



Nueces County Appraisal District  
201 N. Chaparral, Ste. 206  
Corpus Christi, Texas 78401-2503

**Ramiro "Ronnie" Canales**  
Nueces County Chief Appraiser

Direct: (361) 879-0766  
Cell: (361) 765-1190  
Fax: (361) 887-6138  
[rcanales@nuecescad.net](mailto:rcanales@nuecescad.net)

The Nueces County Appraisal District Board of Directors held its regular monthly meeting on Wednesday, April 11, 2012 in the Board Room at 201 N. Chaparral, Corpus Christi, Texas.

## REGULAR MEETING April 11, 2012

### I. Invocation

The invocation was lead by Mr. 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	<u>Present</u>	Ramiro R. Canales, Chief Appraiser	<u>Present</u>
David Berlanga, Vice-Chairman	<u>Present</u>	Robert Cenci, Asst. Chief Appraiser	<u>Present</u>
Ed Lopez, Secretary	<u>Absent</u>	Tom Wheat, Legal Counsel	<u>Present</u>
Robert Adler	<u>Present</u>		
Jerry Garcia	<u>Present</u>		
Paul Altheide	<u>Present</u>		
Kevin Kieschnick	<u>Present</u>		

- 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. **VISITOR'S/AUDIENCE COMMENTS AND QUESTIONS.**

Ms. Cecelia McClellan, Vice-Chairman for the Appraisal Review Board, addressed the Board of Directors and asked them to consider re-appointing Mr. Hugh Smith to fill the vacancy left by Ms. Donna Byrom. She indicated that Mr. Smith was familiar with all the codes and brings his commercial expertise to the Board.

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

a. Approval of the minutes of the February 8, 2012 Regular Meeting:

Mr. Kieschnick asked that the records reflect that he had not attended the February 8, 2012 Board of Directors meeting because he was attending the Texas Assessor/Collectors Certification meeting.

Motion was made by Mr. Garcia to approve the minutes of the February 8, 2012 Regular Meeting as amended by Mr. Kieschnick. Mr. Adler seconded the motion. Motion passed unanimously.

b. Approval of the February 2012/March 2012 Litigation Report:

Mr. Tom Wheat, General Counsel, summarized the February 2012 litigation report to the Board of Directors. Motion was made by Mr. Berlanga to approve the February 8, 2012 litigation report. Mr. Garcia seconded the motion. Motion passed unanimously.

c. Approval of the February 2012/March 2012 Disbursements:

Motion was made by Mr. Berlanga to approve the disbursements for February and March 2012. Mr. Adler seconded the motion. Motion passed unanimously.

d. Mrs. Villasanz reported that there was one clerical position available.

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

Mr. Canales informed the Board that CLK did a "walk through" and developed a punch list of items that need to be completed. Based on the punch list developed, CLK recommended and we agreed to withhold an additional amount from KJM until the items identified are completed. This amount was in addition to the normal retainage amount. Mr. Canales also indicated that there are discussions taking place to address the flooring issue.



Mr. Huerta reported to the Board that the majority of work is almost done. AT&T needs to install two telephone lines to complete the elevator portion of the work. Once that is completed, the City and Texas Department of Licensing and Regulations inspections can be scheduled and assuming the inspections are passed the elevator can be put into service.

Mr. Canales informed the Board that bids obtained for the replacement of the HVAC about a year was approximately \$250-\$300 hundred thousand. Since that bid for the project was over a year ago, Mr. Huerta advised the Board to budget about \$300-\$330 hundred thousand due to inflation and price increases.

Mr. Pittman asked if there was asbestos glue used to glue the carpet in the building. Mr. Huerta indicated that the first floor is glued carpet and that is not a problem, but that on the second and third floors all areas have carpet and tile is under carpet on which mastic glue was used. Previous estimates for abatement removal were approximately \$83,000 per floor to remove the asbestos. To install flooring it can cost approximately \$84,000 for both first and second floors using vct or vinyl. Mr. Huerta said that the roof also needed to be replaced and the parking lot needs to be resurfaced.

5. **PRESENTATION BY ENTRUST, INC. OF THE APPRAISAL DISTRICT'S 2011 YEAR-END HEALTH INSURANCE PROGRAM REVIEW**

Mr. Salas introduced Mr. Rick Medrano, with Entrust, Inc., who was present to address the Board of Directors regarding the District self insured health insurance program. Mr. Rick Medrano passed out a copy of the 2011 Insurance Program Review. Some of the elements discussed were (1) the time it takes to process claims received, (2) average savings experienced by having the service contract with Christus Spohn network, (3) listing of prescription purchases, and (4) a brief update of the 2012 first quarter for the health insurance fund.

