

MINUTES
OF THE
SAN PATRICIO COUNTY APPRAISAL DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS
FEBRUARY 8, 2022

Meeting called to order by Mr. John Curlee at 8:05 am.

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, and Ms. Marcy Thormaehlen were present.

Absent – Joan McKaughan

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. Execution of Statement of Officers – Members read and signed the Statement of Officer.

Item #6. Oath of Office – Julie Overstreet administered the Oath of Office to the BOD members.

Item #7. Election of Board Officers – Dr. Matula moved by acclamation we elect John Curlee as Chairman and Bill Wilson as Vice Chairman of the Board of Directors, seconded by Mr. Wilson. The motion passed unanimously. The Chairman asked to elect the Secretary, Marcy Thormaehlen motioned to nominate Dr. Anne Matula as Secretary of the Board, seconded by Mr. Wilson. The motion passed unanimously.

Item #8. Public Comments – None

Item #9. Approval of the Minutes of the December 14, 2021, Board of Directors Regular Meeting. Dr. Matula moved to approve, seconded by Mr. Wilson. The motion passed unanimously.

Item #10. Discussion and/or Action Regarding Appraisal District Survey Cards – Board took notice of the one submitted.

Item # 11. Move into Executive Session as provided by Texas Government Code Section 551. The Board recessed the regular open session at 8:14 am to go into executive session at 8:15.

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). SubSea
- d). San Patricio Electric Co-op
- e). South Texas Electric Co-op
- F. Setliff

Item #12. Consideration and/or Action Regarding any matter that may take place in executive session. The board returned to open session at 9:43 am, no action was taken during the executive session.

Item # 13. Unfinished Business

a). Discussion and/or Action with SPCAD Auditor and Staff Regarding 2021 Year-End Line Item Transfers to Committed and Assigned Funds. The Auditor was not in attendance due to a family medical emergency.

1. **Legal Expenditures to Committed Legal Fund.** Mr. Cenci referred to our established policy regarding the moving of money and year end transfers. Mr. Cenci stated that in the budget there were some pluses and minuses, some items were over a little bit but nothing significant. The budget was \$2.614 million dollars; however, the district went over the budgeted amount in the litigation line item by \$625,774.66. The total amount spent was \$3,203,890.04 and was due to large legal bills (lawsuits). The current balance in the restricted fund for litigation is \$1,394,998.99 million. The District will reallocate \$522,292.21 from the restricted ligation fund which will go towards the \$625,774.66 shortage leaving a balance of \$872,720.00 in the restricted litigation fund. Mr. Cenci stated that the remaining \$103,482.45 will come from what would have been the operations surplus from 2021. Dr. Matula mentioned that in the past, a resolution was established and sent to the entities declaring the need to build up the litigation fund to \$1 million dollars and to build up a three-month operations fund, which it has. Dr. Matula also asked if this policy was still in effect. Everyone agreed that it should be. Mr. Cenci suggested they revisit the old resolution; reassess the amount of the fund and the need to possibly increase the fund due to the current environment. Mr. Cenci also suggested revisiting or changing the wording of the resolution to make it clear to everyone that this policy is ongoing and meant to build and or keep it at an agreed level. We also may need to revisit the operations fund.
2. **Non-Budgeted Expenditures to Assigned Fund** – Melinda Garza stated that the board had previously authorized payments to be made for the litigation from the restricted fund for \$67,191.90 for non-budgeted items from the non- entity assigned fund.

a). Discussion and/or Action Regarding San Patricio County Tax Collector’s Office to Complete Planned Software Conversion – The board requested this item be removed from the agenda, no further discussion was had.

b). Discussion and/or Regarding Appointment of Agricultural Appraisal Advisory Board Members. Dr. Matula moved to appoint Bobby Nedbalek to the Ag Advisory Board for a 2 Year term, seconded by Mr. Wilson. The motion passed unanimously. Mr. Wilson moved to appoint Clarence Chopelas to the Ag Advisory Board for a 2-year term, seconded by Dr. Matula. The motion passed unanimously.

c). Discussion and/or Action Regarding Updating Ban Depository Signatures

- 1. Remove Dalia Sanchez** – Mr. Wilson moved to removed Dalia Sanchez from the bank depository, seconded by Marcy Thormaehlen. The motion passed unanimously.

Item #14. New Business

- a). Discussion and /or Action to Consider a Resolution Allocating Legal and Non-Budget Expenditures to committed and Assigned Funds.** Dr. Matula moved to table this line item until the presentation / completion of the audit, seconded by Mr. Wilson. The motion passed unanimously.

Item# 15. Financial Report

- a). Review of Balance Sheet** – The Board took notice.
- b). Review of Accounts Payable** - The Board took notice.
- c). Review of P&L** - The Board took notice.
- d). Monthly Bank Investment Report** – Adequately collateralized
- e). Review of 90 Degree P&L** – Nothing to report.

Item #16. Chief Appraiser Report.

- a). 2021 Rendition Status** – Mr. Cenci stated the file has been exported and sent to the printers. The renditions have been mailed out along with AG surveys.
- b). 2021 1st Quarter Allocations** – Mr. Cenci stated payments have been made on time.
- c). 2021 SPCAD Operations Survey** – Mr. Cenci stated that we are on track with the operations survey. The survey deadline is March 31,2022
- d). 2021 MAPS Review** – Mr. Cenci stated that we will have an on-sight MAP reviewer in April 2022.
- e). 2021 Property Value Study** – Mr. Cenci stated we passed on all ISD's.

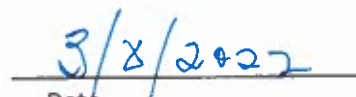
Item #17. Discussion of New Business for Next Month's Agenda

Per Mr. Cenci - Lawsuit updates.

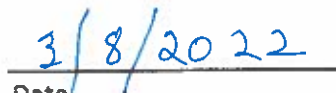
Item #18. Set date and time for next meeting: March 8, 2022 @ 8:30 am.

Item #19. Adjourn: 10:52 am.


Chairman


Date


Secretary


Date