



**LA SALLE COUNTY APPRAISAL DISTRICT
BOARD OF DIRECTORS**

MINUTES

Tuesday, February 2, 2016

Presiding: Chairperson Deonicio Ramirez, Jr.

Present: Brenda Wright Mike Whitwell
Elizabeth Martinez Dora Gonzales

In Attendance: Annie Garcia Joe Zepeda
Melodee Arrendell Adam Barnes
Dr. Jack Seals

I. Meeting Called to Order. (Presenter: Deonicio Ramirez, Jr.)

Chairperson Ramirez calls the meeting to order at 4:37 p.m.

II. Determination that a quorum is present. (Presenter: Deonicio Ramirez, Jr.)

Chairperson Ramirez recognized that a quorum was present.

III. Citizen's Comments. (Presenter: Deonicio Ramirez, Jr.)

No Citizen's Comments.

The following items on the agenda are subject to discussion, consideration, and/or possible action:

A. Election of Officers for 2016.

Mike Whitwell made a motion to re-nominate Deonicio Ramirez, Jr. as Chairman. Brenda Wright seconded the motion and when voted on, the motion passed unanimously.

Brenda Wright made a motion to re-nominate Mike Whitwell as Vice-Chairman. Elizabeth Martinez seconded the motion and when voted on, the motion passed unanimously.

Brenda Wright made a motion to re-nominate Elizabeth Martinez as Secretary. Dora Gonzales seconded the motion and when voted on, the motion passed unanimously.

B. Approval of Check signers for 2016.

Elizabeth Martinez made a motion to remove Deonicio Ramirez, Jr., Mike Whitwell, Elizabeth Martinez, Dora Gonzales, and Brenda Talbert as check signers' for 2015. And to approve Deonicio Ramirez, Jr., Mike Whitwell, Elizabeth Martinez, Dora Gonzales, and Brenda Wright for check signers' for 2016. Brenda Wright seconded the motion and when voted on, the motion passed unanimously.

C. Report on Industrial/Mineral/Real Property/Agricultural; CETRZ and TRZ (Zone) areas.

Chief Garcia reports the Board on the concerns that the County and the School had addressed concerning the CETRZ and TRZ (zone) areas. Ms. Garcia informed the Board that their concerns with the industrial personal property and the land attached to the personal property being assessed as agricultural. Ms. Garcia stated that Joe Zepeda and Tommy Gonzales were utilizing pictometry to locate which properties were being used as industrial land. She informed the Board that they were starting with the Gardendale area and were moving forward with the larger facilities.

Dr. Jack Seals stated his concerns about the agricultural being assessed in these locations and suggested to the District to utilize the Railroad Commission website and create a spread sheet and address these areas. Melodee Arrendell with Pritchard & Abbott stated that she would be available to assist the District in any way needed.
No Action Taken at this time.

D. Resignation of Board of Director.

Chief Garcia informs the Board about newly nominated Board member Frank Leone resigned as Board of Director.

*Copy Attached.

Brenda Wright made a motion to approve the resignation from Frank Leone. Mike Whitwell seconded the motion and when voted on, the motion passed.

E. To reapprove the dental insurance for the La Salle County Appraisal District Employees.

Chief Garcia informed the Board that at the last Board of Director's meeting that the motion to approve the dental insurance for the CAD included the family fees.

Elizabeth Martinez made a motion to reapprove the dental insurance with United Concordia for \$30.67 per employees. Brenda Wright seconded the motion and when voted on, the motion passed unanimously.

F. To appoint and/or reappoint the new Appraisal Review Board Members.

The Board discussed possible names for the ARB.
No Action Taken at this time.

- G. To appoint Chairperson, Vice-Chairperson, and Secretary for the Appraisal Review Board.

Elizabeth Martinez made a motion to appoint Elida Linares as Chairman, Paul Brown as Vice-Chairman, and Tommy Pena as Secretary for the ARB. Brenda Wright seconded the motion and when voted on, the motion passed unanimously.

- H. Resolution for sale of building and/or update.

Ms. Garcia updated the Board that the Appraisal District had not received $\frac{3}{4}$ of the entities approval in writing. (City of Cotulla, City of Encinal, and Dilley ISD had submitted their resolutions in writing).
No action was taken at this time.

- I. Update on the Appraisal District software.
(Presenter: Annie Garcia)

- J. To lease new computers.

Ms. Garcia informed the Board on the need of two computers. BIS submitted a quote of leasing a computer for \$75.00 monthly/\$225.00 quarterly/\$900.00 yearly.

Elizabeth Martinez made a motion to approve leasing the (2) computers for \$1,800 yearly. Brenda Wright seconded the motion and when voted on, the motion passed.

