



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 Wednesday, December 9, 2015 in the Board Room at 201 N. Chaparral, Corpus Christi, Texas.

REGULAR MEETING

1. Invocation

The invocation was led by Irene Lugo

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>Absent</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. VISITOR'S/AUDIENCE COMMENTS AND QUESTIONS:

No visitors or comments from the audience.

❖ Kevin Kieschnick's votes are advisory only

6. DISCUSSION AND/OR ACTION, CONSENT AGENDA:

Mr. Valls arrived at 9:03

- a) Approval of the minutes of the November 10, 2015 Regular Meeting.

Mr. Elizondo motion for approval of the November 10, 2015 regular meeting minutes. Motion was made by Mr. Guzman for approval of the November 10, 2015 regular meeting minutes. Ms. Arche seconded the motion. Motion passed unanimously.

- b) Approval of the November 2015 Litigation Report.

Mr. Wheat, General Counsel gave a brief report on the November 2015 Litigation report. Mr. Valls motion to approve items b and c of the consent agenda. Mr. Adler seconded the motion. Motion passed unanimously.

7. DISCUSSION AND/OR ACTION RELATED TO THE APPROVAL OF THE 2016 HOLIDAY SCHEDULE.

Mr. Canales request approval of the 2016 holiday schedule. Motion was made by Mr. Smith to approve 2016 holiday schedule. Mr. Guzman seconded the motion. Motion passed unanimously.

8. DISCUSSION AND/OR ACTION RELATED TO AWARDING THE CONTRACT FOR PRINTING AND MAILING SERVICES.

Ms. Garcia, Manager of Administration, informed the board that bids had gone out for the printing and mailing services. Variverge was the only vendor that submitted a bid. Mr. Smith made motion to approve the contract for printing and mailing. Mr. Guzman seconded the motion. Motion passed unanimously.

9. DISCUSSION AND/OR ACTION ON 2015 YEAR-END BUDGET LINE ITEM TRANSFERS AND APPROPRIATING FUNDS FROM THE FUND BALANCE.

Ms. Garcia, Manager of Administration, reported that due to the unexpected expenses for 3rd floor renovation that was not budgeted, also cost for health care and legal fees due to increase law suits. Ms. Garcia would like the board to approve transferring of funds from the fund balance to cover the deficit. Motion was made by Mr. Valls to approve transferring of funds. Mr. Smith seconded the motion. Motion passed unanimously.



10. DISCUSSION AND/OR ACTION REGARDING GASB 54 FUND BALANCE DESIGNATION.

Ms. Sandra Garcia, Manager of Administration, went over the Government Accounting Standards Board (GASB) fund balance. The fund balance needs to be designated at the end of the year. The classifications of assigning are non-spendable, restricted, committed, assigned and unassigned. Ms. Garcia projects of having a fund balance of \$525,000 and suggested assigning monies as follows: \$100,000 building maintenance and \$425,908 cash flow for emergencies. Motion was made by Mr. Guzman to approve GASB 54 fund balance designation. Ms. Arche seconded the motion. Motion passed unanimously.

11. DISCUSSION AND/OR ACTION RELATIVE TO RATIFY ALL BOARD ACTION TAKEN DURING 2015 BOARD MEETINGS.

Motion was made by Mr. Valls to ratify all board action taken during 2015 board meetings. Mr. Kieschnick seconded the motion. Motion passed unanimously.

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

Item was moved to executive session.

13. DISCUSSION AND OR/ACTION CONCERNING EXECUTION OF LEGAL COUNSEL CONTRACT.

Item was moved to executive session.

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

The board went into executive session at 9:48 P.M.

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

The board returned to open session item #12 Chief Appraiser's contract was discussed and, Mr. Valls motion to approve Chief Appraiser's contract with \$4,200 in back pay with a three year contract with a 3% raise for 2016 and increase for 2017 or 2018 will be subject to evaluations. Item #13 Legal Counsel contracts no action taken. Mr. Guzman seconded the motion. Motion passed unanimously.

16. TAXPAYER LIAISON OFFICER'S REPORT.

Mr. Combs reported no disputes pending and will be sending 2015 report to comptroller's of Taxpayer's suggestions and complaints. The Appraisal Review Board applicant's process is continuing. Mr. Wheat has completed his vetting process and has forwarded to the judge. She will make her assignment by December 23rd.



17. CHIEF APPRAISER'S REPORT.

Mr. Canales reported that we had open enrollment and it went well. He has issue and its safety. On January 1st the issue is with the open carry gun. Mr. Canales presented a retirement plaque for Ms. Beatrice Hernandez for serving 37 years. Mr. Canales also presented a plaque to Mr. Joe Guzman, board of directors for job well done.

18. SUGGESTED ITEMS FOR NEXT REGULAR MEETING AGENDA.

Legislative Committee
Appointment of ARB Officers

19. ADJOURNMENT.

Motion was made by Mr. Smith to adjourn. Mr. Bouligny seconded the motion. Motion passed unanimously.

SIGNED: _____


Secretary

