

**MINUTES**  
**OF THE**  
**SAN PATRICIO COUNTY APPRAISAL DISTRICT**  
**REGULAR MEETING OF THE BOARD OF DIRECTORS**  
**OCTOBER 20, 2020**

**Meeting was called to order by Mr. John Curlee @ 8:34.**

**Item #1 Invocation was delivered by Mr. John Curlee.**

**Item #2 Pledge of Allegiance led by Mr. John Curlee.**

**Item #3. Texas Pledge led by Mr. John Curlee.**

**Item #4. Roll Call:** Mr. John Curlee, Ms. Dalia Sanchez, Dr. Anne Matula and Ms. Billie Jo Tennill were in attendance.

**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.

**Late:** Mr. Bill Wilson.

**Item #5. Public Comment:** none

**Item #6. Approval of the Minutes of the September 15, 2020 Board of Directors Regular Meeting.** Ms. Tennill moved to approve, seconded by Dr. Matula, motioned passed unanimously.

**Item #7. 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 #8. New Business.**

- a). **Discussion and/or Action Regarding Annual Group Health Insurance for the District employees.** Mr. Cenci stated they have worked through a renewal contract, are happy with the coverage and recommended to the board to renew. Denise and Rick with Entrust called in to discuss the renewal. They discussed the summary which is the final version after negotiations with Pan-American by the underwriting team. Originally, they came in and presented it to Mr. Cenci and his staff. The preliminary renewal came in at 7.14 % increase above the current which is what we are seeing is a 3.57 % increase but they were able to cut it even further which is below healthcare trend which is running at about 7 or 8 % on an annual bases. We are coming in below, taking into consideration the uncertainty of what is happening with COVID-19. Maximum liability for \$215,456.40 through with Pan American with Entrust as administrator, they recommend a renewal with Pan American. The benefits will remain the same, same deductible, and copay.

They recommend Spohn network. We are seeing a 3.57 % increase for renewal which would go into effect January 2021. The 3.57 % increase includes the carrier charge and claims funding factor adjustment of less than \$33 per employee. Entrust did not increase their rates.

**Mr. Wilson joined the meeting**

Dr. Matula moved to approve the proposal from Entrust health for the annual group health insurance for 2021. The motion was seconded by Ms. Sanchez, Voice vote taken.

Dr. Anne Matula, for, Mr. Bill Wilson, for, Mr. John Curlee, for, Ms. Dalia Sanchez, for, Mr. Billie Jo Tennill for, the motion passed unanimously.

**b). Discussion and/or Action Regarding Changes to TCAP Member Electricity Contract for 2023:** Margret with TCAP Electricity gave a presentation. She stated that we joined TCAP in 2018. We are contracted through 2022. TCAP is different from other brokers as they go through a wholesale market which saves money on the contract. In the past they have done 5-year fix rate contracts. They have seen a 2-year rate dip. They are now recommending purchasing 1-year contracts for 5 years to allow for the two-year price dip. Looking back to real time pricing, this office would have saved \$500.00 to \$600.00 dollars annually. One-year contracts allow flexibly to convert to a 5-year fixed contract. The price will change annually but we will be able to take advantage of changes in the market prices. Dr. Matula moved to approve the contract, seconded by Mr. Wilson, motion passed unanimously.

**c). Discussion and/or Action Regarding Resolution Adopting TCAP's Professional Service Agreement and GEXA Energy's Electric Service Agreement for Power to be Provided on January 1, 2023.** The Board looked over the agreement and found some discrepancies as it called out the housing authority and the city when it should have referenced the Appraisal District. Mr. Curlee requested the representative correct the mistakes and email the corrected resolution to Melinda. This item was tabled until the corrections were made. Mr. Wilson moved to adopt the resolution with TCAP's Professional Service Agreement with corrected typos. The motion was seconded by Ms. Sanchez; the motion passed unanimously.

**d). Discussion and/or Action Regarding the Pritchard & Abbott Industrial/Mineral Appraisal Contract Renewal.** Mr. Cenci was given negotiation authority at last month's meeting therefore he was in discussion with P&A. Mr. Cenci requested the board approve the contract as it is. After talking to the AD attorney, they decided to remove the express negligence clause as they (P&A) would be liable when Mr. Cenci accompanied them on onsite inspections. The annual price would be tiered for the four years. The first year would show a 3.5% increase, with a 7 to 8 % increase in the next 3 years. Dr. Matula moved to approve the contract with P&A, seconded by Ms. Tennill. Voice vote taken; Dr. Matula for, Mr. Wilson for, Mr. Curlee, for, Ms. Sanchez, for and Ms. Tennill for. The motion passed unanimously.

**The board took a short break @ 9:45**

**The board returned to open session. The board returned to items 8 b & c, waiting on the resolution corrections**

**Item #9. Consideration and/or Action regarding any matter that may take place in executive session as provided by Texas Government Section 551.**

**Item #10. Executive Session: The Board recessed the open session to go into executive session at 10am.**

**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.

- Pending Lawsuit Discussion
  - Gulf Marine Fabricators
  - EMAS – Cholda/Sub Sea
  - EC&R Windfarms

Item #11. Return to Open Session. 11:03 am

Item #12. Discussion and/or Action on Matters Discussed in Executive Session: No action taken.

Item # 13. Financial Report.

- a. **Review of Balance Sheet:** Mr. Cenci stated that the Agency fund is gone, dispersed.
- b. **Accounts Payable:** Mr. Cenci discussed lawsuit expenditures, for arbitrators and cost sharing for the room totaled 20k. 25k to Fee appraiser on wind farm and 20k to fee appraiser of Gulf Marine.
- c. **Review of P&L:** Mr. Cenci stated all entities paid up, sent out bills for January, due in December.
- d. **Monthly Bank Investment Report:** The was Board satisfied.
- e. **Review of Entrust P&L:** The Board was satisfied.

Item #14. Chief Appraiser Report.

- a. **ARB Appointments:** Mr. Cenci updated the board, that 3 members terming out, one auxiliary member has shown interest as a regular. Shawn Hausted is terming out and will not be returning. We will have 2 auxiliary member openings available.
- b. **AG Appointment:** Mr. Cenci informed the board that Mr. Miller is not interested in returning. We have six people interested. Mr. Setliff is one but has a lawsuit against the SPCAD.
- c. **Bank Depository Status:** Mr. Cenci informed the board that letters were sent out to financial institutions for collateralized assets dedicated to our accounts, deadline is 12/4/20 to receive responses.
- d. **Required Training for CA and ACA:** Classes are required, for CE's. Mr. Cenci and Ms. Madej are in the process of doing so.

Item #15. New Business ARB Member Interviews

Item #16. Set date and time for next meeting: November 17, 2020 @ 8:30 am.

Item #17. Adjourn: 11:33 am

  
Chairman

  
Date

  
Secretary

  
Date