

**MINUTES**  
**OF THE**  
**SAN PATRICIO COUNTY APPRAISAL DISTRICT**  
**REGULAR MEETING OF THE BOARD OF DIRECTORS**  
**AUGUST 10, 2021**

**Meeting called to order by Mr. Bill Wilson at 8:30.**

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

**Item #2. Pledge of Allegiance:** Led by Mr. Bill Wilson

**Item #3. Texas Pledge:** Led by Mr. Wilson

**Item# 4. Roll Call:** Mr. Mr. Bill Wilson, Dr. Anne Matula, Ms. Marcy Thormaehlen, and Ms. Joan McKaughan

**Absent:** Mr. John Curlee and Ms. Dafia Sanchez

**Also, in attendance:** Mr. Robert Cenci, Chief Appraiser, Ms. Melinda Garza – HR and Financial Coordinator, Ms. Julie Overstreet - Recording Secretary.

**Item #5. Public Comments:** No public comment.

**Item #6. Approval of the Minutes of the July 20, 2021, Public Hearing for Proposed 2022 Budget:** Dr. Anne Matula moved to approve, seconded by Ms. McKaughan. The motion passed unanimously.

**Item #7. Approval of the Minutes of the July 20, 2021, Board of Directors Regular Meeting.** Ms. McKaughan moved to approve, seconded by Dr. Matula. The motion passed unanimously.

**Item # 8. Discussion and/or Action Regarding Appraisal District Survey Cards.** The Board reviewed and discussed the survey cards.

**Item #9. Unfinished Business**

**a). Discussion and/or Action Regarding San Patricio County Tax Collector’s Office to Complete the Software Conversion:** Mr. Wilson explained the history of this item for the benefit of the new tax assessor collector & the new board member. The county and the district agreed that the district would implement the new software, (PACS) and once it was online then the county tax collector’s office would follow. The county allocated the money for this system update. The district spent over \$300,000.00. The objective was to get both offices on the identical software so that there would be very few glitches, but it has never taken place. He stated he would still like to see this take place and would like to keep this item on the agenda. Mr. Wilson asked Mr. Cenci if he had any new information on the software. Mr. Cenci mentioned there was a new Pacs version, initially called EPacs now ERevolve. He stated he has not reviewed it but the system we have now is not the best.

**b). Discussion and/or Action Related to Updating Bank Signatures: Action Completed**

**Item # 10. New Business:**

**a). Discussion and/or Action Pertaining to 2021 Budget Amendment:** Mr. Cenci stated he was not prepared to do anything permanent yet with the money. The time frame has expired for the entities to respond. There was an inquiry from the county, basic questions. The city of Ingleside inquired; Mr. Cenci provided the information. He did not hear back from them. Dr. Matula moved to approve action to the 2021 Budget amendment, pertaining to the 2020 budget surplus. Voice Vote taken: Dr. Anne Matula – for the motion, Mr. Bill Wilson – for the motion, Ms. Joan McKaughan – for the motion. The motion passed 3 to none.

**b). Discussion and/or Action Regarding Commitment of the 2020 Surplus to the Litigation Reserve Fund:** Mr. Cenci mentioned the legal line item is down to \$6,000.00 balance after paying the expert witness \$87,000.00. Mr. Wilson asked that the Appraisal District Attorney draw up a potential resolution for the board to adopt at the next meeting.

**c). Discussion and/or Action Regarding Vacant Regular ARB Member:** Mr. Cenci asked the board to appoint a regular ARB member from the auxiliary members as Mr. Martinez resigned. He mentioned that Judge Whatley would be appointing the chairman at the next ARB meeting. The board asked for letters of interest from the auxiliary members for the September meeting. Dr. Matula moved to table this item, seconded by Ms. McKaughan. The motion passed.

**d). Discussion and/or Action Regarding a Policy for Legal Payments:** Ms. Joan McKaughan moved to table this item, seconded by Dr. Matula. The motion passed unanimously.

**Item #11. Consideration and/or Action regarding any matter that may take place in executive Session as provided by Texas Government Code Section 551. No action taken**

**Item #12. Executive Session: No need for executive**

**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 conflicts with the open’s meetings act.**

**Item # 13. Discussion and/or Action on Matters Discussed in Executive Session: No action taken**

**Item #14. Financial Report:**

**a). Review of Balance Sheet:** Board reviewed the balance sheet.

**b). Review of Accounts Payable:** Mr. Cenci stated, there was nothing new to report, expenses stable.

**c). Review of P&L:** Mr. Wilson asked about health expenses if the budget increase of 15% will cover for next year. Mr. Cenci stated it was too soon to know for certain. We should know more in October.

**d). Monthly Bank Investment Report-** Mr. Cenci stated that the district is fully collateralized.

**e). Review of Entrust P&L-** Board reviewed the document.

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

a). **ARB Chairman:** Mr. Cenci informed the board that Judge Whatley will appoint the chairman. Mr. Pflueger was vice chair and acting as chairman for Mr. Martinez.

b). **Certification Update:** Mr. Cenci stated that certification was done on time, under the 5% threshold.

c). **2022 Budget Allocation:** Mr. Cenci stated they will be doing the calculation and spread out the percentage every entity is responsible for which will include the city of CC and we are adding Del Mar which will not be a lot. The latest calculation we have shown GP ISD as 27% contributor to our budget.

**Item #16. Discussion of New Business for Next Month's Agenda –**

Mr. Wilson requested the AD attorney draft a potential resolution to adopt at the next meeting.

Tabled item, 2020 Surplus to the Litigation Reserve Fund.

Tabled item, Vacant Regular ARB Member

Tabled item, Policy for Legal Payments


**Item #16. Set date and time for next meeting: September 14, 2021 @ 8:30**

**Item #17. Adjourn: 9:59 am**

  
\_\_\_\_\_  
Chairman

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Secretary

  
\_\_\_\_\_  
Date