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The Nueces County Appraisal District Board of Directors held its regular monthly meeting on Wednesday, March 9, 2011 in the Board Room at 201 N. Chaparral, Corpus Christi, Texas.

REVISED MINUTES

(Item#9 Revised)

REGULAR MEETING

March 9, 2011

I. Invocation.

The invocation was lead by Robert Maupin

II. Pledge of Allegiance.

The Pledge of Allegiance was lead by Board of Directors

III. Roll Call of the Board of Directors

DIRECTORS:

Sandra Billish, Chairman	<u>Present</u>
Richard Pittman, Vice-Chairman	<u>Absent</u>
Paul Altheide, Secretary	<u>Present</u>
John Sendejar	<u>Absent</u>
David Berlanga	<u>Present</u>
Ronnie Canales	<u>Present</u>
Robert Adler	<u>Present</u>
Ed Lopez	<u>Present</u>

Ollie Grant, Chief Appraiser

Present

Tom Wheat, Legal Counsel

Present

- 1. Call to Order and Determination of a Quorum.** Mrs. Billish, Chairman called the meeting of the Nueces County Appraisal District Board of Directors to order and requested that the record show that a quorum of the Board Members was present; that this meeting has been duly called; and that notice of this meeting had been posted in accordance with the Texas Open Meetings Act, TEX. GOV'T CODE § 551, (Vernon Supp. 2009) and that any conflict of interest affidavits had been received and placed on file as required by law.

2. VISITORS'/AUDIENCE COMMENTS AND QUESTIONS.

Ms. Sharon Doughty, Superintendent Port Aransas ISD addressed the Board regarding the letter from Port Aransas ISD on the agenda. Ms. Doughty said they had also receive the Nueces County Appraisal District Board meeting minutes after the Nueces County Appraisal District Board has gone another cycle to approve them which is a month later. By the time the Port Aransas Board of Trustees get the minutes it has been 8 weeks. Ms. Doughty suggested the Appraisal District post the minutes on their website as soon as they are approved so that they can view the minutes and determine if the Board of Trustees needs to call an emergency meeting. Ms. Doughty thanked Ms. Billish for her response to the Board of Trustees' letter. Ms. Doughty said they received a letter dated December 30, 2010 regarding the Life and Safety improvements and that the letter was considered at the Board Meeting on January 13, 2011. Ms. Doughty said she was asked by the Board of Trustees to send a letter expressing their concerns on amending the budget and doing the improvements to the building. Ms. Billish responded on February 8, 2011 the letter was put back on the Board of Trustees agenda and the Board of Trustees was satisfied with the communication and transparency. Ms. Doughty suggested Mr. Grant and Mr. Reynolds make personal contact with all 36 taxing entities not just the larger entities. Ms. Doughty said that as she walked into the Nueces County Appraisal District building, for the first time, she could see and smell the building. She indicated that if they were to put children in a building like this the community would be outraged. She continued by saying that the life and safety issues are not a problem rather the concern is that they want to know the District's plan and don't want to funnel too much money into this building and then have us move out. Ms. Doughty said they would like to be informed of the District's plan of action before it is implemented. Ms. Doughty thanked Ms. Billish for her letter and her time.

9:07A.M.-Ronnie Canales arrived at meeting.

3. DISCUSSION AND/OR ACTION:

- a. Approval of the minutes of the February 16, 2011 Regular Meeting:

Motion was made by Mr. Altheide to approve the minutes of the February 16, 2011 Regular Meeting. Mr. Adler seconded the motion. Motion passed unanimously.

- b. Approval of the February 2011 Litigation Report:

Mr. Wheat said there will be some numbers reduced on the list which will be reflected at the next Board meeting.

Mr. Altheide asked Mr. Wheat where GW Affordable Housing, LP was located. Mr. Wheat said it was the apartments behind Whataburger on Staples by Carmel Parkway area and was settled March 8, 2011. Motion was made by Mr. Altheide to approve the January 2011 Litigation report. Mr. Berlanga seconded the motion. Motion passed unanimously.

