



# **San Patricio County Appraisal District**

1301 E. Sinton, Ste. B ★ P. O. Box 938 ★ Sinton, Texas 78387-0938  
(361) 364-5402 ★ Fax (361) 364-1198  
www.sanpatcad.org

**MINUTES  
OF THE  
SAN PATRICIO COUNTY APPRAISAL DISTRICT  
REGULAR MEETING OF THE BOARD OF DIRECTORS  
AUGUST 15, 2023**

**Meeting called to order by Mr. John Curlee at 8:50 am**

(Invocation and Pledges were administered in the prior meeting and are being waived by Board Chair)

**Item # 1. Roll Call:** Ms. Marcy Thormaehlen, Dr. Anne Matula, Mr. Bill Willson, Mr. John Curlee and Mr. Will Swisher-Newly appointed board member

**Also, in attendance:** Mr. Robert Cenci, Chief Appraiser, Ms. Frances DeLeon, Ms. Melinda Garza – HR and Financial Administrator, and Ms. Lucy Hernandez - Recording Secretary

**Item #2. Execution of Statement of Office-Oath** given by recording secretary-Lucy Hernandez

**Item #3. Oath of Office-** Oath given by recording secretary-Lucy Hernandez

**Item #4. Public Comments –** No one present to comment

**Item # 5. Approval of the Minutes of the August 01, 2023, Special Called Meeting Minutes, August 15, Public Hearing for the 2024 Proposed Budget Meeting, and August 15,2023 Board of Directors Regular Meeting.** Dr. Matula moved to approve, seconded by Mr. Wilson. The motion passed unanimously.

**Item # 6. Discussion and/or Action Regarding Appraisal District Survey Cards –** The board took notice.

**Item # 7. Unfinished Business –**

**a) Discussion and/or Action Pertaining to the 2023 Budget Amendment Resolution:**

Board Chair requested the CA summarize this discussion item; CA stated that due to the 2022 Audit the District had unspent funds in the amount of \$148,389.00. Per prior Board discussion on what to do with these funds, the Board had made a decision to allocation the entire surplus to the Committed Litigation Fund.

To retain the unspent surplus to the litigation fund, it was recommended that a budget amendment to the current 2023 budget be made. CA stated a letter including the resolution was sent to all the entities communicating the Boards intentions to retain the 2022 surplus. Tax code requires a response within 30 days if there is any opposition to the resolution. No communication is by default acceptance.



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Mr. Wilson asked CA to go over our legal expenditures for 2022, there was discussion about the overages in our legal expenses for 2022. And the need to increase the committed litigation fund. Mr. Wilson made a motion to adopt the 2023 Budget Amendment, seconded by Mr. Swisher. Voice vote taken:

Ms. Thormaehlen-for the motion  
Dr. Matula-for the motion  
Mr. Wilson- for the motion  
Mr. Curlee-for the motion  
Mr. Swisher- for the motion  
Motion passes 5-0

**b) Discussion and/or Action Regarding Commitment of the 2022 Surplus to the Committed Litigation Fund:**

Dr. Matula made a motion to commit the 2022 Surplus to the committed litigation fund, seconded by Ms. Thormaehlen. Board chair restated the amount, which is \$148,389.00 from the 2022 budget surplus will be moved to the committed litigation fund. Motion passed unanimously.

**Item # 8. New Business –**

**a) Discussion and/or Action on Matters Discussed in the PUBLIC HEARING Pertaining to the Adoption of the Proposed SPCAD 2024 Budget:**

Mr. Willson made a motion to adopt the Proposed SPCAD 2024 Budget in the amount of \$3,277,973.00, seconded by Dr. Matula. Voice vote taken:

Ms. Thormaehlen-for the motion  
Dr. Matula-for the motion  
Mr. Wilson- for the motion  
Mr. Curlee- for the motion  
Mr. Swisher-for the motion  
Motion passed 5 to 0, 2024 budget is adopted

**Item # 9. 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 # 10. Move into Executive Session as provided by Texas Government Code Section 551.** The Board recessed the regular open session at 9:33 am to move into executive session.



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**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 meetings act.**

- a. SB 796 and other 2023 Legislative Highlights**  
(District attorney went over recent changes in legislature that will require the ARB to post online who attended every ARB hearing, what the property owners wanted, what the appraised values was, what the outcome was, and this must be done by October 1 of each year. CA stated that the ARB has audio recording in lieu of written minutes. Our current IT vendor is working on a solution at a cost. Board chair asked if we need to get the done in 2023 or 2024. Mr. Swinney stated that yes, 2024. TNT website must have a link to the website). Another highlight was a new Circuit Breaker, which is a cap on all non-residential properties valued at \$5m as or less as of January 2023. Life span of 3 years).
- b. Setliff**
- c. Vitol Inc.**
- d. Sharps RV Park**
- e. DPC Sandhills**
- f. Woodlands Capital Groups**
- g. Marathon Crude**
- h. EOG Resources-Crude**

**Item #11. Consideration and/or Action Regarding any matter that may take place in executive session:**  
Board resumed regular open monthly meeting. No action was taken in executive session.

**Item #12. Chief Appraiser Report.**

- a. Certification-Certification was completed by the deadline, considering we were having issues with PAC's and the server. The \$100,000.00 and \$40,000.00 versions were processed and sent to all entities. Dr. Matula asked if we certified based on the \$100,000.00, CA stated both versions were certified.**
- b. TAAO Conference-ACA gave a brief overview of who will be attending the TAAO conference with her and the timeline.**

**Item #13. Discussion of New Business for Next Month's Agenda.**

**Item #14. Set date and time for next meeting: September 12, 2023**



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Item #15. Adjourn: 10:33 am

  
Chair

9.12.2023  
Date

  
Secretary

9/12/2023  
Date