

201 N. Chaparral, Suite 206
 Corpus Christi, Texas 78401
 Telephone No. (361) 881-9978
 Fax No. (361) 887-6138

The Nueces County Appraisal District Board of Directors held its regular monthly meeting on Wednesday, May 11, 2011 in the Board Room at 201 N. Chaparral, Corpus Christi, Texas.

REGULAR MEETING
May 11, 2011

I. Invocation.

The invocation was lead by Ken Combs

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>	Ollie Grant, Chief Appraiser	<u>Present</u>
Richard Pittman, Vice-Chairman	<u>Absent</u>	Tom Wheat, Legal Counsel	<u>Present</u>
David Berlanga, Secretary	<u>Present</u>		
John Sendejar	<u>Absent</u>		
Paul Altheide	<u>Present</u>		
Ronnie Canales	<u>Present</u>		
Robert Adler	<u>Present</u>		
Ed Lopez	<u>Present</u>		

- 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.

No Visitors

3. DISCUSSION AND/OR ACTION:

a. Approval of the minutes of the April 13, 2011 Regular Meeting:

Motion was made by Mr. Altheide to approve the minutes of the April 13, 2011 Regular Meeting. Mr. Adler seconded the motion. Motion passed unanimously.

b. Approval of the April 2011 Litigation Report:

Mr. Tom Wheat said there were 3 lawsuits on the list that had been settled. Motion was made by Mr. Altheide to approve the April 2011 Litigation report. Mr. Adler seconded the motion. Motion passed unanimously.

c. Approval of the April 2011 Disbursements:

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

d. The Personnel Update

Mrs. Villasanz reported there were no vacancies.

4. DISCUSSION AND/OR ACTION RELATED TO AWARDING OF BIDS FOR LIFE AND SAFETY ISSUES REPAIRS.

Mr. Huerta said the life and safety upgrade bids were received Tuesday, May 10, 2011. Mr. Huerta said 5 general contractors requested plans who were Barcom Commercial, Elite General Contractors, KJM Commercial, Progressive Structures and Sal-Con Construction. Mr. Huerta said only 4 submitted bids and KJM was the lowest bidder with the least amount of days to complete the project. Mr. Huerta said the base bid was \$865,000.00 and if the District decided to remove the HVAC from the 1st floor it would be less \$45,000.00 which would total \$820,000.00. Mr. Altheide asked what the ADD Alternate referred to and Mr. Huerta said it was the 2nd and 3rd floor HVAC. Mr. Altheide asked for staff's recommendation. Mr. Reynolds said he asked Mr. Huerta to bring the amount closer to \$800,000 and Mr. Huerta removed the HVAC from the 1st floor which brought it down to \$820,000.00. Mr. Altheide made a motion to accept the bid with KJM Commercial for \$820,000. Mr. Adler seconded the motion. Mr. Wheat said if this action was approved today the staff would need ¾ entities approval to renovate the building per Tax Code section 6.051. Mr. Altheide amended the motion to approve \$820,000.00 subject to legal review by Mr. Wheat to get renovation approved by taxing entities. Ms. Billish asked if there was anything else that needed to be done in the 2012 Budget. Mr. Huerta said he was asked to get quotes for carpet replacement which would require the asbestos and abatement process. Mr. Altheide made a motion to approve the \$820,000 bid subject to the approval process if legal counsel says it's necessary. If the approval process is necessary I recommend we present with the option of approving \$1,114,000 and proceed with it if it meets approval. Mr. Altheide said if we do not have to get approval then we remain with \$820,000. Mr. Lopez seconded the motion. Motion passed unanimously.

5. **DISCUSSION AND/OR ACTION RELATIVE TO CLERICAL STAFF SALARY STUDY.**

Mr. Grant made a brief presentation on the results of the clerical salary study. Mr. Grant asked the Board to approve the recommended changes to the entry level hourly rates for the clerical staff to become effective July 1, 2011 at an estimated cost of \$31,582.67 for 2011. A motion was made by Mr. Altheide to approve the clerical entry level hourly rate changes as recommended by staff. Mr. Adler seconded the motion. Voting for the motion was Mr. Altheide, Mr. Adler, Ms. Billish, Mr. Berlanga and Mr. Canales. Voting against the motion was Mr. Lopez. The motion passed.

