

SAN PATRICIO COUNTY APPRAISAL DISTRICT
BOARD OF DIRECTORS MEETING

November 15, 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, November 15, 2016 at 9:05 a.m.

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

Absent: None

Visitors: Roxanne Aldridge -Texas County District and Retirement System, Jo Ann Ehmann - Ingleside on the Bay, Joe Kessling- Kessling Services.

Public Comments: None

Minutes: The Board considered and reviewed the minutes from the regular meeting on October 11, 2016. A motion was made by Dr. Matula with a second to the motion by Mrs. Sanchez. The motion carried unanimously.

Accounts Payable: The Board considered and reviewed the accounts payable from October, 2016. A motion was made by Mr. Wilson to approve the accounts payable with a second to the motion by Mrs. Sanchez. The motion carried unanimously.

Survey Cards: There were no Appraisal District Survey Cards to review.

2017 Holiday Schedule: The Board considered and reviewed the 2017 Holiday Schedule. A motion was made by Dr. Matula to approve the schedule with a second to the motion by Mrs. Whiteley. The motion carried unanimously.

Plan Assessment for Plan Year 2017 for the TCDRS: The Board considered and reviewed the Plan Assessment for Plan Year 2017. Roxanne Aldridge from Texas County District and Retirement Systems addressed the Board. She discussed the current plan and the consideration of changing the employer matching to a greater amount and adding COLA (cost of living adjustment). The plan the District has does not allow a partial lump-sum payment at retirement. Mr. Wilson would like to consider that option be available for the employee. After a short discussion, the Board tabled this item until the December meeting.

The Board took a break between 9:50 am and 10:03 am.

Award of Bid and Purchase of Vehicle: The Board opened the one bid that was submitted by Allen Samuels in Aransas Pass. The bid was for the 2016 or 2017 Chrysler 200 Limited. A price quote for one vehicle was \$20,335.32 or three vehicles for \$61,005.96. The Board recommended

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a light color (white or light gray) to allow the decal for the Appraisal District and telephone number to be clearly visible. A motion was made by Dr. Matula to purchase three vehicles with a second to the motion by Mrs. Sanchez. The motion carried unanimously.

Status Update on Complaints from the TDLR: The Board considered and reviewed the status update on complaints from Texas Department of Licensing and Regulation.

Approval of Appraisal Review Board Members: The Board considered and reviewed the two applications for the Appraisal Review Board. Mr. Lozano stated that Mary Carr is a returning member and has served two terms and Mitchell Wilson is a new applicant. Dianne Brady has served one year of her term and there are two more vacancies to fill before January 1st. A motion was made by Mr. Wilson to approve the two applications with a second to the motion by Dr. Matula. The motion carried unanimously.

Appraisal District's Medical Insurance for 2017: The Board considered and reviewed the medical benefits comparison for the Appraisal District's medical, dental and life insurance for 2017. Joe Kessling with Kessling Services presented the comparison plans for United Healthcare, Blue Cross Blue Shield and San Patricio County. The Board looked at options and cost for each plan. A motion was made by Dr. Matula to move forward with United Healthcare and a second to the motion was made by Mrs. Sanchez. The motion carried unanimously. Mr. Wilson asked that a policy be set that each October we look into insurance coverage for the following year.

Litigation: The Board considered and reviewed the litigation list. Mr. Lozano outlined any additions from the previous meeting.

Executive Session: There was no Executive Session.

Report by Chief Appraiser:

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

b. Re-Appraisal Plan: The District is working on field work in the designated jurisdictions for the 2017 tax year.

c. MAP Review: The District is waiting on the report from the Comptroller regarding information submitted during the review.

e. Taxpayer Information Handout: The Board reviewed and considered the Taxpayer Information Handout. Mr. Lozano stated that he had ten pages which he narrowed down to three pages and then, by changing the font brought it down to the two pages. The Board commented that they wanted to see more bullet points and to change the front page by removing

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the large seal and inserting it on the back page. Dr. Matula offered to come in and assist Mr. Lozano with some changes to the format.

Mr. Lozano discussed with the Board his proposed days off for the month of November and December. He reminded the Board that he can only carry over three days of vacation a year. Mr. Curlee stated they would discuss it later.

New Business for Next Month Agenda: Items to be considered for the December meeting are TCEQ representative to attend meetings, policy for medical, dental and life insurance consideration each year, TDLR updates, TCDRS plan assessment for 2017, ARB chairman and secretary, and invite Harris Govern to discuss data issues. The next meeting will be December 13, 2016.

Adjourn: The meeting was adjourned at 11:50 p.m. by Mr. Curlee.

A handwritten signature in blue ink that reads "John Curlee". The signature is written in a cursive style and is positioned above a horizontal line.

Chairman

A handwritten signature in blue ink that reads "Alicia Sanchez". The signature is written in a cursive style and is positioned above a horizontal line.

Secretary