

MINUTES
OF THE
SAN PATRICIO COUNTY APPRAISAL DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS
November 15, 2022

Meeting called to order by Mr. John Curlee at 8:35 am.

Item # 1. Invocation – led by Mr. Robert 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, Ms. Joan McKaughan, Dr. Anne Matula and Ms. Marcy Thormaehlen were present.

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

Item # 5. Public Comments – No public comment.

Item # 6. Approval of the Minutes of the October 18, 2022, Regular Board Meeting – Ms. Joan McKaughan move to approve, seconded by Dr. Anne Matula. 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 the ARB per diem. - Mr. Cenci went over information on surrounding counties and their ARB per diem practices. Ms. McKaughan asked to continue with this discussion next month. Mr. Cenci will develop guidelines, work schedules stating expectations. He asked to consult with a couple of the board members to have a proposal for the December meeting. Mr. Wilson asked to add data to packet for the December meeting.

Item # 9. New Business

a). Discussion and/or Action Regarding the Homestead Audit. – We phoned Mr. Slover, who is partnered with Linebarger law firm. He introduced Mr. Bill Burnette to discuss how the project went operationally. Mr. Burnette manages the Linebarger homestead research and call center. Mr. Burnette stated that the project kicked off in Jan of 2020. They had 13961 accounts to work with. The file was sent over to their third-party vendor TransUnion to validate the accounts. The three requirements they were looking for was that the property owner claiming homestead was alive, check that they were not claiming more than one homestead exemption in the state of Texas or in the US, and that they reside in the residence where they were claiming the homestead exemption. The information returned, 176 accounts as deceased, 467 potentially invalid, 1353 nonresidential. 1996 accounts loaded to case management system for review. The agents did manual research on those accounts. If homesteads came back as invalid, then letters would be mailed out to notify the property owner the exemptions

were invalid and to contact their office to provide info that the exemption was valid or that they were correct in their research. 213 initial notices and 100 certified follow up letters. There were 180 property owner phone calls and 11 non calls. 137 accounts were recommended for exemption removal. The breakdown of those 137 accounts was, 45 deceased, 43 multiple exemptions 49 nonresidential. The removal resulted in potential payable to the SPC taxing units of \$625k (\$548k net of fee). Mr. Slover mentioned that they had a subscription maintenance program available to the district to check the rolls. once a year for exemption discrepancies. Mr. Cenci asked how to find out how much the entities collected because of this project. Mr. Slover stated with the help of ACT personnel, and authorization of the tax collector assessor, he can run a query to produce an analysis follow up report on this project. The board took notice.

Ms. McKaughan left the meeting at 10:30 am.

Item# 10. Financial Report -

- a). **Review of Balance Sheet** – The Board took notice.
- b). **Review of Accounts Payable** – The Board to 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 # 11. Move into Executive Session as provided by Texas Government Code Section 551.
The board recessed the regular open meeting at 9:22 am to go into executive session.

- 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 meeting act.**
 - a). **Setliff**
 - b). **Vitol Inc**
 - c). **Marathon Crude Oil**
 - d). **EOG Resources**
 - e). **Wolverine**

Item # 12. Consideration and/or Action Regarding any matter that may take place in executive session. The board resumed the regular open monthly meeting at 10:05 am. No action was taken in executive session.

Item # 13. Chief Appraiser Report.

a). **Health Insurance Update** - Health insurance program is wrapped up with no changes. Open enrollment is complete.

b). **ARB Update** - Mr. Cenci stated he had three possible candidates, but one is out. He is part of the city council in Taft. The other person was out of Mathis. He has delinquent taxes. The third person’s resume will go to the judge for her review. Dr. Clore is an auxiliary member who is interested in a full-time position. Dr. Matula suggested that geographical diversity be considered.

c). **Personnel Update** - Mr. Cenci stated that Ms. Madej had an announcement to make. Ms. Madej announced her retirement as of December 30, 2022.


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


End of year financial matters

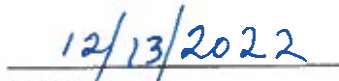
Item # 15. Set date and time for next meeting: December 13, 2022 @ 8:30 am

Item #16. Adjourn: 10:33 am


Chairman


Date


Secretary


Date