



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 Notice of Regular Meeting January 13, 2026

Meeting was called to order by: Jordan Light, Chief Appraiser at 8:30 a.m.

Item #1 Invocation was delivered by – Mr. Jordan Light

Item #2 Pledge of Allegiance was led by – Mr. Jordan Light

Item #3 Texas Pledge was led by - Mr. Jordan Light

Item #4 Roll Call – Marcy Thormaehlen, Dr. Anne Matula, and Mr. Bill Wilson were present

Also in attendance: Mr. Jordan, Chief Appraiser, Frances DeLeon, Assistant Chief Appraiser, and Sylvia Yglesias, Recording Secretary.

Item #5 Execution of Statement of Officer - Judge David Krebs signed the Execution of Statement of Officer for Mark Roach and Terry Stansberry

Item #6 Administer Oath of Office to Board Member Mark Roach and Terry Stansberry - Judge David Krebs Administered the Oath of Office to Mark Roach and Terry Stansberry

Item #4 Roll Call –Mark Roach and Terry Stansberry have been sworn in and were also in attendance.

Item # 7 Office election for Board of Directors – Dr. Anne Matula nominated by acclamation Bill Wilson as Chairman Marcy Thormaehlen seconded the motion. Mr. Jordan Light asked if all in favor, all said Aye. Motion carried that Mr. Bill Wilson be the BOD Chairman. Mr. Bill Wilson then took over and asked if there were any nominations for Vice Chairman. Marcy Thormaehlen nominated Dr. Anne Matula to be the Vice Chairman. Terry Stansberry seconded the motion. Mr. Bill Wilson asked if any discussion. There was no discussion. He asked if all in favor say Aye. All said Aye. None opposed. Motion passed that Dr. Anne Matula be the Vice Charman. Mr. Wilson asked if there were any nominations for Board Secretary. Dr. Anne Matula made a motion that Marcy Thormaehlen be the Board Secretary, Mr. Bill Wilson seconded the motion. Mr. Wilson asked if any discussion. There was no discussion. He asked if all in favor say Aye. All said Aye. He asked if any opposed. There were none. Motion passed that Marcy Thormaehlen be the Secretary for the Board of Directors.

Mr. Bill Wilson recessed the meeting at 8:40 a.m. and went into Executive Session.

Item #8 Public Comments – None



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San Patricio County Appraisal District Regular Meeting Minutes (cont.)

**Item #9 Discussion and/or Action regarding the Approval of Minutes for December 9, 2025,
Regular Board Meeting** – Dr. Matula made a motion to approve the Minutes as presented. Marcy Thormaehlen seconded the motion. Mr. Wilson asked if any discussion. Mr. Mark Roach asked to be abstained due to not being a member at that meeting. Mr. Wilson asked for voice vote.

Voice Vote

Marcy Thormaehlen – For the motion
Dr. Anne Matula - For the motion
Bill Wilson – For the motion
Mark Roach – Abstained since he was not a Board member at the time
Terry Stansberry – Abstained since he was not a Board member at the time

Vote was 3 for the motion and 2 abstained. Motion passed 3-0

**Item # 10 Discussion and/or Action regarding the Approval of Minutes for December 30, 2025,
Regular Board Meeting** – Marcy Thormaehlen made a motion to approve the Minutes as presented. Dr. Matula seconded the motion. Mr. Wilson asked for a voice vote.

Voice Vote

Marcy Thormaehlen – For the motion
Dr. Anne Matula - For the motion
Bill Wilson – For the motion
Mark Roach – Abstained since he was not a Board member at the time
Terry Stansberry – For the motion (he was in the audience for this meeting)

Vote was 4 for the motion and 1 abstained. Motion passed 4-0

Item #11 Discussion and/or Action regarding the Budget Amendment for the 2026 Budget – Mr. Jordan Light referenced the handouts that were given. He also mentioned that the budget is adopted in June of 2025. We will pursue amendments as necessary. There are no changes to the bottom number. The reasons for a budget amendment would be for an increase in the amount needed from the entities, the second is personnel compensation. It is a reallocation of line items but no difference on the bottom line. Dr. Matula said that we must be totally transparent. Dr. Matula made a motion to approve the 2026 Budget Amendment as presented. Terry Stansberry seconded the motion. Mr. Bill Wilson asked for a roll call vote. Dr. Anne Matula made a motion with the as presented, Terry Stansberry seconded the motion. Mr. Wilson asked for a voice vote.



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Voice Vote

Marcy Thormaehlen – For the motion
Dr. Anne Matula - For the motion
Bill Wilson – For the motion
Mark Roach – For the motion
Terry Stansberry – For the motion

Vote was 5-0. Motion passed 5-0

Item #12 Discussion and/or Action Regarding Appraisal District Survey Cards – Mr. Bill Wilson mentioned That this is just an information item. No action necessary. Mr. Jordan Light mentioned that there were that there were several shout outs to our staff members. Dr. Matula mentioned that it has not always been this way and she compliments the staff.

