



**LA SALLE COUNTY APPRAISAL DISTRICT  
BOARD OF DIRECTORS  
MINUTES  
Thursday October 29, 2015**

Presiding: Chairperson Deonicio Ramirez, Jr.

Present: Brenda Talbert Mike Whitwell  
Elizabeth Martinez

Absent: Chris Meyer Dora Gonzales

In Attendance: Annie Garcia Joe Zepeda  
Melodee Arrendell

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

Chairperson Ramirez calls the meeting to order at 5:01 p.m.

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

Chairperson Ramirez recognized that a quorum was present with Chris Meyer and Dora Gonzales absent.

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. Update on the former Appraisal District Office located on 201 S. Main Street and whether to proceed further on the selling or leasing of the building. (Presenter: Annie Garcia)

Chief Garcia updated the Board on the balance of the mortgage of the Appraisal District building on 201 S. Main (\$76,430.68 until 1/2016) with a 15 year loan (last payment due on January 30, 2024). The Appraisal District purchased the building for \$130,000. Chief Garcia informed the Board that the County was interested in purchasing the building. She informed the Board that the City of Encinal and the City of Cotulla had not sent any letter to the District to express whether to sell or lease the building. The Dilley ISD informed the Appraisal District by email to sell the building. Wintergarden stated that they were okay with either to sell or lease. Chairman Ramirez

informed the Board that Cotulla ISD approved to lease the building to the County for \$1,501.00. Elizabeth Martinez states that the County was interested in buying the building and using the building for the DPS and the DPS's driver license department.

Brenda Talbert made a motion to sell the Appraisal District located on 201 S. Main for \$130,000.00 to the County. Mike Whitwell seconded the motion and when voted on, the motion passed unanimously.

- B. Update on the Appraisal District software conversion.  
(Presenter: Annic Garcia)

Ms. Garcia informs the Board on the conversion with P & A and stating that there were a few problems that still needed to be corrected.

- C. Approve the minutes of August 26, 2015. (Presenter: Annie Garcia)

The August 26, 2015 minutes were presented to the Board. Brenda Talbert made a motion to approve the minutes as presented. Elizabeth Martinez seconded the motion.

Brenda Talbert amended her motion to approve the corrected minutes. Elizabeth Martinez seconded the motion.

Brenda Talbert re-amended her motion to approve the minutes as presented. Mike Whitwell seconded the motion and when voted on, the motion passed unanimously.

- D. Update on appoint/reappoint Board of Directors and direction to proceed with further process if necessary.

Chief Garcia updated the Board on the Board of Director's process. She informed the Board that the County and School of Cotulla were the only entities that submitted their nominees. She informed the Board that the County had their meeting before October 15 but did not submit their list until October 16.

\*Copy Attached

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

The financial reports and list of paid accounts were presented to the Board.

Ms. Garcia updates the Board on the Budget Overview Report (% overage) and that on the next Board meeting; she will be amending the budget.

Mike Whitwell made a motion to approve the financial reports and list of paid accounts. Brenda Talbert seconded the motion and when voted on, the motion passed unanimously.

- F. For Reviewing of Bids and/or awarding Contract of Bank Depository Bids for the La Salle County Appraisal District 2016-2017.  
(Presenter: Annie Garcia)

Ms. Garcia stated to the Board that she had advertised in the newspaper and that Stockmens National Bank was the only bid submitted.

\*Copy Attached.

Elizabeth Martinez made a motion to award the contract with Stockmens National Bank for the Bank Depository for January 1, 2016-December 31, 2017.

- G. La Salle County Appraisal District grievance process to be followed regarding complaints filed by citizens and appraisal district personnel (may be conducted in executive session).
- H. Personnel matter situation (may be conducted in executive session).

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.

Board entered into closed session at 5:32 p.m. to address Agenda item G, H, and IV.

V. Open Session.

Board entered into open session at 6:18 p.m.

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

No Action Taken.

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. Employee evaluation update.
3. Update on Mapping/Deed position.
4. MAPS Review.

Chief Garcia introduces Melodee Arrendell with Pritchard and Abbott to the Board. Mrs. Arrendell informs the Board on the price on the barrels from last year, to this year, to next year. Also, she addresses to the Board their concerns on the size of the supplements and the solution on how to help the school with the mailing out of the supplements.

Chief Garcia informs the board on the employee evaluations and states to the Board that Tommy Gonzales would be an asset in the Mapping Department. Ms. Garcia stated that Peter Low had informed her that David Oehler would be going into business on his own and be offering Mapping Services after the first of the year.

Chief Garcia also stated to the Board that the 2016-2017 MAPS Review with the State was in the process. \*Form Attached.

X. Closed Session.

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

TIME IN: \_\_\_\_\_ TIME OUT: \_\_\_\_\_

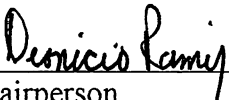
XI. Open Session.

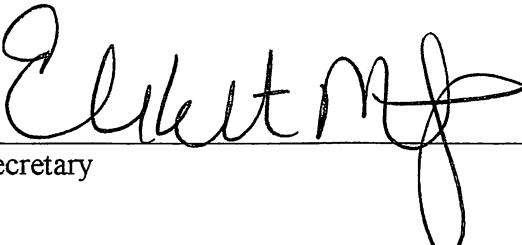
XII. ADJOURN.

Mike Whitwell made a motion to adjourn at 6:31 p.m.

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

Meeting Adjourn.

  
\_\_\_\_\_  
Chairperson

  
\_\_\_\_\_  
Secretary