

MINUTES OF APRIL 10, 2025

PUBLIC MEETING

OF THE

KLEBERG COUNTY APPRAISAL DISTRICT

BOARD OF DIRECTORS

LET IT BE KNOWN THAT on the 10th day of April 2025, A.D. at 3:00 PM the Board of Directors of the Kleberg County Appraisal District met in the board room of the Appraisal District office located at: 502 East Kleberg Avenue, Kingsville, Texas.

MEMBERS PRESENT

Daniel Morales
Brandon Barrera
Crispin Trevino
Vicki Valadez

APPRAISAL STAFF

Ernestina Flores
Daniel Cantu

PUBLIC PRESENT

Joe Longoria
Richard Petree

MEMBERS NOT PRESENT

Brian Coufal
Roy Cantu (Deceased)

I. Call to Order and Declaration of Quorum

Mr. Morales as Chairman called the meeting to order at 3:00 pm and declared a quorum.

(CD 1, meter #1:12)

A. Pledge of Allegiance

1. United States of America
2. Texas Flag

Mr. Morales lead those present in the Pledge of Allegiance to the United States of America and the Pledge to the Texas Flag.

(CD 1, meter #1:38)

II. Comments From the Public

There being none.

(CD 1, meter #1:21)

III. Consideration and Action on:

A. Approval of Minutes

1. March 13, 2025

Mr. Trevino made a motion to approve the minutes of March 13, 2025, as submitted. Mr. Barrera second the motion. All in favor. Motion carried.

(CD 1, meter #2:47)

B. Approval of Financial Statements

1. January 2025

Ms. Flores went over the deferred income balance on the statement of assets, liabilities and fund balance sheet. She also went over the postage, supplies and mineral contract expenses for the month of January. Ms. Flores asked for the financial statements to be approved as presented.

Mr. Trevino made a motion to approve the January 2025 financial statements as presented. Mr. Barrera second the motion. All in favor. Motion carried.

(CD 1, meter #6:04)

2. February 2025

Ms. Flores went over the postage, supplies, legal fees and education line items expenditures for the month of February. Ms. Flores asked for the financial statements to be approved as presented.

Mr. Barrera made a motion to approve the February 2025 financial statements as presented. Mr. Trevino second the motion. All in favor. Motion carried.

(CD 1, meter #8:03)

C. Providing for the Election of the Vice-Chairman Position Previously Held by the Late Roy Cantu

Mr. Morales stated that he felt it was important to fill this position as soon as possible just in case he can't attend a meeting, and the Vice-Chairman needs to run the meeting.

Mr. Barrera made a motion to allow the board members to elect a Vice-Chairman to replace the position previously held by the late Roy Cantu. Mr. Trevino seconded the motion. All in favor. Motion carried.

(CD 1, meter #13:07)

D. Nominations and Action to Elect a Vice-Chairman for the Kleberg County Appraisal District

Mr. Barrera nominated Mr. Trevino as Vice-Chairman. Mr. Morales seconded the motion. All in favor. Motion carried.

(CD 1, meter #13:11)

E. Approval of Authorization for Additional Board of Director(s) to Sign Checks

Mr. Morales stated that with Mr. Roy Cantu's passing it leaves one person less that has authority to sign checks. He went on to say that the officers are usually the board members that have authority to sign checks.

Mr. Barrera made a motion to give authorization to the Vice-Chairman, Mr. Trevino, to sign checks. Mr. Morales seconded the motion. All in favor. Motion carried.

(CD 1, meter # 15:21)

F. Adoption of Resolution BOD-2-2025
(Appraisal Review Board Attendance Resolution)
(Texas Tax Code 6.41.(f)(2))

Ms. Flores mentioned that the Texas property tax code requires the Board of Directors to annually adopt an appraisal review board attendance resolution. She stated that this is the same resolution that was adopted last year. Ms. Flores stated that she has never removed an appraisal review board member for lack of attendance.

(CD 1, meter # 17:09)

G. Adoption of Appraisal Review Board Payments

Ms. Flores mentioned that the appraisal review board members have been paid \$50.00 for half a day and \$100.00 for a full day since at least 2003. She went on to say that she had looked at the latest operations survey and most appraisal districts similar in size to the Kleberg County Appraisal District were paying the same amount to their appraisal review board members. Ms. Flores stated that the operations survey is about a year and a half old and that currently most districts are changing to \$75.00 for half a day and \$125.00 for a full day. She suggested our district do the same.

Mr. Barrera made a motion to table this line item. Mr. Trevino seconded the motion. All in favor. Motion carried.

(CD 1, meter # 24:09)

The meeting went into agenda item III. I. Executive Session to Personnel at 3:24 pm.

(CD 1, meter # 24:59)

H. Personnel Policy Review

1. Chapter IV - Compensation

- a. Section 15 - Insurance
- b. Section 16 - Retirement Program

Mr. Barrera made a motion to table this line item. Mr. Trevino seconded the motion. All in favor. Motion carried.

(CD 1, meter # 24:09)

The meeting went into executive session at 3:35 pm.

(CD 1, meter #35:33)

I. Executive Session Pursuant to Personnel
(TGC 551.074)

1. Personnel (TGC 551.074)

- a. Evaluation of Chief Appraiser
(Ernestina Flores)

2. Kleberg County Appraisal District Operations Analysis
Report (TSC 522.111)

J. Reconvene Open Meeting To Public

The meeting was reconvened to the public.

(CD 2, meter #:26)

K. Action on Executive Session

1. Executive Session Pursuant to Personnel
(TGC 551.074)

There being no action.

(CD 2, meter #:56)

2. Kleberg County Appraisal District Operations Analysis Report (TSC 522.111)

Mr. Longoria stated that he believed no action was needed since the report was presented fully to the board by Mr. Petree.

(CD 2, meter #1:18)

Mr. Longoria directed the Board of Directors to provide Ms. Flores with Mr. Petree's template and have her complete it and return it to the board chairman by Monday, April 14, 2025 close of business.

(CD 2, meter #2:08)

The meeting went into agenda item III. H. Personnel Policy Review

(CD 2, meter # 6:28)

H. Personnel Policy Review

1. Chapter IV - Compensation

- a. Section 15 - Insurance
- b. Section 16 - Retirement Program

Mr. Trevino made a motion to table this line item. Mr. Barrera seconded the motion. All in favor. Motion carried.

(CD 1, meter # 6:45)

IV. Proposed Agenda Items

- minutes
- financial statements
- appraisal review board information

(CD 2, meter #7:26)

V. Chief Appraiser's Report

Mr. Barrera made a motion to table this line item. Mr. Trevino seconded the motion. All in favor. Motion carried.

(CD 1, meter # 7:45)

A. Consideration and Action on Chief Appraiser's Report Items

VI. Comments From the Public

There being none.

(CD 2, meter #7:53)

VII. Items From the Board of Directors

Mr. Trevino stated to table this line item, but no action was taken.

(CD 2, meter #8:02)

VIII. Discussion Between Board Members & Chief Appraiser as Permitted by Section 6.15, Texas Property Tax Code

Mr. Morales mentioned that the last two line items were added by the company's attorney.

(CD 2, meter #8:28)

IX. Adjournment

Mr. Barrera made a motion to adjourn the meeting. Mr. Trevino second the motion.

(CD 2, meter #8:45)



Daniel Morales, Chairman



Brandon Barrera, Secretary