

MINUTES
OF THE
SAN PATRICIO COUNTY APPRAISAL DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS
JULY 21, 2020

Meeting called to order by Mr. John Curlee at 8:38 am.

Item #1. Invocation: Led by Mr. Cenci.

Item #2. Pledge of Allegiance: Waived.

Item #3. Texas Pledge: Waived.

Item #4. Roll Call: Mr. John Curlee, Dr. Anne Matula and Mr. Bill Wilson attended in person.

Ms. Dalia Sanchez met via phone conference.

Ms. Billie Jo Tennill absent.

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

Item #5. Public Comments: None

Item #6. Approval of the Minutes of the June 10, 2019 Audit and Budget Workshop.

Dr. Matula moved to approve, seconded by Mr. Wilson.

Voice vote; Dr. Matula – for the motion, Mr. Wilson – for the motion,

Mr. Curlee for the motion and Ms. Dalia Sanchez – for the motion. The motioned passed unanimously.

Item #7. Approval of the Minutes of the June 10, 2020 Board of Directors Regular Meeting:

Mr. Wilson moved to approve, seconded by Dr. Matula.

Voice vote; Dr. Matula – for the motion, Mr. Wilson – for the motion,

Mr. Curlee for the motion and Ms. Dalia Sanchez – for the motion. The motioned passed unanimously.

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

Item #9. 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.

Item #10. New Business.

a). **Discussion and / or Action to Accept 2019 Audit:** Dr. Matula moved to approve, seconded by Mr. Wilson. Discussion, Ms. Garza mentioned corrections made on pg. 25.

Voice Vote taken: Mr. John Curlee – accepted, Mr. Bill Wilson – accepted, Dr. Anne Matula – for and Ms. Dalia Sanchez – for. Motion passed; the audit was accepted unanimously.

b). **Consideration and/or to Refund the 2019 Surplus to the Entities:** Mr. Wilson moved to refund 2019 budget surplus of \$484,442.00, motion was seconded by Ms. Sanchez. Discussion: Mr. Cenci discussed the cover letter, board read over it, satisfied. Voice vote: Mr. John Curlee – for, Mr. Bill Wilson – for, Dr. Anne Matula – for and Ms. Dalia Sanchez – for. Motion passed; unanimously

c). **Discussion and/or Action Related to Resolution Refunding the 2019 Surplus to the Taxing Entities:** Mr. Cenci asked that one of the board members read the resolution to enter to the record. Dr. Matula read the resolution letter. Dr. Matula moved to approve the resolution, seconded by Mr. Wilson. Voice vote taken; Mr. John Curlee – for, Mr. Bill Wilson – for, Dr. Anne Matula – for and Ms. Dalia Sanchez – for. Motion passed; unanimously

Item # 11. Consideration and/or Action regarding any matter that may take place in executive session as provided by Texas Government Section 551.

Item #12. Executive Session: The Board recessed the open session to go into executive session at 8:53 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 meeting act.**

Item #13. Return to Open Session. At 10:35

Item #14. Discussion and/or Action on Matters Discussed in Executive Session: no action taken.

Item #15. Financial Report.

- a. **Review of Balance Sheet:** Mr. Cenci stated that Agency Fund balance of \$55,800.00, Mr. Cenci stated he has not done anything. He will work on it after certification.
- b. **Accounts Payable:** Nothing out of the ordinary to report.
- c. **Review of P&L:** Entities are paid up.
- d. **Monthly Bank Investment Report:** Board satisfied.
- e. **Review of Entrust P&L:** Board was satisfied.

Item #16. Chief Appraiser Report.

- a. **Preliminary 2021 Budget Status Update-Modifications:** Mr. Cenci stated they have been refining the budget.
- b. **2021-2022 Reappraisal Plan:** Mr. Cenci stated they will be revising it, needs approval by Sept 15th, it will include 2021 and 2022 appraisal years. The revised reappraisal plan will be brought back to the August board meeting. They will be going to a 3-year cycle to allow more time to get things done.

- c. **ARB Status:** Mr. Cenci read some statistics and mentioned that the ARB approved the 2020 appraisal records on July 20th.
- d. **Certification Status:** Mr. Cenci mentioned we are on time with certification. The certification will take place on Friday the 24th. Preliminary values were distributed on time, electronically.
- e. **2019 PVS Update:** An informal meeting will take place on July 28, 2020.
- f. **P & A Contract Update:** Mr. Cenci requested they shift their numbers for 2021, to increase later in the year.

Item #17. New Business.

Budget

Update on PVS

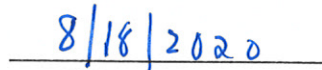
Possible special meeting on litigation - mediation

Email info on open meeting rules – regarding the level of discussion/communication, should it take place with Chief only and not with each other?

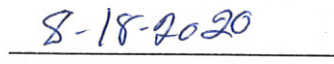
Item #18. Set date and time for next meeting: August 18, 2020 @ 9 am.

Item #19. Adjourn: 11:30 am.


Chairman


Date


Secretary


Date