

**SAN PATRCIO COUNTY APPRAISAL DISTRICT  
BOARD OF DIRECTORS MEETING  
REGULAR MEETING  
MINUTES**

June 20, 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, June 20, 2017, at 9:00 a.m.

**Present:** John Curlee, Bill Wilson, Dalila Sanchez, Dr. Anne Matula and Jan Whitely  
David Oehler – Interim Chief Appraiser, Maria Gentry – Secretary

**Absent:** None

**Guests Present:** Ronald Wilson – Chief Financial Officer of Gregory-Portland ISD, JoAnn Ehman – Ingleside on the Bay, Desiree Voth – SPC Governmental Affairs P.I.O, Judge Terry Simpson – County Judge, Todd Reopelle, Kerry Riley, Melissa Villarreal and Pari Whitten.

**Public Comments:** Ronald Wilson expressed concern over leadership change and future financial planning and how that will affect the school district's budget. Judge Terry Simpson expressed his apprehensiveness on former Chief Appraiser – Hector Lozano returning to the Appraisal District. Desiree Voth voiced her opinion about Mr. Lozano's return, she urged the Board to continue in the direction they were going and spoke of the good Mr. Oehler has done for the Appraisal District. Mr. Oehler addressed Mr. Wilson's previous statement regarding budget. He let the board know that the preliminary values were being distributed to the school districts as they change. He also reminded the Board that we are still in the middle of June and "Preliminary" numbers are all we can provide until the values are certified. Board member Mr. Wilson, comments on the State Funding conversation and how it should receive special attention from the Appraisal District. Dr. Matula expresses concerns about updating the entities as soon as changes are made. Mr. Curlee addresses the Appraisal Districts new website, and informs the public of the websites capabilities. Board member Mr. Wilson, addresses the public regarding the software conversion that will be implemented by the tax office.

**Approval of Minutes:** the motion to approve the minutes of May 9, 2017 was made by Mr. Wilson, a second to the motion was made by Ms. Sanchez. The motion carried unanimously.

**Approval of Accounts Payable:** The motion to approve accounts payable was made by Ms. Sanchez, a second to the motion was made by Dr. Matula. The motion carried unanimously.

**Consideration and/or action on Appraisal District Survey Cards:** The Board does not act on this item; however, the Board does take notice. There were no survey cards reviewed.

Board took a short break at 9:50 a.m.  
Board resumed meeting at 10:10 a.m.

**Consideration and/or action regarding Resolution on Committed Funds:** Mr. Wilson made the motion to accept the Resolution of Committed Funds Policy (see attached), with a second to the motion by Ms. Sanchez. The motion carried unanimously.

**Consideration and/or action regarding Gowland, Strealy, Morales and Company Auditor's Report for 2016:** The Board made the determination to table this item until the next meeting.

**Discussion of Preliminary 2018 Proposed Budget:** The Board reviewed and discussed the 2018 Preliminary Proposed Budget, and made the determination to have public hearing, July 11, 2017, to approve or deny the 2018 budget.

**Consideration and/or action regarding appointing an administrator for Prosperity Bank credit card:** Dr. Matula made the motion to appoint David Oehler and Diana Moss as administrators of the Prosperity Bank credit card, with a second to the motion by Mr. Wilson. The motion carried unanimously.

**Status update on the complaints from the Texas Department of Licensing and Regulation:** The Board considered and reviewed the update. No action was taken.

**Consideration and/or action on acceptance of Mitchell Wilson's resignation and appointment of replacement to serve on Appraisal Review Board:** Mr. Wilson made the motion to accept Mitchell Wilson's resignation and approve Diamantina Ramirez as replacement, a second to the motion was made by Dalia Sanchez. The motion carried unanimously.

**Consideration and/or action regarding office equipment and furniture expenditures:** Mr. Oehler discussed expenditures with the Board. A motion is made by Dr. Matula to approve the expenses, with a second to the motion by Ms. Whitely. The motion carried unanimously.

**Consideration and/or action regarding lease on postage machine:** Mr. Oehler informs the Board that the Appraisal District received notice that lease was up on postage machine, but upon further examination, the notice turned out to be a scam. No action was taken.

**Report by David Oehler, Interim Chief Appraiser:** The financial operation report was presented. Appraisal Notices have gone out and informal hearing are in process. Mr. Oehler discussed new website and staff emails being converted. Software back-ups are up and running and are done on a daily basis. Preliminary values are being sent to the entities on a weekly basis via mail. Mr. Oehler addressed the Board about finding a replacement for Receptionist position.

**Consideration and possible action regarding the status of the search for a Chief Appraiser:** This item will be discussed in executive session.

**Executive Session:** The Board entered executive session at 11:15 a.m.

**Return to Open Session:** The Board returned to open session at 12:44 p.m. No action was taken in executive session.

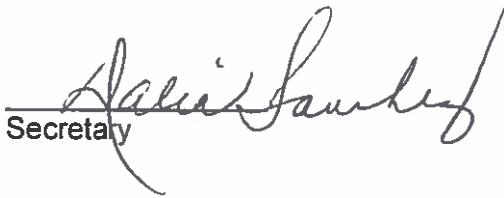
**Consideration and possible action on matters discussed in executive session:** None  
**Consideration of New Business for next month's Agenda:** Acceptance of 2016 Audit, Committed funds.

**Set date and time for next meeting:** The next meeting will be held July 11, 2017 at 9:00 a.m. and July 12, 2017 at 9:00 a.m.

**Adjourn:** The Board adjourned at 12:55 p.m.

  
Chairman

7-11-17  
Date

  
Secretary

7/11/17  
Date