

SAN PATRICIO COUNTY APPRAISAL DISTRICT
BOARD OF DIRECTORS
PUBLIC HEARING

August 8, 2016

John Curlee- Chairman of the Board, presided over the public hearing to consider the 2017 Proposed Budget for the San Patricio County Appraisal District held Monday, August 8, 2016, at 9:18 a.m.

Present: John Curlee, Bill Wilson, Dalia Sanchez, Jan Whiteley, Dr. Ann Matula, Rufino Lozano-Chief Appraiser and Diana Moss-Secretary.

Visitors: Jo Ann Ehmann – Ingleside on the Bay, Tonya Romero – Odem-Edroy Independent School District.

Public Comments: None

Mr. Curlee said there are some areas that need to be discussed in executive session and I am going to recess this hearing.

The public hearing was adjourned at 9:20 a.m.

The Board went back into the public meeting at 12:26 a.m.

The Board instructed the Chief Appraiser to make some changes to the 2017 Proposed Budget in regards to increasing the Chief Appraiser salary to \$80,000 but keep the grand total listed on page 2 from the originally proposed budget other items he felt appropriate. There needs to be a Special Meeting approximately two weeks from now with the consensus of the full Board. We will discuss with counsel the need or lack of need for another public hearing and amount of time needed for notice to the entities. After the revised budget is ready, we will talk about sending it to the entities.

Mr. Wilson stated that Peter Low indicated that any notice would be after we have taken action.

The public hearing was adjourned at 12:30 p.m.

The minutes from the Board of Directors Public Hearing on Monday, August 8, 2016 continued.

Mrs. Ehmann asked Mr. Lozano to convey to the Board that the monthly meetings be more consistent.


Chairman


Secretary

SAN PATRICIO COUNTY APPRAISAL DISTRICT
BOARD OF DIRECTORS MEETING

August 8, 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 Monday, August 8, 2016, at 9:20 a.m.

Present: John Curlee, Bill Wilson, Jan Whiteley, Dr. Anne Matula, Rufino Lozano-Chief Appraiser, Diana Moss-Secretary.

Absent: Dalia Sanchez

Visitors: Jo Ann Ehmann – Ingleside on the Bay, Tonya Romero – Odem-Edroy Independent School District.

Public Comments: None

Minutes: The Board considered and reviewed the minutes from the Budget Workshop meeting on July 8, 2016. A motion was made by Mr. Wilson to approve the minutes with a second to the motion by Dr. Matula. The motion carried unanimously.

The Board considered and reviewed the regular minutes from the July 12, 2016, meeting. A motion was made by Dr. Matula to approve the minutes with a second to the motion by Mr. Wilson. The motion carried unanimously.

Accounts Payable: The Board considered and reviewed the accounts payable. A motion was made by Mrs. Whiteley to approve the accounts payable with a second to the motion by Mr. Wilson. 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 July, 2016.

Purchase of 2 separate 1.2 TB 10k SAS drives: Mr. Lozano reviewed the space limitation of the new server and recommended the need for more data storage. The purchase amount is within the Chief Appraiser's purchasing authority, but the total amount was unknown at the time the agenda was posted. A motion was made by Dr. Matula to purchase the two 1.2Tb SAS drives with a second to the motion by Mr. Wilson. The motion carried unanimously.

Purchase of 2 user licenses and 2 computers: Mr. Lozano asked the Board to approve adding two user licenses which will run approximately \$1,750 and two new computers. The purchase cost of the last computers was right under \$1,000 each. Mr. Wilson made the motion to authorize the Chief Appraiser to purchase two user licenses and two computers even if the amount exceeds the authorized purchase authority as long as they are within the annual budgeted amount. A second to the motion was made by Mrs. Whiteley. The motion carried unanimously.

The minutes from the Board of Directors meeting on Monday, August 8, 2016 continued.

Amend the 2016 Budget by Retaining Surplus Funds: This will be tabled until a later meeting to allow the thirty days for the entities to respond. It was noted that Ingleside on the Bay disapproved the retaining of the surplus by the San Patricio County Appraisal District.

Reappraisal Plan for Tax Years 2017-2018: Mr. Curlee stated we had a public hearing on this and have deferred any action. The Board considered and reviewed the Reappraisal Plan. A motion was made by Dr. Matula to approve the Reappraisal Plan as submitted with a second to the motion by Mr. Wilson. Mr. Wilson said he was confused that we use to do a three year rotation and now we use a two year. He asked that somewhere in the plan we make note of the change. Mr. Lozano suggested we change page 5 under Revaluation Decision (Reappraisal Cycle) to read "The San Patricio CAD by policy adopted by the Board of Directors reappraises all property in the district every two years, with the exception of industrial, mineral, and personal property accounts, which are appraised annually. The CAD makes every attempt to perform an on-site appraisal/ inspection of property at least once every two years and recalibrates schedule rates for all categories of properties on an annual basis." Mr. Curlee asked that we approve unless a final review turns up something different and it can amended it at the next meeting. Mr. Lozano recommends that the Board approve this Reappraisal Plan with the corrections to reference a two year cycle. The Board made a motion and second and the motion carried unanimously.

Chief Appraiser's Salary for 2017: This will be postponed until after the executive session.

2017 Proposed Budget: This will be postponed until after the executive session.

Resolution Regarding Vehicle Purchase and Software Committed Funds: Mr. Lozano said that Peter Low was supposed to send over the resolutions and we have not received them. This will be tabled until the September 13, 2016, meeting.

