

NOTICE OF MEETING OF THE  
BOARD OF DIRECTORS OF CAMERON APPRAISAL DISTRICT

Notice is hereby given that the Board of Directors of Cameron Appraisal District will meet via ZOOM on Monday, the 25<sup>th</sup> day of January, 2021 at 5:45 p.m.

The meeting can be viewed and heard on ZOOM by joining as follows:

1. Download ZOOM meeting app from the App store (Apple of Android)
2. Start App and Join meeting. Use meeting number: **957 6441 1766**
3. Enter Password: **303982**

OR

You may access (audio only) by calling toll free # **1-877-853-5247** or **1-888-788-0099**

1. Join meeting by entering the meeting number: **957 6441 1766**
2. Enter Password: **303982**

AGENDA

1. Swearing in of Board Directors
2. Meeting called to order
3. Election of officers
  - A. Chairperson
  - B. Vice-Chairperson
  - C. Secretary
4. Pledge of Allegiance and Texas Pledge
5. Roll Call:

Board Members

\_\_\_\_\_ David Argabright  
\_\_\_\_\_ Gloria Casas  
\_\_\_\_\_ Frank Davalos, Jr.  
\_\_\_\_\_ David A. Garza  
\_\_\_\_\_ Ricardo Morado  
\_\_\_\_\_ Jim Tipton  
\_\_\_\_\_ Prisci Roca Tipton  
\_\_\_\_\_ Jesse Villarreal  
\_\_\_\_\_ Gilbert Weaver

Ex Officio/Non-Voting

\_\_\_\_\_ Tony Yzaguirre, Jr.

6. Public Access

FILED FOR RECORD  
AT 10:33 O'CLOCK A M

JAN 22 2021

SYLVIA GARZA-PEREZ  
CAMERON COUNTY CLERK  
DOC No 2021-29  
By [Signature] Deputy

7. Consider approval of minutes of Regular Board of Director's meeting December 7, 2020.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

8. Liaison Officer' report
9. Update on Homestead Exemption Audit Services
10. Discussion and possible approval to participate in the Homestead Exemption Monitoring Service pilot project.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

11. Discussion regarding possible approval to re-align the 2021 budget to transfer funds from line item 6000.04 Human Resources to line item 6020.10 Professional Services for permanent security guard services.
12. Consider approval to re-align the 2021 budget to transfer funds from line item 6000.04 Human Resources to line item 6020.10 Professional Services for permanent security guard services.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

13. Discussion and possible adoption of resolution authorizing signatures for check signing purposes on bank records.

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

14. Consideration of November and December 2020 financial reports.
15. Investment Officer' s Quarterly Report
16. Discussion items and Chief Appraiser's report:
- A. Appointment of directors to budget/audit committee; personnel committee, insurance committee
  - B. Board Ex-Parte Communications
  - C. Deeds & Exemptions software program
  - D. Anticipate auditors to begin CAD audit
  - E. 53<sup>rd</sup> Annual TAAO Region 5 Tip-O-Tex Conference to be held in South Padre Island February 4-6
  - F. Next board meeting – **March 16**

EXECUTIVE SESSION

17. Executive Session: Pursuant to the provisions of Chapter 551, Texas Government Code, the Board will consider:

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

- A. Pending or contemplated litigation, or settlement offers in the following case(s):

\_\_\_\_\_ Cause # \_\_\_\_\_

- B. Appointment, employment, evaluation, reassignment, duties, discipline, dismissal or complaints concerning the following public officers or employees.

(Board reconvenes after Executive Session)

18. Consider taking action, if any, on items discussed in Executive Session, to the extent permitted by the Open Meetings Act.


Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

19. Adjournment

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

#### CERTIFICATION

We certify that the above notice was posted near the main entrance door of the Cameron Appraisal District Building at 2021 Amistad Drive, San Benito, Texas on the 22nd day of January, 2021 at 5:00 p.m. In accordance with the Texas Civil Statutes, Sec. 551.043 (Time and Accessibility of Notice; General Rule).



Richard Molina  
Chief Appraiser

**THIS FACILITY IS WHEELCHAIR ACCESSIBLE AND ACCESSIBLE PARKING SPACES ARE AVAILABLE. REQUESTS FOR ACCOMMODATIONS FOR PERSONS WITH DISABILITIES, SPECIAL ASSISTANCE, OR INTERPRETIVE SERVICES MUST BE MADE AT LEAST 48 HOURS PRIOR TO THE SCHEDULED TIME OF THIS MEETING. PLEASE CONTACT LORETTA SALINAS AT THE ABOVE ADDRESS OR PHONE (956) 399-9322; FACSIMILE NO. (956) 361-6097 FOR FURTHER INFORMATION.**

**IF, DURING THE COURSE OF THE MEETING, DISCUSSION OF ANY ITEM ON THE AGENDA OTHER THAN ANY MATTER SPECIFIED ABOVE SHOULD BE HELD IN A CLOSED MEETING, THE BOARD WILL CONDUCT A CLOSED MEETING IN ACCORDANCE WITH THE TEXAS OPEN MEETINGS ACT, GOVERNMENT CODE, CHAPTER 551, SUBCHAPTERS D AND E, INCLUDING BUT NOT LIMITED TO CONSULTATION WITH COUNSEL UNDER SECTION 551.071. BEFORE ANY CLOSED MEETING IS CONVENED, THE PRESIDING OFFICER WILL PUBLICLY IDENTIFY THE SECTION OR SECTIONS OF THE ACT AUTHORIZING THE CLOSED MEETING. ALL FINAL VOTES, ACTIONS, OR DECISIONS WILL BE TAKEN IN OPEN MEETING.**

