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The Nueces County Appraisal District Board of Directors held its regular monthly meeting on Wednesday, September 14, 2011 in the Board Room at 201 N. Chaparral, Corpus Christi, Texas.

REGULAR MEETING
September 14, 2011

I. Invocation.

The invocation was lead by Mr. Ken Combs, Taxpayer Liaison Officer

II. Pledge of Allegiance.

The Pledge of Allegiance was lead by the Board of Directors.

A. Swearing in of the new Board of Directors member.

Mr. Jerry Garcia was sworn in as a Board Member of the Nueces County Appraisal District Board of Directors.

B. Swearing in of the new Board of Directors officers.

The following Board Members were sworn in as officers of the Nueces County Appraisal District:

Mr. Richard Pittman Chairman
 Mr. David Berlanga Vice Chairman
 Mr. Ed Lopez Secretary

III. Roll Call of the Board of Directors.

DIRECTORS:

Richard Pittman, Chairman	<u>Present</u>	Ollie Grant, Chief Appraiser	<u>Present</u>
David Berlanga, Vice-Chairman	<u>Present</u>	Jay Reynolds, Asst. Chief Appraiser	<u>Absent</u>
Ed Lopez, Secretary	<u>Present</u>	Tom Wheat, Legal Counsel	<u>Present</u>
John Sendejar	<u>Absent</u>		
Robert Adler	<u>Present</u>		

Jerry Garcia	<u>Present</u>
Paul Altheide	<u>Present</u>
Ronnie Canales	<u>Present</u>

1. **CALL TO ORDER & DETERMINATION OF A QUORUM.** Mr. Richard Pittman, Chairman called the meeting of the Nueces County Appraisal District 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 has been posted in accordance with the Texas Open Meetings Act, Texas Government Code 551, (Vernon's 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.**

There were no comments or questions from visitors in the audience.

3. **DISCUSSION AND/OR ACTION:**

a. Approval of the minutes of the **August 9, 2011** Regular Meeting;

Motion was made by Mr. Altheide to approve the minutes of the August 9, 2011 Regular Meeting. Mr. Lopez seconded the motion. Mr. Lopez pointed out some corrections to the minutes. Mr. Altheide amended his motion to reflect the corrections discussed. Voting for the motion was Mr. Pittman, Mr. Berlanga, Mr. Lopez, Mr. Adler and Mr. Paul Altheide. Mr. Jerry Garcia abstained. The motion passed.

b. Approval of the minutes of the **August 19, 2011** Special Meeting;

Motion was made by Mr. Altheide to approve the minutes of the August 19, 2011 Special Meeting. Mr. Berlanga seconded the motion. Mr. Lopez pointed out some corrections to the minutes. Mr. Altheide amended his motion to reflect the corrections discussed. Voting for the motion was Mr. Pittman, Mr. Berlanga, Mr. Lopez, Mr. Adler and Mr. Paul Altheide. Mr. Jerry Garcia abstained. The motion passed.

c. Approval of the **August 2011** litigation report;

Mr. Tom Wheat, General Counsel, summarized the August litigation report to the Board of Directors.

Motion was made by Mr. Berlanga to approve the August 2011 litigation report. Mr. Altheide seconded the motion. The motion passed unanimously.

d. Approval of the **August 2011** disbursements;

Motion was made by Mr. Berlanga to approve the August 2011 disbursements. The motion was seconded by Mr. Altheide. The motion passed unanimously.

e. Personnel update

Mrs. Villasanz, Executive Assistant, reported that there were two (2) managers, two (2) appraisers and one clerk (1) positions vacant.

4. UPDATE ON THE STATUS OF THE SAFETY AND LIFE MAINTENANCE AND REPAIRS BY JAVIER HUERTA, CLK ARCHITECTS & ASSOCIATES

Mr. Huerta reported two (2) new developments related to the safety and life maintenance repairs. Mr. Huerta reported that the City of Corpus Christi had added some additional items to the building plans totaling approximately \$28,000. These items had to be agreed to by the District before any permits would be issued. Mr. Huerta also reported that there had to be a re-design of the foundation of the new elevator tower due to the discovery of some large appenditures attached to the existing building's foundation. The costs associated with the re-design had not been calculated as of the date of the Board meeting.

5. MOVE INTO EXECUTIVE SESSION PURSUANT TO THE TEXAS OPEN MEETINGS ACT, TEXAS GOVERNMENT CODE 551.071 AND 551.074:

The Board went into executive session at 9:40 a.m. to discuss the listed items.

1. Status report on Chief Appraiser
2. Outside legal counsel update on investigations

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

The Board returned to open session at 12:06 p.m.

The Board Chairman reported that the Board had hired Branscomb, P.C., a third party legal counsel to conduct the investigation into the reported errors associated with the

homestead exemptions for the City of Corpus as well as other allegations made against District personnel. The Branscomb firm will report directly to the Board of Directors.

The Board formalized the creation of a committee consisting of Mr. Paul Altheide, Mr. Ed Lopez and Mr. Jerry Garcia. The Committee's charge will be the development of a contract with Mr. Ollie Grant, Chief Appraiser related to his status with the Appraisal District.

Mr. Grant was directed to develop and bring back to the Board at the October Board meeting, a policy that clearly prohibited District employees from engaging in any real estate or appraisal activities in exchange for any consideration.

7. TAXPAYER LIAISON OFFICER'S REPORT

Mr. Combs reported that there were no continuing or pending items.

Mr. Berlanga suggested the use of a "suggestion box" for employees to express their ideas and concerns. Mr. Grant reported that we had previously had a "suggestion box", but it had gotten out of control. The only items in the box were candy wrappers and things of that nature, but Mr. Grant agreed to reinstitute the "suggestion box."

Mr. Pittman inquired if Mr. Combs had set up any meetings with the taxing entities. Mr. Combs responded that he did not have anything scheduled yet. Mr. Pittman emphasized the need to let the taxing entities know that he will be the point of contact for them with the District. Mr. Pittman asked that Mr. Combs put together a three to five minute power point presentation for the entities. Mr. Combs agreed that a short power point presentation was a good idea and that he would work on it.

Mr. Garcia suggested that it might be a good idea to include building/construction groups for the presentation.

8. CHIEF APPRAISER'S REPORT

Mr. Grant congratulated Mr. Garcia on his appointment to the Board.

Mr. Grant reported that the District was continuing work on the conversion of data from Orion to the True Automation (PACS) system. Mr. Grant informed the Board that he would be meeting with the managers to get a report on any outstanding conversion issues. Mr. Grant indicated he would be getting with True Automation to resolve any conversion issues identified.

Mr. Grant also thanked Mr. Canales for his patience in dealing with the impact the conversion problems were having on his operations.

9. SUGGESTED ITEMS FOR NEXT REGULAR MEETING AGENDA

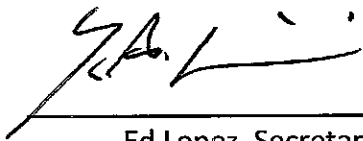
- a. Update from the Branscomb P.C. firm on the investigation
- b. Policy on Guidelines for Selecting a Chief Appraiser

10. ADJOURNMENT

Motion was made by Mr. Garcia to adjourn the meeting. Mr. Lopez seconded the motion. The motion passed unanimously.

The meeting adjourned at 12:21 p.m.

SIGNED:



Ed Lopez, Secretary