



**LA SALLE COUNTY APPRAISAL DISTRICT
BOARD OF DIRECTORS
MINUTES
Tuesday, March 29, 2016**

Presiding: Chairperson Deonicio Ramirez, Jr.

Present: Brenda Wright Mike Whitwell
 Elizabeth Martinez

Absent: Dora Gonzales

In Attendance: Annie Garcia Joe Zepeda
 David Oehler

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

Chairperson Ramirez calls the meeting to order at 4:32 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. Retain consultant to review La Salle CAD office practices; operating procedures; employer/employee interaction, policies, and procedures; and appraisal methods.

David D. Oehler with Oehler Appraisal & Consulting CAD Services introduces himself to the Board and addresses to the Board the services that Mr. Oehler can provide to the District. (Office Policies and Procedures Review, Appraisal Review, Mass Appraisal Services, Litigation Support, GIS and Map Consultant) Mr. Oehler informs the Board on his education and certifications. Mr. Oehler also addresses the Board on his professional experiences. Mr. Oehler informs the Board that the fee for his services would run about \$12,500 for office procedures.

No Action Taken.

*Attached Copies.

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

Mr. Oehler informs the Board on his knowledge and experience on GIS and Mapping Consultant. Mr. Oehler stated that he was the owner for Oehler Maps and Data from 1997-2007 and that his fee for mapping training would run around \$3,000 to \$5,000.

No Action Taken.

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

Mr. Leodore Martinez and Noe Rodriguez were discussed for the new ARB members. Brenda Wright made a motion to appoint Leodore Martinez and Noe Rodriguez as the new ARB members. Mike Whitwell seconded the motion and when voted on, the motion passed.

- D. Resolution to sale or lease of building located on 201 S. Main, Cotulla, Texas.

The Board discussed leasing the building located on 201 S. Main, Cotulla, Texas. Mr. Ramirez stated to the Board that he had spoken with Judge Joel Rodriguez, Jr. about La Salle County leasing the building for \$1,501 a month. The Board stated that the County draw up the lease for the building.

Mike Whitwell made a motion to lease the Appraisal District building located on 201 S. Main to the La Salle County for \$1,501 a month. Brenda Wright seconded the motion and when voted on, the motion passed.

- E. Approve the minutes of February 2, 2016. (Presenter: Annie Garcia)

The February 2, 2016 minutes were presented to the Board. Brenda Wright made a motion to approve the minutes as presented. Elizabeth Martinez stated that the motion to adjourn was left out of the minutes. Brenda Wright reamended her motion to approve the corrected minutes. Mike Whitwell seconded the motion and when voted on, the motion passed.

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

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

- G. Purchase of security camera.

Chief Garcia informed the Board on the 3 estimates that were submitted to the Appraisal District.

*Copies Attached.

The Board discussed the differences from the 3 submitted.

Brenda Wright made a motion to approve the bid submitted by BIS for \$2,972 with Yearly DVR Fee-Network Support Fee for \$1,000 yearly (Total \$3,972). Elizabeth Martinez seconded the motion and when voted on, the motion passed unanimously.

H. Approve Internal Control (Beyer & Co.).

Chief Garcia presented to the Board the Internal Control recommended by Beyer & Co.

*Attached Copies.

Elizabeth Martinez made a motion to approve the Internal Control. Brenda Wright seconded the motion and when voted on, the motion passed unanimously.

I. To authorize the Chief Appraiser to post signs prohibiting firearms.

Chief Garcia informed the Board about posting signs prohibiting firearms in the Appraisal District. Brenda Wright made a motion to post signs prohibiting firearms in the Appraisal District. Elizabeth Martinez seconded the motion and when voted on, the motion passed unanimously.

J. Receive complaint filed against Chief Appraiser.
(Maybe conducted in Executive Session).
Conducted in Executive Session.

IV. Closed Session.

Pursuant to the Open Meetings Act, Government Code, 551.071 and 551.074 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 hear a complaint or charge against an officer or employee.

The Board enters into Executive Session at 5:32 p.m.

V. Open Session.

The Board enters into Open Session at 6:04 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. Update on Mapping.
3. Update of adjustments/supplements (12/16/2015 thru 3/4/2016).
4. Update on Appraisal District Truck.
5. Update of the GEO ID's.

Chief Garcia informs the Board that the Mapping was at 79.39%. She presents to the Board the adjustments and supplements. Ms. Garcia updates the Board on the increase from Certification (2015) for the Cotulla ISD, La Salle County, and Dilley ISD. And the decrease for the City of Encinal and Cotulla. Ms. Garcia updates the Board on the incident of the District truck and that the District had updated about 35% GEO ID's for La Salle.

X. Closed Session.

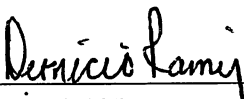
Pursuant to the Open Meetings Governance Code Chapter 551.001 et. seq.

TIME IN: _____ TIME OUT: _____

XI. Open Session.

XII. ADJOURN.

Elizabeth Martinez made a motion to adjourn at 6:17 p.m.
Brenda Wright seconded the motion and when voted on, the motion passed unanimously.
Meeting Adjourn.



Chairperson



~~Secretary~~ Vice Chairman