



Minutes from January 20, 2022

The El Paso Central Appraisal District Board of Directors held its regular meeting on Thursday, January 20, 2022, at 5:05 p.m., in the Conference Room of the El Paso Central Appraisal District (EPCAD), 5801 Trowbridge Drive, El Paso, Texas, with the following quorum of five (5) members present.

- 1. Freddy Khlayel-Avalos
2. Tanny Berg
3. Eduardo Mena
4. Walter Miller
5. Cynthia Ramirez
6. David Stout arrived at 5:07 p.m.

Mr. Joe Longoria of Perdue Brandon Fielder Collins and Mott L. L. P., EPCAD legal counsel, was in attendance for the entire meeting.

Attorney Carmen Hegeman of Dunbar, Armendariz, Hegeman Law Firm, EPCAD legal counsel, was in attendance for the entire meeting.

The first order of business was to recite the pledge of allegiance to the flag of the United States of America and the pledge of allegiance to the Texas state flag.

AGENDA ITEM 1 - 2022 BOARD OF DIRECTOR OATH OF OFFICE CEREMONY

The Honorable Eduardo (Eddie) Gamboa of Statutory Probate Court No. 2 of El Paso County officiated in administering the Oath of Office to Board members and congratulated them all.

ACTION AGENDA ITEM 2 - ELECTION OF OFFICERS FOR 2022 BOARD OF DIRECTORS

Current Board Officers

Chair: Walter L. Miller
Vice-Chair: Freddy Khlayel-Avalos
Secretary: Eduardo Mena

Election, Terms, Compensation - The Board shall elect a Chairperson and a Secretary at the first meeting of the Board each calendar year {6.04(a)}. The Board shall elect a Vice-Chairperson. Each officer shall serve for one calendar

year. Board members may not be compensated for service on the Board, but may receive reimbursement for actual and necessary expenses incurred in the performance of their duties {6.04©}.

**Chairperson** - The Chairperson shall preside over all meetings of the Board. The Chairperson's facsimile signature must appear on all checks issued by the District. (Amended 9-25-80). The Chairperson shall call special meetings of The Board {6.04(b)}. The Chairperson shall have such other powers and duties as may from time to time be prescribed by the Board.

**Secretary** - The Secretary shall attend all meetings of the Board and record all of the meetings of the Board and shall perform such other duties as may be prescribed by the Board. All withdrawals or checks issued by the District can be issued with the facsimile signature of the Chairperson together with one other signature among four (4) other individuals, those being the Secretary of the Board, the Chief Appraiser, and two (2) other persons designated by the Chief Appraiser. (Amended 10-20-2016).

**Vice-Chairperson** - The Vice-Chairperson shall preside in the absence of the Chairperson and shall have other duties as designated by the Chairperson.

Mr. Miller opened the floor to nominations for Chair, Vice-Chair, and Secretary.

Mr. Berg nominated Mr. Mena for chair and Mr. Miller for vice-chair. Mr. Khlayel-Avalos seconded; the vote was called and approved.

Mr. Mena accepted and henceforth presided over the meeting.

Mr. Khlayel-Avalos nominated Mr. Berg for secretary, Mr. Miller seconded; the vote was called and approved.

### **AGENDA ITEM 3 - PUBLIC COMMENT**

Ms. Dinah Kilgore, EPCAD Executive Director/Chief Appraiser, stated that no one had signed up to make public comment.

### **ACTION AGENDA ITEM 4 - APPROVAL AND SIGNING OF MINUTES – NOVEMBER 18, 2021**

Mr. Berg made a motion to approve the November 18, 2021 Minutes as presented; Mr. Miller seconded; the vote was called and approved.

## **AGENDA ITEM 5 - TAXPAYER LIAISON REPORT**

Ms. Tracy Carter, Taxpayer Liaison Officer (TLO), reported that the Appraisal Review Board (ARB) Administrative Judge Linda Chew appointed ten new ARB members and re-appointed ten members. There are currently thirty-four ARB members.

Ms. Carter introduced the ARB officers Ms. Sylvia Calderon, Chair, Mr. Louis Mona, Vice-Chair/ Secretary, and Mr. Roberto Urrea, Deputy Secretary.

The ARB will be in session January 18 – 24, 2022, to hear late protests.

The State Comptroller will provide two days of ARB training through Zoom and pre-recorded virtual presentations.

With no questions from the board, this concluded Ms. Carter's report.

## **AGENDA ITEM 6 - CHIEF APPRAISER REPORT**

Ms. Kilgore informed the board:

- January 18-24, 2022, ARB hearings for late motions.
- January 25 - 28, and 31, 2022, the City Tax Office will have a mobile bank in the EPCAD parking lot to accept property tax payments.
- February 17, 2022, the financial audit will be presented to the board.
- In March 2022, EPCAD appraisal staff will provide the board with a review before appraisal notices go out.
- EPCAD's Property Value Study (PVS) results should be available by the end of January 2022.
- EPCAD staff received the latest aerials.
- EPCAD rear parking lot repairs will be completed by the end of next week.
- Mr. Stout inquired about the late protest process. Ms. Kilgore and Mr. Stone explained the process.