

JEFF DAVIS APPRAISAL DISTRICT

**BOARD OF DIRECTORS
MARCH 18, 2025 MEETING**

The Jeff Davis Appraisal District Board of Directors met in Public Session on Tuesday, March 18, 2025 at 1:00 pm at the Jeff Davis County Courthouse in the County Judge's Office, 100 Court Avenue, Fort Davis, Texas.

2025-001 Meeting was called to order at 1:12 pm by Chairman, Bill Maline.

2025-002 Bill Maline established a quorum with Maralea Miller, Alejandro Baez and Sheriff Victor Lopez present. Also present was Office Clerk Christine Shackelford. Chief Appraiser Gary Zeitler was present via Zoom.

2025-003 Sandra Chambers was also present.

2025-004 Sheriff Lopez took the Statement of Officer and Oath of Office administered by Christine Shackelford.

2025-005 Alejandro Baez made a motion to approve Chairman Bill Maline and Secretary Maralea Miller to continue in their current Officer roles for 2025. Motion was seconded by Maralea Miller and passed unanimously.

2025-006 Alejandro Baez made a motion to approve Manny Dutchover as the new Board member. Motion was seconded by Maralea Miller and passed unanimously.

2025-007 Maralea Miller made a motion to approve the minutes from the prior Board Meeting held on September 6, 2024. Motion was seconded by Alejandro Baez and passed unanimously.

2025-008 Alejandro Baez made a motion to approve the financial statements for September, October, November and December of 2024 and January and February of 2025. Motion was seconded by Maralea Miller and passed unanimously.

2025-009 Maralea Miller made a motion to approve the 2024 Budget Amendments. Motion was seconded by Alejandro Baez and passed unanimously.

2025-010 Alejandro Baez made a motion to approve the two-year extension of the current depository contract with Maverick Bank. Motion was seconded by Maralea Miller and passed unanimously.

2025-011 Alejandro Baez made a motion to approve waiving the penalty for late allocation payments by any taxing entity. Motion was seconded by Maralea Miller and passed unanimously.

2025-012 Alejandro Baez made a motion to approve delegation of all 2025 Property Tax Code duties assigned to the Board of Directors to the Chief Appraiser. Motion was seconded by Maralea Miller and passed unanimously.

2025-013 Alejandro Baez made a motion to approve the 2024 Auditor Engagement Letter from Gibson, Ruddock, Patterson, LLC. Motion was seconded by Maralea Miller and passed unanimously.

- 2025-014 Alejandro Baez made a motion to accept the quarterly change recaps for the third and fourth quarters of 2024. Motion was seconded by Maralea Miller and passed unanimously.
- 2025-015 Alejandro Baez made a motion to approve the 2025 Jeff Davis Appraisal District Emergency and Disaster Recovery Plan. Motion was seconded by Maralea Miller and passed unanimously.
- 2025-016 Alejandro Baez made a motion to approve all previously signed vendor contracts. Motion was seconded by Maralea Miller and passed unanimously.
- 2025-017 Alejandro Baez made a motion to approve the Ag and Beekeeping policies approved by the Ag Advisory Board in December of 2024. Motion was seconded by Maralea Miller and passed unanimously.
- 2025-018 Chief Appraiser Gary Zeitler updated the Board on the Property Tax Assistance Division's 2023 and 2024 Property Value Study and the "MAP's" Review currently underway.
- 2025-019 Gary Zeitler presented the Chief Appraiser's Report to the Board.
- 2025-020 Next meeting date was scheduled for Monday, April 21, 2025 at 2:00 pm.
- 2025-021 Motion to adjourn was made by Alejandro Baez and seconded by Bill Maline. Motion passed unanimously and meeting was adjourned at 1:47 pm.

Chairman: _____

Date: _____

Vice-Chairman: _____