

**MAVERICK COUNTY
APPRAISAL DISTRICT**

CHIEF APPRAISER

Maggie Mata-Duran, RPA



MEMBERS OF THE BOARD

Lupita Fuentes – Chairperson

Luis Sifuentes - Secretary

Isamari Villarreal

Christopher Hiller

Hilda P. Martinez

Isidro De Los Santos, IV

**MINUTES
OF THE MARCH 22, 2018 MEETING
OF THE BOARD OF DIRECTORS
OF THE MAVERICK COUNTY APPRAISAL DISTRICT**

The Board of Directors of the Maverick County Appraisal District held a public meeting on Wednesday, March 22, 2018 at 12:11 p.m. in the conference room of the Maverick County Appraisal District, located at 2243 N. Veterans Blvd., Eagle Pass, Texas.

Ms. Fuentes recognized a quorum was present. Board members present were Hilda P. Martinez; Christopher Hiller; Luis Sifuentes, Secretary and Lupita Fuentes, Chairperson. Isidro De Los Santos IV and Isamari Villarreal were absent from the meeting. Also, present were Maggie Mata-Duran, Chief Appraiser; Raul Fuentes, Deputy Chief Appraiser and Brenda Mejia, Secretary/Records Retention Liaison.

Item No. 3 – Recognize Visitors. There being no public comments, the Board moved on to item No. 4.

Item No. 4 – Public Comments. There being no public comments, the Board moved on to item No. 5.

Item No. 5 – Election of Officers for 2018.

- a. Chairperson – **MR. LUIS SIFUENTES NOMINATED MS. LUPITA FUENTES TO REMAIN CHAIRPERSON FOR 2018. MRS. HILDA P. MARTINEZ SECONDED THE NOMINATION AND THE MOTION TO REAPPOINT MS. LUPITA FUENTES FOR CHAIRPERSON FOR 2018 PASSED UNANIMOUSLY.**
- b. Secretary – **MRS. HILDA P. MARTINEZ NOMINATED MR. LUIS SIFUENTES FOR SECRETARY FOR 2018. MS. LUPITA FUENTES SECONDED THE NOMINATION AND THE MOTION TO APPOINT MR. LUIS SIFUENTES FOR SECRETARY FOR 2018 PASSED UNANIMOUSLY.**

Item No. 6 – Approve Minutes from December 21, 2017. **MR. CHRISTOPHER HILLER MADE A MOTION TO APPROVE THE MINUTES OF DECEMBER 21, 2017. MR. LUIS SIFUENTES SECONDED AND THE MOTION TO APPROVE MINUTES OF DECEMBER 21, 2017 CARRIED UNANIMOUSLY.**

Item No. 7 – Discussion and Possible Action on 2016 Budget Revision. Mrs. Mata Duran informed the Board that there could be an estimated \$80,000 leftover which will be verified by audit. She reminded the Board that the District has a lawsuit pending. **MR. LUIS SIFUENTES MADE A MOTION TO APPROVE THE 2017 BUDGET REVISION. MR. CHRISTOPHER HILLER SECONDED AND THE MOTION TO APPROVE THE 2017 BUDGET REVISION PASSED UNANIMOUSLY.**

Item No. 8 - Monthly Financial Report. Mrs. Mata Duran informed the Board that there were no major changes and the financial report will be changing to quarterly reports.

Item No. 9 - Any other business to come before the board. Mrs. Mata Duran notified the Board that the MAP review is currently being done this year. She informed the Board that the Notices of Appraised Value will be sent out the end of April.

Item No. 10 - Adjournment. **MR. LUIS SIFUENTES MOVED TO ADJOURN THE MEETING. MR. CHRISTOPHER HILLER SECONDED AND THE MOTION CARRIED UNANIMOUSLY. MS. LUPITA FUENTES ADJOURNED THE MEETING AT 12:18 P.M.**



Luis Sifuentes, Secretary

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MEMBERS OF THE BOARD

Lupita Fuentes – Chairperson

Luis Sifuentes – Secretary

Isamari Villarreal

Christopher Hiller

Hilda P. Martinez

Isidro De Los Santos, IV

**MINUTES
OF THE APRIL 18, 2018 MEETING
OF THE BOARD OF DIRECTORS
OF THE MAVERICK COUNTY APPRAISAL DISTRICT**

The Board of Directors of the Maverick County Appraisal District held a public meeting on Wednesday, April 18, 2018 at 12:14 p.m. in the conference room of the Maverick County Appraisal District, located at 2243 N. Veterans Blvd., Eagle Pass, Texas.

