

**MINUTES**  
**OF THE**  
**SAN PATRICIO COUNTY APPRAISAL DISTRICT**  
**REGULAR MEETING OF THE BOARD OF DIRECTORS**  
**MAY 19, 2020**

Meeting called to order by Mr. John Curlee at 9:10 am.

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

**Item #2. Pledge of Allegiance Led by** waved

**Item #3. Texas Pledge Led by** waved

**Item #4. Roll Call:** Mr. John Curlee, Ms. Billie Jo Tennill and Mr. Bill Wilson.

Attended meeting via Video Conference: Dr. Anne Matula and Ms. Dalia Sanchez.

The March and April meetings were cancelled due to COVID – 19.

**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 Comments:** none

Visitor – Alma

**Item #6. Approval of the Minutes of the February 18, 2020 Board of Directors Regular Meeting:**

Dr. Matula moved to approve, seconded by Ms. Tennill.

Voice vote; Dr. Matula – for the motion, Ms. Tennill, for the motion, Mr. Wilson – for the motion, Mr. Curlee for the motion, and Ms. Sanchez for the motion. The motioned passed unanimously.

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

**Item #8. Consideration 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:** BOD went into recess at 9:20 am from open session to executive session.

- 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 meeting act.

- Gulf Marine Fabricator
- Subsea 7
- EC&R Papalote Creek Wind Farm LLC

**Item #10. Return to Open Session. At 10:33.**

**Item #11. Discussion and/or Action on Matters Discussed in Executive Session:** No action taken.

**Item #12. Financial Report.**

- a. **Review of Balance Sheet:** Agency fund, there has been no movement since the mail out, with a grand total balance of \$55,845.00.
- b. **Accounts Payable:** Nothing out of the ordinary to report.
- c. **Review of P&L:** We are on track.
- d. **Monthly Bank Investment Report:** The was Board satisfied.
- e. **Review of Entrust P&L:** The Board was satisfied.

**Item #13. Unfinished Business.**

- a. **Discussion and/or Action Regarding San Patricio County Tax Collector's Office to Complete planned Software Conversion:** Mr. Cenci did not have anything new to report.
- b. **Discussion and/or Action Regarding Increasing the Committed Litigation Fund:** Mr. Cenci will discuss in the CA report.

**Item #14. New Business.**

- a. **Discussion and/or Action Regarding Coronavirus (Covid-19), Notice to the Public:** The county will be allowing the public into their building therefore we will follow suite. ARB will be offering phone and video conferencing. If a board hearing is necessary, it will be held in the other board room with the curtain closed. A monitor and headphones will be available to the taxpayer. Appraisers have been working from home and doing well.

At 10:40 am the board paused the open session meeting, and went back to executive session, to item #9.

The second executive session was completed at 11:21 am. The board is now back to the open session, no action was taken.

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

- a. **PVS Status Update:** Mr. Cenci stated that there has been some movement on that process. There were four school districts found to be invalid, values did not meet the 95% minimum. They were Gregory Portland, Ingleside, Mathis, and Sinton ISD. An appeal was filed, which was reviewed by the comptroller's office, some adjustments were made and found that Ingleside and Gregory Portland had some valid local appraisals, therefore we will get local value on those. We are good to go with those two school districts. Shirley and Frances did an excellent job.
- b. **2020 ARB Operations Update:** Not much to report, no face to face meetings will be held.
- c. **2019 Audit Update:** A draft will be provided the first week of June. There will be a surplus, not sure of the amount yet. A 2021 proposed budget will be presented to the board on June 10<sup>th</sup>. It is required to be approved September 15<sup>th</sup>. Board agreed on June 10<sup>th</sup> for the budget workshop meeting.

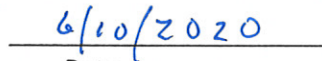
d. **Proposed 2021 Budget Action Timeline:** The district will try to cut the budget by 15% to help the entities. Property values are not being affected at this time.

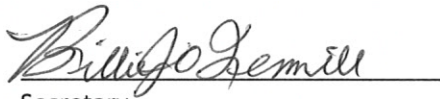
**Item #16. New Business.** The board would like to have the auditor present at the June 10<sup>th</sup> meeting.  
PVS Update

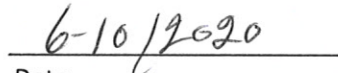
**Item #17. Set date and time for next meeting: June 10, 2020**

**Item #18. Adjourn: 11:49**

  
Chairman

  
Date

  
Secretary

  
Date