

MINUTES
OF THE
SAN PATRICIO COUNTY APPRAISAL DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS
NOVEMBER 19, 2019

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

Item #1. Invocation was delivered by Mr. Robert Cenci, Chief Appraiser.

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

Item #3. Texas Pledge Led by Mr. John Curlee

Item #4. Roll Call: Mr. John Curlee, Ms. Billie Joe Tennill, and Dr. Matula were present.

Absent: Ms. Dalia Sanchez and Mr. Bill Wilson

Also, in attendance; Mr. Robert Cenci - Chief Appraiser, Shirley Madej-Assistant Chief Appraiser, Melinda Garza – HR and Financial Coordinator and Ms. Julie Overstreet - Recording Secretary.

Item #5. Public Comment: None.

Item #6. Approval of the Minutes of the September 24, 2019 Board of Directors Regular Meeting: Dr. Matula moved to approve, seconded by Ms. Tennill, motion passed unanimously.

Item #7. Approval of the Minutes of the October 15, 2019 Board of Directors Regular Meeting: Dr. Matula moved to approve, seconded by Ms. Tennill, motion passed unanimously.

Item #8. Discussion and/or Action Regarding Appraisal District Survey Cards – Board took notice

Item #9. Consideration and/or Action regarding any matter that may take place in executive session as provided by Texas Government Code Section 551.

Item #10. Executive Session: 8:45

a). Texas Government Code Section 551.071. (a). Personnel matters;

(1) Interview Applicants for the San Patricio County Appraisal Review Board Positions.

b). 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 Professional Conduct clearly conflict with the open's meeting act.

Item #11. Return to Open Session: 11:25, no action taken.

Item #12. Discussion and/or Action on Matters Discussed in Executive Session

a). Discussion and/or Action Regarding Appraisal Review Board Applicants;

Dr. Matula moved to appoint Mr. Greg Pfluger and Ms. Mary Carr be appointed to the full-term positions in the ARB with the alternate / auxiliary position to Mr. Johnny Nino. The motion was seconded by Ms. Tennill. Voice vote taken; Dr. Matula for the motion, Ms. Tennill for the motion, and Mr. Curlee for the motion. Motion passed unanimously.

Item #13. Financial Report;

- B. Review of Balance Sheet:** Agency fund (not reduced) Melinda busy cutting checks to the 60 to 70 people identified with Dr. Matula's help. The checks will be mailed certified. The \$42,000.00 attorney fees remain.
- A. Accounts Payable:** Payment to BIS and the rent to the city of Sinton were made.
- B. Review of P&L:** Entities are making quarterly payments; billing early has helped.
- C. Monthly Bank Investment Report:** District is adequately collateralized. Board satisfied.

Item #14. Unfinished Business;

- A. Discussion and/or Action Regarding San Patricio County Tax Collector's Office to Complete planned Software Conversion:** Nothing to report.
- B. Discussion and/or Action Related to Auditors Engagement Letter for 2019 Audit:** Mr. Cenci communicated with Lovvorn & Kieschnick, no in-depth discussion on past matters. Mr. Cenci recommended hiring Lovvorn & Kieschnick for the 2019 Audit. Ms. Tennill moved to accept the proposal from Lovvorn & Kieschnick for the 2019 audit for \$8000.00, seconded by Dr. Matula. Motion passed unanimously.

Item #15. New Business

- A. Discussion and/or Action Related to the December 2019 Holiday Schedule:** Dr. Matula moved to amend the Christmas Holiday to include Monday December the 23rd to be in harmony with the county. Ms. Tennill seconded the motion. Motioned passed unanimously.
- B. Discussion and/or Action Regarding Consent from the Board on Agriculture Appraisal Advisory Board Member:** The Ag Advisory board is different from other activities that happened with management of the AD. The CA will appt the committee member with the consent of the BOD. Dr. Matula moved to give consent to the CA to appoint Mr. Nedbalek and Mr. Chopelas to the Ag advisory board, seconded by Ms. Tennill. Motion passed unanimously.
- C. Discussion and/or Action Regarding Annual Group Health, Dental, Life and Vision Insurance for San Patricio County Appraisal Employees;** Tabled for Special Called Meeting on December 3rd if Ms. Sanchez and Mr. Wilson are available.

Item #16. Chief Appraiser Report;

- A. Status of BOD Elections –** Ballots mailed, and received back, deadline Dec 16 to tally ballots and announce results. No new nominees.
- B. Vehicle Purchase Update -** Purchases made, Fusion ready in a week, truck ready at the end of the year.

- C. **MAP Review** – Still finishing up a few loose ends, some items lacking in 2018, sent in 2019 documents, waiting to hear back from the comptroller’s office.
- D. **Annual Industrial Plant Inspections** - Visited Kiewit facility, their tax person was very open, has been there for years. Mr. Cenci will be touring other facilities in the next several weeks.
- E. **Litigation Update** – James Faye, farmland, case almost settled. Preparing Summary Judgments on Boundary Dispute cases.
- F. **Office Expansion** – Expansion is almost done, possibly by Friday 11/20/2019.


Item #17. Discussion of New Business for Next Month’s Agenda;


Discuss Health Insurance during Special Called Meeting December 3, 2019.

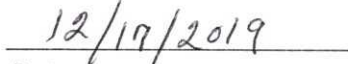
Item #18. Set date and time for next meeting - December 17, 2019 @ 8:30 am

Item #19. Adjourn - 12:18 pm


Chairman


Date


Secretary


Date