

**MINUTES**  
**OF THE**  
**SAN PATRICIO COUNTY APPRAISAL DISTRICT**  
**REGULAR MEETING OF THE BOARD OF DIRECTORS**  
**AUGUST 18, 2020**

**Meeting called to order by** Mr. John Curlee at 10:15 am.

**Item #1 Roll Call:** Mr. John Curlee, Dr. Anne Matula, Mr. Bill Wilson and Ms. Tennill attended in person.

Ms. Dalia Sanchez attended the meeting remotely.

**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 #2 Public Comment:** none

**Item #3. Approval of the Minutes of the July 19, 2020 Board of Directors Regular Meeting.**

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

Voice vote: Mr. Curlee - approved, Mr. Wilson – for the motion, Dr. Matula – for the motion, Ms. Billie Jo Tennill - for the motion and Ms. Dalia Sanchez – for the motion. The motioned passed; unanimously.

**Item #4. Discussion and/or Action Regarding Appraisal District Survey Cards – None.**

**Item #5. 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 #6. New Business.**

a). **Discussion and / or Action on Matters discussed in the PUBLIC HEARING Pertaining to the Proposed SPCAD 2021 Budget:** Dr. Matula moved to approve, seconded by Ms. Tennill.

**Voice Vote taken:** Mr. John Curlee – approved, Mr. Bill Wilson – approved, Dr. Anne Matula – for the motion, Ms. Billie Jo Tennill – approve, and Ms. Dalia Sanchez – for. Motion passed unanimously.

b). **Discussion and / or Action on Matters discussed in the PUBLIC HEARING Pertaining to the Proposed SPCAD 2021 Reappraisal Plan:** Mr. Wilson moved to approve the proposed reappraisal plan for 2021-2022, the motion was seconded by Dr. Matula. **Voice vote:** Mr. John Curlee – approve, Mr. Bill Wilson – approve, Dr. Anne Matula – for the motion, Ms. Billie Jo Tennill – for and Ms. Dalia Sanchez – for. Motion passed unanimously

**c). Discussion and/or Action Related to a Resolution to accept the 2021-2022 Reappraisal Plan:** Mr. Cenci requested that one of the board members read the resolution out loud so that the resolution could be entered into the record.

Mr. Curlee read the resolution out loud. Ms. Billie Jo Tennill moved to approve the resolution, seconded by Dr. Anne Matula. **Voice vote taken:** Mr. John Curlee – for, Mr. Bill Wilson – for, Dr. Anne Matula – for and Ms. Dalia Sanchez – for and Ms. Billie Jo Tennill - for. Motion passed unanimously.

**Item # 7. Consideration and/or Action regarding any matters that may take place in executive session as provided by Texas Government Section 551.**

**Item #8. Executive Session:** The Board recessed the open session to go into executive session at 10:26 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 #9. Return to Open Session.** At 11:13

**Item #10. Discussion and/or Action on Matters Discussed in Executive Session:** No action was taken.

**Item #11. Financial Report.**

- a. **Review of Balance Sheet:** Mr. Cenci stated no change on balance sheet.
- b. **Accounts Payable:** Mr. Cenci stated the attorney was paid \$6,888.00.
- c. **Review of P&L:** Mr. Cenci stated all is on track.
- d. **Monthly Bank Investment Report:** The Board was satisfied.
- e. **Review of Entrust P&L:** The Board was satisfied.

**Item #12. Chief Appraiser Report.**

- a. **Certification Status:** Mr. Cenci stated that the certification was successfully done and on time.
- b. **2019 PVS Update:** The study is finished for 2019. The informal meeting took place in August. We made some ground with the overall ratios, however, Sinton come in at 94.3% and Mathis at 94.42% which means the required ratio of 95% was missed by a few points.
- c. **Refund checks:** The checks were delivered by mail or in person by Mr. Cenci.
- d. **ARB Statistics:** We came out well below 5%, a little above 2% of outstanding protests.

**Item #13. New Business.** Pritchard & Abbott Contract renewal

Item #14. Set date and time for next meeting: September 15, 2020 @ 8:30 am.

Item #15. Adjourn: 11:30 am.

Butt. W. II  
Chairman

9-15-2020  
Date

Belle Bernice  
Secretary

9-15-2020  
Date