Litigation: Mr. Lozano said at the last meeting he was instructed to offer a settlement amount to Lowes in Aransas Pass and Prosperity Bank at all five locations in San Patricio County. They have accepted the settlement offers but requires the Board's approval to move forward. Those offers were for Lowes and Prosperity Bank. Mr. Lozano said he also has two lawsuits coming up that he needs an expert witness and would like to use John Cook on the valuation. This is the same expert witness that assisted us with Lowes lawsuit. The two other lawsuits are the Port of Corpus Christi LLC and Berry Island. Mr. Wilson said he is comfortable voting on the settlement offers but would like to be briefed by the attorney on the expert witness.

A motion was made by Mr. Wilson to accept the settlement offer made to Lowes in Aransas Pass with a second to the motion by Dr. Matula. The motion carried unanimously.

A motion was made by Mr. Wilson to accept the settlement offer made to Prosperity Bank for all five locations in San Patricio County with a second to the motion by Mrs. Whiteley. The motion carried unanimously.

The minutes from the Board of Directors meeting on Monday, August 8, 2016 continued.

The Board took a short break before going into Executive Session.

Evaluation of the Chief Appraiser: This item was not addressed.

Executive Session: The Board went into Executive Session at 9:59 a.m.

Open Session: The Board came back into Open Session at 12:08 p.m. Mr. Curlee stated that Dr. Matula left during Executive Session and no action was taken.

Mr. Wilson made a motion to direct the Chief Appraiser to retain an expert witness subject to the terms discussed in executive session on the Berry Island lawsuit and the Port of Corpus Christi LLC with a second to the motion by Mrs. Whiteley. The motion carried unanimously.

Mr. Wilson said in view of the fact that our Chief Appraiser salary has not kept pace with the living increases with the rest of our staff from 2011 to 2017. In view of the fact that an independent study by Mr. Oehler on thirty recommendations and on item six which it discuss the Chief Appraiser's salary. I make a motion he be grant a cost of living increase effect 2017 to raise the Chief Appraiser's salary to \$80,000 annually. A second to the motion was made by Mrs. Whiteley. Mr. Wilson also said that the 2017 Proposed Budget reflect that change. The motion carried unanimously.

Mr. Curlee said the budget needs to be adjusted with the goal that the total on the bottom line not change.

Mr. Wilson asked that line item reflect this Board is making a cost of living adjustment from 2011-2017 to establish what is comparable to other employees are making.

Report by Chief Appraiser:

a. Printing Equipment and third party printing options: Mr. Lozano indicated that the new Xerox copier and desktop printers have been installed.

b. Prioritized items on David Oehler's report: Mr. Lozano summarized the items that had been completed and those that were still being processed.

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

d. Re-appraisal Plan: We have submitted our certification of the rolls on July 28th which was three days after the deadline with the staff and the ARB working late hours to reach the 95% threshold. This was primarily due to a delayed in the data conversion. Fortunately the staff stepped up and was able to get to the threshold even though notices of appraised value did not go out until June 6. I would like to have the staff recognized and given credit for that

The minutes from the Board of Directors meeting on Monday, August 8, 2016 continued.

accomplishment. The Orders of Determinations are only one week behind and we hope to complete them shortly.

e. MAP Review: We have nothing new at this time.

f. Sherwin Alumina Operations: Mr. Jason Driskell with Pritchard & Abbott talked to the Sherwin Alumina and Gregory Power Partners agent this morning and they will be filing a lawsuit against the Appraisal Review Board decisions.

g. Certification of the Appraisal Roll: Nothing more than the above was mentioned regarding this item.

Mr. Curlee said we need to keep moving on the job descriptions list. Mr. Lozano stated that we have starting splitting out some of the staff on those departmentalization positions. He said that Diana Moss will still be working as human resource, accounts payable and accounts receivable. We have Maria Gentry and Amber Allen working toward secretary for the Board of Directors, Ag Advisory and Appraisal Review Board. We are advertising for a lead appraiser. We currently have two employees for commercial and business personal property Sandra Alvarez and Frances De Leon, for GIS- Michael Alva and we are looking for another candidate for that position. The exemptions, deeds, and sales we are looking at several other candidates. The agriculture and rural properties employee is Noel Esquivel and is looking for another individual for that position. The residential properties we have Lisa Carvajal, Stephanie Sanchez, Lori Beabout and Lori Garcia and we are advertising for another individual for that position as well.

Regarding the vehicle purchase, we would like to get the Boards approval so we can start advertising for bids. This will hopefully be considered in December for use in January.

Mr. Curlee stated that we are on a time crunch and we will talk about this later. He stated that on item 11 should have had the term consideration and/or action. This put us in a spot so we could only present the 2017 Proposed Budget and we couldn't take action.

We need to set up a Special Meeting on the 2017 Proposed Budget and we have given you the direction we need to move.

Chief Appraiser's Evaluation: This will take place in Executive Session.

Board of Directors meeting times: Mr. Curlee said the next Board meeting is scheduled for September 13, 2016 at 9:00 a.m.

The minutes from the Board of Directors meeting on Monday, August 8, 2016 continued.

New Business for Following Agenda: Nothing was discussed.

Adjourn: The meeting was adjourned at 12:26 p.m. by Mr. Curlee.



Chairman

Secretary