



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, August 12, 2015 in the Board Room at 201 N. Chaparral, Corpus Christi, Texas.

## REGULAR MEETING

### 1. Invocation

The invocation was led by Mr. Ken Combs

### 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>Present</u>
Jose J. Guzman, Secretary	<u>Present</u>	Tom Wheat, General Counsel	<u>Present</u>
Robert Adler	<u>Present</u>		
John Valls	<u>Present</u>		
Janette Hallmark Arche	<u>Present</u>		
Eugene Bouligny	<u>Present</u>		
Greg Smith	<u>Present</u>		
Kevin Kieschnick, Ex-Officio	<u>Present</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 9:01 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. SWEARING IN OF BOARD MEMBER.

Ms. Janette Hallmark Arche was sworn in as a board member by Mr. Tom Wheat, General Counsel.

❖ Kevin Kieschnick's votes are advisory only

*Mr. Garcia entertains motion to excuse Mr. Greg Smith from the August 2015 board meeting. He was out of town. Motion was made by Mr. Guzman to excuse Mr. Smith. Mr. Bouligny seconded the motion. Motion passed unanimously.*

**6. VISITOR'S/AUDIENCE COMMENTS AND QUESTIONS:**

No visitors or comments from the audience.

**7. DISCUSSION AND/OR ACTION, CONSENT AGENDA:**

- a) Approval of the minutes of the July 8, 2015 Public Hearing. Motion was made by Mr. Adler and Mr. Guzman seconded the motion. Motion was passed unanimously.
- b) Approval of the minutes of the July 8, 2015 regular meeting. Motion was made by Mr. Valls and Mr. Guzman seconded the motion. Motion was passed unanimously.
- c) Approval of the July 2015 Litigation report. Motion was made by Mr. Valls and Mr. Guzman seconded the motion. Motion passed unanimously.
- d) Approval of the July 2015 disbursements. Motion was made by Mr. Adler and Mr. Guzman seconded the motion. Motion was passed unanimously.

**8. DISCUSSION AND/OR ACTION RELATED TO THE 2015 2<sup>ND</sup> QUARTER INVESTMENT REPORT.**

Ms. Sandra Garcia, Manager of Administration, summarized activities for the quarter. Overall: for the quarter, an average portfolio of \$2.35 million was available for investment and earned \$842, which represents a return on investment of .14% compared to the benchmark of .02% (average 3-month U.S. Treasury Bill). Checking Accounts: The District earns both traditional interest paid in cash on checking account balances and given internal bank "credit" using an earnings-credit-rate (ECR) computed on account balances and used to offset bank fees. Although the ECR earnings are not paid in cash, this does result in foregoing bank fees, which represents a real dollar savings to the District and, thus, earnings on those funds. Traditional interest paid to the District totaled \$27 and the ECR resulted in fee savings of \$660. The total yield for this portion of the portfolio was .20%. The District must currently maintain between \$950,000 and \$1,100,000 in its bank accounts to earn enough at the ECR credit to fully offset monthly bank fees. Since these amounts exceed the \$250,000 FDIC coverage limit, the bank must secure ("collateralize") all District funds over this amount by pledging certain of its own assets for the District and having an independent third party custodian, the Federal Reserve Bank, hold the assets. The custodian sends evidence of this to the District monthly. The following summarizes collateralization activity as of the end of the quarter:



<u>Checking Accounts</u> <u>Less: FDIC Coverage</u>	<u>Collateral</u> <u>Market Value</u>	<u>Percent</u> <u>Collateralized</u>
\$ 1,185,050	\$ 2, 870, 8212	242%

The District's investment policy requires a minimum of 102% on such balances.

*TexPool*: Earnings to the District totaled \$155 (or annualized yield of .06%) for this portion of the portfolio. During the quarter, TexPool shares were valued at \$1 per share. Investments in TexPool are not guaranteed or insured. Mr. Guzman makes motion to approve the 2015 2<sup>nd</sup> quarter investment report. Mr. Kieschnick seconded the motion. Motion passed unanimously.

9. **DISCUSSION AND/OR ACTION APPROVAL OF THE 2016 BUDGET.**

Ms. Sandra Garcia, Manager of Administration, recapped the 2016 budget with Mrs. Arche and the rest of the board members. No new positions were added, there was an increase in pay to the clerical staff, the purchasing of accounting software, and up-grade to our servers. Our retirement is 90% funded with TCRDS. Mr. Smith and the board have decided that they want it to be fully funded within the next five years. The contribution is going to be at a rate of 12% for next five years. The increase of the budget from last year is 2.59%. The only two changes that were requested from the board when it was discuss last board meeting was to add the money to the budget to purchase the accounting software and also to changes that were made by ARB Chairperson which decreased the ARB budget. Mr. Garcia entertained motion to approve the 2016 budget. Mr. Elizondo made motion to approve 2016 budget. Mr. Guzman seconded the motion. Motion passed unanimously.

10. **DISCUSSION AND/OR ACTION APPROVAL OF THE TCDRS PLAN AGREEMENT FOR PLAN YEAR 2016.**

Ms. Garcia, Manager of Administration, presented to the board the document that indicates that the retirement will be funded at 12% for the next fund year. The agreement will be presented every year before the board. Mr. Garcia entertained motion to approve the TCDRS Plan Agreement for the plan year of 2016. Mr. Valls made motion to approve the TCDRS Plan Agreement for the Plan year 2016. Mr. Guzman seconded the motion. Motion passed unanimously.

11. **TAXPAYER LIAISON OFFICER'S REPORT.**

Mr. Combs reported that he met with Judge Hasette and will be appointing the ARB members, she established procedures for the ARB appointments this year. Four ARB members are up for



reappointment. Two other auxiliary members are needed since the board approved a total of six. Mr. Combs informed the board that soliciting for members and applications are on the District's website. Deadline for applications is September 21, 2015. The applications will be given to Judge by the end of October for appointments in November. Mr. Combs also informed the board that he will be attending the Ad Valorem Taxation and also TAAO conference. Mr. Combs provided a revised complaint, comment and suggestion policy. Involving Board of Directors, Appraisal Review Board, Taxpayer Liaison, Chief Appraiser and also appraisal district operations and staff. The district also has a Public Access policy.

**12. CHIEF APPRAISER'S REPORT.**

Status on certification of appraisal roll was accomplished and all certified numbers were delivered to the jurisdictions. Some of the board members will be attending the TAAO and Legal Seminar. Mr. Canales will be making contact with the Board of Realtors to see what's the status. Mr. Canales also met with the Editorial Board to provide history of what the Appraisal District has done for the last four years.

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

TLO Public Access Policy and Complaints Policy.  
Existing property condition  
Permit  
TY Pickett

**14. ADJOURNMENT.**

Mr. Garcia entertained motion to adjourn. Mr. Kieschnick motion to adjourn and Mr. Bouligny seconded the motion. Motion passed unanimously. Meeting adjourned at 9:55 A.M.

SIGNED:

  
Jose J. Guzman, Secretary