- c. Approval of the February 2011 Disbursements:

Motion was made by Mr. Altheide to approve the February 2011 disbursements. Mr. Lopez seconded the motion. Motion passed unanimously.

d. The Personnel Update

Mrs. Villasanz reported there was one vacant Commercial/Land Appraiser position available. Mr. Reynolds said the Residential Real Estate Manager position has been filled and introduced Mr. Richard Miller as the Manager for Residential Real Estate Department. Mr. Reynolds also said Mr. Miller had been a Commercial/Land Appraiser for the District so that position that is now vacant.

4. MOVE INTO EXECUTIVE SESSION PURSUANT TO THE TEXAS OPEN MEETINGS ACT, TEX.GOV'T CODE§ 551.074:

The Board of Directors went into executive session at 9:15 A.M.

DISCUSSION ITEMS

- a. Taxpayer Concern
- b. Building Issues
- c. Discussion regarding the Taxpayer Liaison Officer Contract

5. DISCUSSION AND/OR ACTION RELATIVE TO ITEMS DISCUSSED IN EXECUTIVE SESSION.

The Board of Directors returned from executive session at 10:29 A.M.

Ms. Billish said there was no action to be taken regarding the Taxpayer Liaison Officer Contract.

Ms. Billish commented that after reviewing the current economy, at both the state and local levels, the Nueces County Appraisal District is suspending the process of looking for a new building and will continue to reside in current location for the foreseeable future.

6. DISCUSSION AND/OR ACTION RELATIVE TO THE APPROVAL OF THE DECEMBER 31, 2010 INVESTMENT REPORT.

Mr. Lopez reported the Investment Committee had met and that the 2010 4th Quarter Investment Report was in the Board's packets. Mr. Lopez directed the Board members to the last page of 2010 Report specifically the line titled Summary Investment Activity which showed the year to date earnings to be \$3,883.11. Mr. Lopez also said the variance is explained and how we arrived at the variance. Mr. Lopez explained the significant drop in the funds available for investing during 2010. He pointed out where the District had refunded \$2.4 million of the building fund as well as the \$580,000 from the 2009 undesignated fund balance. Mr. Lopez indicated that also attached was another schedule showing District's cash flow for the 2010 year. Mr. Canales made a motion to approve the December 31, 2010 Investment Report. Mr. Altheide seconded the motion. Motion passed unanimously.

7. DISCUSSION AND/OR ACTION RELATIVE TO THE BIDDING PROCESS.

Ms. Billish said she added this item to the agenda for review. Mrs. Billish commented this topic had been discussed at the TAAD Conference. Mrs. Billish indicated that the District had a good plan for the bidding process in place. Mrs. Billish asked that if there are any questions to please see Mr. Grant. Mr. Grant said if there are any questions feel free to get with the staff.

8. TAXPAYER LIAISON OFFICER'S REPORT.

Mr. Robert Maupin reported that he had submitted the Appraisal Review Board report and asked if anyone had any questions he could answer.

9. CHIEF APPRAISER'S REPORT.

Mr. Grant said the District went live Wednesday, March 2, 2011 on the True Automation PACS appraisal software and that everything has worked smoothly so far.

Mr. Grant said Management Training Seminars are being held monthly with 24 videos of expertise training and will be held for the next two years.

Mr. Grant said the on-site audit work was completed on February 28, 2011 and we expect the 2010 Financial Audit to be presented to the Board during the April Board meeting.

Mr. Grant said Mr. Wheat researched Del Mar College representation on the Nueces County Appraisal District Board and the Attorney General's opinion was that Del Mar College does not qualify as a School District and if they wanted to have representation as a voting entity they would need to go through the legislative process.

10. CHAIRMAN'S REPORT.

Ms. Billish said she provided all Board members with a packet that she received at the TAAD Conference which included materials on the Texas Open Meetings Act, Board Parliamentary Procedures and Board Criminal & Civil Liabilities.

11. SUGGESTED ITEMS RELATED TO NEXT REGULAR MEETING AGENDA.

Mr. Canales suggested discussion on clerical and appraiser salaries.

12. **ADJOURNMENT.**

Motion was made by Mr. Lopez to adjourn the meeting. The motion was seconded by Mr. Altheide. The motion passed unanimously. The meeting was adjourned at 10:44 A.M.

SIGNED:


Sandy Bilish, Chairman

SIGNED:

David Berlanga, Secretary