

**MINUTES**  
**OF THE**  
**SAN PATRICIO COUNTY APPRAISAL DISTRICT**  
**REGULAR MEETING OF THE BOARD OF DIRECTORS**  
**DECEMBER 15, 2020**

Meeting was called to order by Mr. John Curlee @ 8:42.

**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, Dr. Anne Matula and Ms. Billie Jo Tennill were in attendance.

**Absent:** Ms. Dalia Sanchez and Mr. Bill Wilson

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

Mr. Robert Cenci - Chief Appraiser – running late, joined meeting at 8:55

**Shirley Madej, Assistant Chief Appraiser, introduced the newly hired staff to the BOD.**

**Item #5. Public Comment:** No Public Comment

**Item #6. Approval of the Minutes of the, November 17, 2020 Board of Directors Regular Meeting.**  
Dr. Matula moved to approve, seconded by Ms. Tennill, 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 to approve the 2021 Holiday Schedule.** Ms. Tennill moved to approve, seconded by Dr. Matula, motioned passed unanimously.
- b). **Discussion and/or Action Regarding Appointment of Agriculture Board Member to a 2-year term (2021 & 2022).** Per Ms. Madej, we do not have an application for Sam Lawson. Per Dr. Matula, this gentlemen farms all over the county. Dr. Matula asked to postpone this item, to January, until we receive an application from Mr. Lawson.
- c). **Discussion and/or Action Regarding Just Appraisal Contract (PACs Legal Description**

**Data Project)** Per Mr. Cenci, this is a small contract, their work is processing deeds for appraisal districts. Mr. Cenci discussed legal descriptions as they are very inconsistent. The company proposed a contract, it is not ready for approval. Mr. Swinney has looked it over and has corrections for the vendor, it is still in the negotiation stage. Dr. Matula suggested, the vendor give a timeline on a certain number of completed accounts for accuracy. Mr. Curlee asked if service to other appraisal districts had been checked. Dr. Matula commended Mr. Cenci for tackling the legal description issue as it has been a big problem for a long time. Mineral account legal descriptions are not included in this project.

**d). Discussion and/or Action Regarding Linebarger Homestead Exemption Project:** Mr. Cenci called Mr. Peter Slover, lead on the Linebarger HS Audit to discuss status on the project. Project began in 2019, with a timeline completion of 18 to 24 months to identify, erroneous HS, held by property owners. The Chief Appraiser then acts on findings to clean rolls for future purposes. 1413 suspect accounts have been identified – 402 accounts with multiple homesteads, 132 accounts where the property owners are deceased, 503 – where owner does not live at the residence, 255 that are rental properties, 99 trusts accounts where reapplication will be required. The project is at time consuming phase but on tract for completion in October of this year.

Board recessed at 9:55

**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 meeting to go into executive session at 10:20am.

**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 meetings act.**

- **Pending Lawsuit Discussion**
  - **Gulf Marine Fabricators**
  - **Nashtec**
  - **EC&R (RWE) Papaloti Creek Windfarm**
  - **Southcross Gathering Ltd.**
  - **Sub-Sea**

**Item #11. Return to Open Session. 12:45 pm**

**Item #12. Discussion and/or Action on Matters Discussed in Executive Session:** No action taken during executive session on litigation items involving the lawsuits listed above.

Dr. Matula motioned not to accept the award of the arbitration related to Gulf Marine Fabricators, the motion was seconded by Ms. Tennill, voice vote taken, Dr. Matula for the motion, Ms. Tennill for the motion, and Mr. Curlee for the motion. The motion passed unanimously.

**Item # 13. Financial Report.**

- a. **Review of Balance Sheet:** Mr. Cenci stated the lit fund is still under 1million dollars. operations fund is overstated.
- b. **Accounts Payable:** The board took notice.
- c. **Review of P&L:** Ms. Garza stated four checks for the first quarter of 2021 have not been received.
- d. **Monthly Bank Investment Report:** Adequately reserved.
- e. **Review of Entrust P&L:** The Board was satisfied.


**Item #14. Chief Appraiser Report.**

- a. **Auxiliary Member Update:** Mr. Cenci stated that he reached out to people from the eastern side of the county. He is hopeful the next month he will have someone.

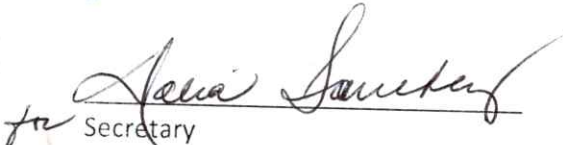
**Item #15. New Business. Ag Applicant**

**Item #16. Set date and time for next meeting: January 19, 2021 @ 8:30**

**Item #17. Adjourn: 1:02 pm.**

  
Chairman

1/26/2021  
Date

  
Secretary

1/26/2021  
Date