



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

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The Nueces County Appraisal District Board of Directors held a special meeting on Wednesday, October 10, 2012 in the Board Room at 201 N. Chaparral, Corpus Christi, Texas.

REGULAR MEETING

I. Invocation

The invocation was lead by Mr. Jerry Garcia.

II. Pledge of Allegiance

The Pledge of Allegiance was lead by Board of Directors

III. Roll Call of the Board of Directors

DIRECTORS:

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|-------------------------------|----------------|-------------------------------------|----------------|
| 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> |
| Luis A. Elizondo, Secretary | <u>Present</u> | Tom Wheat, General Counsel | <u>Present</u> |
| Jose Guzman | <u>Present</u> | | |
| Robert Adler | <u>Present</u> | | |
| Jerry Garcia | <u>Present</u> | | |
| Paul Altheide | <u>Present</u> | | |
| Kevin Kieschnick | <u>Absent</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. VISITORS'/AUDIENCE COMMENTS AND QUESTIONS

None.

3. DISCUSSION AND/OR ACTION

- a. Approval of the minutes of the September 11, 2012 Special Reappraisal Plan Workshop Meeting;

Motion was made by Mr. Altheide to approve the Reappraisal Plan Workshop meeting and seconded by Mr. Adler. Motion passed unanimously.

- b. Approval of the minutes of the September 11, 2012 Special Public Hearing Meeting;

Motion was made by Mr. Altheide to approve the Public Hearing Meeting and seconded by Mr. Adler. Motion passed unanimously.

- c. Approval of the minutes of the September 12, 2012 Regular Meeting;

Motion was made by Mr. Altheide to approve the Regular Meeting and seconded by Mr. Adler. Motion passed unanimously.

Mr. Elizondo arrived at 9:07

Mr. Berlanga arrived at 9:21

- d. Approval of the September 2012 litigation report;

Mr. Wheat, General Counsel, summarized the September 2012 Litigation report to the Board of Directors. Motion was made by Mr. Altheide to approve the litigation report. Mr. Adler seconded the motion. Motion passed unanimously.

- e. Approval of the September 2012 disbursements;

Mr. Sissamis, was introduced as the new Manager of Financial Services, he gave brief summary on the disbursements. Motion was made by Mr. Altheide to approve the disbursements for September 2012. Mr. Guzman seconded the motion. Motion was passed unanimously.

- f. Personnel update

Mrs. Villasanz reported that there was one position vacancy for Level III or IV appraiser and one position vacancy for clerk.

Mr. Canales wanted to recognize the appraisers that completed their level IV certification. Mr. Miller presented to the board the new level IV appraisers. Bernadette Towns, Leticia Roberts, Amanda Rees, Ward Nelson, Michael Kirkham and Lorena Garcia.



4. **DISCUSSION AND/OR ACTION RELATED TO THE OPENING OF SEALED BIDS AND SELECTION OF ROOFING/FLOORING CONTRACTOR**

Mr. Huerta with CLK advised the board of the bids for the roofing project and second floor flooring projects were received and opened on October 9th. The two bids were from Barcom Commercial and LNV Contractors. After reviewing the bids, a motion was made by Mr. Altheide to select Barcom Commercial as the contractor for the roofing and flooring. Mr. Guzman seconded the motion. Motion was passed unanimously.

5. **DISCUSSION AND/OR ACTION RELATED TO THE APPROVAL OF THE 2013 TEXAS COUNTY AND DISTRICT RETIREMENT (TCDRS) PLAN PROVISION**

Mr. Sissamis requested for the board to approve the annual Texas County and District Retirement Plan Provision Authorization. Mr. Berlanga motion to approve the Provision, and that the chair will be authorized to sign the form. Mr. Elizondo seconded the motion. Motion was passed unanimously.

6. **DISCUSSION AND/OR ACTION RELATED TO THE AMENDMENT OF THE 2013-2014 REAPPRAISAL PLAN**

Mr. Cenci explained to the board the changes that were done to the 2013-2014 Reappraisal Plan. The concerns of the map reviewers was that the plan was showing limited amount of information which was not identifying or defining the market areas, which is part of the steps and process on section 25.18 of the tax code. The changes were added to the maps listing of each market area and identify the numbers and to expand on the detail level of the plan. Motion was made by Mr. Guzman to accept the amendment of the 2013-2014 Reappraisal Plan. Mr. Berlanga seconded the motion. Motion was passed unanimously.

7. **DISCUSSION AND/OR ACTION RELATIVE TO THE APPROVAL OF THE APPRAISAL DISTRICT 'S 2012 3RD QUARTER INVESTMENT REPORT**

Mr. Sissamis gave summary report on the Appraisal District's 2012 3rd quarter investment activities. Motion was made by Mr. Altheide to approve the Appraisal District's 2012 3rd quarter investment report. Mr. Garcia seconded the motion. Motion was passed unanimously.

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

Mr. Ken Combs was absent for meeting. Mr. Maupin gave report to whether add more evening or weekends to the schedule for hearing. Mr. Maupin said that after meeting with the board consensus was that no more evening or weekend meetings were needed according to the schedule.

9. **CHIEF APPRAISER'S REPORT**

Mr. Canales informed the board that he and Mr. Cenci attended Chief Appraiser Institute Classes and that to complete process of certification they both need more classes.



Mr. Canales reported that the employee handbook is still being reviewed with the District's labor attorney and that tax statements were mailed out on time. As far as the Parking contract with Education Service Center Dr. Villarreal will renew for another year. The Homestead Project is to detect fraud on exemptions and in about a month or so he will have numbers to show where most of the problems are. Mr. Canales expressed to the board that he has concerns with True Automation's performance. Mr. Wheat provided a discussion on the legal aspects of the issue.

Mr. Cenci reported that during the meeting with True Automation concerns were brought up with issues on process.

Regular Board Meeting for November 14th is moved to November 8th due to classes that Mr. Canales and Mr. Cenci will be attending.

10. SUGGESTED ITEMS FOR NEXT REGULAR MEETING AGENDA

Mr. Altheide requested analysis of what is paid to Texas County and District Retirement (TCDRS) and what it would take to convert to defined contribution plan

11. ADJOURNMENT

Motion was made by Mr. Altheide to adjourn the meeting. The motion seconded by Mr. Garcia. The motion was passed unanimously. The meeting was adjourned at 10:23 A.M.

SIGNED: _____

Luis Elizondo, Secretary