Ms. Fuentes recognized a quorum was present. Board members present were Christopher Hiller; Isamari Villarreal; Hilda P. Martinez; Luis Sifuentes, Secretary and Lupita Fuentes, Chairperson. Isidro De Los Santos IV was absent from the meeting. Also, present were Maggie Mata-Duran, Chief Appraiser and Brenda Mejia, Secretary/Records Retention Liaison.

Item No. 3 – Recognize Visitors. From Eagle Pass Independent School District, Mr. Ismael Mijares, Deputy Superintendent for Business and Finance; Ms. Susana Perez, Accounting Director and Mr. Rolando Martinez, Tax Assessor/Collector. From Maverick County, Mrs. Mary Pete Ramirez from the County Tax Office. From the Maverick County Hospital District, Mrs. Terri Contreras, Chief Executive Officer. From Thos. Y. Pickett & Company, Mr. Doug Osterloh, Mr. Ricardo Guzman and Mr. Jay Reynolds.

Item No. 4 – Public Comments. There being no public comments, the Board moved on to item No. 5.

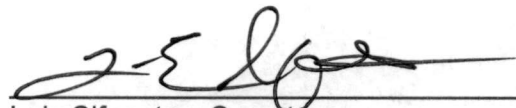
Item No. 5 – Approve Minutes of March 22, 2018. **MRS. HILDA MARTINEZ MADE A MOTION TO APPROVE THE MINUTES OF MARCH 22, 2018. MR. CHRISTOPHER HILLER SECONDED AND THE MOTION TO APPROVE MINUTES OF MARCH 22, 2018 CARRIED UNANIMOUSLY.**

Item No. 6 – Presentation: Mr. Ricardo Guzman, from T. Y. Pickett, made a presentation to the Board regarding Mineral Property Trends in 2018 for Maverick County. Mr. Guzman introduced himself and his coworker, Jay Reynolds from the utility division. He stated that he will be explaining the property valuation for minerals which has three components. The three components consist of price, which is the price of the commodity; reserves, which refers to what is left in the ground and the third component is how much is the cost to get it out of the ground because that will set the profit and sales value. Mr. Guzman went over the first component which is price. There is an index price that is utilized by everyone in the state which is NYMEX – Crude Oil, monthly spot price. Mr. Guzman informed the Board and visitors that based on the bar graph; the price per barrel was about \$43.19 for oil in 2016, which was higher than the forecasted price of \$37.67 for that year, and that for 2017 the current spot and projection price per barrel was about \$52.35, an increase from last year. Mr. Guzman then presented the monthly pricing and annual averages of natural gas and stated that the Henry Hub Index Natural Gas Prices was showing a projected contract price of \$2.90 for 2018. Mr. Guzman then explained the process of calculating the mineral appraisal price for the year, as written in the Texas Tax Code Sec. 23.175, by multiplying the preceding years 12-month average price with the 'price adjustment factor,' which is established by the EIA (Energy

Information Administration). He compared the calculated appraisal prices of oil and gas from this year to the previous two years. For oil, the calculated appraisal price for 2018 is \$60, up from last year's price of \$43.19. For natural gas, the calculated appraisal price for 2018 is \$2.90, up from last year's price of \$2.73. Mr. Guzman then explained the price effect on calculated value since there was an increase in gas prices by 22%, with Maverick County leases on average up this year by 35%, and an increase in oil prices by 17% from last year, with Maverick County leases on average up this year by 29%. The gas value is 17% of the total County Mineral Value and oil value is 83% of the total County Mineral Value. Mr. Guzman then addressed the other principal factor of mineral property trends, which are mineral reserves. Mr. Guzman explained that daily production of gas in Maverick County had declined by 19% and that daily production of oil in Maverick County had declined by 16%. He added that 1 new lease was added in 2018 but there was a limited increase of new production for the near future. Mr. Guzman forecasted that Maverick County should experience an estimated 15% appraisal gain from last year, which would equal to an estimated \$70 million gain. Mr. Guzman turned his presentation over to Mr. Jay Reynolds to explain the utility appraisal. Mr. Reynolds explained the value effect that utilities had on appraisals based on equipment used. He presented the various forms of cellular towers used by cellular companies such as the guyed wire, free standing and monopole towers. He also stated that there had been a decline with telephone companies with landlines usage decreasing. Mr. Reynolds then described the different types of mining equipment used in the County including haulers, track dozers, front-end loaders and conveyor systems and the compressors used in the oil and gas industry.

