



Nueces County Appraisal District
201 N. Chaparral, Ste. 206
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The Nueces County Appraisal District Board of Directors held a Regular Meeting on Monday, May 18, 2015 in the Board Room at 201 N. Chaparral, Corpus Christi, Texas.

REGULAR MEETING

1. Invocation

The invocation was led by Luis A Elizondo.

2. Pledge of Allegiance

The Pledge of Allegiance was led by Board of Directors

3. Roll Call of the Board of Directors

DIRECTORS:

Jerry Garcia, Chairman	<u>Present</u>	Ramiro Canales, Chief Appraiser	<u>Present</u>
Luis A. Elizondo, Vice-Chairman	<u>Present</u>	Robert Cenci, Asst. Chief Appraiser	<u>Absent</u>
Jose J. Guzman, Secretary	<u>Present</u>	Tom Wheat, General Counsel	<u>Present</u>
Robert Adler	<u>Present</u>		
John Valls	<u>Absent</u>		
Carol Sue Hipp	<u>Present</u>		
Eugene Bouligny	<u>Present</u>		
Greg Smith	<u>Present</u>		
Kevin Kieschnick, Ex-Officio	<u>Absent</u>		

4. **Call to Order and Determination of a Quorum.** The meeting of the Nueces County Appraisal District Board of Directors will be called to order at 9:03 A.M. and let 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.

5. VISITOR'S/AUDIENCE COMMENTS AND QUESTIONS:

No visitors or comments from the audience.

❖ Sue Hipp's and Kevin Kieschnick's votes are advisory only

6. DISCUSSION AND/OR ACTION:

- a) Approval of the minutes of the April 8, 2015 Regular meeting;
Motion was made by Mr. Bouligny to approve the minutes for April 8, 2015 Regular meeting. Mr. Guzman seconded the motion. Motion was passed unanimously.
- b) Approval of the April 2015 Litigation Report;
Motion was made by Ms. Sue Hipp to approve the April 2015 Litigation Report. Mr. Guzman seconded the motion. Motion passed unanimously.
- c) Approval of the April 2015 Disbursements;
Motion was made by Ms. Sue Hipp to approve the 2015 Disbursements. Mr. Guzman seconded the motion. Motion passed unanimously.
- d) Personnel Update
Ms. Sandra Garcia, Manager of Administration reported that position for Commercial/Land Appraiser has been filed. There is an opening for clerk in the Taxpayer Services which the manager would like to wait for next month to interview.

7. DISCUSSION AND/OR ACTION RELATED TO THE APPROVAL OF THE 2014 FINANCIAL AUDIT.

Mr. Tommy Strealy with Gowland, Strealy, Morales & Company went over the 2014 Financial Audit. Mr. Garcia entertains motion to approve the 2014 financial audit. Motion was made by Ms. Hipp. Mr. Guzman seconded the motion. Motion passed unanimously.

8. DISCUSSION AND/OR ACTION RELATED TO THE APPROVAL OF THE APPRAISAL DISTRICT'S 2015 1ST QUARTER INVESTMENT REPORT.

Ms. Garcia, Manager of Administration reported that the average portfolio for the first quarter \$2.4 million. 52% was held at Frost Bank for checking and 48% at TexPool as part of our investment. The district earned \$943 for the quarter that includes forgone fees with the bank. With Frost the district earns \$28 of interest and saved \$748 due to the minimum balance for the fees. TexPool earned \$167 for the quarter in interest with rate return of 0.06%. The bank average balance \$1,019,853 the bank has pledge collateral of \$3,046,382 which the bank is collateralizing the money at 299%. The investment policy requires a minimum of 102% to collateralize. Mr. Garcia entertain motion to approve the Appraisal District's 2015 1st quarter investment report. Mr. Elizondo makes motion. Mr. Bouligny seconded the motion. Motion passed unanimously.

9. DISCUSSION AND/OR ACTION IN APPOINTING THE TAXPAYER SERVICE MANAGER AS THE DISTRICT'S MANAGEMENT OFFICER.

Mr. Canales informed the board that the position is in place but it needs a resolution by the board. Motion was made by Mr. Guzman to appoint the Taxpayer Service Manager as the



District's Records Management Officer. Mr. Elizondo seconded the motion. Motion was passed unanimously.

