

MINUTES
OF THE
SAN PATRICIO COUNTY APPRAISAL DISTRICT
REGULAR MEETING OF THE BOARD OF DIRECTORS
April 11, 2023

Meeting called to order by Mr. John Curlee at 8:34 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, Dr. Anne Matula and Ms. Marcy Thormaehlen and Ms. Joan McKaughan were present.

Also in Attendance: Mr. Robert Cenci – Chief Appraiser, Assistant Chief Appraiser Ms. Frances De Leon, Ms. Melinda Garza – HR & Financial Administrator, and Ms. Julie Overstreet – Recording Secretary.

Item # 5. Public Comments – Mr. Cenci introduced Frances De Leon as the new Assistant Chief Appraiser and the new clerical staff, Kelly, Isaac, Jeremiah, and Mackenzie to the board.

Item # 6. Approval of the Minutes of the March 14, 2023, Regular Board Meeting – Dr. Matula moved to approve, Ms. McKaughan seconded the motion. The motion passed unanimously.

Item #7. Approval of the Minutes of the March 21, 2023, Special Called Meeting – Mr. Wilson moved to approve, Ms. McKaughan seconded the motion. The motion passed unanimously.

Item # 8. Discussion and/or Action Regarding Appraisal District Survey Cards – The board took notice.

Item # 9. Unfinished Business –

a). none

Item #10. New Business

a). none

Item# 11. 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 # 12. Move into Executive Session as provided by Texas Government Code Section 551.

The board recessed the regular open meeting at 8:38 am to go into executive session.

- a). **Texas Government Code Section 551.074. To discuss all-purpose authorized under this section of the open meeting act, including but not limited to deliberating the**

appointment, employment, evaluation reassignment and duties of:

- a). Appraisal Review Board
- b). 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 meetings act.
 - a). Setliff
 - b). Vitol Inc
 - c). Sharps RV Park
 - d). DCP Sandhills
 - e). Woodlands Capital Groups

Item # 13. Consideration and/or Action Regarding any matter that may take place in executive session. The board resumed the regular open monthly meeting at 10:03 am. No action was taken in the executive session.

Item # 14. Chief Appraiser Report.

- a). **Pretrial Update – Setliff** - This item was covered in executive session.
- b) **2022 Audit update** – Mr. Cenci had Ms. Garza update the board. Ms. Garza mentioned that the auditor reached out last week. They will start on CAD's budget. We are hoping to meet on June 6, 2023. We are hoping to have a workshop and regular meetings on June 6, 2023. After speaking to the auditor, it may not be until July but hoping for June. Per Ms. Garza the workshop meeting will for certain take place June 6, 2023.
- c) **2023 Appraisal Notices** - Mr. Cenci mentioned that as of yesterday 11,219 residential and 221 commercial notices were mailed out. May 2, 2023, 2nd run. May 26, 2023, mobile homes and straggler notices will be mailed out.
- d) **2023 Preliminary Values** - Mr. Cenci states that we are on track to get the preliminary values out to the entities.
- e) **2024 Budget Timeline** – This subject was covered in item b.

Item # 15. Discussion of New Business for Next Month's Agenda.

None.

Item # 16. Set date and time for next meeting: The board cancelled the May 2023 regular meeting. They will meet June 6, 2023.

Item #17. Adjourn: 10:40 am


Chairman


Secretary

6/6/2023
Date

6/13/2023
Date