

**MINUTES**  
**OF THE**  
**SAN PATRICIO COUNTY APPRAISAL DISTRICT**  
**REGULAR MEETING OF THE BOARD OF DIRECTORS**  
**JUNE 18, 2019**

**Meeting called to order by Mr. John Curlee @ 8:37 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. Roll Call:** Mr. John Curlee, Dr. Anne Matula, and Ms. Billie Jo Tennill, and Mr. Bill Wilson.

**Absent - Ms. Dalia Sanchez**

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

**Item #4. Public Comment:** None.

**Item #5. Approval of minutes of May 21, 2019 BOD Regular Hearing Meeting:** Ms. Tennill moved to approve, seconded by Mr. Wilson, motion passed unanimously.

**Item #6. Approval of minutes of June 7, 2019 BOD Special Called Meeting -** Mr. Wilson moved to approve, seconded by Dr. Matula, motion passed unanimously.

**Item #7. Discussion and/or Regarding Appraisal District Survey Cards -** Board took notice.

**Item #8. Financial Report;**

- A. Review of Accounts payable:** Mr. Cenci and Board reviewed and discussed, nothing out of the ordinary was noted.
- B. Review of Balance Sheet:** Mr. Cenci discussed the Agency fund, no new information. Mr. Cenci stated a decision would have to be made allocate the money to the entities, it will take some research to figure out which entities were involved.
- C. Review of P&L:** Entities are paid up in full.
- D. Monthly Bank Investment Report:** District is adequately collateralized. Board satisfied.

**Item # 9. Unfinished Business;**

**(a). Discussion and /or Action Regarding the San Patricio County Tax Collector's Office to Complete Planned Software Conversion -** True Automation is doing a major software upgrade, timeline for the software update is 2020.

**Item #10. Consideration and/or Action regarding any matter that may take place in executive session as provided by Texas Government Code Section 551**

**Item #11. Executive Session - Executive session is not necessary.**

- 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.**
  - **Pending Lawsuit Discussion/Possible Settlements**

**Item #12. Return to Open Session -**

**Item #13. Discussion and/or Action on Matters Discussed in Executive Session -**

**Item #14. New Business -**

**Item #15. Chief Appraiser Report;**

- a) **Status on Linebarger Analytical Homestead Audit Project** - The HS project presenters have been checking into chapter 41 questions; feedback is that there will be no impact. They will be back in July to discuss Chapter 41, and to get project approval from the board.
- b) **2018 Audit Recap** - Board reviewed the final document. Mr. Cenci satisfied, stated some number correction were made and went over the changes in terminology that should be used in final audit. Auditor stated that "Deferred" has been replaced with "Non-Available". Mr. Cenci was overall satisfied with audit; therefore, it will be handed out to the entities.
- c) **2020 Proposed Budget Delivered** - The budget will be emailed to the entities.
- d) **Entity Refund Checks** - Checks were printed and ready for the board members to sign.
- e) **PACS/Tax Office Remote Terminal** - Mr. Cenci will check with Dalia to verify that the county computer is up and running.


**Item #16. Discussion of New Business for Next Month's Agenda**

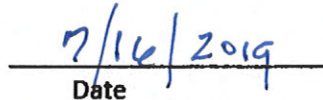
HS Audit update

Remodel quotes

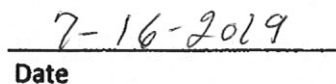
**Item #17. Set date and time for next meeting - July 16, 2019 @ 8:30**

**Item #18. Adjourn - 10:16 am**

  
Chairman

  
Date

  
Secretary

  
Date