

SAN PATRICIO COUNTY APPRAISAL DISTRICT
BOARD OF DIRECTORS MEETING

March 21, 2017

John Curlee - Chairman of the Board, presided over the regular meeting of the Board of Directors for the San Patricio County Appraisal District scheduled for Tuesday, March 21, 2017, at 9:00 a.m.

Present: John Curlee, Bill Wilson, Dalia Sanchez, Dr. Anne Matula, Jan Whiteley, Rufino Lozano-Chief Appraiser, Amber Allen-Secretary.

Absent: None

Visitors: JoAnn Ehmann – DIJO/Mayor of Ingleside on the Bay, Peter Low - Attorney for the Appraisal District, Shannon Stary - Pritchard & Abbott, Inc., Paul Baen City Of Ingleside, Tonya Romero – Odem -Edroy ISD, David Oehler, Oehler Appraisal and Consulting.

Public Comments: Paul Baen said that he would like to encourage the Board to communicate with the jurisdictions their plans for transition necessitated by the resignation of the Chief Appraiser. Shannon Stary addressed the Board and stated that he would like to offer any help needed.

Minutes: The Board considered and reviewed the minutes from the regular meeting on February 14, 2017. A motion was made by Mr. Wilson to approve the minutes with a second to the motion by Dr. Matula. The motion carried unanimously.

Accounts Payable: The Board considered and reviewed the accounts payable for February 14, 2017. Mr. Lozano stated that there was a charge from Cable Electric Company and one for Tecsas Services for the door. A motion was made by Dr. Matula to approve the accounts payable with a second to the motion by Mrs. Sanchez. The motion carried unanimously.

Survey Cards: The Board considered and reviewed the survey cards for February, 2017.

Status on Auditor's Report: There were no updates to the Auditor's Report. Mr. Lozano stated that the Auditor would be here on April 10th thru the 12th and he doesn't anticipate any issues. The Board requested Auditor's report be added to next month's agenda.

Consideration and/or Action to Appoint an Administrator for the Texas County District and Retirement System: Mr. Lozano recommended that a Board member be appointed until another Chief Appraiser is hired. After some discussion, a motion was made by Mr. Wilson with a second from Mrs. Sanchez to appoint Mr. Curlee as the Administrator. The motion carried unanimously.

The minutes from the Board of Directors meeting on Tuesday, March 21, 2017 continued.

Consideration and/or Action to Remove Rufino H. Lozano and Laura Allender from the Prosperity Bank Signature Card and Add Any Additional Signatures. The Board will discuss this item later in the meeting.

Discussion of Preliminary 2017 Proposed Budget. Mr. Lozano addressed the Board and stated that the salaries would be up to the new Chief Appraiser. He stated that postage and Appraisal Review Board will go up with the new members, also education will go up with new employees and that there are still 3 positions available. Mr. Baen asked if Mr. Lozano provided for any transitional costs? Mr. Lozano stated that there is \$400,000.00 in reserves for operations for the 2017 year and the Board could pull from there for any transitional costs. The agenda stated that this was the 2017 budget but is supposed to say 2018 budget. The last day to file for approval is in September but Mr. Lozano recommends that we make a first presentation next month, to make any adjustments. He stated that he added an additional \$400,000.00 to the budget to give an amount of \$1,000,000.00 for litigation or any outstanding lawsuits.

Consideration and/or Action on Public Information Press Releases, Public Relations and Transparency. Mr. Lozano informed the Board about several summation articles that have been published about renditions, agricultural and exemptions. Mr. Lozano stated that we can publish other individual articles too. Dr. Matula stated that we need to have the Comptroller's Report put in the newspaper and on the website and that we need to be more transparent. Mr. Lozano stated that we have been contacting Harris Govern to update website and they have not done it yet. The Board informed Mr. Lozano that if they won't do what needs to be done then another company needs to be brought in to publish Board of Director's minutes, Comptroller's Report, and Property Value Study reports.

Status update on the Complaints from the Texas Department of Licensing and Regulation: Mr. Lozano stated that the complaint against Oberlin Garcia was still open. The other two complaints against Mr. Lozano are still under review, but we expect them to be closed with no fault.

Consideration and/or Action on invoice from TECSAS Services for a platform for the filing cabinets in storage room: The Board considered and reviewed the invoice from TECSAS Services for a platform for the filing cabinets. Mr. Lozano informed the Board that we are 13 inches inside a flood plain and all items in the bottom drawers will be damaged in the event of a flood. There was some discussion about scanning, backing up documents, anything to do with lawsuits and making everything 100% digital in case of a flood/hurricane. Mr. Wilson made a motion to build a platform with a second from Ms. Sanchez. The motion carried unanimously.

Consideration and/or Action on Policy to support the ISD's on Property Value Study: The Board considered and reviewed the policy to support the ISD's. A motion was made to support the ISD's on Property Value Study by Dr. Matula with a second by Ms. Sanchez. A resolution expressing support from the SPCAD Board of Directors participating in the district which must appeal the preliminary property value study findings made by the property tax assistance division

The minutes from the Board of Directors meeting on Tuesday, March 21, 2017 continued.

of the office of the Texas Comptroller of Public Accounts in any given year was attached to the minutes.

Report by Chief Appraiser:

a. Financial and Operation: Mr. Lozano gave the financial and operations report.

b. Re-Appraisal Plan: Mr. Lozano reiterated that the Appraisal District is still working on their 2017 reappraisal for some of the entities, we hope to be done with those appraisals by next week. Mr. Lozano stated that he anticipates that the notices will go out in the first or second week of April.

c. Taxpayer Information Handout: Mr. Lozano briefly went over the handout and the Board asked that they be made available at the receptionist desk.

Break: The Board took a break at 9:47 a.m.

Executive Session: The Board went into Executive Session at 10:02 a.m.

Open Session: The Board went back into Open Session at 12:08 a.m.

Consideration and possible action on matters discussed in executive session: Mr. Curlee stated that during Executive Session the Board received a resignation from Chief Appraiser Rufino Lozano effective the 23rd of March at close of business on that day. The Board acknowledges the resignation, and thanked Mr. Lozano for his service to the District.

Consideration and possible action to appoint an interim Chief Appraiser: The Board considered and reviewed the appointment of an Interim Chief Appraiser. A motion was made by Mr. Wilson with a second from Ms. Sanchez for the appointment of David Oehler to act as Interim Chief Appraiser while we search for a new permanent Chief Appraiser. Mr. Oehler will start March 24th at the rate of \$100.00 an hour. The motion carried unanimously.

Consideration and possible action to authorize all general clerical and financial-related clerical changes necessary to ensure the continuation of District Administration following the resignations of the Chief Appraiser and the Deputy Chief Appraiser: The Board considered and reviewed the changes that would be needed. Mr. Lozano informed the Board that the bank would need a copy of the signed minutes to remove signatures. A motion was made by Dr. Matula to remove Rufino Lozano and Laura Allender from the Prosperity Bank signature cards effective at the close of business on March 23rd 2017 with a second from Ms. Sanchez. Mr. Oehler will not be on the signature card, Mr. Curlee and Ms. Sanchez will be available for any checks needed. The motion carried unanimously.

The minutes from the Board of Directors meeting on Tuesday, March 21, 2017 continued.

New Business for Next Month Agenda: Auditor's report. Action on Gregory Power lawsuit.

Set Date and Time for the Next Meeting: The Board set their next meeting date for April 11th at 9:00 a.m.

Adjourn: The meeting was adjourned at 12:15 p.m. by Mr. Curlee.



Chairman



Secretary