



VG-2156-2019-1040

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

Instrument Number: 1040

Public Notice

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**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

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 on Monday, the 2nd day of December, 2019 at 5:45 p.m. at 2021 Amistad Drive, San Benito, Texas

AGENDA

1. Meeting called to order
2. Pledge of Allegiance and Texas Pledge
3. Roll Call:

Board Members

- _____ David Argabright
- _____ Gloria Casas
- _____ David Garza
- _____ Vicente Mendez
- _____ Alta Monroe
- _____ Ricardo Morado
- _____ Laura Perez-Reyes
- _____ Jesse Villarreal
- _____ Gilbert Weaver

Ex Officio/Non-Voting

- _____ Tony Yzaguirre, Jr.

4. Public Access
5. Consider approval of minutes of Regular Board of Directors' meeting October 21, 2019.

Motion _____ Second _____ Vote _____

6. Liaison Officer's report
7. Consideration of and possible action regarding October 2019 financial reports.

8. Chief Appraiser's report:

A. Appointment of directors to 2020 Committees:

2019 Committees:

Audit/Budget – David Garza, Jesse Villarreal, Vicente Mendez
Insurance – Alta Monroe, David Argabright, Laura Perez-Reyes
Personnel – Ricardo Morado, Tony Yzaguirre, Jr., Gloria Casas

B. Lawsuit/Arbitration Update

C. CAD Directors appointments

Position 8
Position 9
Harlingen CISD

D. Recommendation for person to administer Oath of Office to directors in January

E. CAD Christmas Luncheon & Continuous Service Awards – **December 19**

F. CAD will be closed for Board approved holidays, **December 24th & December 25th** for the Christmas holiday and **January 1st** for the New Year's Day holiday.

G. 2020 Meeting Schedule - Next board meeting on **January 27, 2020**

H. Annual RGV-TAAO Tip-O-Tex Conference to be held at South Padre Island on **February 6-8, 2020**

I. TAAO Annual Conference to be held in Dallas on **February 23-26, 2020**

EXECUTIVE SESSION

9. Adjourn to Executive Session pursuant to Texas Government Code, Section 551.074 of the Texas Open Meetings Act for the following purpose(s):

Motion _____ Second _____ Vote _____

A. 551.074 - Personnel matters; For the purpose of considering the appointment, employment, compensation, evaluation, reassignment, duties, discipline or dismissal of a public officer or employee or to hear complaints or charges against a public officer or employee, including the annual evaluation of:

1. **Richard Molina, Chief Appraiser**

(Board reconvenes after Executive Session)

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

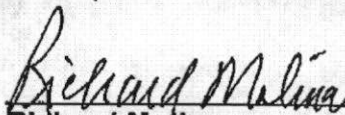
Motion _____ Second _____ Vote _____

- 11. 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 26th day of November, 2019 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 empiece 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 cortesa, 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 dirigira 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 dirigido a agotar sus remedios administrativos disponibles bajo el Codigo 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 en contra 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.