

MINUTES
OF THE
SAN PATRICIO COUNTY APPRAISAL DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS
OCTOBER 20, 2021

Meeting called to order by Mr. John Curlee at 8:30.

Item #1. Invocation: Led by Mr. Cenci

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, Mr. Bill Wilson, Dr. Anne Matula, Ms. Marcy Thormaehlen, and Ms. Dalia Sanchez were present.

Absent: Ms. Joan McKaughn

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

Item #5. Public Comments: Mr. Cenci, introduced the new residential appraisers to the board, Kelly Oliver, and Erika Salinas.

Item #6. Approval of the Minutes of the September 14, 2021, Board of Directors Regular Meeting. Dr. Matula moved to approve, seconded by Mr. Wilson. The motion passed unanimously.

Item # 7. Discussion and/or Action Regarding Appraisal District Survey Cards. The Board took notice.

Item #8. Unfinished Business

a). Discussion and/or Action Regarding San Patricio County Tax Collector's Office to Complete the Software Conversion: Mr. Cenci updated the board regarding True Automation after speaking to Manny Araujo a Sales Representative of Harris Govern. Mr. Cenci asked for a run down on Pacs as he had read via emails that the Pacs software is now considered antiquated, and they had new plans to build a new platform called Tax Evolution. Tax Evolution will be gradually overlayed to the existing system via modules. There will not be a fee to any changes made to an existing core software module we already have. There will be a fee but only if we add anything that is above and beyond the core functionality we do not have. It will take 3 to 4 years to complete this upgrade. Online remote working is something we may consider adding to our system.

b). Discussion and/or Action Regarding vacant auxiliary ARB Member Appointment. Mr. Cenci recommended to fill the unexpired auxiliary position of Diamond Ramirez with Dr. Paul Clore. Ms. Sanchez move to approve to appoint Dr. Paul Clore to the auxiliary position, seconded by Dr. Matula. The motion passed unanimously.

Item # 9. New Business:

a). Consideration and/or Action healthcare (Entrust) Renewal Rates: Denise Villagran with 90 degrees gave an update on our health care renewal. The renewal annual increase is 4.46%, \$11,632.00.

We are looking at \$42.53 monthly increase per employee. Dr. Matula happily moved to accept & approve the 90% degrees (Entrust) benefits plan with a 4.46 % increase, seconded by Ms. Sanchez. Voice vote taken. Dr. Matula – for the motion, Mr. Bill Wilson – for the motion, Mr. John Curlee – for the motion and Ms. Dalia Sanchez - for the motion. The motion passed unanimously.

b). Discussion and/or Action Regarding Historical Review of Legal Expenditures: The board took notice.

Item #10. Move into Session as provided by Texas Government Code Section 551. Board recessed the regular open session, to go into executive session at 9:26.

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.

- a). Nashtec
- b). Papalote Creek I & II
- c). Matthew Setliff, ET AL
- d). Wolverine Mathis, LP
- e). Subsea 7 (US) LP

Item #11. Consideration and/or Action regarding any matter that may take place in executive session: The BOD is back in regular session at 10:25, no action was taken.

Item #12. Financial Report:

- a). Review of Balance Sheet:** Mr. Cenci mentioned all was status quo. He stated the equity category litigation line item shows the retained surplus.
- b). Review of Accounts Payable:** Mr. Cenci mentioned payments to Just Appraised, legal fees to Sansoucy and Hornsby and the Appraisal District attorney.
- c). Review of P&L:** Mr. Cenci mention that the entities are paid up.
- d). Monthly Bank Investment Report-** Mr. Cenci stated that the district is fully collateralized.
- e). Review of Entrust P&L –** Mr. Cenci did not have anything to report.

Item #13. Chief Appraiser Report.

- a). 2020 MAP Review:** Mr. Cenci stated that the 2020 MAP was complete, and we passed.
 - b). 2022 BOD Election Status Update -** Mr. Cenci stated that the 15th was the deadline for the entities to submit their nominations for the board. Mr. Cenci read out the nominees. He stated we are on track with getting it completed.
 - c). CAD Fourth Quarter Operational Matters –** Mr. Cenci discussed (a). holidays - specifically December 31, 2021. He proposed to amend the 2021 holiday schedule to allow December 31st and to add June 19th as a holiday for 2022. This will be added as a line item to vote on in November. (b) employee vacation - Shirley will be out on medical leave beginning November 11, 2021. She and Robert will be on vacation the last week of December. (c). come up with a mechanism to increase the legal fund line item by budgeting at the end of the year for 2023. (d). Attorney fees will be increasing next year to \$190 an hour.
- Ms. Sanchez left the meeting at 10:55.

Item #14. Discussion of New Business for Next Month's Agenda

Line item to amend 2021 holiday schedule to add December 31, 2021.

Item #15. Set date and time for next meeting: November 16, 2021.

Item #16. Adjourn: 11:13


Chairman

11/16/2021
Date


Secretary

11/16/2021
Date