



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 a Regular Meeting on Wednesday, September 11, 2013 in the Board Room at 201 N. Chaparral, Corpus Christi, Texas.

## REGULAR MEETING

### I. Invocation

The invocation was led by Mr. 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>Absent</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>Present</u>		

***Mr. Pittman arrived at 9:07 A.M.***

***Mr. Adler arrived at 9:09 A.M.***

***Mr. Cenci informed the board that Mr. Canales was attending a Personal Property class***

- 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

Mr. Garcia informed that we had visitors but no comments.

3. **DISCUSSION AND/OR ACTION**

- a. Approval of the minutes of the **August 14, 2013** Regular Meeting;

Motion was made by Mr. Garcia to approve the August 14, 2013 minutes. Mr. Guzman seconded the motion. Motion was passed unanimously.

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

Mr. Tom Wheat, Legal Counsel, summarized the August 2013 litigation report that was submitted in their board packets. He stated that there were a total 35 suits and one landlord accounts for 12 of the suits. The suits are due to the appraised value of the properties.

Motion was made by Mr. Garcia to approve the August 2013 litigation report. Mr. Elizondo seconded the motion. Motion was passed unanimously.

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

Mr. Berlanga asked about the first item on the disbursement list for Southside Bank, Ms. Garcia, Manager of Administration stated that it's a capital lease for True Automation software. Motion was made Mr. Guzman to approve the disbursements for August 2013. Mr. Adler seconded the motion. Motion was passed unanimously.

- d. Personnel update

Ms. Sandra Garcia, Manager of Administration, reported that the position for Personal Property and Market Analysis are still available. Ms. Garcia informed the board that Ads were placed in the newspaper on August 11 and interviews were held on September 4<sup>th</sup> and no final selection has been made. Market Analysis ads were placed on September 1<sup>st</sup> and the district will receive applications until September 9<sup>th</sup>.

4. **DISCUSSION AND/OR ACTION TO APPROVE AN INTERLOCAL AGREEMENT BETWEEN NUECES COUNTY APPRAISAL DISTRICT AND TEXAS BUY BOARD COOPERATIVE.**

Ms. Garcia presented to the board the Interlocal Agreement for purchasing four vehicles from the 2012 and 2013 budget. The purchasing of the vehicles will be between Texas Buy Board Cooperative and the Nueces County Appraisal District. Motion was made my by Mr. Garcia to approve an Interlocal Agreement between the Nueces County Appraisal District and the Texas Buy Board Cooperative for purchasing the vehicles. Mr. Kieschnick seconded the motion. Motion was passed unanimously.



5. **DISCUSSION AND/OR ACTION CONCERNING DEL MAR COLLEGE REQUEST FOR REPRESENTATION ON THE NUECES COUNTY APPRAISAL BOARD OF DIRECTORS.**

Mr. Wheat stated that about a month ago the district had a meeting with Del Mar College's representatives. Del Mar College wanted the voting agreement amended so the college could appoint a voting member to the board. Mr. Escamilla, President of Del Mar College, and Mr. Riviera, Legal Counsel, along with Claudia were present at the board meeting. Mr. Escamilla stated that he has discussed with the Board of Regents the options and all options are open. Mr. Berlanga asked Mr. Wheat how many board members the district was going to add. Mr. Wheat stated that by majority vote of the voting members, the agreement can be amended so Del Mar can step in to become a new voting member. The possibilities would be (1) to join an existing board position or (2) add one or two members depending on how the voting entities decide which will take three fourths votes to approve. Mr. Wheat stated that a resolution process needs to be placed so that it can go out to the entities so they can vote on said resolution. Mr. Altheide proposed to the board to have Mr. Wheat draft a resolution so that the board can act on it next month indicating to add one more board member and the chairman will abstain from voting only in the event of a tie. Mr. Kieschnick suggested that if the board was to add another position that the board can change the Tax Assessor's, Ex-Officio, to become a voting member of the Board. Mr. Kieschnick said that there are some counties where the Tax Assessor is a voting member of the Board. Mr. Berlanga made a motion to add one member from Del Mar College and the NCAD BOD chairman will vote only in case of making or breaking a tie. Mr. Guzman seconded the motion. Motion was passed unanimously.

6. **DISCUSSION AND/OR ACTION RELATIVE TO THE DISPOSAL AND/OR DONATION OF SURPLUS EQUIPMENT.**

Ms. Garcia informed the board that the surplus equipment should be auctioned and what doesn't sell can be donated to non-profit organizations on first come basis. Ms. Garcia informed the board that Neil Lindeen in the IT department is working on getting the equipment auctioned online. Motion was made by Mr. Guzman to auction equipment online. Mr. Garcia seconded the motion. Motion passed unanimously.

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

*No Executive Session.*

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



9. **TAXPAYER LIAISON OFFICER'S.**

Mr. Combs stated that the Tax Agent survey is complete and response rate was 47.6%.

Mr. Combs also informed the board of the ad that ran October 23-25<sup>th</sup> in the newspaper for the Appraisal Review Board Member (ARB). We have received three applicants. The application is also on the districts website. Mr. Garcia also suggested using the districts website to advertise for the ARB members. Also the entities and board of realtors have received Ad to help look for some applicants.

Mr. Combs stated that at the Ad Valorem Taxation seminar that he attended there were 392 bills dealing with property tax laws and 190 passed.

Mr. Maupin, ARB Chairman, explained to the board how a sales grid works. It's a comparison of other properties with a subject property. It has the capability of showing dynamics of how the appraiser came up with the value. Mr. Maupin commends the district for having the system.

10. **CHIEF APPRAISER'S REPORT.**

Mr. Cenci, Assistant Chief Appraiser informed the board that on June 1<sup>st</sup> staff meet with taxpayers in Port Aransas to explain the processes and go over the value. Mr. Canales in appreciation took staff to a lunch.

Mr. Cenci also informed the board that between now or next board meeting TY Pickett Contract will be up for renewal.

Mr. Cenci also informed the board that the District will be bringing in four to six temporary staff member to answer the phones because the tax bills will be going out the beginning of October.

Mr. Cenci stated that the Ad Valorem Taxation seminar that Mr. Canales and he attended was very informative and that next year if any of the board members want to attend they are welcome.

Ms. Garcia stated that all board members are up for reappointment and that letters have been sent out to all the taxing entities and their representatives letting them know that the Board Members are up for reappointment.

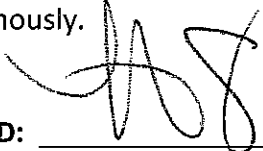
11. **SUGGESTED ITEMS FOR NEXT REGULAR MEETING AGENDA.**

Resolution to add Del Mar member to the board.



12. **ADJOURNMENT**

Mr. Altheide made motion to adjourn. Mr. Kieschnick seconded the motion. Motion passed unanimously.



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