6. **DISCUSSION AND/OR ACTION RELATED TO THE APPROVAL OF THE APPRAISAL DISTRICT EXTENSION OF BANK DEPOSITORY CONTRACT**

Mr. Salas advised Board members that the District's Contract for Bank Depository with Frost Bank would expire in May 2012 and there was language in the contract that will allow the extension of the contract for an additional two years. Both the District and Frost Bank agreed that it was in the best interest of both parties to extend the contract. If approved the extension would take the agreement through May 2014. Mr. Salas asked that Mr. Canales be authorized to sign the extension addendum. Mr. Gerard Krause went over some of the services that the bank provides. Motion was made by Mr. Adler to extend the Bank Depository Contract. Mr. Berlanga seconded the motion. Motion passed unanimously.



7. **DISCUSSION AND/OR ACTION RELATIVE TO THE APPROVAL OF THE APPRAISAL DISTRICT'S 2011 4<sup>TH</sup> QUARTER INVESTMENT REPORT**

Mr. Salas advised the Board of Directors that the Public Funds Investment Act requires that at minimum on a quarterly basis a report be presented to the governing body on the results of any investment activities and the status of the District's funds. Mr. Salas summarized the 2011 4<sup>TH</sup> Quarter Investment report submitted to the Board in their packets. Mr. Garcia made a motion to approve the 4<sup>TH</sup> Quarter Investment report. The motion was seconded by Mr. Adler. The motion passed unanimously.

8. **DISCUSSION AND/OR ACTION RELATED TO THE APPROVAL OF THE 2011 FINANCIAL AUDIT**

Mr. Tommy Strealy, with Gowland, Strealy, Morales & Company, reported to the Board that the Appraisal District had received an "unqualified opinion" on its 2011 Financial Report. He briefly described the three types of opinions possible and commented that the "unqualified opinion" which the Appraisal District received was the best possible one.

Mr. Strealy continued and summarized the remaining elements of the 2011 financial audit. Motion was made by Mr. Altheide to approve the 2011 Financial Audit presented by Mr. Tommy Strealy, with Gowland, Strealy, Morales & company. The motion was seconded by Mr. Adler. The motion passed unanimously.

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

Motion was made by Mr. Garcia to go into executive session. Motion was seconded by Mr. Altheide. Motion passed unanimously.

The Board of Directors went into executive session at 10:56 A.M.

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

The Board of Directors returned to open session at 11:33 A.M.

No action was taken.



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

Mr. Combs reported that Mr. Canales and Mr. Garcia had attended the luncheon held by the Builders Association in March and talked about the rendering of business personal property. Mr. Combs also met with the Air Conditioning Contractors Association to discuss exemptions and personal property renditions.

Mr. Combs asked the Board for direction as to when the deadline date for ARB applicants to submit applications should be. The board set the date for September 30, 2012.

Mr. Combs mentioned to the board that it is his understanding from Tom Wheat that being that his report indicates the need to appoint a new ARB member the board could take action and appoint a member. Motion was made by Mr. Garcia to appoint Mr. Hugh Smith as ARB member. Motion was seconded by Mr. Adler. Motion passed unanimously.

**12. CHIEF APPRAISER'S REPORT**

Mr. Canales reported receiving the resignation letter from Ms. Esther Gonzalez which represents as Place 7 on the Nueces County Appraisal District's Board of Directors. May 2, 2012 is the deadline for taxing units to vote and submit their choice of candidates. Currently, Mr. Mike Wessel and Mr. Luis Elizondo are the two candidates for Place 7.

Mr. Canales also mentioned to the board his communication with other jurisdictions and in particular his meeting with Ms. Margie Rose with the City of Corpus Christi. He expressed to Ms. Rose the direction in which the District is going in regards to the main key of figures being accurate. The main concern is to be consistent and accurate. Mr. Canales also met with the Downtown Business and Hotel/Motel group.

The new server was installed and should be in place by mid June to allow other entities to extract information. They will be under the rules and guidance of the Appraisal District.

Staff and TY Pickett held a meeting on April 10, 2012 to discuss issues with oil, gas and refineries. Approximately 20 representatives from within the county and also from outside the county were in attendance.

Mr. Cenci mentioned to the board that 170,000 2012 Appraisal Notices were scheduled to be mailed to all property owners as requested by the Board. The first mail out will be April 19<sup>th</sup> and April 20<sup>th</sup>. He also informed the board that this year the State Comptroller's office will be conducting the 2012 Property Value Study which measures the performance of Nueces County Appraisal District directly related to school funding.



Mr. Causey, Manager of Commercial/Land department informed the board of the Ag Committee meeting held on March 13, 2012. Based on the findings the productivity values will not go up this year they will remain the same as last year.

Mr. Kieschnick commended the board for making the decision to mail out appraisal notices to all property owners. Mr. Kieschnick indicated that this action would instill confidence in taxpayers'.

Mr. Garcia noted to the board that as required by Mr. Canales' employment contract he attended a class which is the start of his continuing education for re-certification.

**13. SUGGESTED ITEMS FOR NEXT REGULAR MEETING AGENDA**

Proposed 2013 Budget  
Mr. Javier Huerta's prioritized list  
Number of ARB members

**14. ADJOURNMENT**

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

The meeting was adjourned at 12:03 P.M.

SIGNED:

  
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Ed Lopez, Secretary