- K. Approve the minutes of December 1, 2015. (Presenter: Annie Garcia)

The December 1, 2015 minutes were presented to the Board.
Mike Whitwell made a motion to approve the minutes as presented.
Brenda Wright seconded the motion and when voted on, the motion passed unanimously.

- L. Financial reports and list of paid Accounts. (Presenter: Annie Garcia)

The financial reports and list of paid accounts were presented to the Board.
Brenda Wright made a motion to approve the financial reports and list of paid accounts. Elizabeth Martinez seconded the motion and when voted on, the motion passed unanimously.

- M. Approval of 2016 Holiday Calendar for the Appraisal District.

Chief Garcia presented to the Board the 2016 Holiday calendar for the District. She informed the Board that they were the same Holidays that the La Salle County had approved.



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- N. Approve Mileage reimbursement from .575 down to .54 cents per mile as stated by the IRS mileage.

Chief Garcia presented to the Board an update on the IRS mileage.

Mike Whitwell made a motion to approve the mileage reimbursement from .575 down to .54 cents per mile as stated by the IRS mileage.

Brenda Wright seconded the motion and when voted on, the motion passed unanimously.

- O. Purchase of security camera.

Ms. Garcia informed the Board that there were no security cameras in the rooms. The only cameras in the building were in the hall and the outside of the building. She stated that she had only one estimate and that she would put it on the next agenda.

- P. Retain consultant to review La Salle CAD office practices; operating procedures; employer/employee interaction, policies, and procedures; and appraisal methods.

The Board discussed retaining David Oehler as a consultant for the Appraisal District. Chief Garcia stated that she would contact Mr. Oehler and have Mr. Oehler attend the next Board meeting.

No Action Taken at this time.

- Q. Retain consultant to assist with La Salle CAD mapping operations and procedures.

Chief Garcia informed the Board that Tommy Gonzales was working with SB & I on the mapping concerning the La Salle County. She stated that David Oehler could assist and train Mr. Gonzales on the mapping operations. Chief Garcia stated that she would also discuss the mapping operations and procedures with Mr. Oehler.

No Action Taken at this time.

- R. Approve Designation of Voting Delegate and Alternate Voting.

Chief Garcia informed the Board that a delegate and alternate delegate were needed for the TAAD Conference.

Elizabeth Martinez made a motion to appoint Annie Garcia as the delegate and Joe Zepeda as the alternate delegate for the TAAD Conference. Brenda Wright seconded the motion and when voted on, the motion passed unanimously.

IV. Closed Session.

Pursuant to the Open Meetings Act, Government Code, 551.071 et. seq., the board of directors may enter into an executive (closed) session for any purpose authorized by law, to include personnel matters:

1. to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public office or employee; or
2. to hear a complaint or charge against an officer or employee.
3. to consult with the district's Attorney regarding;
BCL-Cotulla, LLC (Super 8 Cotulla) v. La Salle County Appraisal District.
4. to consult with the district's Attorney regarding;
CETRZ and TRZ (Zone) areas.

Board enters into executive session at 6:22 p.m.

V. Open Session.

Board enters into open session at 6:57 p.m.

VI. Consideration, Discussion and/or Action on matters discussed in Executive Session.

1. BCL-Cotulla, LLC (Super 8 Cotulla) v. La Salle County Appraisal District.
2. CETRZ and TRZ (Zone) areas.

Elizabeth Martinez made a motion to approve the agreed judgement with BCL-Cotulla, LLC (Super 8 Cotulla) for \$2,475,000.00. Brenda Wright seconded the motion and when voted on, the motion passed unanimously.

VII. Old Business.

No Old Business at this time.

VIII. New Business.

No New Business at this time.

IX Chief Appraiser's Report. (*Presenter: Annie Garcia*)

1. Appraisal Update.
2. Update on Mapping.
3. MAPS Review.
4. Welhausen-Building Repairs.

Chief Garcia informs the Board that the Appraisal District had passed their Property Value Studies and the 2015-2016 MAPS Review.

X. Closed Session.

Pursuant to the Open Meetings Governance Code Chapter 551.001 et. seq.


TIME IN: _____ TIME OUT: _____

XI. Open Session.

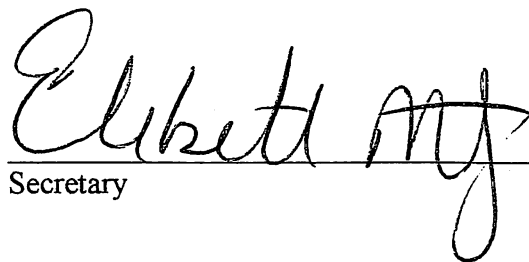
XII. ADJOURN.

Elizabeth Martinez made a motion to adjourn at 7:00 p.m.

Brenda Wright seconded the motion and when voted on, the motion passed unanimously.



Chairperson



Secretary