Item No. 7 – Any other business to come before the board. Mrs. Mata Duran stated that the notices of appraisal value for 2018 would mail out on April 30th.

Item No. 8 - Adjournment. **MR. LUIS SIFUENTES MOVED TO ADJOURN THE MEETING. MR. CHRISTOPHER HILLER SECONDED AND THE MOTION CARRIED UNANIMOUSLY. MS. LUPITA FUENTES ADJOURNED THE MEETING AT 12:44 P.M.**



Luis Sifuentes, Secretary

**MAVERICK COUNTY
APPRAISAL DISTRICT**

CHIEF APPRAISER
Maggie Mata-Duran, RPA



MEMBERS OF THE BOARD
Lupita Fuentes – Chairperson
Luis Sifuentes – Secretary
Isamari Villarreal
Christopher Hiller
Hilda P. Martinez
Isidro De Los Santos, IV

**MINUTES
OF THE JUNE 13, 2018 MEETING
OF THE BOARD OF DIRECTORS
OF THE MAVERICK COUNTY APPRAISAL DISTRICT**

The Board of Directors of the Maverick County Appraisal District held a public meeting on Wednesday, June 13, 2018 at 12:14 p.m. in the conference room of the Maverick County Appraisal District, located at 2243 N. Veterans Blvd., Eagle Pass, Texas.

Ms. Fuentes recognized a quorum was present. Board members present were Christopher Hiller; Hilda P. Martinez; Luis Sifuentes, Secretary and Lupita Fuentes, Chairperson. Isidro De Los Santos IV and Isamari Villarreal were absent from the meeting. Also, present were Maggie Mata-Duran, Chief Appraiser; Brenda Mejia, Secretary/Records Retention Liaison and Raul Fuentes, Deputy Chief Appraiser.

Item No. 3 – Recognize Visitors. There being no visitors, the Board moved on to item no. 4.

Item No. 4 – Public Comments. There being no public comments, the Board moved on to item No. 5.

Item No. 5 – Approve Minutes of April 18, 2018. **MR. LUIS SIFUENTES MADE A MOTION TO APPROVE THE MINUTES OF APRIL 18, 2018. MR. CHRISTOPHER HILLER SECONDED AND THE MOTION TO APPROVE MINUTES OF APRIL 18, 2018 CARRIED UNANIMOUSLY.**

Item No. 6 – **EXECUTIVE SESSION**: Evaluation of the Chief Appraiser. The Board entered into executive session at 12:40 pm and finished at 1:16 pm.

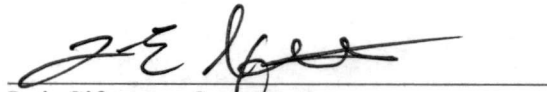
Item No. 7 - Discussion and Possible Action of Evaluation of Chief Appraiser. The Board decided to wait for the next meeting to see if a full board would be in attendance for the evaluation. **MR. LUIS SIFUENTES MADE A MOTION TO TABLE THE EVALUATION OF THE CHIEF APPRAISER. MR. CHRISTOPHER HILLER SECONDED AND THE MOTION TO TABLE THE EVALUATION OF THE CHIEF APPRAISER CARRIED UNANIMOUSLY.**

Item No. 8 – Presentation of the 2019 Maverick County Appraisal District Budget, as mandated by Sec. 6.063 (a) of the Property Tax Code. Mrs. Mata-Duran presented to the Board the 2019 proposed budget. She informed the Board that she was making a recommendation of 15% salary increase for two (2) employees; Mr. Gilbert Sanchez and Ms. Brenda Mejia. She further explained that this increase would also recommend a change to their job titles to Appraiser RPA/Commercial Prop. Specialist and Executive Secretary/Public Info. Officer/Records Keeper, respectively. She explained that the salaries were increased by 3% across the board for the rest of the staff with the exception of the Chief Appraiser's salary. Mrs. Mata-Duran is also recommending an increase in the budget for legal fees, office supplies, dues/subscriptions, apparel and telephones as well as for property & liability insurance and Board of Directors' insurance and for the continuing maintenance of the building, online appeals software, appraisal software and GIS mapping software.

