

SAN PATRICIO COUNTY APPRAISAL DISTRICT  
BOARD OF DIRECTORS MEETING

July 12, 2016

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, July 12, 2016 at 9:00 a.m.

*Present:* John Curlee, Bill Wilson, Dalia Sanchez, Dr. Anne Matula, Rufino Lozano-Chief Appraiser, Diana Moss-Secretary.

*Absent:* Jan Whiteley

*Visitors:* Rhoda Poenisch – Aransas Pass, Jo Ann Ehmann, Shannon Stary – Pritchard & Abbott, Inc. and Foster Edwards – San Patricio County Economic Development.

*Public Comments:* Rhoda Poenisch said the website has no updated posting on the current agendas for Board of Directors and Appraisal Review Board and the minutes. The last posting for the Board of Directors was in May, 2016 I have emailed Mrs. Moss to request an agenda be sent to me.

*Minutes:* The Board considered and reviewed the minutes from the June 7, 2016 meeting. Dr. Matula said that her name was left off the roll call. She was present at the meeting. A motion was made by Mr. Wilson to approve the minutes with a correction to the roll call adding Dr. Matula. A second to the minutes was made by Mrs. Sanchez. The motion carried unanimously.

*Accounts Payable:* The Board considered and reviewed the accounts payable. 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 Appraisal District Survey Cards. The Board acknowledged the report on the survey cards for June, 2016.

*Ratification of the Xerox Lease Agreement:* Mr. Lozano informed the Board about the new Xerox Lease Agreement. We have installed desktop printers for the staff. A motion was made by Mr. Wilson to approve the Xerox Lease Agreement with a second to the motion by Mrs. Sanchez. The motion carried unanimously.

*Handgun Posters:* The Board considered and reviewed the Handgun posters. Mr. Lozano asked Mrs. Allender to bring in the posters for the Board to view. A motion was made by Mr. Wilson to approve the posting with a second to the motion by Dr. Matula. The motion carried unanimously.

The Board took a recess between 9:15 a.m. and 9:20 a.m.

The minutes from the Board of Directors meeting on Tuesday, July 12, 2016 continued.

*Reallocation of the Amended 2015 Budget:* The Board considered and reviewed the reallocation of the amended 2015 Budget. Mr. Lozano explained that there were no changes in the budget and that the items are line item moves only. A motion was made by Mr. Wilson to approve the amended 2015 Budget with a second to the motion by Dr. Matula. The motion carried unanimously.

*Proposal to Retain the 2015 Budget Surplus:* The Board considered and reviewed the proposal to retain the 2015 Budget surplus. Mr. Lozano informed the Board that the total amount of surplus was \$290,721 and we will need to refund the entities for the interest and open records request charges. Those amounts are \$2,957 from interest and \$10,021 open records. We would send those amounts back to the entities and enclose a letter and resolution from the Board stating your request. A motion was made by Mr. Wilson to retain the funds for litigation and send a spreadsheet stating the refund amount for each entity, letter and check for the interest and open records. A second to the motion was made by Dr. Matula. The motion carried unanimously.

Mr. Lozano stated that according to the Tax Code copies of any letters from the Board secretary need to be sent by the secretary or give approval for the Appraisal District to be sent with her approval. The approval was given unanimously.

*Resolution Regarding Vehicle Purchase and Software Committed Funds:* The Board tabled this item.

*Litigation:* Will take place in Executive Session.

*Executive Session:* The Board went into Executive Session at 10:17 a.m.

*Open Session:* The Board came back into Open Session at 12:15 p.m. Mr. Curlee stated that no action was taken during the Executive Session.

Mr. Curlee said the Board has some items that need to be address in open session concerning the pursuant of settlement on litigation for Prosperity Bank and Lowes;

A motion was made by Mr. Wilson that we authorize the Chief Appraiser to negotiation a settlement with Prosperity Bank. A second to the motion was made by Dr. Matula. The motion carried unanimously.