Item #13 Presentation and Discussion regarding Changes Made Under 25.25b (Handout) – Mr. Jordan Light mentioned that this is required to be presented to the Board quarterly. He also mentioned that we may have at least one every quarter. The Board took notice.

Item #14 Unfinished Business – None

Item #15 New Business –

- a) **Board Training** – Mr. Jordan Light mentioned that this training is two hours. – Mr. Light mentioned that it is a recommended training. Mr. Bill Wilson asked if this can be done at home. Mr. Light mentioned that he will email the training link and an affidavit to the Board members to fill out stating that they have done the training.

Item #16 Financial Reports

- A) **Review of Statement of Net Position** – Mr. Jordan Light mentioned that he tried to make this report easy to read and comprehend. He attempts to follow the GASB standards. He also said that he has prepared this in conjunction with our auditors' questions to help make this report easy to read and comprehend. Our accounting person, Gracie, helped to work with the spreadsheet also to get it to where it is. Mr. Light explained several categories to the Board.
- B) **Review of Budget vs. Actuals** – Mr. Jordan Light mentioned that the statement of net position is what actually happened. The auditor will view any expenses that happened during the 2025 calendar year are counted in 2025 even though they may be paid in January of 2026. It is called net position. It is good or considered as prior planning for the 2025 budget. Mr. Light mentioned and explained several categories. He also went over the testing requirements and cost for appraisers.
- C) **Review of Expenses by Vendor Summary** – There were no unusual activities. The Board took notice.
- D) **Review of 90 Degree P&L** – The Board took notice.
- E) **Public Funds Investment Report** – Mr. Jordan Light mentioned that we are in the process of changing our public funds investment strategy and procedures. We adopted that policy in the



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December meeting. We were gathering 1.8% interest at Prosperity bank. We are going to use Prosperity bank to hold our operations funds and put our reserves in Texas Class. Next quarter you will see 3 months of Prosperity Bank and 3 months of Texas Class with our total interest and total that they are managing.

Item # 17 Move into Executive Session pursuant to the Texas Government Code Section 551.

- a. **Texas Government Code Section 551.074 to discuss all-purpose authorization under this section of the Open Meeting Act, including but not limited to deliberating the appointment, employment, evaluation reassignment of duties as follows:**
 - **Office Personnel**
- 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, 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. **Houston Pipeline Co.**
 7. **Papalote Creek I LLC**
 8. **Papalote Creek II LLC**
 9. **ComCapp Pavilions LLC**
 10. **Contigo Apartments LLC**
 11. **Karankawa Wind Project LLC**

Item #18 Consideration and/or action regarding any matter deliberated in the executive session

provided by Texas Government Code Section 551. – The Board went back into open session at 11:18 a.m. There was no action taken during the Executive session. The Board then went back to Item #8 Public Comments.

Item # 19 Chief Appraiser Report

- **Financial Auditor Update** – Mr. Jordan Light mentioned that he is going to reach out to Mr. Frank Lovvorn to see if he will give us a proposal and will get 3 other companies to give us a proposal.
- **ARB Applicants** – Mr. Light went through the list of ARB members and their locations.
- **P & A Industrial Inspections** – Mr. Light mentioned that every inspection the industrial company has issues with water.
- **2025 PVS** – Mr. Light said the results will be coming out Feb 1st. This is a major deal for school districts. He will keep a sharp eye for that and address as necessary.
- **2026 MAP** – Mr. Light mentioned that it is a MAP review year from the comptroller. We will be gathering the information needed upon the check list they send to us.



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- **Comprehensive Publication – Public Tax Information** – Mr. Light mentioned that he has done the article and it will be published in the newspaper. We did an article in December also and will be doing one in February. It will be in the News for San Patricio.
- **Renditions & Surveys** – Mr. Light mentioned that surveys are out and renditions will be sent out by the January 31, 2026, deadline.
- **End of year Processing** – Mr. Light mentioned that the special inventory tax is managed by appraiser Rebecca Buenrostro since it falls in the BPP umbrella.

Item #20 Discussion of New Business for Next Month's Agenda – Updating the Employee Handbook

Item #21 Set the date and time for the next meeting – Next meeting is scheduled for February 10, 2026, at 8:30 a.m.

Item # 22 Adjourn – Mr. Bill Wilson adjourned the meeting at 12:53 p.m.

Bill T. Wilson

Chairman

2-10-2026

Date

Mareela Thormaehlen

Secretary

2-10-26

Date