



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
JULY 16 , 2024**

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: Ms. Marcy Thormaehlen, Dr. Anne Matula, Mr. Bill Willson, Mr. John Curlee were present.

Absent Mr. Jalen Gonzales

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

Item # 5. Public Comments – None made

Item # 6. Approval of the Minutes of the June 14, 2024, 2023 Audit and 2025 Budget Workshop-Dr. Matula made the motion to approve the minutes presented, seconded by Mr. Wilson. The motion passed unanimously.

Item # 7. Approval of the Minutes of the June 14, 2024, Regular Board Meeting. Dr. Matula made a motion to approve the minutes presented, seconded by Mr. Wison. The motion passed unanimously.

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

Item # 9. Unfinished Business-None

Item # 10. New Business –

- a. Discussion and/or Action Regarding Board of Directors Membership (Texas Property Tax Code 6.03(i))-CA and staff have reached out to Mr. Jalen Gonzales with no success. Ms. Garza reached out to Odem ISD since they were the ones who nominated him to see if they had heard from him. Odem's superintend Ms. Carr stated that she did speak with Mr. Gonzles and that he would be submitting his resignation. As of today's meeting, the District has not received communication from Mr. Gonzales or Odem ISD. There is a question as to whether the District waits to see if he resigns or if Odem ISD submits to its board a resolution to recall Mr. Gonzales. Item tabled**



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- b. **Discussion and/or Action to Retain the 2023 Budget Surplus-** Dr. Matula asked if the District currently has sufficient funds in the committed operations account to cover three months' worth of office expenditures should the need arise. Considering that the District's budget has increased over the years and with inflation Dr. Matula did not think that the funds currently in that account would be enough to cover three months of expenses should a catastrophic event occur. Also discussed was the need to increase the committed legal fund, the board would like to come close to \$2million.

Mr. Wilson made a motion to take the \$404,960.00 unassigned surplus from the 2023 Audit and divide it between the committed legal and committed office operation funds. In order to reach the Districts three months operations reserve , \$42,783.00 will be moved to the committed office operations fund, and \$362.177.00 will be moved to the committed legal fund. Dr. Matula seconded the motion. The motion passed unanimously.

Voice vote taken:

Ms. Marcy Thormaehlen-For the motion
Dr. Anne Matula-For the motion
Mr. Bill Wilson-For the motion
Mr. John Curlee-For the motion

Motion passes 4-0

- c. **Discussion and/or Action Related to the 2024 Budget Amendment-** Dr. Matula moved to authorize the CA to proceed with communications with the entities regarding the decision that was made by the board to retain the 2023 budget surplus , to amend the 2024 budget by resolution and to also indicate how the surplus funds will be distributed. Motion seconded by Mr. Wilson. The motion passed unanimously 4-0.

Item # 11. Financial Report -Board wanted to know what the CA anticipates legal expenses could be for the remainder of 2024. Board also wanted to know if the District would be spending all of the legal budgeted. CA went over pending litigation and potential cost.

- 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 session at 8:37 am to move 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 meetings act.
 - 1. DCP Sand Hills Pipeline, LLC
 - 2. Gunvor USA, LLC



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3. Vitol Inc. - Crude Inventory
4. Marathon Petroleum, LP-Crude Inventory
5. EOG Resources Marketing, LLC-Crude Inventory
6. Devon Gas/Glencore LTD
7. Arcelormittal, LLC
8. Portland Hospitality/ZJZ/PDRAP

Item # 13. Consideration and/or Action Regarding any matter that may take place in executive session.
Returned to open session 9:33am -No action was taken in executive session.

Item # 14. Chief Appraiser Report.

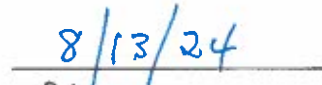
- a) **2023 Auditor** -Final audit was delivered to CAD with the correction noted in the previous meeting. Audit will be sent to entities by the end of the week.
- b) **Adoption of the 2024 Budget Amendment Resolution Regarding 2023 Surplus-Budget** amendment and resolution will be sent to entities by the end of today.
- c) **Tentative Public Hearing Date to Adopt the 2025 Proposed Budget & 25-26 Reappraisal Plan** -Public hearing is an opportunity for the public to bring any issues or concerns to the board, not sure if anyone will attend. All entities have been advised that there will be a public hearing regarding the Reappraisal Plan.
- d) **Certification Status**-On track for the upcoming week, numbers look to be inline with what is required. ACA will be overseeing the certification process this year.
- e) **TAAO Conference Attendance**-ACA will be attending with three appraisers.

Item #15. Discussion of New Business for Next Month's Agenda-Public Hearing for 2025 Proposed Budget & 2025-2026 Reappraisal Plan, Adopt 2025 Budget, and Reappraisal Plan.

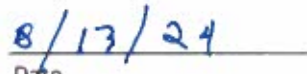
Item #16. Set date and time for next meeting: August 16th , 2024, 8:30am

Item #17. Adjourn 10:39 am


Chair


Date


Secretary


Date