

Nueces County Appraisal District  
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**MINUTES OF THE BOARD OF DIRECTORS  
NUECES COUNTY APPRAISAL DISTRICT**

**\*\*\*NOTICE OF SPECIAL MEETING\*\*\***

The Board of Directors held a special meeting on **Wednesday September 18, 2024.**

**INVOCATION**

Irene Lugo led the invocation.

**PLEDGE OF ALLEGIANCE**

Mr. Garcia led the Pledge of Allegiance.

**ROLL CALL OF THE BOARD OF DIRECTORS**

**DIRECTORS:**

Jerry Garcia, Chair	<u>Present</u>
Luis Elizondo, Vice Chair	<u>Present</u>
Leo Gonzalez, Secretary	<u>Present</u>
Deven Bhakta	<u>Absent</u>
DeeAnna Heavilin	<u>Present</u>
Caitlin Chupe	<u>Absent</u>
Gabriele Hilpold	<u>Present*</u>
Susie Sullivan	<u>Present</u>
James Magill	<u>Present</u>
John M. Cudd	<u>Present</u>
Ed Bennett	<u>Present*</u>
Kevin Kieschnick, Ex Officio	<u>Present</u>

**NON-DIRECTORS:**

Ramiro Canales, Chief Appraiser	<u>Present</u>
Leticia Roberts, Asst. Chief Appraiser	<u>Present</u>
Melissa Vela, Attorney	<u>Present</u>
Terri Noack, TLO	<u>Present</u>

***Mr. Bennett and Ms. Hilpold attended remotely\****

**CALL TO ORDER & DETERMINATION OF A QUORUM**

The meeting of the Board of Directors of the Nueces County Appraisal District was duly called to order at 9:01 am. A quorum was present, notice properly posted in accordance with the Texas Open Meetings Act, Texas Government Code 551 and that any conflict- of- interest affidavits have been received and placed on file as required by law.

**PUBLIC COMMENT.**

None.

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

- a) Approval of the Minutes for August 21, 2024, Public Hearing and Special Meeting.
- b) Receipt of September 2024 Litigation Report.

Mr. Elizondo motioned to approve the consent agenda as presented. Mr Kieschnick seconded. Motion passed unanimously.

**TAXPAYER LIAISON OFFICER'S REPORT**

Ms. Noack has brought to our attention a property owner's complaint about not being able to attend their scheduled hearing, leading to the denial of their right to reschedule. The property owner requested a copy of the phone conversation with Crissy, ARB coordinator, and the information was provided. We have not heard back from the taxpayer, suggesting that the complaint may have been resolved. This provides us with a sense of closure and reassurance. We are now preparing for the upcoming hearings over the next two weeks. Additionally, Ms. Noack is actively collecting applications for the 8 vacancies on the ARB and will be conducting background checks. These applications will then be presented to the board of directors for the appointment of the ARB members.

**DISCUSSION AND/OR ACTION REGARDING ANNUAL EVALUATION OF TAX LIAISON OFFICER.**

Mr. Sissamis, Director of Administration, stated that according to Texas Tax Code 6.052, the Appraisal District's Board of Directors shall evaluate the Taxpayer Liaison Officer's (TLO) performance annually. The performance evaluation forms were received from five board members, and two abstained from them. Overall, the ratings received met and exceeded expectations. Mr. Kieschnick motioned to approve the TLO evaluation, and Mr. Cudd seconded the motion. The motion passed unanimously.

**DISCUSSION AND/OR ACTION TO APPROVE TAX LIAISON OFFICER CONTRACT.**

Mr. Sissamis stated that the TLO contract is set to expire at the end of 2024. The new contract, which will be in effect for two years, introduces some significant changes. The duties have been refined to align more closely with the code, and any new code that has been incorporated is aimed at enhancing our operations. An evaluation component has also been added. The compensation for the upcoming year is set at \$31,000, to be paid monthly, with any prorated amounts for partial months. Motion was made by Mr. Kieschnick to approve TLO contract and Mr. Gonzalez seconded the motion. Motion passed unanimously.



