



**LA SALLE COUNTY APPRAISAL DISTRICT  
BOARD OF DIRECTORS  
Minutes  
Wednesday, May 27, 2015**

Presiding: Chairperson Deonicio Ramirez, Jr.

Present: Brenda Talbert                      Mike Whitwell  
Elizabeth Martinez                      Chris Meyer

Absent: Dora Gonzales

In Attendance: Annie Garcia                      Joe Zepeda  
Superintendent Dr. Jack Seals

- I. MEETING CALLED TO ORDER. (Presenter: Deonicio Ramirez, Jr.)  
Chairperson Ramirez calls the meeting to order at 4:30 p.m.
- II. DETERMINATION THAT A QUORUM IS PRESENT. (Presenter: Deonicio Ramirez, Jr.)  
Chairperson Ramirez recognized that a quorum was present with Dora Gonzales absent.
- III. Swearing in of Board Members.  
Chris Meyer was sworn in as a Board Member.
- IV. CITIZEN'S COMMENTS.  
No Citizen's comments at this time.  
Deonicio Ramirez made a motion to table Agenda Items III, & V-IX and enter into Executive Session to address Agenda Item IX. / C. Brenda Talbert seconded the motion and when voted on, the motion passed unanimously.  
Enter into Closed Session at 4:34 p.m.

(D) New Business.

1. Selling, leasing or renting the Appraisal District Office located on 201 S. Main Street.

Agenda Item address in Executive Session.

Mike Whitwell made a motion to get Attorney Peter William Low to draw up a contract pertaining the Appraisal District Office located at 201 S. Main to lease the building for at least a of minimum of \$2,500 per month and for the two Entities' interested in leasing the building, to submit their seal bids. Brenda Talbert seconded the motion and when voted on, the motion passed unanimously.

Enter into Open Session at 5:06 p.m.

- V. Discussion, Consideration and/or Action on preparing the 2016 proposed Budget for the La Salle County Appraisal District.

\*Copy Attached.

Chief Garcia presents to the Board of Directors the proposed 2016 Budget.

Chief Garcia addressed to the Board the accounts that increased from 2015 to 2016. Discussion was made addressing hiring an experienced mapper/deed employee and the increase in the 2016 salary. Mike Whitwell made a motion to approve the proposed 2016 Budget. Brenda Talbert seconded the motion and when voted on, the motion passed unanimously.

Brenda Talbert made a motion for Chief Appraiser Garcia to deliver the 2016 proposed budget to the Entities.

Elizabeth Martinez seconded the motion and when voted on, the motion passed unanimously.

- VI. Discussion, Consideration, and/or Action on GIS support.

\*Attached Copy.

Chief Garcia informs the Board on the GIS support concerning ESRI and the annual cost. Chris Meyer made a motion to approve the GIS support, to be prorated from June-December (\$700.00). Brenda Talbert seconded the motion and when voted on, the motion passed unanimously.

- VII. Discussion, Consideration, and/or Action on advertising on the San Antonio Express Newspaper.

\*Copy Attached.

Chief Garcia informs the Board on the cost to advertise with the San Antonio Express Newspaper. (\$1600.00 per Sunday or 4x Frequency Rate (Best Value) \$3600.00)  
No Action Taken.

VIII. Discussion, Consideration, and/or Action on repairs to air condition system.

\*Copies Attached.

Ramirez, Commercial Refrigeration/Air Conditioning Service and A & L Electrical & Air Conditioning Co. submitted estimates on the repairs to the air condition system.

Mike Whitwell made a motion to approve the estimate submitted from Ramirez, Commercial Refrigeration/Air Conditioning Service for \$2,465.30. Brenda Talbert seconded the motion and when voted on, the motion passed unanimously.

Mike Whitwell made a motion rescind his previous motion. Brenda Talbert seconded the motion and when voted on, the motion passed unanimously.

Mike Whitwell stated that depending on the legalities, if it was legal to approach the Entities (other than the school) and ask for a maintenance fund. Elizabeth Martinez reviews the contract between the Appraisal District and the Cotulla ISD.

\*Copy of the Contract with the Appraisal District and Cotulla ISD Attached.

Chief Garcia stated that she would discuss the legalities with Attorney Peter Low.

IX. THE FOLLOWING ITEMS ON THE AGENDA ARE SUBJECT DISCUSSION, CONSIDERATION, AND/OR POSSIBLE ACTION:

- A. Approve the minutes of February 9 & 24, and April 28, 2015. (Presenter: Annie Garcia)

Chief Garcia presents the minutes of February 9 & 24, and April 28, 2015 to the Board. Brenda Talbert made a motion to approve the minutes of February 9 & 24, and April 28, 2015. Elizabeth Martinez seconded the motion and when voted on, the motion passed, with Chris Meyer abstaining.

- B. Financial Reports and List of Paid Accounts. (Presenter: Annie Garcia)

The Financial reports and List of paid accounts were presented to the Board.

Elizabeth Martinez made a motion to approve the financial reports and list of paid accounts. Mike Whitwell seconded the motion and when voted on, the motion passed with Chris Meyer abstaining.

C. Old Business.

1. Appraisal District (Welhausen School) building maintenance and yard maintenance.

Chief Garcia informs the Board that the County had started maintaining the yard at Welhausen.

D. New Business.

1. Selling, leasing or renting the Appraisal District Office located on 201 S. Main Street.

Agenda Item address in Executive Session.

Enter into Closed Session at 4:34 p.m.

Enter into Open Session at 5:06 p.m.

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

\*Attached Copies.

Chief Garcia addresses the Board on the cycle of the yearly process of the Appraisal District. (Appraisal Phase Guide)

Chief Garcia informs the Board that the District had sent notices out.

XI. Closed Session.

Enter into Closed Session at 4:34 p.m.

Selling, leasing or renting the Appraisal District Office located on 201 S. Main Street.

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

**TIME IN: 4:34 p.m. TIME OUT: 5:06 p.m.**

XII. Open Session.

Enter into Open Session at 5:06 p.m.

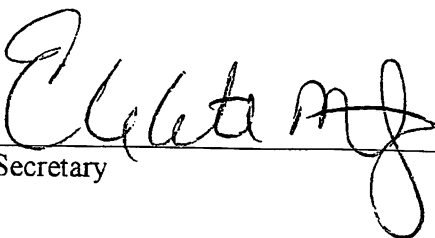
XIII. ADJOURN.

\*\*\*The Board has the right to change any Agenda Item from Closed to Open Session or from Open to Closed Session pursuant to Section 551 of the Government Code.

XIV. ADJOURN.

Elizabeth Martinez made a motion to adjourn at 6:29 p.m.  
Brenda Talbert seconded the motion and when voted on, the motion passed unanimously. Meeting Adjourn.

  
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Chairperson

  
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Secretary