Item No. 9 - Quarterly Financial Report. No questions regarding the quarterly financial report, the Board moved on to item no. 10.

Item No. 10 – Any other business to come before the board. Mrs. Mata Duran stated that the notices of appraisal value for 2018 were mailed out on April 30TH. She informed them that over 500 protests have been received for this year.

Item No. 11 - Adjournment. **MR. LUIS SIFUENTES MOVED TO ADJOURN THE MEETING. MR. CHRISTOPHER HILLER SECONDED AND THE MOTION CARRIED UNANIMOUSLY. MS. LUPITA FUENTES ADJOURNED THE MEETING AT 1:33 P.M.**


Luis Sifuentes, Secretary

**MAVERICK COUNTY
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MEMBERS OF THE BOARD

*Lupita Fuentes – Chairperson
Luis Sifuentes – Secretary
Isamari Villarreal
Christopher Hiller
Hilda P. Martinez
Isidro De Los Santos, IV*

**MINUTES
OF THE NOVEMBER 14, 2018 MEETING
OF THE BOARD OF DIRECTORS
OF THE MAVERICK COUNTY APPRAISAL DISTRICT**

The Board of Directors of the Maverick County Appraisal District held a public meeting on Wednesday, November 14, 2018 at 12:15 p.m. in the conference room of the Maverick County Appraisal District, located at 2243 N. Veterans Blvd., Eagle Pass, Texas.

Ms. Fuentes recognized a quorum was present. Board members present were Christopher Hiller; Hilda P. Martinez; Luis Sifuentes, Secretary and Lupita Fuentes, Chairperson. Isidro De Los Santos IV and Isamari Villarreal were absent from the meeting. Also, present were Maggie Mata-Duran, Chief Appraiser; Brenda Mejia, Secretary/Records Retention Liaison and Raul Fuentes, Deputy Chief Appraiser.

Item No. 3 – Recognize Visitors. The Board recognized Doug Osterloh and Ricardo Guzman from T. Y. Pickett & Co.

Item No. 4 – Public Comments. There being no public comments, the Board moved on to item no. 5.

Item No. 5 – Approve Minutes of the Budget Public Hearing from August 29, 2018. **MR. CHRISTOPHER HILLER MADE A MOTION TO APPROVE THE MINUTES OF THE BUDGET PUBLIC HEARING FROM AUGUST 29, 2018. MRS. HILDA MARTINEZ SECONDED AND THE MOTION TO APPROVE THE MINUTES OF THE BUDGET PUBLIC HEARING CARRIED UNANIMOUSLY.**

Item No. 6 – Approve Minutes of the Meeting from August 29, 2018. **MRS. HILDA MARTINEZ MADE A MOTION TO APPROVE THE MINUTES OF THE MEETING FROM AUGUST 29, 2018. MR. LUIS SIFUENTES SECONDED AND THE MOTION TO APPROVE THE MINUTES OF THE MEETING FROM AUGUST 29, 2018 CARRIED UNANIMOUSLY.**

Item No. 7 – Approve Minutes of the Reappraisal Plan Public Hearing from September 12, 2018. **MRS. HILDA MARTINEZ MADE A MOTION TO APPROVE THE MINUTES OF THE REAPPRAISAL PLAN PUBLIC HEARING FROM SEPTEMBER 12, 2018. MR. CHRISTOPHER HILLER SECONDED AND THE MOTION TO APPROVE THE MINUTES OF THE REAPPRAISAL PLAN PUBLIC HEARING FROM SEPTEMBER 12, 2018 CARRIED UNANIMOUSLY.**

Item No. 8 – Approve Minutes of the Meeting from September 12, 2018. **MRS. HILDA MARTINEZ MADE A MOTION TO APPROVE THE MINUTES OF THE MEETING FROM SEPTEMBER 12, 2018. MR. LUIS SIFUENTES SECONDED AND THE MOTION TO APPROVE THE MINUTES OF THE MEETING FROM SEPTEMBER 12, 2018 CARRIED UNANIMOUSLY.**