A motion was made by Dr. Matula to authorize the Chief Appraiser to move toward a settlement with Lowes. A second to the motion was made by Mrs. Sanchez. The motion carried unanimously.

The Board is issuing instruction to the Chief Appraiser involving the Berry Island/Ingleside property to discuss with the county attorney and county judge differences in a survey and to commission a survey. There are claims by the county and property owner and Appraisal District that involve a difference in the amount of surveyed land.

The minutes from the Board of Directors meeting on Tuesday, July 12, 2016 continued.

Mr. Curlee stated that a personnel review was done during executive session involving the Chief Appraiser only.

*2017-2020 Contract for Professional Appraisal Services with Pritchard & Abbott, Inc.* Mr. Stary stated that there has been a lot of growth in the county. We work well with the staff and he hopes to continue the contract for another four years. The Board discussed with Mr. Stary how the cost was calculated. A motion was made by Dr. Matula to approve the 2017-2020 contract for professional appraisal services with Pritchard & Abbott, Inc. A second to the motion was made by Mrs. Sanchez. The motion carried unanimously.

*Complaint from Texas Department of Licensing and Regulation:* Mr. Lozano said that Texas Department of Licensing and Regulation has concluded their investigation of the case number PTP20160002527 he was cleared of any violation or fault with the complaint. The complaint with Oberlin Garcia for case number PTP20160000527 is still ongoing and is now open and under review by prosecutor Ronald Foster. The Board asked what the complaint was about and Mr. Lozano said it was concerning him and the Appraisal Review Board. The motion was made by Mr. Wilson to approve the report with a second to the motion by Dr. Matula. The motion carried unanimously.

*Report by Chief Appraiser:*

*a. Printing Equipment and third party printing options:* Mr. Lozano said with the new large printer and desktop printers this has been resolved.

*b. Prioritized items on David Oehler's report:* We still need to address hiring of staff members and departmentalizing of employees.

*c. Financial and Operations:* Mr. Lozano presented the reports for the Board to consider and review.

*d. Re-appraisal Plan:* We are still going through the appeal cycle and have run the preliminary totals for the entities.

*e. MAP Review:* We have submitted a few more requested items to the Comptroller.

Mr. Lozano verified with the Board that they would want him to certify the roll as quickly as possible which would mean using the 5% threshold. The Board was in agreement.

*Chief Appraiser's Evaluation for 2015 and 2016:* Will take place in Executive Session.

*Board of Directors meeting times:* Mr. Curlee said that the Board is back to meeting at 9:00 a.m. He said he needs the meeting changed from Tuesday, August 9<sup>th</sup> to Monday, August 8<sup>th</sup>.

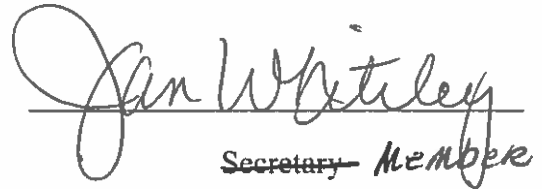
The minutes from the Board of Directors meeting on Tuesday, July 12, 2016 continued.

*New Business for Following Agenda:* David Oehler's report status on positions discussed, local in room alarm triggers contract, vehicle and software purchase, and budget hearing.

*Public Comments:* Mr. Curlee said the Board has received two letters in the mail today. We are going to revisit public comments. The first letter is unsigned addressed to the Board of Directors and delivered to the local address. Mr. Curlee read the first letter to the Board. He is reluctant to respond to an unsigned letter. Mr. Wilson asked Mr. Lozano to instruct their staff to put their makeup on somewhere else. The second letter is unsigned and mailed from Corpus Christi. He read the second letter to the Board. The Board questioned what happened concerning the hearing agendas.

*Adjourn:* The meeting was adjourned at 12:32 p.m. by Mr. Curlee.

  
Chairman

  
~~Secretary~~ Member