MINUTES
BOARD OF DIRECTORS’ REGULAR MEETING
MARCH 14, 2013

The El Paso Central Appraisal District Board of Directors held a regular meeting on Thursday, March 14, 2013, at 5:33 p.m., in the Conference Room of the El Paso Central Appraisal District at 5801 Trowbridge, with the following members present:

Rey Sepulveda, Chairman
Alfredo Borrego, Vice-Chairman
Patricia McLean, Secretary
Isela Castañon-Williams
Gary Gandara
Sergio Lewis
Laure Sears

There was quorum with seven members present.

Joe Longoria, legal counsel, was in attendance for the entire meeting.

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

AGENDA ITEM 1 – APPROVAL AND SIGNING OF MINUTES FOR NOVEMBER 8, 2012 AND JANUARY 10, 2013

Mr. Borrego made a motion to accept the November, 2012 and January 2013 minutes as presented. Ms. Sears seconded the motion. Motion passed unanimously.

AGENDA ITEM 2 – EMPLOYEE RECOGNITION – BECKY REYES, 30 YEARS OF SERVICE AND CARMEN GARCIA, 20 YEARS OF SERVICE

This item was cancelled due to recipients’ illnesses, and will be re-scheduled.

AGENDA ITEM 3 – PUBLIC COMMENT

No public comment was made.

AGENDA ITEM 4 – MONTHLY HEALTH BENEFITS USAGE REPORT – JANUARY & FEBRUARY, 2013


The Year-to-Date Loss Fund for January is $248,610.70 with the Year-to-Date Paid Subject to Loss Fund of $207,729.33 showing a positive balance of $40,881.37. The Specific Reimbursement Year-to-Date is $9,226.84.

The Year-to-Date Loss Fund for February is $311,163.07 with the Year-to-Date Subject to Loss Fund of $245,276.76, with a positive balance of $65,886.31. The Specific Reimbursement Year-to-Date is $10,436.59.
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Ms. Rosa Goldmann, Chief Financial Officer, presented the December, 2012 and January, 2013 Financial Statements. All financial statements are on file and a matter of record in the District’s accounting office.

Mr. Borrego made a motion to approve the December 2012 and January 2013 financial statements as presented. Ms. Castañon-Williams seconded the motion. Motion passed unanimously.

AGENDA ITEM 6 - PRESENTATION OF EPCAD PROPOSED PRELIMINARY 2013/2014 BUDGET

Mr. Gandara, Chairman of Budget Committee advised the Board that the committee comprised of Gary Gandara, Chairman, Patricia McLean and Laure Searls, met on Monday, March 11, 2013. Mr. Gandara felt the meeting went well, however, some Board Members may have questions.

Ms. Kilgore felt the meeting was very productive, and the committee member input was very instrumental. This 2013/2014 Proposed Preliminary Budget is for discussion only for the board members and each entity will be sent a Budget via E-Mail and mailed a hard copy, via U.S. Postal Service on March 15, 2013. The budgets will be addressed to the head of the entity as well as the Finance department heads. Ms. Kilgore asked that the board members review the budget with their financial staff.

Questions that were raised by the committee during their meeting are in the process of being answered and forwarded to the committee members within the next week or so.

The Budget Workshop is scheduled for April 11, 2013, at which time the Board will go over the budget item by item to answer all questions and/or issues. Ms. Kilgore asked the Board to please submit any questions prior to the April 11 meeting so that they can be answered at that time.

Ms. Searls said she would not be in attendance for the April 11th meeting, due to the National School Board Association meeting. Ms. Kilgore advised the 11th is the normal board meeting date, however, the Chair, Mr. Sepulveda has the authority to change the meeting. Mr. Sepulveda stated he would meet with Ms. Kilgore on this matter.

AGENDA ITEM 7 – PRESENTATION FROM RESIDENTIAL, COMMERCIAL & INFORMATION TECHNOLOGY DEPARTMENTS

Ms. Kilgore advised the Board that these presentations were started a couple of years ago which has proved very enlightening and useful to Board members. In addition to the presentations from the Residential and Commercial departments, this year, there will be a presentation from the Information Technology (IT) department.