Item No. 9 – Discussion and Possible Action to Appoint Three (3) Persons to the Appraisal Review Board for a Two (2) Year Term Commencing January 1, 2019 and Ending December 31, 2020. Mrs. Mata Duran presented the Board with five applications. She informed the Board that the applicants were not

delinquent in their property taxes. The Board decided to appoint Miguel A. Guerra, Melida Hernandez and Yolanda Mauricio. **MR. LUIS SIFUENTES MADE A MOTION TO APPOINT MIGUEL A. GUERRA, MELIDA HERNANDEZ AND YOLANDA MAURICIO TO THE APPRAISAL REVIEW BOARD FOR A TWO YEAR TERM. MR. CHRISTOPHER HILLER SECONDED AND THE MOTION TO APPOINT MIGUEL A. GUERRA, MELIDA HERNANDEZ AND YOLANDA MAURICIO TO THE APPRAISAL REVIEW BOARD FOR A TWO YEAR TERM CARRIED UNANIMOUSLY.**

Item No. 10 – Discussion and Possible Action on Contract with T. Y. Pickett & Company. Mrs. Mata Duran informed the Board that there has not been an increase in the fee since 2016. Mr. Guzman commented that the fee will remain the same for 2019 and 2020. Mrs. Mata Duran stated that the appraisal district has not encountered any problems with T. Y. Pickett & Co. **MR. LUIS SIFUENTES MOVED TO APPROVE THE CONTRACT WITH T. Y. PICKETT & COMPANY. MRS. HILDA MARTINEZ SECONDED AND THE MOTION TO APPROVE THE CONTRACT WITH T.Y. PICKETT & COMPANY CARRIED UNANIMOUSLY.**

Item No. 11 – Discussion and Possible Action to Award the MCAD Depository Contract for a Two (2) Year Term Commencing January 1, 2019 and Ending December 31, 2020. The Board Chairperson opened the sealed bids from Falcon International Bank and International Bank of Commerce. Mrs. Mata Duran informed the Board that all the banks within the area were invited to bid for the depository contract. **MR. LUIS SIFUENTES MADE A MOTION TO AWARD FALCON INTERNATIONAL BANK THE MCAD DEPOSITORY CONTRACT. MRS. HILDA MARTINEZ SECONDED AND THE MOTION TO AWARD FALCON INTERNATIONAL BANK THE MCAD DEPOSITORY CONTRACT CARRIED UNANIMOUSLY.**

Item No. 12 – Discussion and Possible Action on a Resolution Declaring the 2019 Official Holidays for the Maverick County Appraisal District Employees. Ms. Brenda Mejia informed the Board that there were no days added to the holiday schedule. She explained to the Board that the days are the same ones as the City Tax Office and County Tax Office. **MRS. HILDA MARTINEZ MADE A MOTION TO APPROVE THE HOLIDAYS FOR 2019. MR. LUIS SIFUENTES SECONDED AND THE MOTION TO APPROVE THE HOLIDAYS FOR 2019 CARRIED UNANIMOUSLY.**

Item No. 13 – Quarterly Financial Report. Mrs. Mata Duran stated that the budget is on track with no problems. There being no questions, the Board moved on to item no. 14.

Item No. 14 – Any Other Business to Come Before the Board. Mrs. Mata Duran invited the Board to the office Thanksgiving Luncheon on November 20, 2018.

Item No. 15 - Adjournment. **MR. CHRISTOPHER HILLER MOVED TO ADJOURN THE MEETING. MR. LUIS SIFUENTES SECONDED AND THE MOTION CARRIED UNANIMOUSLY. MS. LUPITA FUENTES ADJOURNED THE MEETING AT 12:36 P.M.**



Luis Sifuentes, Secretary

**MAVERICK COUNTY
APPRAISAL DISTRICT**

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Maggie Mata-Duran, RPA



MEMBERS OF THE BOARD

Lupita Fuentes – Chairperson

Luis Sifuentes – Secretary

Isamari Villarreal

Christopher Hiller

Hilda P. Martinez

Isidro De Los Santos, IV

**MINUTES
OF THE DECEMBER 20, 2018 MEETING
OF THE BOARD OF DIRECTORS
OF THE MAVERICK COUNTY APPRAISAL DISTRICT**

The Board of Directors of the Maverick County Appraisal District held a public meeting on Thursday, December 20, 2018 at 12:22 p.m. in the conference room of the Maverick County Appraisal District, located at 2243 N. Veterans Blvd., Eagle Pass, Texas.

