

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 Regular Meeting on Wednesday, February 13, 2013 in the Board Room at 201 N. Chaparral, Corpus Christi, Texas.

REGULAR MEETING

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:

David Berlanga, Chairman	<u>Absent</u>	Ramiro R. Canales, Chief Appraiser	<u>Present</u>
Jerry Garcia, 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>		
Richard Pittman	<u>Absent</u>		
Paul Altheide	<u>Absent</u>		
Kevin Kieschnick	<u>Present</u>		

- 1. Call to Order and Determination of a Quorum.** Mr. Jerry Garcia, Vice-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.

Mr. Elizondo and Mr. Kieschnick was sworn-in as Board members by Mr. Tom Wheat General Counsel. Mr. Wheat General Counsel swore in 2013 Board of Director Officer Mr. Elizondo, Secretary.

Mr. Berlanga, Chairman arrived at 9:22 A.M. and commenced presiding over the meeting.

2. **VISITORS'/AUDIENCE COMMENTS AND QUESTIONS**

Mr. Bob Lehn with TY Pickett provided a summary of trends that will take place on a long term with wind farms and reserves with crude oil.

3. **DISCUSSION AND/OR ACTION**

- a. Approval of the minutes of the **January 9, 2013** Regular Meeting;

Motion was made by Mr. Garcia to approve the minutes; the motion was seconded by Mr. Guzman. Motion passed unanimously.

- b. Approval of the **January 2013** litigation report;

Mr. Tom Wheat, Legal Counsel, summarized the January 2013 litigation report to the Board of Directors. Motion was made by Mr. Guzman to approve the litigation report.

Mr. Elizondo seconded the motion. Motion passed unanimously.

- c. Approval of the **January 2013** disbursements;

Mr. Sissamis, Director of Financial and Administrative Services, provided a brief summary of the monthly disbursements. Motion was made by Mr. Kieschnick to approve the disbursements for January 2013. Mr. Guzman seconded the motion. Motion was passed unanimously.

- d. Personnel update

Mrs. Villasanz reported that positions that are in progress are Information Systems Manager, GIS Technician, Manager of Administrator and three Clerks, Mr. Sissamis clarified that one of the clerks position was filled.

4. **UPDATE BY JAVIER HUERTA, CLK ARCHITECT, ON THE PROGRESS OF THE ROOF AND SECOND FLOOR FLOORING**

Mr. Huerta provided a report of the work on the flooring. The second floor flooring is almost complete and Mr. Huerta suggested that in the future the walls needed to be painted. Mr. Huerta advised the Board that a punch list will be done by Barcom Friday and that the district will be doing there punch list on Monday. Work on the roof has started and will continue as far as the weather permits it.



5. **DISCUSSION AND/OR ACTION RELATED FOR SELECTING CONTRACTOR(S) FOR 1ST FLOOR FLOORING AND HVAC PROJECTS**

Mr. Huerta received proposals for the Phase three of selecting contractors for HVAC and 1st floor replacement and abatement. The only issue was the flooring if the Board would go with low bid the floor would be different. Mr. Guzman comments that it would be better to go with M&D to keep color and texture of floor the same as the second floor. Motion was made by Mr. Kieschnick to go with M&D Flooring and with the other low bid of contractors. Motion was second by Mr. Guzman. Motion passed unanimously.

6. **DISCUSSION AND/OR ACTION RELATED TO THE SELECTION OF AN ELECTRICITY PROVIDER**

Mr. Arredondo the District's Electric Provider Consultant made a presentation to the Board on a possible long term fixed energy contract. Mr. Arredondo would like for the Board to approve a four year contract to be able to lock in on a low rate when he negotiates with the electric provider. The contract will include a Government funding outlaw clause. Motion was made by Mr. Garcia for a four year contract with the funding outlaw clause. Mr. Elizondo seconded the motion. Motion passed unanimously.

7. **DISCUSSION AND/OR ACTION RELATED TO THE APPROVAL OF THE APPRAISAL DISTRICT'S 2012 4TH QUARTER INVESTMENT REPORT**

Mr. Sissamis, Director of Financial and Administrative Services, reported that by state law to present to the Board the investment report which covers October through December of 2012. Motion was made by Mr. Guzman to approve the Appraisal District's 2012 4th quarter investment report. Motion was seconded by Mr. Garcia. Motion passed unanimously.

8. **DISCUSSION AND POSSIBLE ACTION REGARDING FUND BALANCE DESIGNATIONS (GASB 54)**

Now that the fiscal 2012 financial activities have settled and amounts are more known, Mr. Sissamis, Director of Financial and Administrative Services, requested that the board adopt a update to the previous Resolution to approve the categorization of fund balance in the 2012 audited financial statements. Mr. Sissamis stated that a list of projects was compiled from the initiatives discussed in the budget, at board meetings and between staff at various times. Motion was made by Mr. Garcia to accept the Governmental Accounting Standards Board (GASB 54). Motion was seconded by Mr. Elizondo. Motion passed unanimously.

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

Board of Directors went into executive session at 10:19 A.M.



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

*The Board of Directors returned to open session at 11:22 A.M.
Mr. Guzman left meeting at 11:22 A.M.*

No action taken on any item on executive session.

11. TAXPAYER LIAISON OFFICER'S

Mr. Combs, TLO reported that everything is moving fine there are no complaints and also informed the Board that he will be attending TAAD conference on February 24th. He also encouraged board members who wished to update their pictures on the District's web site do so.

12. CHIEF APPRAISER'S REPORT

Mr. Cenci, Assistant Chief Appraiser gave preliminary report on the property value study to the Board of Directors about the evaluation from Comptroller's Office. Results from comptroller's office using 2012 data indicated that district was given local value approval.

Mr. Canales reported that public relations with taxing entities are continued on a daily basis with any concerns whether with school districts, city, mayor or rural areas.

Mr. Cenci reports that the Comptroller's 2013 MAPS (Methods & Assistance Program) is reviewing the district on performance and the procedures that are on the reappraisal plan. It will be an ongoing report on the Chief Appraisers report.

Mr. Cenci 2013 reported that the 2013 rendition forms will be going out soon. Approximately 20,000 blank renditions will be going out to property owner and also to the manufactured homes in the county.

Mr. Cenci 2013 Appraisal Notices are going out according to the Tax Code by April 1st to homestead and residential property owners, any changes that took place with the property are the only ones that will receive appraisal notice.

Mr. Cenci and Mr. Lehn were inspecting some of the refineries to see if well maintained to report to the different counties of the operations.

Mr. Canales reported that personnel if fine and that work for the new roof, new air conditioner and flooring will be completed before June.

13. SUGGESTED ITEMS FOR NEXT REGULAR MEETING AGENDA

Mr. Berlanga suggested adding the agenda for March to discuss TLO and ARB members.




Ramiro "Ronnie" Canales, Chief Appraiser

14. **ADJOURNMENT**

Motion was made by Mr. Kieschnick to adjourn meeting. The motion seconded by Mr. Adler. The motion was passed unanimously. The meeting was adjourned at 11:52 A.M.

SIGNED:


Luis Elizondo, Secretary

