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

REGULAR MEETING
December 14, 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:

Richard Pittman, Chairman	Present
David Berlanga, Vice-Chairman	Present
Ed Lopez, Secretary	Present
John Sendejar	Present
Robert Adler	Present
Jerry Garcia	Present
Paul Altheide	Present
Ronnie Canales	Present

Ollie Grant, Chief Appraiser	Present
Tom Wheat, Legal Counsel	Present
Victor Salas, Director of Financial Services	Absent

- 1. Call to Order and Determination of a Quorum.** Mr. Richard Pittman, 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. Robert Maupin, Appraisal Review Board Chairman addressed the Board of Directors recognizing the great accomplishment of outgoing ARB member Mr. Richard Sanchez. Mr. Sanchez thanked the Board of Directors for the opportunity to serve on the ARB for 6 years.

3. DISCUSSION AND/OR ACTION:

- a. Approval of the minutes of the November 10, 2011 Regular Meeting:

Motion was made by Mr. Garcia to approve the minutes of the November 10, 2011 Regular Meeting. Mr. Lopez seconded the motion. Motion passed unanimously.

- b. Approval of the November 2011 Litigation Report:

Mr. Tom Wheat, General Counsel, summarized the November 2011 litigation report to the Board of Directors. Motion was made by Mr. Lopez to approve the November 2011 litigation report. Mr. Sendejar seconded the motion. The motion passed unanimously.

- c. Approval of the November 2011 Disbursements:

Motion was made by Mr. Berlanga to approve the November 2011 disbursements. Mr. Garcia seconded the motion. Motion passed unanimously.

- d. The Personnel Update:

Mrs. Villasanz, Executive Assistant, reported that there was 1 Residential Real Estate Appraiser vacancy. Mr. Grant introduced Mr. Scott Deis, IT Manager to the Board of Directors. Mr. Deis gave a brief summary of his previous work and commended the IT Systems Assistant Cody Beitel and IT Systems Support Specialist Neil Lindeen.

4. UPDATE BY JAVIER HUERTA, CLK ARCHITECT, ON THE PROGRESS OF THE SAFETY AND LIFE MAINTENANCE AND REPAIRS

Mr. Huerta provided an oral report on the progress of the project and noted completion of the foundation, everything having to do with the concrete on the floors and concrete columns. The installation of the Fire alarm devices is currently underway. The project is on track and the estimated completion date is March 21, 2012.

5. **DISCUSSION AND/OR ACTION RELATED TO THE PRESENTATION BY CALAME, LINEBARGER, GRAHAM & PENA REGARDING THE HOMESTEAD EXEMPTIONS PILOT PROJECT**

Mr. Paul Chapa from Linebarger Goggan Blair and Sampson advised the Board of Directors of the name change of the firm. Mr. Chapa introduced Mr. Rick Haass, Chief Technology Officer and Mr. David Lyons, Strategic Project Manager. A brief presentation was made on how the Pilot Project would work with the Appraisal District to provide discovery services in uncovering fraudulent claims of homestead exemptions. Motion was made by Mr. Garcia to approve the Pilot Project. Mr. Berlanga seconded the motion. Motion passed unanimously.

6. **DISCUSSION AND/OR ACTION RELATED TO THE APPROVAL OF THE MINERALS, UTILITIES AND INDUSTRIAL APPRAISALS CONTRACT WITH THOS. Y. PICKETT & COMPANY, INC.**

Motion was made by Mr. Lopez to approve the two-year contract, January 1, 2012 - December 31, 2013 with T.Y. Pickett & Company, Inc. for Mineral/Industrial appraisal services. Mr. Garcia seconded the motion. Motion passed unanimously.

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

Motion was made by Mr. Berlanga to go into executive session. Motion was seconded by Mr. Lopez. Motion passed unanimously. The Board of Directors went into executive session at 9:55 A.M.

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

The Board of Directors returned from executive session at 12:01 P.M.

Mr. Pittman announced that Mr. Grant was retiring effective December 31, 2011. Mr. Pittman requested motion to enter into a Retaining Agreement with Mr. Grant after December 31, 2011. Motion was made by Mr. Altheide to enter into a Retainer Agreement with Mr. Grant. Motion was seconded by Mr. Sendejar. Motion passed unanimously.

Motion was made by Mr. Altheide to continue with the Taxpayer Liaison Officers agreement for the upcoming year 2012. Motion was seconded by Mr. Adler. Motion passed unanimously.

Motion was made by Mr. Garcia to appoint Mr. Ronnie Canales as Chief Appraiser subject to a one-year agreement to be drawn by general counsel Mr. Tom Wheat with all the similarities of the current Chief Appraiser Ollie Grant. General Counsel Tom Wheat mentioned that he would present the agreement to the Board at the January 11, 2012 Board of Directors meeting. Motion was seconded by Mr. Adler. Voting for the motion was Mr. Pittman, Mr. Berlanga, Mr. Lopez, Mr. Sendejar, Mr. Adler and Mr. Garcia. Voting against was Mr. Altheide.