Ms. Kilgore introduced James Thompson, Jr., Director of Appraisal Services, followed by Rick Medina, Director of Administrative Services and Jesus Sandoval, Information Systems Network Manager; each gave their respective presentations. Due to the Tax Code, questions will be taken, but no specifics will be given.

Mr. Borrego said that all the expenditures on technology have really paid off by capturing more money for the taxing entities. The money expended on technology has paid for itself and then some. Ms. Kilgore added that having our own programmers, various projects have been accomplished faster. Mr. Sepulveda said that EPCAD is sharing this technology with other entities at no cost, and he applauded the CAD staff for all the accomplishments, as well as the Board for approving the technology expenditures.
AGENDA ITEM 8 – TAXPAYER LIAISON OFFICER REPORT

Ms. Tracy Carter, Taxpayer Liaison Officer reported the following:

- Ms. Carter was able to assist two (2) property owners, and both taxpayers left with a better understanding of the process.
- The ARB will meet March 19-21, 2013.
- Ms. Carter will attend the State Comptroller’s ARB training, April 2-3, 2013.

AGENDA ITEM 9 – CHIEF APPRAISER REPORT

Ms. Kilgore distributed the updated Board of Director’s Manual & Cross-Reference. Contained within the manual information specific to the EPCAD Board, as well as the Comptroller’s 2012 Appraisal District’s Directors’ manual with updates.

Mr. Sepulveda asked about the Homestead exemption being escalated from $10,000 to $45,000. Mr. Longoria responded that he did not know where it would wind up. Even though the legislature is trying to increase the exemption, there are also several articles concentrating on the revenue that could be lost. Therefore, there is quite a conflict on this matter at the moment. The filing deadline was last week, and shortly we should start noticing it will progress more actively through the session. Ms. Kilgore stated that she will be attending a Legislative Update meeting the first part of April, and in May, Mr. Molina and Ms. Kilgore will be attending the Mid-Session Legislative Update and will report the findings at the May Board meeting.

Ms. Kilgore said that EPCAD had the Property Value Study (PVS) conducted by the Comptroller’s Office. They do a random sampling of EPCAD values and in all nine (9) El Paso school districts they found that the local value was valid and certified for all districts.

Ms. McLean asked if the presentation (item 7) could be e-mailed to the Board members. Ms. Kilgore said she would have the information forwarded, probably on a disc format.

AGENDA ITEM 10 – 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 7:22 p.m. to discuss legal and personnel matters. The Board returned to open session at 8:10 p.m. No action was taken in Executive Session.

A. Zaragoza Flores Meat Market & Restaurant, LLC vs EPCAD, Cause No. 2010TX147  
B. Wells Fargo Bank, N.A. (TR) vs EPCAD, Cause No. 2010TX1040  
C. Yandell Tower and Horizon Prop LLC vs EPCAD, Cause No. 2012TX04265  
D. Denise Waters vs EPCAD, Cause No. 2011TX02957  
E. TFTL Partners, LLC vs EPCAD, Cause No. 2011TX02953  
F. TFTL Partners, LLC vs EPCAD, Cause No. 2011TX02953  
G. TFTL Partners, LLC vs EPCAD, Cause No. 2011TX02953  
H. TFTL Partners, LLC vs EPCAD, Cause No. 2011TX02953  
I. EPT Corta Bella, LP vs EPCAD, Cause No. 2010TX939  
J. Western Refinery Company LP, Western Refining, Co LP, Western Refining GP, LLC vs EPCAD, Cause No. 2012TX03973A

AGENDA ITEM 11 – DISCUSSION AND POSSIBLE ACTION ON AGENDA ITEM 10

Mr. Borrego made a motion to approve items A-I as recommended by legal counsel. Mr. Gandara seconded the motion. Motion passed unanimously.
Item J - No action was taken.

There being no further business to come before the Board, the meeting adjourned at 8:11 p.m.

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Alfredo Borrego, Vice-Chairman

ATTEST:

Patricia McLean, Secretary