

**OFFICIAL MINUTES OF THE BOARD OF DIRECTORS
OF THE CAMERON APPRAISAL DISTRICT
CAMERON COUNTY, STATE OF TEXAS**

Time & Date: 5:45 p.m. – April 19, 2021
Place: 2021 Amistad Drive - San Benito, Texas
Purpose: Regular Meeting

1. The meeting was called to order by Vice-chair Dr. Prisci Roca Tipton at 5:47 p.m. with a quorum present. Dr. Tipton opened the meeting due to Mr. Garza running late. The option to join via Zoom was still offered to anyone who preferred to join virtually.
2. The Pledge of Allegiance followed by the Texas Pledge
3. Members present: David Argabright, Gloria Casas, Frank Davalos, Jr., David A. Garza, Jim Tipton, Dr. Prisci Roca Tipton, Jesse Villarreal and Tony Yzaguirre, Jr.

Members absent: Ricardo Morado and Gilbert Weaver

CAD staff present: Richard Molina, Loretta Salinas, Norma Jimenez, Mary Morales, Joe Orozco, Hector Briones, Ramiro Reza, Rick Moreno, Robert Romero and George Garcia

Others present: Melissa Gonzalez, Oscar Gonzalez, Yadira Rojas and Melissa Belmares (via ZOOM)
4. Jim Tipton motioned to approve the minutes of the regular meeting on March 21, 2021. Seconded by Jesse Villarreal.

Aye - Six (6)
Non-Voting – One (1)
5. No one was present to address the Board during public access.
6. Liaison Officer Ana Medina was not able to attend the meeting. A copy of her report was included in each board member's packets. Ms. Medina reported the following:
 - Monthly visits to the Brownsville Cameron County Tax Office have resumed. She is scheduled to go on the 1st and 3rd Wednesday of the

month from 8:30 a.m. to 12:00 p.m. Her last visit was on April 7th and her next scheduled visit is April 21st.

- The ARB members have completed their Comptroller's Training on April 8th and hearings are expected to begin on May 4th.
- At this time, no other events are scheduled.

(Mr. Garza arrived)

7. Item #7 was incorrectly listed on the agenda. The Audit presented was the 2020 Audit not 2019 Audit. CAD auditor, Oscar Gonzalez, CPA, recently completed the 2020 audit of the Cameron Appraisal District. A copy of the Auditor's Report was provided to Board members in their packet. Oscar Gonzalez, Melissa Gonzalez, Yadira Riojas and Belmares were present via Zoom to answer any questions. Mr. Gonzalez reported that the Cameron Appraisal District audit process went smoothly and efficiently. The CAD received a very clean audit and no recommendations were given.

The Audit Committee met to review and discuss the audit on April 12 and consisted of CAD Staff and Board members David Garza, Dr Prisci Roca Tipton and Jesse Villarreal. Also present at the meeting via Zoom were Melissa Gonzalez, Yadira Riojas and Melissa Belmares from the Auditor's office.

Dr. Prisci Roca Tipton motioned acknowledgment and acceptance of the 2020 Cameron Appraisal District Audit. Seconded by Jesse Villarreal.

Aye – Seven (7)
Non-Voting – One (1)

8. Richard Molina reported that the CAD 2020 Budget has funds comprising of unassigned miscellaneous revenues and interest. The CAD requested the board's approval to designate these funds for use in future projects. Mr. Molina commented that the roof will need to be replaced soon. The roof project was not able to be completed at the time of the new building construction and was only repaired. Dr. Tipton and Mr. Tipton expressed concern that the agenda item did not specify that the funds would be used for the replacement of the roof.

After a lengthy discussion, David Argabright motioned to adopt the resolution (**Attachment A**) to approve the transfer of unassigned and miscellaneous revenues and interest to earmark the funds for the replacement of the roof. Seconded by Frank Davalos, Jr.

Aye - Six (5)
Non-Voting- One (1)
Abstain – Two (2)

9. Board members were provided with the March 2021 financial report in their packets. Norma Jimenez provided the board with a detailed explanation of the report.
10. Norma Jimenez provided directors with copies of the 1st quarter written Investment Officer's quarterly report (**Attachment B**). Ms. Jimenez elaborated on the written Investment Officer's quarterly report for the 1st quarter as follows.

The current interest rate at Lone Star Bank is .100% and .0114% at Texpool. As of March 31, 2021, the Wells Fargo Bank account balance was \$1,031,174.12 earning an interest of \$83.18 and the Texpool Investment Fund balance was \$1,711,646.73 earning an interest of \$27.20.

The year-to-date interest earnings for all investments equal \$418.60.

11. The following information was provided in the Chief Appraiser's report:
 - A. Each director was provided with a copy of property values by jurisdiction.
 - B. Directors were provided with a summary of pending lawsuits/arbitrations.
 - C. Appraisal notices were mailed on April 1. Approximately 85,000 notices were mailed to any property owner that had any value increase of \$1.00 or more.
 - D. The Property Tax Protest and Appeal Procedures will be published in local newspapers as follows:
 - Valley Morning Star and Brownsville Herald (English & Spanish) – May 6
 - San Benito News (English & Spanish) – May 7
 - Port Isabel Press (English & Spanish) – May 6
 - E. Submission of appraisal roll to the ARB has been scheduled for May 4 as required by law by May 15 or soon thereafter as practicable.
 - F. A budget workshop with the Budget Committee, CAD Staff and Entities will be scheduled during the week of May 17-21. Loretta will contact the Budget Committee to schedule the workshop. All entities will be notified of the date, place and time of the meeting.
 - G. CAD will be closed for the board approved Memorial Day Holiday on May 31, 2021.

H. A list of upcoming conferences was provided to the board members. Anyone interested in attending should contact Loretta.

I. The next board meeting will be on June 14. CAD will submit the proposed budget to the board at this meeting, as required by law by June 15.

12. No executive session was held. No action was needed on item #12.

13. David Argabright motioned to adjourn at 6:38 p.m. Seconded by Jesse Villarreal.

Aye – Seven (7)

Non-Voting - One (1)

APPROVED



ATTEST

