOURN TO EXECUTIVE SESSION PURSUANT TO CHAPTER 551 OF THE GOVERNMENT CODE:

V. RECONVENE FROM EXECUTIVE SESSION

VI. CONSIDERATION AND ACTION ON ANY ITEMS DISCUSSED IN EXECUTIVE SESSION

VII. ADJOURNMENT

Wilbur Cruz motioned to adjourn the meeting @ 12:35 p.m.
Albert Sosa seconds the motion all was in favor, motion carries.

Approved this 22 day of JANUARY, 2024. *W Cruz*

Arleta Inanco
Board of Director's Chairperson

Arleta Inanco
Board of Director's Secretary