

MINUTES
OF THE
SAN PATRICIO COUNTY APPRAISAL DISTRICT
BOARD OF DIRECTORS PUBLIC HEARING MEETING
FEBRUARY 19, 2019

Meeting called to order by Mr. John Curlee @ 8:30 am

Item #1. Invocation – Mr. Robert Cenci, Chief Appraiser

Item #2. Pledge of Allegiance Led by Mr. John Curlee, Chairman

Item #3. Roll Call: Mr. John Curlee, Dr. Anne Matula, and Ms. Billie Jo Tennill, Mr. Bill Wilson and Ms. Dalia Sanchez. All members present

Also, in attendance; Mr. Robert Cenci - Chief Appraiser, Ms. Melinda Garza, HR, AP and AR Coordinator and Ms. Julie Overstreet - Recording Secretary.

Item #4. Public Comment: none

Item #5. Approval of minutes of January 19, 2019 BOD Regular Hearing Meeting: Mr. Wilson moved to approve the minutes, motion was seconded by Ms. Tennill, motion passed unanimously.

Item #6. Consideration regarding Appraisal District Survey Cards: Seven favorable responses. Board took notice.

Item # 7 Financial Report;

- A. **Review of Accounts payable:** Board took notice.
- B. **Review of Balance Sheet:** Mr. Cenci discussed the Agency fund. A check was cut and mailed certified to HEB. Identified list by dollar amount to be paid back. Checks will be made out to those people who are owed over \$1000.00 next week. This will reduce the balance by \$20,000.00. Everything else is stable. Board took notice.
- C. **Review of P&L:** Mr. Cenci reported that the entities are paid up through the end of the year.
- D. **Monthly Bank Investment Report:** District is adequately collateralized, Board is satisfied.

Item # 8. Discussion and / or Action Regarding any matter that may take place in executive session as provided by Texas Government Code Section 551:

Item # 9. Executive Session: 8:44 am

- a) **Texas Government Code Section 551.071. To consult with the district's attorney regarding all purposes authorized under this section of the open meeting act, to include pending and contemplated litigation; or a settlement offer; or on a matter in which the duty of the attorney of the District under the Texas Disciplinary Rules of Professional Conduct clearly conflict with the open's meetings act.**

- b) **Texas Government Code Section 551.074. To discuss all-purpose authorized under this section of the open meeting act, including but not limited to deliberating the appointment, employment, evaluation reassignment and duties of;**

- (1) **Interview Applicants for San Patricio County Appraisal Review Board Alternates**
(2) **Chief Appraisers Annual Evaluation**

Item 10. Return to Open Session: at 11:17

Item # 11. Discussion and / or action on Matters Discussed in Executive Session: No action taken in executive session. Ms. Sanchez nominated Joanne Ortiz as an Appraisal Review Board (alternate), Dr. Matula seconded the motion. The motion passed unanimously.

Dalia Sanchez left the meeting at 11:21, right after the ARB alternate nomination.

Item # 12. San Patricio County Tax Collector's Office to Complete the Planned Software Conversion: Mr. Cenci had nothing to report, however Mr. Wilson, commented that he met with Dr. Clore, Dr. Clore reported that the school district attorneys wrote up a revised contract for tax collection after they received one from the county, there was no arguing over price. The county gave the school district a fair offer and price for tax collection. The school district did put in as a requirement in the contract for the software transition. The updated contract was presented to the county, at which point the county tried to strike the requirement from the contract. The district is concerned with the increase risk for error and effective tax rate calculation, there had been problems in the past with calculations. The school district is going to hold that line and insist the software transition be made or the agreement will not be executed. Mr. Wilson is not sure if the school district and the county will come to terms or not. The school district does have a provider which they can use if the county is not willing to do go forward with the software transition.

Item # 13. Chief Appraiser Report;

- a. **Office expansion:** Mr. Cenci had a designer and a MEP (Timothy Johnson) stop by to size up the project as it is not a huge one. Per Mr. Johnson the project should not take more than a week to get the walls up. Mr. Cenci did reach out to the architect that Mr. Wilson recommended, they have been playing phone tag. Mr. Cenci was advised not to shop based on pricing.
- b. **TAAD conference:** Mr. Cenci will be attending. He will leave Sunday and return Tuesday evening.
- c. **Industrial Inspection:** Mr. Cenci has been conducting industrial inspections this year. He visited all plants in the Portland and Ingleside area. Mr. Cenci will be visiting with the Exxon tax people and the Apex wind turbine sites this week.
- d. **Meeting with Entities Regards Boundary Disputes:** The supreme court decision has not resolved anything. Ronnie Canales has agreed not to appraise the Oxy docks. This is now Mr. Cenci's responsibility to appraise but will need to decide which school district to assign them to. Mr. Cenci is conferring with the Appraisal District Attorneys on this matter.
- e. **Audit update:** We are working with Mr. Snedeker. He has requested information. We are looking to have a surplus of \$200,000.00 or so from the 2018 budget. Mr. Cenci is leaning towards dispersing the surplus to the entities in the form of a check.
- f. **PACS Remote user Installation at the Tax Office:** It will cost \$1,300.00 to get the license and have PACS True Automation to install a computer access at Dalia's office to tap into our server. This may happen quickly.

g. **Sample Agendas:** Based on last month's discussion of old/unfinished and new business on our agenda, 4 sample agendas were provided to the board for their review. The board is happy with the current agenda, but want to include a separate item as unfinished business. Included under unfinished business should be the county's software conversion indefinitely or until the conversion is completed. Dr. Matula stated that either the county refunds the district the cost for their conversion which was over \$300,00.00 or they move forward with the conversion. Mr. Wilson stated that the minutes need to reflect exactly when Ms. Sanchez walked out of the meeting, which for the second time has been right before the board was to discuss the county software transition. Dr. Matula considered this issue as being unfinished business.

Item #14. Discussion of New Business for Next Month's Agenda: No New Business.

****** Board requested meeting packets be mailed, emailed and / or dropped off the Thursday before the board meet.**

****** Request written policy on if any board member has the authority to add an item to the agenda.**

Item #15. Set date and time for next meeting: March 19, 2019 8:30 am

Item # 16. Adjourn: 12:10 pm.


Chairman

3-19-2019
Date


Secretary

2-19-2019
Date