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

REGULAR MEETING
August 9, 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>Present</u>	Jay Reynolds, Asst. Chief Appraiser	<u>Present</u>
David Berlanga, Secretary	<u>Present</u>	Tom Wheat, Legal Counsel	<u>Present</u>
John Sendejar	<u>Present</u>		
Paul Altheide	<u>Present</u>		
Ronnie Canales	<u>Present</u>		
Robert Adler	<u>Present</u>		
Ed Lopez	<u>Present</u>		
	<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.

Mr. Nick Horak addressed the Board and requested that if the Board had any discussions regarding him that they be held in open session and not as a closed session item. Similarly, Mrs. Debra Morin also asked that any discussions regarding her be done in open session.

8. DISCUSSION/PRESENTATION ON THE FOLLOWING ISSUES:

Mr. Osvaldo Morales, President of True Automation, Inc., reported their findings regarding the error with the City of Corpus Christi homestead exemption valuation. Mr. Morales reported that the District went "live" on the PACS software on March 2011. Mr. Morales reported that on March 14, 2011 the local option homestead exemption percentage for the City of Corpus Christi was altered by a District user from 10% to 20% and on May 10, 2011 another District user changed the local option homestead exemption percentage for the City of Corpus Christi from 20% back to the original 10%. Mr. Morales summarized a report that showed the user login, computer used, the time and date of the transaction and the number that changed and what the number was prior to the change. Mr. Morales reported that a strategy had already been developed for preventing this error from occurring in the future i.e. limit users that have access to entity screens, create a manual log to use when changes are made to entity records with a date the change is made and reason for change, enhance validation of totals.

3. DISCUSSION AND/OR ACTION:

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

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

- b. Approval of the July 2011 Litigation Report:

Motion was made by Mr. Sendejar to approve the July 2011 Litigation report. Mr. Berlanga seconded the motion. Motion passed unanimously.

- c. Approval of the July 2011 Disbursements:

Mr. Grant said all disbursements were available for review. Mr. Pittman made a motion to except the July 2011 disbursements. Mr. Adler seconded the motion. Motion passed unanimously.

- d. The Personnel Update

Mrs. Villasanz reported there was 1 clerk and 1 appraiser position vacant.

4. **DISCUSSION AND/OR ACTION RELATED TO THE DESIGNATION OF 2010 EXCESS FUNDS.**

Mr. Altheide made a motion to credit the 2010 excess funds. Mr. Lopez seconded the motion. Motion passed unanimously.

5. **UPDATE ON BUILDING LIFE AND SAFETY ISSUES REPAIRS AND MAINTENANCE.**

Mr. Reynolds reported that the Appraisal District parking lot had been fenced off and would be used as a staging area for materials for the construction of the stairwell tower. Mr. Reynolds also informed the Board that part of the concrete ledge (window sill) on the John Sartain side of the building fell off and crashed onto the sidewalk. Mr. Reynolds reported that we had called our insurance company and that they came out to review the incident. They determined that this was a maintenance issue and it was the District's responsibility to repair.

6. **DISCUSSION AND/OR ACTION RELATED TO THE 2ND QUARTER INVESTMENT REPORT.**

Mr. Lopez reported on the 2nd Quarter Investment Report. Motion was made by Mr. Sendejar to accept the 2nd Quarter Investment Report as submitted. Mr. Adler seconded the motion. Motion passed unanimously.

7. **DISCUSSION AND/OR ACTION RELATED TO THE 2011 BUDGET ALLOCATION FOR SELECTED TAXING ENTITIES.**

Mr. Altheide made a motion to waive the penalty and interest for London ISD only if they had not been late in the past four years, otherwise, the penalty and interest would not be waived. Mr. Pittman seconded the motion. Voting for the motion was Mr. Altheide, Mr. Berlanga, Mrs. Billish, Mr. Altheide and Mr. Pittman. Voting against the motion was Mr. Sendejar.

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

Mr. Combs said his report was in the packet and he would answer any questions. Mr. Combs pointed out that on page 3 of his report he was suggesting the Board of Directors send a letter to all Appraisal Review Board members reminding them of their duties and referencing the 2010 Appraisal Review Board Manual page 16. Mr. Combs also suggested the Appraisal Review Board members log in and out on a computer each day establishing their time record.

Mr. Pittman suggested Mr. Combs arrange meeting with the taxing units to establish a channel of communication. Mr. Combs said he had already been visiting the taxing entities, but would arrange for a 5 to 10 minutes presentation to the taxing entities as suggested by the Board.

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

- a. Mr. Wheat reported that staff had initiated an investigation of the anonymous letter. The letter contained a lot of allegations but no facts to support what is stated in the letter. Mr. Wheat said that from a factual standpoint, nothing had been found yet that substantiates anything in the letter.

The Board of Directors went into executive session at 11:28 A.M.

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

The Board of Directors returned from executive session at 11:30 A.M.

- d. Legal Counsel-General Policy

Mr. Lopez made a motion to appoint Tom C. Wheat, Attorney, as the District's general counsel. Mr. Altheide seconded the motion. Motion passed unanimously.

12. **CHIEF APPRAISER'S REPORT.**

Mr. Grant reported that it was time for taxing entities to appoint and/or elect members of the Board of Directors for the 2012-2013 term. A copy of the letters scheduled to be mailed to the taxing entities was included in the Board packets for their review.

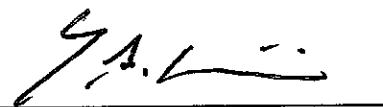
13. **ADJOURNMENT.**

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 1:18 P.M.

SIGNED:


Richard Pittman, Chairman

SIGNED:


Ed Lopez, Secretary