



## **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**

**OCTOBER 8, 2024**

**Meeting called to order by Mr. Bill Wilson at 8:35 am.**

1. **Invocation** – Led by Mr. Robert Cenci
2. **Pledge of Allegiance** – Led by Mr. Bill Wilson
3. **Texas Pledge** – Led by Mr. Bill Wilson
4. **Roll Call**- Mrs. Marcy Thormaehlen, Dr. Anne Matula, Mr. Bill Wilson were present.

Mr. John Curlee was present via phone. He joined the meeting by phone at 9:04 a.m.

Absent- Mr. Jalen Gonzales.

**Also, in attendance-** Mr. Robert Cenci, Chief Appraiser, Mrs. Frances De Leon, Assistant Chief Appraiser, and Ms. Sylvia Yglesias - Recording Secretary.

5. **Public Comments** – Mr. Matthew Setliff addressed the Board of Directors. He wanted to address the Board of Directors about the amount of money being spent on defense in the case between him and the SPCAD and his landlords. He requested information under the open records act. He received gibberish and could not decipher what it said. He had to appeal to the Attorney General's Office in a rule that it was not privileged information and that SPCAD had to give it to him. Mr. Setliff felt that the co-council Odelia Suarez was asking witnesses questions in which she should have known the answer, and it was a waste of money. Mr. Setliff mentioned that it appears she had no knowledge about the things she was asking. Mr. Bill Wilson mentioned that the Board is not able to discuss or comment on or make a public commentary to anything that is in litigation. He thanked Mr. Setliff for his comments and the Board will take notice.
6. **Introduction of New Staff Member** – Mr. Cenci introduced new staff member, Brenda Gonzales, Residential Appraiser. She started on September 23, 2024. The Board took notice and welcomed her.
7. **Approval of the Minutes of September 10, 2024, Public Hearing for the 2025 Proposed Budget & 2025-2026 Reappraisal Plan.** Dr. Matula made a motion to approve the minutes as presented. Mrs. Thormaehlen seconded.



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### Voice Vote Taken:

Mrs. Marcy Thormaehlen – For the motion  
Dr. Ann Matula – For the motion  
Mr. Bill Wilson – For the motion  
Motion passes 3-0.

8. **Approval of the Minutes of September 10, 2024, Regular Board Meeting.** Mrs. Thormaehlen made a motion to approve the minutes as presented. Dr. Matula seconded the motion.

### Voice Vote Taken:

Mrs. Marcy Thormaehlen – For the motion  
Dr. Ann Matula – For the motion  
Mr. Bill Wilson – For the motion  
Motion passes 3-0.

9. **Discussion and/or Action Regarding Appraisal District Survey Cards.** Mrs. Thormaehlen mentioned the stack of survey cards was big and Mr. Wilson also mentioned it was more than we've had in a while. The board took notice.

### 10. Unfinished Business

#### a) **Discussion and/or Action Regarding Board of Directors Membership/Vacancy**

**(Texas Property Tax Code 6.03 (I)).** Mr. Cenci mentioned we had completed the 30-day waiting period and that there have been 3 nominations so far, one from the City of Odem and one from the City of Ingleside. Mr. Wilson mentioned that he thought Gregory Portland ISD had nominated someone also. Mr. Cenci also mentioned that he will circulate the resumes once the deadline is reached, which is October 25<sup>th</sup>. He will have all names at the meeting in the November meeting. The Board took notice. Ms. DeLeon handed out the nominations we received.

- b) **Discussion and/or Action Related to the 2024 Budget Amendment.** Mr. Cenci mentioned that we are now able to approve the budget amendment. He asked for a motion to approve the budget amendment. The board was given a copy of the budget amendment that should have been in the packet. Mr. Cenci mentioned that this had been an item at the past meeting. Mr. Cenci asked the Board to look over the balance sheet. \$148 + was in the amount of the surplus. The Board paused this item while they received the information and went to item d). The Board received and reviewed the budget information. Dr. Matula made a motion to approve the 2024 Budget Amendment. Mrs. Thormaehlen seconded the motion.

### Voice vote was taken:

Mrs. Thormaehlen – For the motion  
Dr. Matula – For the motion  
Mr. Wilson – For the motion  
Mr. Curlee voted via phone call – For the motion (joined at 9:04 a.m.)



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Motion passes 4-0.

The Resolution will be attached to the minutes as a point of reference.

- c) **Discussion and/or Action Regarding Moving the 2023 Surplus to the Committed Litigation and Operations Funds.** Mrs. Thormaehlen made a motion to move \$42,783 to our Disaster Emergency Operating Reserve Fund and \$362,177 to our Litigation Defense Fund for a total of \$404,960. Dr. Matula seconded the motion.

Voice vote was taken:

Mrs. Marcy Thormaehlen – For the motion

Dr. Ann Matula – For the motion

Mr. Bill Wilson – For the motion

Mr. Curlee voted via phone call – For the motion.

Motion passes 4-0.

- d) **Discuss and/or Action Regarding P&A Appraisal Accuracy.** Jason Driskell with Pritchard and Abbott explained to the Board that at last month's meeting Dr. Matula requested and wanted to look through the evaluations that are made for the Appraisal District by P&A and come up with the numbers to look at the accuracies of the appraisals done for the appraisal District. He mentioned that he, Mr. Cenci, and Ms. DeLeon did an analysis of the accounts that went to the ARB and the value adjustments that were made by ARB over the last 3 years (looking at 2022, 2023, 2024). Of the accounts that went before ARB, there was only one account where the ARB adjusted the value. The notice value was \$7,868,540 and the ARB adjusted the value to \$6,125,000. That was a 22% adjustment. When looking at overall accuracy, P & A have been 99.99% accurate of the evaluations done. The Board took notice.

