



Minutes: December 3, 2015

The El Paso Central Appraisal District Board of Directors held its regular meeting on Thursday, December 3, 2015 in the Conference Room of the El Paso Central Appraisal District located at 5801 Trowbridge Drive, El Paso, Texas. The meeting was called to order by Chairman Jerry Romero at 6:00 p.m. with a quorum of the five following members present.

Jerry Romero  
Benjamin Morales

Gary Gandara  
Joyce Wilson

Trent Hatch

Ms. Carmen Hegeman, 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**

### **PUBLIC COMMENT**

This is a regular agenda item required by Section 6.04(d), Texas Property Tax Code.

*In order to comply, while ensuring the efficiency of the "Public Comment" regular agenda item, the EPCAD Board of Directors will limit said public comment to five (5) minutes per item, unless the majority of a quorum of the Board votes to allow more time for a given item. Public comment requires no action from the Board.*

Public comment was not made.

## **ACTION AGENDA ITEM 2**

### **APPROVAL AND SIGNING OF THE MINUTES FROM OCTOBER 15, 2015**

Mr. Trent Hatch made the motion to approve the October 15, 2015 minutes; Mr. Gandara seconded; the vote was called; the motion carried.

## **AGENDA ITEM 3**

### **MONTHLY HEALTH BENEFIT USAGE REPORT – OCTOBER 2015**

This is a regular agenda item requested by the Board (April 21, 2003). Ms. Gabrielle Melendez, EPCAD Human Resource Manager, presented the October, 2015 report.

The October figures are as follow:

- Year-to-date loss fund: \$76,431.39
- Year-to-date paid subject-to-loss fund: \$41,541.59
- Specific reimbursement year-to-date: NA
- Positive balance of \$34,889.80

Ms. Melendez stated that as the plan year began October 1, the figures are relatively small. The \$76,431.39 was the premium that was paid into the fund balance.

#### **ACTION AGENDA ITEM 4**

##### DISCUSSION & POSSIBLE ACTION REGARDING EPCAD'S PROPOSED 2016 HOLIDAY SCHEDULE

Ms. Kilgore informed the Board that in prior years, the holiday schedule had included Presidents' Day and Columbus Day; however, as Christmas 2015 falls on a Friday, a day was given for Christmas Eve in lieu of another holiday; additionally, New Year's Eve Day 2015, also on Thursday, was omitted from the holiday calendar. Ms. Kilgore furthered that the proposed holidays were at the Board's discretion.

Ms. Wilson made a motion to approve the El Paso Central Appraisal District's Proposed Holiday Schedule as presented; Mr. Gandara seconded; the vote was called; the motion carried.

#### **ACTION AGENDA ITEM 5**

##### DISCUSSION & POSSIBLE ACTION REGARDING THE DECEMBER 17, 2015 BOARD OF DIRECTORS' MEETING

Mr. Romero stated that as the Board could not achieve quorum for the November meeting and the meeting was therefore postponed to December 3, 2015; it was no longer necessary to meet on December 17.

Ms. Wilson made the motion to cancel the December 17, 2015 Board of Directors' meeting; Mr. Hatch seconded; the vote was called; the motion carried.

#### **ACTION AGENDA ITEM 6**

##### DISCUSSION & POSSIBLE ACTION REGARDING THE DESIGNATION OF A VOTING DELEGATE AND AN ALTERNATE TO ATTEND THE 2016 TEXAS ASSOCIATION OF APPRAISAL DISTRICTS (TAAD) CONFERENCE.

Ms. Kilgore informed the Board that the Texas Association of Appraisal Districts was the organization for all appraisal districts in the State of Texas. TAAD has been in existence for over 30 years and is involved in education and has a lobbying group for legislation. Ms. Kilgore has held office with TAAD and was selected to be President this year. Many of the TAAD