## **PUBLIC ACCESS:**

**If you wish to address the Board of Directors of the Cameron Appraisal District during the Public Access portion of this meeting, please sign up on the list provided at the entrance of the building. In order to be heard, you must have signed in before the meeting is called to order. Please limit your comments to no more than five minutes. The CAD Board of Directors does not appraise property nor does it review values on individual properties. The law assigns those tasks to the Chief Appraiser and the Appraisal Review Board. The CAD Board of Directors has no authority to officially review Appraisal Review Board decisions. When speaking to the Board of Directors, make your points on issues in a constructive and courteous manner pursuant to Robert's Rules of Order. If you have a formal complaint, please read the complaint procedures outlined below. Concerns that can be handled through administrative channels will be directed to the proper officials for resolution.**

## **PROCEDURES FOR HANDLING COMPLAINTS:**

- 1. Prepare your complaint in writing and deliver it to the Chief Appraiser or Liaison Officer for consideration.**
- 2. If the matter is not resolved satisfactorily, then deliver the written complaint to the Chairperson of the CAD Board of Directors. However, if the complaint issue is one that is under the jurisdiction of the Appraisal Review Board, the taxpayer will be directed to exhaust his/her administrative remedies available in the Texas Property Tax Code. If appropriate, the Chairperson may include the item on the next regular meeting agenda for an attempt to resolve the problem and/or complaint. Complaints against CAD personnel will be heard in Executive Session unless the CAD employee requests that it be held in open session.**
- 3. The Chairperson must notify all parties involved of the date, time, and place of the regular board meeting. The Chairperson will also inform the complaining party of the status of such complaint on a quarterly basis until the matter has come to a final disposition by the CAD Board of Directors.**
- 4. The Chairperson may at his/her discretion appoint the Liaison Officer to fulfill the responsibilities listed above in regards to communicating with a complaining party.**

## **AUDIENCIA PUBLICA:**

Si usted desea dirigirse a la mesa directiva durante la parte de "Audiencia Publica" de la junta, favor de firmar el registro localizado a la entrada de esta sala. Para que se escuche su discusion, es necesario que se apunte antes que empieze la junta. Favor de limitar su discusion a cinco (5) minutos. La mesa directiva del distrito no establece el valor de propiedad y no revisa valoraciones en propiedades individuales. La ley asigna esas tareas al jefe de valoracion y la Junta de Revision. La mesa directiva del distrito no tiene autoridad para oficialmente revisar las decisiones de la Junta de Revision. Al dirigirse a la mesa directiva, favor de aclarar sus puntos concernientes de una manera constructiva, concisa, y cortes, de acuerdo con los reglamentos de orden (Robert's Rules of Order) cuales dirigen una junta publica. Si usted tiene una queja que se pueda resolver por la administrativa del distrito, se le dirijira con el funcionario encargado.

## **PROCEDIMIENTOS PARA EL MANEJO DE:**

- 1. Prepare su queja por escrito y entregela al jefe de valoracion o al dirigente de enlace para consideracion.**
- 2. Si la cuestion no se resuelve a su satisfaccion, entonces se entrega al funcionario encargado de la administrativa del distrito. De cualquier modo, si la queja es una que cae bajo la jurisdiccion de la Junta de Revision, el contribuyente sera dirijido a agotar sus remedios administrativos disponibles bajo elCodigo de Tejas para Impuestos de Propiedad. Si es apropiado, el funcionario encargado de la mesa directiva puede incluir ese articulo en la proxima junta regular para intentar a resolver el problema y/o queja. Quejas encontra del personal del distrito seran escuchadas durante la sesion ejecutiva a menos que el empleado del distrito solicite que sea escuchado durante la sesion publica.**
- 3. El funcionario encargado de la mesa directiva debe avisarle a todos de la fecha, tiempo y lugar de la junta regular. El funcionario encargado de la mesa directiva tambien informara al que puso la queja, del estado de su queja cada tres meses hasta que la cuestion ha llegado a su disposicion final por la mesa directiva del distrito.**
- 4. El funcionario encargado de la mesa directiva puede, a su discrecion, designar al dirigente de enlace para cumplir las responsabilidades enumeradas referidas y comunicarse con la persona que entrego la queja.**



\*VG-2156-2021-24\*

**Cameron County  
Sylvia Garza-Perez  
Cameron County Clerk**

**Instrument Number: 2021-24**

Public Notice

Recorded On: January 22, 2021 10:33 AM

Number of Pages: 6

**" Examined and Charged as Follows: "**

Total Recording: \$11.00

**\*\*\*\*\* THIS PAGE IS PART OF THE INSTRUMENT \*\*\*\*\***

Any provision herein which restricts the Sale, Rental or use of the described REAL PROPERTY because of color or race is invalid and unenforceable under federal law.

**File Information:**

Document Number: 24  
Receipt Number: 20210122000108  
Recorded Date/Time: January 22, 2021 10:33 AM  
User: Angela L  
Station: cclerk18\_07

**Record and Return To:**

CAMERON APPRAISAL DIST COPIES  
2021 AMISTAD DR. / P.O. BOX 1010  
SAN BENITO TX 78586



**STATE OF TEXAS  
Cameron County**

**I hereby certify that this Instrument was filed in the File Number sequence on the date/time printed hereon, and was duly recorded in the Official Records of Cameron County, Texas**

Sylvia Garza-Perez  
Cameron County Clerk  
Cameron County, TX