



## Minutes from November 16, 2023

The El Paso Central Appraisal District Board of Directors held its regular meeting on Thursday, November 16, 2023, at 5:03 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 members present.

1. Joshua Acevedo
2. Tanny Berg
3. Eduardo Mena
4. Walter Miller
5. Jackie York

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

Attorney Chris Borunda of Robles, Bracken & Hughes, PLLC, EPCAD's 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 - PUBLIC COMMENT**

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

### **ACTION AGENDA ITEM 2 - APPROVAL AND SIGNING OF MINUTES FROM OCTOBER 16, 2023 MEETING**

Mr. Mena made a motion to approve the October 16, 2023 Minutes as presented; Mr. Miller seconded; the vote was called and passed.

### **ACTION AGENDA ITEM 3 - DISCUSSION AND POSSIBLE ACTION REGARDING THE DESIGNATION OF A VOTING DELEGATE AND ALTERNATE TO ATTEND THE 2024 TEXAS ASSOCIATION OF APPRAISAL DISTRICTS (TAAD) CONFERENCE**

Ms. Kilgore informed the board that appraisal districts are directed to select a delegate and an alternate to vote at the annual Texas Association of Appraisal District (TAAD) conference. The TAAD conference is scheduled for February 18 – 21, 2024, at the Marriott Marquis Houston, Texas.

Chairman Berg opened the floor for a motion to appoint a delegate and an alternate. Mr. Mena nominated Mr. Berg as the delegate; Ms. York seconded; the vote was called and approved.

Mr. Berg nominated Mr. Coronado as the alternate; Ms. York seconded; the vote was called and approved.

#### **AGENDA ITEM 4 – PRESENTATION FROM WARDLAW APPRAISAL GROUP, LC.**

Ms. Kilgore stated that Wardlaw Appraisal Group, LC (WAG) completed the 2023 summer protest season. She further explained that WAG specializes in complex industrial properties in Texas. WAG provides EPCAD detailed rendition reports on the properties they evaluate.

Ms. Peggy Wardlaw, P.E., R.P.A. of Wardlaw Appraisal Group, presented the following details:

- Certified value: \$5.025 billion.
- All notice values were mailed by May 19, 2023.
- WAG worked closely with El Paso Electric and came to an agreement.
- El Paso Electric signed a settlement and waiver to a value of \$723 million.
- WAG worked closely with Marathon to value the El Paso Western Refinery.
- Marathon/Western Refining signed an agreement on a value of over \$525 million.
- WAG has a scheduled inspection of the El Paso Western Refinery for November 29, 2023.

Ms. Wardlaw answered questions from the board members.

This concluded Ms. Wardlaw's report.

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

Ms. Tracy Carter, Taxpayer Liaison Officer (TLO), informed the Board:

- The ARB was in session October 16-19, 2023.
- Seven additional evaluations were submitted between October 16-19, 2023. EPCAD has received a total of nineteen completed evaluations.
- All the evaluations were submitted to the Comptroller's office on October 20, 2023.

- Judge Annabell Perez completed the interview process before October 31, 2023 and will appoint twenty ARB members.

With nothing further to report, this concluded Ms. Carter's report.

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

Ms. Kilgore, EPCAD Executive Director/Chief Appraiser, informed the Board:

- EPCAD is being retrofitted with new wifi cable throughout the building.
- In February 2024, Ms. Dinah Kilgore, Director/Chief Appraiser, Mr. David Stone, Deputy Chief Appraiser, and Mr. Rick Medina, Director of Administrative Services, will meet with entities regarding appointment / reappointment of the EPCAD board of director members.
- EPCAD appraisers are conducting fieldwork.
- April 1, 2024 is the deadline for IAAO recertification. It renews every five years.
- EPCAD passed the MAPS review with a score of 100%.
- Mr. James Thompson Jr., Director of Appraisal Services, and his appraisal staff are working on the Property Value Study (PVS) in conjunction with the Texas State Comptroller audit staff.

This concluded Ms. Kilgore's report.

The open meeting was adjourned at 5:49 p.m. to enter into Executive Session.

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

- a. Discussion of the Taxpayer Liaison Officer 2023 evaluation packet. Packet was provided to Board members at the October 19, 2023 Board of Directors meeting.
- b. Discussion of the Chief Appraiser 2023 evaluation packet. Packet was provided to Board members at the October 19, 2023 Board of Directors meeting.
- c. Discussion with attorney regarding Cause No. 2021-DCV4210.

The Board exited Executive Session at 6:35 p.m. and resumed the open meeting.


**ACTION AGENDA ITEM 8 - DISCUSSION AND POSSIBLE ACTION REGARDING  
PREVIOUS LISTED ITEM**

- a. Mr. Berg asked for a motion to accept the Taxpayer Liaison Officer evaluation. Mr. Miller made a motion to accept Ms. Carter's evaluation and to move her to a salary level five rate; Ms. York seconded; the vote was called and approved. Ms. Carter accepted and thanked the board.
- b. Mr. Berg asked for approval of the Chief Appraiser evaluation. Ms. York made a motion to accept Ms. Kilgore's evaluation and to extend Ms. Kilgore's current contract terms. Her current contract ends December 31, 2025. Ms. Kilgore's contract was extended an additional year, ending December 31, 2026, with a salary of \$225,000.00 per year; Mr. Mena seconded; the vote was called and approved. Ms. Kilgore accepted and thanked the board.

With no further business to come before the Board, the meeting adjourned at 6:38 p.m.

  
\_\_\_\_\_, Chair  
El Paso Central Appraisal District  
Board of Directors

ATTEST:

  
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Shane Haggerty, Secretary  
El Paso Central Appraisal District  
Board of Directors  
Date Approved: 11/18/2024



Texas Association  
of Appraisal Districts

## DESIGNATION OF VOTING DELEGATE

Forty-third Annual Conference  
Delegate Assembly and Business Meeting

The El Paso Central Appraisal District  
designates the following delegate and alternate delegate for the  
Delegate Assembly and Business Meeting on Tuesday, February  
20, 2024, 1:30 p.m.

### Voting Delegate:

Tanny Berg

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### Alternate Voting Delegate:

Sergio Coronado

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***Please return this form by no later than February 7, 2024.***

Scan and email to [kkemp@taad.org](mailto:kkemp@taad.org)

Please Note: The district membership status must be current and valid to vote in the election.