



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 for the San Patricio County Appraisal District Notice of Regular Meeting June 9, 2026

Meeting was called to order by Mr. Bill Wilson at 10:40 AM.

Item #1 Invocation was given by Mr. Jordan Light.

Item #2 Pledge of Allegiance was led by Bill Wilson.

Item #3 Texas Pledge was led by Jordan Light.

Item #4 Roll Call - Dr. Anne Matula, Bill Wilson, Mark Roach, and Terry Stansberry were present. Marcy Thormaehlen was absent. The Board had a quorum and continued with the meeting.

Also present were Jordan Light, Chief Appraiser, Benjamin Ramon, Deputy Chief Appraiser, and Sylvia Yglesias, Recording Secretary.

Item #5 Public Comments – None

Item #6 Discussion and/or Action regarding the Approval of Minutes for May 12, 2026, Regular Board Meeting –
Dr. Anne Matula made a motion to approve the minutes as presented. Mark Roach seconded the motion. Mr. Wilson asked for a voice vote.

Voice Vote:

Dr. Anne Matula – For
Mr. Bill Wilson – For
Mr. Mark Roach – For
Mr. Terry Stansberry – For
Motion passed 4-0

Item #7 Discussion and/or Action regarding the Approval of Minutes for May 21, 2026, Special Board Meeting -
Mark Roach made a motion to approve the minutes as presented. Terry Stansberry seconded the motion. Mr. Wilson asked for a voice vote.

Voice Vote:

Dr. Anne Matula – For
Mr. Bill Wilson – For
Mr. Mark Roach – For
Mr. Terry Stansberry – For
Motion passed 4-0



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San Patricio County Appraisal District Notice of Regular Meeting (cont.)

Item #8 Discussion Regarding Appraisal District Survey Cards – Mr. Light presented the survey cards. The Board was very happy to see all the positive comments and asked to express their gratitude to the SPCAD staff.

Item #9 Unfinished Business –

- a) **Discussion and/or Action to accept the 2025 Audit** – There was discussion on this item and it was tabled until the next meeting.
- b) **Discussion and/or Action regarding the submission of the 2027 Proposed Budget** – Mr. Light presented the information regarding the budget and mentioned that there were positions that were not going to be filled and that the iPads will also provide as a useful tool to cut back on the number of employees needed. The Board discussed the information. Dr. Anne Matula made a motion to approve the 2027 Budget and Mr. Mark Roach seconded the motion. Mr. Wilson asked for a voice vote to approve the 2027 Budget.

Voice Vote:

Dr. Anne Matula – For
Mr. Bill Wilson – For
Mr. Mark Roach – For
Mr. Terry Stansberry – For
Motion passed 4-0

- c) **Discussion and/or Action regarding the Board of Directors Handbook** – There was discussion on this item. Dr. Anne Matula made a motion to approve the Board of Directors Handbook. Terry Stansberry seconded the motion. Bill Wilson asked for a voice vote.

Voice Vote:

Dr. Anne Matula – For
Mr. Bill Wilson – For
Mr. Mark Roach – For
Mr. Terry Stansberry – For
Motion passed 4-0

- d) **Discussion and/or Action regarding the Employee Handbook** – Mr. Light presented this item and mentioned that it was not quite ready. There was discussion and this item was tabled until the next meeting.

Item #10 New Business –

A -Review, Discussion, and/or Action regarding SPCAD Disaster Plan – Mr. Light presented this item. There was discussion and Dr. Anne Matula made a motion to approve the SPCAD Disaster Plan and amend as needed. Mr. Light is to provide a report of changes at least once per year for an annual review. Mr. Terry Stansberry seconded the motion. Mr. Bill Wilson asked for a voice vote.



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San Patricio County Appraisal District Notice of Regular Meeting (cont.)

Voice Vote:

Dr. Anne Matula – For
Mr. Bill Wilson – For
Mr. Mark Roach – For
Mr. Terry Stansberry – For
Motion passed 4-0

Item #11 - Financial Report

- a. **Review of Statement of Net Position** – Mr. Light presented the statement of net position. He described each category and accounted for the balance of each category. The Board took notice.
- b. **Review of Budget vs. Actuals** – Mr. Light went over the budget vs. actuals and answered any questions the Board had. There were no unusual activities. The Board took notice.
- c. **Review of Expenses by Vendor Summary** – Mr. Light went over the vendor summary and noted that there were no unusual expenses.
- d. **Review of 90 Degree P&L** – Mr. Light went over the P&L document. The Board took notice.

The Board went into executive session at 11:51 a.m.

Item #12 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**



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San Patricio County Appraisal District Notice of Regular Meeting (cont.)

Item #13 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 12:18 p.m. There were no action items during the Executive Session.

Item # 14 Chief Appraiser Report

- **ARB and Office Operations** – Mr. Light gave a quick overview. There is a 30-day window to turn in a good cause as to why the date was missed to turn in a timely protest notice. We have received a little over 4300 protests.
- **Letter to Newspapers** – Mr. Light mentioned that he will include a response letter to taxpayers letting them know that protesting is a free service. There are people charging to do this for them.

Item #15 Discussion of New Business for Next Month's Agenda – Mr. Light mentioned that he would like to bring back the RFP for the audit for next year. He also mentioned that Frank Lovvorn turned in a proposal.

Item #16 Set the date and time for the next meeting – The next meeting is scheduled for July 14, 2026

Item #17 Adjourn – Mr. Bill Wilson adjourned the meeting at 12:34 p.m.

Handwritten signature of Bill T. Wilson in blue ink.

Chairman

Handwritten date "7-14-2026" in blue ink.

Date

Handwritten signature of Marcella D. Thormaehlen in black ink.

Secretary

Handwritten date "7-14-2026" in black ink.

Date