



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, June 12, 2013 in the Board Room at 201 N. Chaparral, Corpus Christi, Texas.

## REGULAR MEETING

### I. Invocation

The invocation was led by Robert Maupin.

### 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>Absent</u>
Jose Guzman	<u>Absent</u>		
Robert Adler	<u>Absent</u>		
Richard Pittman	<u>Present</u>		
Paul Altheide	<u>Present</u>		
Kevin Kieschnick	<u>Present</u>		

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 **May 15, 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 minutes of the **May 22, 2013** Workshop Meeting;

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

- c. Approval of the **May 2013** litigation report;

Ms. Daggett, Paralegal for Mr. Tom Wheat, General Counsel gave litigation report. Ms. Daggett reported that Weingarten Case which is Moore Plaza has been settled and also Auto Zone and the judgments have been sent to the courts to be signed. Motion was made by Mr. Altheide to approve the May 2013 litigation report. The motion was seconded by Mr. Garcia. Motion passed unanimously.

- d. Approval of the **May 2013** disbursements;

Ms. Garcia, Financial Administrator gave a brief report on the May 2013 disbursements. Motion was made by Mr. Garcia to approve disbursements. The motion was seconded by Mr. Altheide. Motion passed unanimously.

- e. Personnel update

Ms. Garcia gave update on Personnel. Currently the district has two openings for Appraisers Market Analysis and Personal Property. The position for Human Resources Assistant has been hired.

4. **DISCUSSION AND/OR ACTION RELATED TO THE PRILIMINARY SUBMISSION OF THE 2014 BUDGET.**

Ms. Garcia, Manager of Administration, presented to the board three options for the budget. The budget included the purchase of four vehicles and a new generator. As per the budget workshop, the board wanted to know what it would cost to do a lease purchase for the vehicles and generator. Mr. Berlanga, Chairman of the Board, informed Ms. Garcia that she was instructed during the workshop meeting to bring to the board on the next board meeting the options for leasing or purchasing the vehicles and generator. Ms. Garcia presented to the board the options for the vehicles. Purchasing two cars and two trucks would cost \$63,000.00 and doing capital lease, it would be \$1,056.00 more of interest which will be \$32,000.00 for two annual payments. The generator to purchase will cost \$77,200.00 if leasing it will be \$1,386.00 of interest and two annual payments of \$39,293.00. Mr.



Altheide would like the vehicles and generator to be purchase in cash instead of a capital lease. He also wanted the taxing entities to be informed that the generator was needed in case of an emergency for the operation of the business. Mr. Elizondo asked what the difference between all three options was. Option 3 includes reserve money, generator, and real estate. Option two is real estate. Option one is just generator and vehicles. Mr. Berlanga wanted details on the \$400,000 for personal; the district will be bringing back positions that had been lost due to dismissal which were never filled and also ten temporary positions for the call center due to ARB for two months. The positions that were lost are essential for the operation of the district. The budget includes two security guards during the ARB. After the ARB is over the district keeps one security guard for the year due to some issues that we have occurred. The amount that is budgeted also includes the certification level of the appraisers and also promotions for coordinators in the three major departments. Ms. Garcia advised the board that with the purchasing of vehicles, generator, and for the extra personal the budget has changed to 4.63% compared to 3.56% which included the leasing of vehicles and generator and also extra personal. Motion was made by Mr. Pittman to adopt the preliminary submission of the 2014 budget as option 1A from budget option 1 with modifications of purchasing the four vehicles and generator taking the lease option out. Mr. Garcia seconded the motion. Motion passed unanimously.

5. **DISCUSSION AND/OR ACTION RELATED TO THE RESOLUTION AMENDING AUTHORIZED REPRESENTATIVES TO TEXPOOL.**

Ms. Garcia informed the board that the resolution amending authorized representatives to the Texpool needs to change. The representatives should be as follows Mr. Canales, Chief Appraiser and Mr. Cenci, Assistant Chief Appraiser and Ms. Garcia, Manager of Administration that will be able to make fund transfers. Ms. Garcia will be the primary contact person handling the transfers. Motion was made by Mr. Garcia to approve the resolution amending authorized representative to Texpool. Mr. Elizondo seconded the motion. Motion passed unanimously.

6. **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 2:26 P.M.*

*Board of Directors returned to open session.*

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

*No action taken.*

*Mr. Berlanga wants on record that since the District's Attorney Tom Wheat was not present for The executive session he wants the TLO Contract, Chief Appraiser Contract and San Patricio County vs Nueces County Boundary Suit postponed until next month's board meeting.*

*Mr. Altheide left at 3:11 P.M*



*Ramiro "Ronnie" Canales, Chief Appraiser*

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

Mr. Combs reported that the matter regarding the employee taxpayer complaint had been completed. A letter was sent to the taxpayer and Mr. Canales had spoken to the employee. Another taxpayer had complained that she waited two and half hours during which time taxpayers that arrived after she had were been seen before she was. Mr. Combs explained that the other taxpayers had appointments. We are having a steady call flow and among the questions being ask is how to change address and exemptions. Mr. Combs sat in several hearings before the ARB and some of the taxpayers were having problems communicating due to language. Mr. Combs also reported that feedback was collected from agents with regards to the Nueces County Appraisal District. He will be contacting the agents and then conducting the survey.

9. **CHIEF APPRAISER'S REPORT.**

Mr. Canales has been visiting with various entities in the county, sharing what is done in the Appraisal District and what there Preliminary numbers are. He still has other jurisdictions to visit with and has a time line of two weeks. A power point presentation as to what and who is the Appraisal District, including board members, managers and staff.

Mr. Canales also took staff and appraisers to Port Aransas on June 1<sup>st</sup> because of concerns of valuation that was going to be high due to high building permits.

Mr. Miller, Residential Manager gave report on the protest activity, residential had 1727 informal Cases and commercial had 317. Residential settled 1,465 and commercial 305 the ones that were Not settle were sent to the ARB protest.

Mr. Garcia commented that the more you communicate with the different entities the better they Will feel and understand.

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

11. **ADJOURNMENT**

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

SIGNED: \_\_\_\_\_  
Luis Elizondo, Secretary

