MINUTES

BOARD OF DIRECTORS' REGULAR MEETING

MARCH 8, 2012

The El Paso Central Appraisal District Board of Directors held a regular meeting on Thursday, March 8, 2012, at 5:50 p.m., in the Conference Room of the El Paso Central Appraisal District at 5801 Trowbridge, with the following members present:

Isela Castañon-Williams  Patricia Torres McLean
Alfredo Borrego             Sergio Lewis
Ann Morgan Lilly          Laure Searls

Six members being present, there was a quorum. Ms. Castañon-Williams joined the meeting at 6:46 p.m.

Ms. Morgan Lilly left the meeting at 7:04 p.m., prior to the vote on Item 8, law suits.

Ms. Carmen Hegeman, EPCAD legal counsel, was in attendance for the entire meeting. Ms. Borunda, attorney for personnel matters joined the meeting at 7:11 p.m.

First order of business was to recite the Pledge of Allegiance to the flag of the United States of America.

AGENDA ITEM 1 – APPROVAL & SIGNING OF MINUTES FOR FEBRUARY 9 & FEBRUARY 22, 2012

Ms. Searls made a motion to approve the February 9 and February 22, 2012, minutes as presented. Ms. Morgan Lilly seconded the motion. Motion passed unanimously.

AGENDA ITEM 2 – PUBLIC COMMENT

No public comment was made.

AGENDA ITEM 3 – REVIEW OF FINANCIAL STATEMENT – JANUARY, 2012

Ms. Rosa Goldmann, Chief Financial Officer, presented the January, 2012 Financial Statement. All financial statements are on file and a matter of record in the District’s accounting office.

Ms. McLean made a motion to accept the January, 2012 Financial Statement as presented. Ms. Searls seconded the motion. Motion passed unanimously.

AGENDA ITEM 4 – PRESENTATION OF EPCAD PROPOSED PRELIMINARY 2012/2013 BUDGET

After a brief recess by the Board from 6:00 p.m. to 6:07 p.m., Ms. Kilgore presented the Board with the first draft of the 2012/2013 Budget. This draft will be sent to all entities (superintendents, entity heads and financial persons) on Monday, March 12, 2012.

Ms. Kilgore directed the Board’s attention to the narrative of the budget which details each section of the budget with an explanation of the section. The budget workshop will be held on April 12, 2012. The Budget Advisory Committee comprised of Mr. Gandara, Ms. McLean and Mr. Sepulveda, Ex-Officio, met on March 6,
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2012, to review the proposed budget.

Ms. Kilgore asked the Board that anyone with questions, please contact either Ms. Kilgore, Ms. Goldmann or Mr. Stone prior to the April 12 Budget Workshop.

Mr. Lewis asked about the budget process. Ms. Kilgore explained that after the April 12th Budget Workshop, any changes discussed at that Workshop will be put into place. A Public Hearing will be set for May 10th for actual adoption. The budget must be adopted by June 15 as required by law.

AGENDA ITEM 5 – MONTHLY HEALTH BENEFITS USAGE REPORT – FEBRUARY, 2012

Ms. Gabrielle Melendez, Human Resource Manager, presented the Health Benefit Usage Report for February, 2012. The Year-to-Date Loss Fund for February, 2012 is $307,335.52, with the Year-to Date Paid Subject to Loss Fund of $151,111.36, showing a positive balance of $156,224.16.

In response to several inquiries from Ms. McLean, Ms. Lilly and Mr. Lewis, Ms. Melendez gave a brief overview of EPCAD's insurance plan.

AGENDA ITEM 6 – OVERVIEW OF 2012 RESIDENTIAL & COMMERCIAL APPRAISAL PROCESS

Ms. Kilgore said this presentation was presented last year and was well received. Legally, EPCAD cannot get into specifics, but can give a general overview of the 2012 reappraisal year. Ms. Kilgore explained that she feels this presentation will be very beneficial for the board members, not only for their information, but in the event they are asked questions from constituents.