- e) **Discussion and/or Action Pertaining to the Pritchard and Abbott Industrial Appraisal Contract.** Dr. Matula made a motion to approve the Pritchard and Abbott Industrial Appraisal Contract. Mrs. Thormaehlen seconded the motion.

Voice Vote Taken:

Mrs. Marcy Thormaehlen – For the motion

Dr. Ann Matula – For the motion

Mr. Bill Wilson – For the motion

Motion passes 3-0.

Mr. Curlee was not on the phone at the time that this agenda item was discussed and voted on

### **11. Financial Report**

- a) **Review of Balance Sheet.** Mr. Cenci mentioned that we have not made any major changes to any of the funds. He was willing to answer any questions from the Board. He mentioned that City of Taft was a little behind but we did receive their payment, so they are good. Mr. Wilson asked if this was through the end of September. The answer was yes. The Board took notice.
- b) **Review of P&L.** Ms. Thormaehlen asked if everyone was paid. Dr. Matula asked if there were any budgetary issues that we should be ready for, or do you think we are where we ought to be all the way through the 3rd



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quarter. Mr. Cenci said not in our day-to-day routine line items. The only thing still floating out there are the litigation expense line items for what we have spent so far and for the attorneys and in the next two months. It is likely that we will receive additional billing for expert witnesses related to our larger industrial litigation and other lawsuits tied to lesser importance. The Board took notice.

- c) **Review of Accounts Payable.** The Board took notice.
- d) **Review of 90 Degree P&L** – Mr. Cenci mentioned that the jury is out with our health insurance (90% benefits). We are trying to get 90% benefits, Mr. Medrano is getting a last minute idea on what the percentage increases are going to be. We budgeted an increase of 12% over last year. We are hoping that it will be less than that. He would be surprised if it were more than that because there is no reason to think differently. Dr. Matula mentioned that she is on the Board elsewhere and not the same insurance and their increase was 15%. They were really hit hard. Mr. Cenci said this is tied to the actual claims here. We normally budget 12 to 15 percent and hopefully that will be enough.
- e) **Monthly Bank Investment Report** – The Board took notice.

### **12. Move into Executive Session pursuant to the Texas Government Code Section 551.** The Board went into the executive session at 9:18 a.m.

- 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. Gunvor USA, LLC
  - 2. Vitol Inc.- Crude Inventory
  - 3. Marathon Petroleum, LP-Crude Inventory
  - 4. EOG Resources Marketing, LLC-Crude Inventory
  - 5. Devon Gas/Glencore LTD
  - 6. ArcelorMittal, LLC
  - 7. Setliff
  - 8. Houston Pipeline Co.
  - 9. ComCapp Pavilions LLC-Northshore Apt
  - 10. PDRAP, Et al.
  - 11. Portland 121 Hospitality
  - 12. CVS
- b) Move into Executive Session pursuant to the Texas Government Code Section 551.074. To discuss all-purpose authorized under this section of open meetings act, including but not limited to deliberating the appointment, employment, evaluation reassignment and duties of:
  - 1. Office Personnel

### **13. Consideration and/or Action regarding any matter that may take place in executive session.** Returned to open session at 11:08 a.m. No action was taken in the executive session.



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### 14. Chief Appraiser Report

- a) **November Ag Committee Meeting** – Mr. Cenci mentioned that the next Ag Committee meeting will be on November 7<sup>th</sup> at 10:00 a.m. He mentioned that as the Chief Appraiser, he can call a meeting because it's not a governing body, so it is not subject to the open meetings act. A quorum is allowed. The meeting notice is only posted. No invitations are sent out. The Board took notice.
- b) **Office Restructuring** – This item was skipped.
- c) **Community Outreach Plans** – This relates to something that was discussed earlier in relation to Gregory Portland ISD and the crude oil situation. The community outreach and townhall meetings disappeared when covid came along. It used to be a map thing where part of the writing was on how often the Chief Appraiser reached out to the public. Most of the meetings were at taxing jurisdictions in front of their governing body at their invitation. That would keep any Chief Appraiser busy by itself. But over and above that Chief Appraisers are supposed to be proactively organizing meetings with people and committee on this side of the county and on the west side of the county. All this to mention and acknowledge that at some point he intends to re-establish a more tangible plan to communicate with folks in the community aside from the ideal to the taxing jurisdiction. There is always an invitation to the Board but there cannot be more than two. The Board took notice
- d) **New Vehicle Purchase Update** – Mr. Cenci said that we are still looking and asked Ms. DeLeon to contact a couple of dealerships. They know who we are because we have bought vehicles from them. It's still our plan to buy a Ford or Chevrolet. Looking at an F150 or a Silverado. Right now, the budget is \$41,000 and change. If it goes over by about \$5,000 or less, we will supplement the funds out of our budget where we have not spent the money on other line items. Normally we follow the municipal local government code when it comes to competitive bidding when doing general vehicle purchase. It seems like in the past we were able to circumvent the buy board to make a vehicle purchase. Our intention is to use the buy board to make the vehicle purchase. The Board took notice

15. **Discussion of New Business for Next Month's Agenda** – No new Business was mentioned for the next meeting.

16. **Set the date and time for the next meeting.** November 12, 2024, at 8:30 a.m.

17. **Adjourn** at 11:15 a.m.

  
\_\_\_\_\_  
Chair

11-12-24  
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Date

  
\_\_\_\_\_  
Secretary

11-12-24  
\_\_\_\_\_  
Date