Ms. Fuentes recognized a quorum was present. Board members present were Christopher Hiller; Hilda P. Martinez; Luis Sifuentes, Secretary and Lupita Fuentes, Chairperson. Isidro De Los Santos IV and Isamari Villarreal were absent from the meeting. Also, present were Maggie Mata-Duran, Chief Appraiser; Brenda Mejia, Secretary/Records Retention Liaison and Raul Fuentes, Deputy Chief Appraiser.

Item No. 3 – Recognize Visitors. There being no visitors, the Board moved on to item no. 4.

Item No. 4 – Public Comments. There being no public comments, the Board moved on to item no. 5.

Item No. 5 – Approve Minutes of the Meeting from November 14, 2018. **MRS. HILDA MARTINEZ MADE A MOTION TO APPROVE THE MINUTES OF THE MEETING FROM NOVEMBER 14, 2018. MR. CHRISTOPHER HILLER SECONDED AND THE MOTION TO APPROVE THE MINUTES OF THE MEETING FROM NOVEMBER 14, 2018 CARRIED UNANIMOUSLY.**

Item No. 6 – Discussion and Possible Action on Contract with Ede & Company, CPA. Mrs. Mata Duran informed the Board that this auditor's price had increased but was still significantly lower than the other auditor from the previous years. **MR. CHRISTOPHER HILLER MADE A MOTION TO APPROVE THE CONTRACT WITH EDE & COMPANY, CPA. MRS. HILDA P. MARTINEZ SECONDED AND THE MOTION TO APPROVE THE CONTRACT WITH EDE & COMPANY, CPA CARRIED UNANIMOUSLY.**

Item No. 7 – Discussion and Possible Action on Selection of Officers for the Appraisal Review Board. Mrs. Mata Duran recommended to the Board that Mr. Benjamin Rodriguez stay on as Chairperson and Mrs. Edna Graf to be selected as Secretary. She explained that they are the two members with the most experience for the review board. **MR. CHRISTOPHER HILLER MOVED TO APPROVE MR. BENJAMIN RODRIGUEZ AS CHAIRPERSON AND MRS. EDNA GRAF AS SECRETARY. MRS. HILDA MARTINEZ SECONDED AND THE MOTION TO APPROVE MR. BENJAMIN RODRIGUEZ AS CHAIRPERSON AND MRS. EDNA GRAF AS SECRETARY CARRIED UNANIMOUSLY.**

Item No. 8 – Executive Session Pursuant to Section 551.074 Chapter 551 Texas Government Code-Discussion of Personnel Matter – Chief Appraiser's Evaluation.

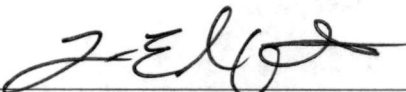
The Board adjourned into executive session at 12:30 p.m. and reconvened into open session at 1:02 p.m.

Item No. 9 – Discussion and Possible Action on Chief Appraiser’s Evaluation. The Board congratulated Mrs. Mata Duran on doing a great job. The Board made a few suggestions of improvement for Mrs. Mata Duran. The Board asked for quarterly report of the appraisal district activities and areas they are working on. They asked for more ways to educate the public to have a better understanding of the appraisal district. **MR. LUIS SIFUENTES MADE A MOTION TO APPROVE THE CHIEF APPRAISER’S EVALUATION. MR. CHRISTOPHER HILLER SECONDED AND THE MOTION TO APPROVE THE CHIEF APPRAISER’S EVALUATION CARRIED UNANIMOUSLY.**

Item No. 10 – Quarterly Financial Report. Mrs. Mata Duran stated that the budget is on track with no problems. She informed the Board that the Kohl’s lawsuit was settled.

Item No. 11 – Any Other Business to Come Before the Board. There being no other business, the Board moved on to item no. 12.

Item No. 12 - Adjournment. **MR. LUIS SIFUENTES MOVED TO ADJOURN THE MEETING. MRS. HILDA MARTINEZ SECONDED AND THE MOTION CARRIED UNANIMOUSLY. MS. LUPITA FUENTES ADJOURNED THE MEETING AT 1:16 P.M.**



Luis Sifuentes, Secretary