10. DISCUSSION AND/OR ACTION RELATED TO THE DESIGNATION OF 2014 EXCESS FUNDS.

Motion was made by Ms. Hipp to merge the startup money and the undesignated fund balance into the building maintenance fund for future needs. Mr. Elizondo seconded the motion. Motion passed unanimously.

11. DISCUSSION AND APPROVAL OF 2016 BUDGET CALENDAR.

Ms. Sandra Garcia is presenting the 2016 budget calendar for approval. The budget will be presented on the June 10th regular board meeting and would like to have the budget workshop before the meeting. Ms. Garcia stated that she will give the board members the budget on the first week of June so the board can review and will be ready to discuss on the workshop. Ms. Garcia would like to submit the 2016 budget to the taxing entities on June 12, 2015 and have a budget public hearing before the regular board meeting of July 8, 2015. Motion was made by Mr. Smith to approve 2016 budget calendar. Mr. Guzman seconded the motion. Motion was passed unanimously.

12. UPDATE REGARDING STATE LEGISLATIVE COMMITTEE REPORT.

Mr. Kieschnick and Mr. Valls were not present to give report. Mr. Garcia would like to table item for next month board meeting.

13. DISCUSSION AND/ OR ACTION CONCERNING EXECUTION OF CHIEF APPRAISER'S CONTRACT.

Mr. Wheat stated that a draft of the propose contract for Chief Appraiser's was discussed at last Month's meeting. Mr. Wheat has a final version of the contract. The contract is a one year contract starting January 1, 2015 and ending December 31, 2015. The contract will allow the board to review matters at the end of the year to make appropriate adjustments. Mr. Wheat was asked to define the compensation. The compensation is \$140,000 a year that included include two thousand for equipment and seven thousand for car allowance. The new salary will begin May 1st and is not retroactive. The compensation includes standard vacation and sick leave that every employee gets and subject to the same caps. Mr. Wheat was given direction by the board to have a strong contract in terms of termination. There are three scenarios: (1) termination for cause and cause is define,(2) termination without cause, and (3) termination for non-renewal. The contract comes up at the end of December if the board does not to renew the contract Mr. Canales will go month to month. There are also some comptroller's mandates. If there are any violation in the tax code that would be cause for termination. The contract also states that Chief Appraiser has to have continuing education to stay in compliance. Ms. Hipp asked if the renewal of contract will be changed to November or December of 2015 verses



twelve month from now so the board can get annual bases. Mr. Garcia said that it will allow the board to review contract and make any changes. Mr. Garcia entertain motion to approve the Chief Appraisers Contract for the year 2015 starting in January 1, 2015 and ending December 31, 2015 with no retroactive pay but an increase of pay when contract is sign. Motion was made by Mr. Guzman to approve contract as stated. Mr. Elizondo seconded the motion. Motion passed unanimously.

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

Board member went into executive close session at 9:14 A.M.

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

Board returned into open session at 10:38 A.M.

No action taken.

16. TAXPAYER LIAISON OFFICER'S REPORT.

Mr. Combs reported a taxpayer commented that when he went to the Flour Bluff meeting the Appraiser's and staff were helpful and did a fine job. He gave update on the ARB member serving on Ethics Commission for the City of Corpus Christi after attorney opinion decided to remain on committee.

17. CHIEF APPRAISER'S REPORT.

Mr. Canales informed the board that 2015 Preliminary Appraisal Value were delivered to the taxing entities. He also gave update on the Robstown and Padre Island mobile sites. The turnout was great and the taxpayers commented that it was convenient

18. SUGGESTION ITEMS FOR NEXT REGULAR MEETING AGENDA.

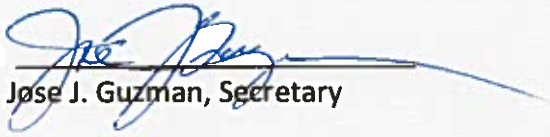
- Legislative Committee
- ARB Coordinator Job function
- Mr. Bouligny was asked to put his concerns in writing and meet with Mr. Canales prior to next month's meeting so that the items he needed on the agenda would be clear to staff.

19. ADJOURNMENT.

Mr. Garcia entertains motion to adjourn. Mr. Elizondo make motion to adjourn and Mr. Guzman seconded the motion. Motion passed unanimously.



SIGNED:



Jose J. Guzman, Secretary