***Ms. Hilpold joined the live stream at 9:12 am.***

**DISCUSSION AND/OR ACTION TO AWARD AERIAL IMAGING & SKETCH CONTRACT TO PICTOMETRY INTERNATIONAL CORPORATION DBA EAGLEVIEW; AUTHORIZE CHIEF APPRAISER TO EXECUTE CONTRACT.**

Mr. Sissamis stated that the district historically had biennial flyovers done by Eagleview Pictometry to obtain aerial imagery that aids the appraisal process. The imagery technology continues to be a handy tool in the appraisal function and is utilized by individual taxing entities. An RFP was issued where the district is seeking a 6-year contractual arrangement with a contractor to supply the various items involved in annual flyovers and upgrades 3" resolution for both ortho (flat from above) images annually and oblique (from angles) biennially. The RFP requested three scenarios for the district to determine which contractor and scenario provided the best value: the base scenario described above, annual ortho and oblique images, and biennial ortho and oblique images. Three proposals were received. Since this service series is considered highly instrumental in the appraisal function, two separate evaluations were performed, each reaching the same overall conclusions with any minor differences discussed and reconciled. Staff concluded that Eagleview Pictometry gave the best base scenario and seemed to provide the best value for six years at a total of \$913,275(\$152,212.50/year). Staff requests that the board award the contract to Eagleview Pictometry and authorize the Chief Appraiser to execute a contract for six years. Ms. Sullivan asked if the contract has to be six years? Mr. Sissamis stated that the district requests six to have consistency year to year in photography and the tools that are used, because we would have to be retraining the appraisers and also for economy scale when you go longer deeper discounts. Ms. Sullivan motioned to award the contract to Eagleview Pictometry, and Mr. Elizondo seconded. The motion passed unanimously. Mr. Kieschnick motioned to have the Chief Appraiser execute the contract, and Ms. Heavilin seconded the motion. The motion passed unanimously.

**DISCUSSION REGARDING BOARD OF DIRECTORS POLICY DEVELOPMENT.**

Mr. Sissamis reported that at the July 10, 2024, Board meeting, a discussion on board policies was requested. Staff recommends using the Comptroller's Board of Directors Handbook as a guide and waiting until after December because new board members will be appointed.

**EXECUTIVE SESSION: PUBLIC NOTICE** is given that the Board of Directors may elect to go into Executive Session anytime during the meeting to discuss matters listed anywhere on the Agenda, when authorized by the Open Meetings Act, Chapter 551 of the Texas Government Code. Should the Board of Directors elect to go into Executive Session, the section or sections of the Open Meetings Act authorizing the Executive Session will be publicly announced by the presiding officer. Upon completion of Executive Session, the Board of Directors may take such action as appropriate in open session.



*The Board of Directors went into executive session at 9:31 am.*

*The Board of Directors returned to open session at 10:07 am.*

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

Susie Sullivan moved to accept the Chief’s 2023 evaluation, which Mr. Gonzalez seconded. The motion passed, with three elected members abstaining.

**CHIEF APPRAISER’S REPORT.**

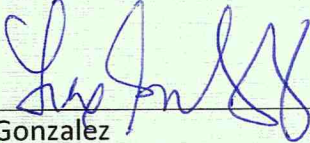
Mr. Canales reported that some staff attended the IAAO Conference in Denver, Colorado. The conference consists of different states and Countries that attend and gives those opportunities for net-work. Staff also participated at the Ad Valorem Taxation Seminar in San Antonio, where some discussions were held on lawsuits in place throughout the year and different entities in Texas. Staff is working on getting new CAMA software; hopefully, it will be in place soon. The last day for Board Members to nominate members is September 30th. When appointees get nominated, the names are sent to the district office to be put on a ballot and will be sent back to the entities. They will start the voting process by appointing five board members. We are still working on protests, which are the E-files that taxpayers are more comfortable within the process. Ms. Roberts stated that Circuit Breakers are properties that are five million or less Non-Homestead properties, which are capped at 20%. The entities lost revenue because of the circuit breaker. The Circuit Breaker will be in place for three years. The car was a total in the vehicle accident, and the insurance issued a check for \$19,000.

**SUGGESTED ITEMS FOR NEXT REGULAR MEETING.**

2025 Goal setting new evaluation  
Board Training date next year.

**ADJOURNMENT.**

Mr. Elizondo motion to adjourn and Mr. Kieschnick seconded at 10:23 am.

SIGNED:   
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Leo Gonzalez  
Secretary

