

MINUTES
OF THE
SAN PATRICIO COUNTY APPRAISAL DISTRICT
BOARD OF DIRECTORS MEETING
March 20, 2018

Meeting called to order: Mr. John Curlee

Present: Mr. John Curlee, Mr. Bill Wilson, Dr. Anne Matula, and Ms. Billie Jo Tennill.
Also, in attendance were Mr. Robert Cenci - Chief Appraiser, Ms. Shirley Madej, Assistant Chief, Ms. Melinda Garza, HR, AP and AR and Ms. Julie Overstreet - Recording Secretary.

Absent: Ms. Dalia Sanchez

Invocation: Chief Appraiser, Robert Cenci

Pledge: Mr. Curlee

Executive Session: @ 8:40

Return to Open Session: @ 11:05, no action taken

Public Comments: None

Approval of minutes: Motioned by Dr. Matula and seconded by Ms. Tennill, motion passed unanimously.

Consideration regarding Appraisal District Survey Cards: None were submitted. Board took notice.

Financial Report:

- a. Review of accounts payable;
Grand total of all expenses 130,000.
Experts and Attorneys: 110, 000.
Operations to keep the office running: 28,000.
- b. Balance Sheet: Mr. Cenci discussed monies on the books left when collections were done by the Appraisal District in 2007 and in prior years. Previously stated by Mr. Lozano there is a report on refunds due to tax payers with account numbers and amounts of tax over payments. Also, previously stated by Mr. Lozano, refunds checks were made out to taxpayers but were never cashed. It was suggested that perhaps Ms. Sanchez may have the list of refunds due to tax payers. Mr. Cenci will request an internal computer search be conducted for report with refund information.
2017 Audit is pending.

- c. **P&L** - Mr. Cenci discussed the summary of entities who have paid. Everyone has paid except for the city of Mathis and Banquette. All other entities are current up to the second quarter. The board took notice.

Consideration or Action regarding for Electrical Service Provider: Mr. Cenci discussed the following;

GLO offered 5.86

Javier Gonzalez offered 6.3.

Existing broker offered 6.4.

Marco Arredondo offered 5.2 and 5.4.

TCAP – 3.998 – 5-year fixed commitment

David Quinn with the County - TCUC rate is 4.5 does not include moving congestion part.

Mr. Wilson motioned to authorize the Chief appraiser to negotiate the best deal with a 5-year commitment. Ms. Tennill seconded the motion. The motion passed unanimously.

Consideration and / or Action Related to the Districts Participation in the School Fairness Coalition for 2018:

Mr. Cenci communicated with them and received a 5-page letter from the firm. An agreement was signed for a 2-year membership. Mr. Cenci suggested paying the balance of \$7600.00 for the 2018-year membership agreement that was signed by Mr. Curlee. Appraisal District will not renew for 2019. Ms. Tennill motioned to take action, Dr. Matula seconded. The motion passed unanimously.

Consideration and / or Action with the Regard to Board of Directors Policy on Public Complaint Letter:

Tabled for next month

ARB Complaint Letter: Board suggested Chief Appraiser should communicate directly with taxpayer in writing.

Chief Appraiser Report;

- a. **Hurricane Damage Report Mail Out:** 2500 received, 25% response. The goal is to get letters processed and allow an adjustment which will go out on the notices. These will be delayed for 10 to 15 days in the hope to get them out by April 15th.
- b. **AG Advisory Board Meeting Date:** Will meet on March 21st, 2018.
- c. **MAP Review Update-Prior & Current Years:** Comptroller letter pointed out 2016 review indicated 5 items that did not pass, 2 were corrected but there are 3 outstanding 2 of which are AG as state numbers were utilized.
- d. **Digital Phone Upgrade-Additional Phones & Phone Lines:** Spending under 5k on new upgrade to phone system bringing in digital lines from carrier.
- e. **2018 Appraisal Notices**

Consideration of New Business for Next Month's Agenda:

Policies in general


Complaint letter

Contact taxpayer who complained


Electrical Service

Set date for next meeting: April 20, 2018 @ 8:30am

Meeting Adjourned: 12:17 pm


Chairman

4/20/2018
Date


Secretary

4-20-2018
Date