6. **DISCUSSION AND/OR ACTION RELATED TO THE 2010 FINANCIAL AUDIT. PRESENTATION OF 2010 FINANCIAL AUDIT WILL BE MADE BY THE FINANCE COMMITTEE.**

Mr. Altheide said the Finance Committee met with the auditor and the auditor said the District spent \$182,985 less than budgeted funds received. The \$182,985 would need to be credited or refunded to the taxing entities. Mr. Altheide said he recommended the audit be accepted as presented. Mr. Lopez seconded the motion. Motion passed unanimously.

7. **SUBMISSION OF 2012 PRELIMINARY BUDGET AND APPROVAL OF ADOPTION SCHEDULE.**

Mr. Grant said Section 6.06 of the Texas Property Tax Code required that we submit a Proposed Budget to the Board of Directors by June 15th and that the District adopt the budget by September 15th. Mr. Grant said the Proposed 2012 Budget was being submitted in compliance with the Tax Code requirement. Mr. Grant explained the Proposed Calendar for Adoption of the 2012 Budget. Mr. Grant asked the Board to approve the proposed calendar of events. Motion was made by Mr. Altheide to adopt the proposed calendar. Mr. Lopez seconded the motion. Ms. Billish said the Budget Workshop will be held Wednesday, May 18, 2011 at 5:30PM at the Nueces County Appraisal District Board Room and the Budget Public Hearing will be held Wednesday, June 22, 2011 at 5:30PM at City Hall. Motion passed unanimously.

8. **MOVE INTO EXECUTIVE SESSION PURSUANT TO THE TEXAS OPEN MEETINGS ACT, TEX.GOV'T CODE§ 551.071 AND 551.074:**

The Board of Directors went into executive session at 10:09 A.M.

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

The Board of Directors returned from executive session at 10:35 A.M.

No Action Taken

10. **TAXPAYER LIAISON OFFICER'S REPORT.**

Mr. Combs said his report was attached and there were no complaints or pending information. Mr. Combs said there was a town hall meeting scheduled in Port Aransas, TX on Saturday, May 21, 2011 to discuss emerging property tax issues and allow taxpayer's to voice their concerns and preferences.

11. **CHIEF APPRAISER'S REPORT.**

Mr. Grant reported the following:

- The first batch of 2011 appraisal notices will be mailed on Friday, May 20, 2011.
- Accounts with values increases of less than \$500 will not receive a 2011 appraisal notice. Included in the Board's packet is a copy of Section 25.19, *Noticed of Appraised Value*, paragraph (e) of the Property Tax Code which authorizes the chief appraiser with the approval of the appraisal district board of directors, to dispense with the notice required by Subsection (a) (1) if the amount of increase in appraised value is \$1,000 or less.
- Included in the Board's packet was a schedule comparing the 2011 Preliminary Values to the 2010 Certified Values. The 2011 Preliminary Values are subject to change by the Appraisal Review Board.
- The District participated in the Texas A&M University System Landowner Education Series Seminar. A presentation was made by Mr. Johnny Rodriguez, appraiser, on the subject of Agriculture and Wildlife Tax valuations.
- Texas Tax Code, Section 11.252, *Motor Vehicles Leased for Personal Use*, provides for an exemption from taxes on vehicles used on a personal basis. When originally adopted the Code provided taxing entities a choice of whether to tax leased vehicles or not. In Nueces County, only the City of Corpus Christi elected to tax leased vehicles.

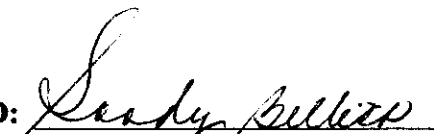
12. **SUGGESTED ITEMS RELATED TO NEXT REGULAR MEETING AGENDA.**

Mr. Billish – 6 month Chief Appraiser review in closed session.

13. **ADJOURNMENT.**

Motion was made by Mr. Altheide to adjourn the meeting. The motion was seconded by Mr. Lopez. The motion passed unanimously. The meeting was adjourned at 10:48 A.M.

SIGNED:


Sandy Billish, Chairman

SIGNED:

David Berlanga, Secretary