Ms. Kilgore introduced Mr. Rick Medina, Commercial, Industrial & Business Personal Property Manager and Mr. James Thompson, Residential Property Manager to the Board. Both gentlemen gave their respective presentations to the Board.

AGENDA ITEM 7 - EXECUTIVE SESSION UNDER THE AUTHORITY OF TEX.GOV'T. CODE § 551.071 & 551.074 TO DISCUSS LEGAL & PERSONNEL MATTERS

In accordance with the Open Meetings Act, TEX. GOV'T. CODE § 551.071 & 551.074, the Board of Directors went into Executive Session at 7:11 p.m. to discuss legal and personnel matters. The Board returned to open session at 7:40 p.m. No action was taken in Executive Session.

A. EPT Santa Fe Village Apartments LP vs EPCAD, Cause no. 2010TX990
B. MEDPAR Associates vs EPCAD, Cause No. 2010TX1218
C. Doniphan Business Park LTD vs EPCAD, Cause No. 2010TX1454
D. Ulloa Corporation vs EPCAD, Cause No. 2011TX02422
E. Horak Development III LLC vs EPCAD, Cause No. 2011DTX07446
F. MICARIC Ventures LLC vs EPCAD, Cause No. 2011TX445
G. Beaumont Properties Inc., vs EPCAD, Cause No. 2004TX931
H. Beaumont Properties Inc., vs EPCAD, Cause No. 2005TX615
I. M C G Investments vs EPCAD, Cause No.. 2007TX853
J. M C G Investments vs EPCAD, Cause No. 2008TX476
K. M C G Investments vs EPCAD, Cause No. 2009TX103
L. Executive Director/Chief Appraiser Contract

AGENDA ITEM 8 – DISCUSSION & POSSIBLE ACTION REGARDING A-L ABOVE

Ms. Searis made a motion to settle items A-K as recommended by legal counsel. Ms. Castañon-Williams seconded the motion. Motion passed unanimously.
Item L – Chief Appraiser Contract – Ms. Castañon-Williams made a motion to approve the signing of the Executive Director/Chief Appraiser contract as presented. Ms. Searls seconded the motion. Motion passed unanimously.

AGENDA ITEM 9 - CHIEF APPRAISER REPORT

Ms. Kilgore did not provide a report due to the length of the meeting, however, she did advise the Board that she and Mr. Stone would begin meeting with the taxing entities on 2012 values and trends.

There being no further business to come before the Board, the meeting was adjourned at 7:44 p.m.

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Reymundo Sepulveda, Chairman

ATTEST:

Isela Castañon-Williams, Secretary
NOTICE OF PUBLIC HEARING
EL PASO CENTRAL
APPRaisal DISTRICT
BUDGET

The El Paso Central Appraisal District will hold a public hearing on a proposed budget for the 2012/2013 fiscal year.

The public hearing will be held on Thursday, May 10, 2012 at 5:30 p.m. at the El Paso Central Appraisal District Conference Room, 5801 Trowbridge, El Paso, Texas 79925.

A summary of the Appraisal District Budget follows:

The total amount of the Proposed Budget (Salaries and Operating) is $12,550,887.49.

The total amount of increase from the current year's Budget is $206,406.79.

The number of employees compensated under the current Budget is 140.

The number of employees compensated under the proposed Budget will be 140.

The Appraisal District is supported solely by payments from the local taxing units served by the Appraisal District.

If approved by the El Paso Central Appraisal District Board of Directors at the public hearing, this Proposed Budget will take effect automatically on October 1, 2012, unless disapproved by the governing bodies of the county, school districts, cities, and towns served by the Appraisal District.

A copy of the Proposed Budget is available for public inspection in the office of each of those governing bodies. A copy is also available for public inspection at the Appraisal District Office.

EL PASO CENTRAL APPRAISAL DISTRICT
5801 Trowbridge
El Paso, Texas 79925