



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@muecescad.net

The Nueces County Appraisal District Board of Directors held a Regular Meeting on Wednesday, May 15, 2013 in the Board Room at 201 N. Chaparral, Corpus Christi, Texas.

REGULAR MEETING

I. Invocation

The invocation was led by Ken Combs.

II. Pledge of Allegiance

The Pledge of Allegiance was led by Board of Directors

III. Roll Call of the Board of Directors

DIRECTORS:

David Berlanga, Chairman	<u>Present</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>Present</u>		
Paul Altheide	<u>Present</u>		
Kevin Kieschnick	<u>Absent</u>		

Mr. Berlanga reported to the board that Mr. Kieschnick was not attending the board meeting because he was attending Hurricane Awareness Training.

- 1. Call to Order and Determination of a Quorum.** Mr. David Berlanga, 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 **April 10, 2013** Regular Meeting;

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

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

Mr. Tom Wheat, Legal Counsel, summarized the April 2013 litigation report submitted to the Board in their board packets. He stated that cases 7, 9 and 10 were resolved. Mr. Wheat emphasized that because of the multiple tracks of land, cases 7 and 9 resulted in big values. Mr. Wheat also informed the board that cases 18, 19 and 20 are based on whether gas compressors should be taxed or exempt. The matter will soon be decided as soon as legislature passes the law to clarify if gas compressors are taxable or not. Motion was made by Mr. Garcia to approve the litigation report. Mr. Elizondo seconded the motion. Motion passed unanimously.

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

Motion was made by Mr. Guzman to approve the disbursements for April 2013. Mr. Elizondo seconded the motion. Motion was passed unanimously.

- d. Personnel update

Mr. Canales, Chief Appraiser introduced Ms. Sandra Garcia, Manager of Administration. Ms. Garcia reported that the position for Human Resources Assistant has been filled and will start Tuesday 28th her name is Monica Lozano.

4. **UPDATE BY JAVIER HUERTA, CLK ARCHITECT, ON THE PROGRESS OF THE FIRST FLOOR FLOORING AND HVAC PROJECT.**

Mr. Huerta gave a status report over the current building projects, which include the roof replacement and replacement of the HVAC systems. The roofing and the 1st floor flooring has been completed. The unit on the second floor has been raised and set on the roof. On Thursday night thermostat on the second floor will be turned down to 55 to chill the floor because unit is going to be turned off, so that all connection will be completed by Monday. There has been a delay on the first floor unit which as soon as it gets here it will be installed and switched over. The project will be completed by June 1st. Mr. Huerta also reported that the board room was renovated in 30 days

Mr. Altheide requested the change of order in the agenda so that he can attend the executive session.



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

The Board of Directors went into executive session at 9:32 A.M.

Board of Directors returned to open session.

5. **APPOINTMENT OF INVESTMENT COMMITTEE MEMBERS FOR BOARD OF DIRECTORS.**

The Board of Directors decided to keep the same investment committee in place. Mr. Altheide and Mr. Kieschnick coming in as a new committee member is Ms. Sandra Garcia, Manager of Administration.

6. **DISCUSSION AND/OR ACTION RELATED TO THE APPROVAL OF THE APPRAISAL DISTRICT'S 2013 1ST QUARTER INVESTMENT REPORT.**

Ms. Garcia gave a summary of the 1st quarter investment report. Motion was made by Mr. Guzman to approve the Appraisal District's 2013 1st quarter investment report. Mr. Pittman seconded the motion. Motion passed unanimously.

7. **SUBMISSION OF 2014 PRELIMINARY BUDGET AND APPROVAL OF ADOPTION SCHEDULE.**

Ms. Garcia informed the board that the budget has a slight increase of 21% from last year. The propose budget includes purchasing a lot and building (Mamma Mia's) \$650,000.00, \$150,000.00 for a generator and \$500,000.00 for emergency fund. The propose budget also includes purchasing 4 new vehicles because our vehicles are aging. Additional 4 permanent staff with 3 temporary staff to help at this time of the year to help different departments. Mr. Berlanga asked if lot and building is necessary and Mr. Canales stated the ARB Appraisal Review Board can utilize the building during the hearings and also the parking lot can be used by employees and taxpayers. Mr. Canales also stated that year after year the ARB has been conducting hearings under the same building and legislator is trying to pass a law that the ARB should be separate.

The board agreed on have budget workshop on May 22, 2013 @ 5:30 in the board room.

Motion was made by Mr. Guzman for approval of the submission of the 2014 adoption schedule.

Mr. Pittman seconded the motion. Motion passed unanimously.

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

No action taken.

8. **DISCUSSION AND/OR ACTION RELATED TO PURCHASING A MASS STORAGE DEVICE FOR IT INFORMATION TECHNOLOGY.**

Mr. Cenci informed the board that this item was in our budget this year and it's a large mass storage device that will replace our aging GIS storage devices. The cost of the storage device is \$36,346.34



and since the item is more than \$25,000 it has to be approved by the board. Motion was made by Mr. Garcia to purchase mass storage device for IT. Mr. Elizondo seconded the motion. Motion was passed unanimously.

11. TAXPAYER LIAISON OFFICER'S.

Mr. Combs stated that there is one taxpayer complaint and it has been addressed. Mr. Berlanga wants Mr. Combs to come up with a plan to solicit feedback from different property tax appraisal organizations and report to the board. The feedback will be concern and any other issues anything that could impact us in any way.

All ARB members have completed all training and will start hearing starting May 20th.

12. CHIEF APPRAISER'S REPORT.

The Tax rolls were return to the ARB Appraisal Review Board so they can commence their hearings.

170,000 reappraisal notices that were mailed out, 2,187 are filed protesting and 1,507 have date and time of hearing. The phone center has received 1,250 from the time that the notices went out.

Some staff members are at the hurricane awareness training and will report to district as to what process to take in case of hurricane.

On April 30th the 2013 Preliminary Appraisal Value to taxing entities was hand delivered.

The district has a new website it allows the taxpayers to search for property value of their neighbors and do research before coming to the district. Also on the website the taxpayer can complete a survey on how the district handled the taxpayers concerns.

Mr. Canales informed the board that they started meeting with some of the jurisdiction informing them of what the preliminary numbers are and progress of the building. Mr. Canales they are planning on meeting with the rest of the entities between now and next month. Mr. Elizondo would like to meet with the entities that he represents when Mr. Canales meets with them.

Mr. Wheat, Legal Counsel requested that the board meeting for June 12 be moved to either June 5th or the 19th because he will not be able to attend the June 12th meeting. The board agreed to move meeting to June 5th.

13. SUGGESTED ITEMS FOR NEXT REGULAR MEETING AGENDA.

Contracts for Taxpayer Liaison Officer and Chief Appraiser



14. **ADJOURNMENT**

Motion was made by Mr. Pittman to adjourn meeting. The motion was seconded by Mr. Garcia. The motion was passed unanimously. The meeting was adjourned at 12:02 P.M.

SIGNED: _____

Luis Elizondo, Secretary