9. DISCUSSION AND/OR ACTION RELATIVE TO THE 2012-2013 APPRAISAL REVIEW BOARD APPOINTMENTS AND SELECTION OF APPRAISAL REVIEW BOARD CHAIRMAN AND SECRETARY

Motion was made by Mr. Lopez by consensus that all candidates meet qualifications to appoint the following as ARB members; Frank Bazan Sr., Donna Byron, Robert Maupin, Cecelia McClellan and Patricia Kay Stewart. Motion was seconded by Mr. Adler. Motion passed unanimously.

Motion was made by Mr. Lopez to appoint Mr. Robert Maupin for ARB Chairman. Motion was seconded by Mr. Garcia. Motion passed unanimously.

Motion was made by Mr. Lopez to appoint Ms. Patricia Kay Stewart as Secretary for ARB. Motion was seconded by Mr. Adler. Motion passed unanimously.

10. DISCUSSION AND/OR ACTION RELATED TO THE APPROVAL OF THE APPRAISAL DISTRICT'S CURRENT INVESTMENT POLICY AND THE APPRAISAL DISTRICT'S 2011 3rd QUARTER INVESTMENT REPORT

Mr. Lopez reported that the Investment Policy was included in the board packet. Motion was made by Mr. Garcia to approve the current Investment Policy. Motion was seconded by Mr. Altheide. Motion passed unanimously.

Motion was made by Mr. Altheide to approve the Appraisal District's 2011 3rd Quarter Investment Report with correction of the typographical error noted by Mr. Lopez. Motion was seconded by Mr. Sendejar. Motion passed unanimously.

11. DISCUSSION AND/OR ACTION RELATIVE TO THE PROPOSED 2011 YEAR-END BUDGET LINE ITEM TRANSFERS AND APPROPRIATING FUNDS FROM THE FUND BALANCE

Mr. Grant indicated that as procedural matter annually a request is brought to the Board for line item transfer to cover any overage that have occurred or are anticipated to occur in each line item. Motion was made by Mr. Altheide to approve the line item transfers schedule as submitted by staff. Motion was seconded by Mr. Garcia. Motion passed unanimously.

12. DISCUSSION AND/OR ACTION TO RATIFY ALL BOARD ACTIONS TAKEN DURING 2011 BOARD MEETINGS

Motion was made by Mr. Altheide to ratify all board actions taken during the 2011 year. Motion was seconded by Mr. Garcia. Motion passed unanimously.

13. DISCUSSION AND/OR ACTION RELATED TO THE APPROVAL OF THE 2012 HOLIDAY SCHEDULE

Mr. Grant asked the Board to approve the 2012 Holiday Schedule. Motion was made by Mr. Canales to approve the 2012 Holiday Schedule. Motion was seconded by Mr. Adler. Motion passed unanimously.

14. DISCUSSION AND/OR ACTION RELATED TO THE APPROVAL OF THE NEW EMPLOYEE POLICY HANDBOOK

Mr. Pittman said the Board did not have proper time to review the new Employee Policy Handbook. Motion was made by Mr. Altheide to table Item #14 until January 11, 2012 Board of Directors Meeting. Motion was seconded by Mr. Lopez. Motion passed unanimously.

15. DISCUSSION AND/OR ACTION RELATED TO THE ADOPTION OF AN AMENDED 2011-2012 REAPPRAISAL PLAN

Mr. Grant indicated that due to the MAPS Review an Adoption of an Amended 2011-2012 Reappraisal Plan was required. Motion was made by Mr. Garcia to adopt the Amended 2011-2012 Reappraisal Plan. The motion was seconded by Mr. Sendejar. Motion passed unanimously.

16. TAXPAYER LIAISON OFFICER'S REPORT.

Mr. Combs reported that there were no outstanding issues. He has visited with about 20 of the 36 taxing entities and has received good feedback.

Mr. Maupin addressed the Board in regards to the assignment of Vice-Chairman for the Appraisal Review Board. Mr. Pittman said it was the consensus of the Board of Directors that the Appraisal Review Board elects the officer for Vice-Chairman for the ARB.

17. CHIEF APPRAISER'S REPORT

Mr. Grant reported the Board election results for Place 6 was Mr. Richard Pittman and Place 7 was Ms. Esther Gonzales. Mr. Grant thanked Mr. John Sendejar for the years of service on the Board of Directors.

Mr. Grant gave a brief summary on the Preliminary Update of the MAPS Review which is conducted by the State. The report indicates the scores for three of the four categories were rated as "Exceeds Standards." The last category, "Appraisal Standard" was rated as "Meets Standard." Mr. Grant introduced Mr. Don Causey, Manager of Commercial/Land which will be handling the MAPS Review. Mr. Grant also praised staff for their hard work.

Mr. Grant mentioned that this would be his last board meeting that he would attend and wanted to thank the Board of Directors for appointing him in 2000 and all the other board members that have supported him. Mr. Grant also thanked the Board for giving him the opportunity to continue working as a consultant for the Appraisal District.