

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

Time & Date: 5:45 p.m. – April 18, 2022
Place: 2021 Amistad Drive - San Benito, Texas
Purpose: Regular Meeting

1. The meeting was called to order by Chair David A. Garza at 5:45 p.m. with a quorum present.
2. The Pledge of Allegiance followed by the Texas Pledge
3. Members present: David Argabright, Gloria Casas, David A. Garza, Alan Ozuna, Jim Tipton, Dr. Prisci Roca Tipton, Jesse Villarreal, Gilbert Weaver and Tony Yzaguirre, Jr.

Members absent: Frank Davalos, Jr.

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, CPA

4. Gilbert Weaver motioned to approve the minutes of the regular meeting on January 24, 2022. Seconded by Jesse Villarreal.

Aye - Eight (8)
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:
 - She continues to make monthly visits to the Brownsville Cameron County Tax Office which is scheduled on the 1st and 3rd Wednesday of each month from 8:30 a.m. to 12:00 p.m. Her last visit was on April 6th and her next scheduled visit is April 20th.

- There have been no scheduled events at this time
- ARB members completed their Comptroller required trainings and have adopted their hearing procedures.

7. CAD auditors of Oscar Gonzalez, CPA, recently completed the 2021 audit of the Cameron Appraisal District. A copy of the Auditor's Report was provided to Board members. Ms. Melissa Gonzalez was present to answer any questions. Ms. 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 previously met to review and discuss the audit on April 11 and consisted of CAD Staff and Board members David Garza, Dr. Prisci Roca Tipton and Jesse Villarreal. Also present at the meeting were Melissa Gonzalez and Yadira Rojas from the Auditor's office.

Jesse Villarreal motioned acknowledgment and acceptance of the 2021 Cameron Appraisal District Audit. Seconded by Dr. Prisci Roca Tipton

Aye - Eight (8)
Non-Voting – One (1)

8. Richard Molina reported that the CAD 2021 Budget has funds comprising of unassigned miscellaneous revenues and interest. The CAD requested the board's approval to designate these funds for use in funding the purchase of a True Prodigy appraisal system and related services. Mr. Molina further commented that the committed fund also has additional funds that have been previously committed to future projects. Mr. Molina expressed to the board that this new software is cloud based and uses the latest technology. Mr. Molina and staff attended demos at a recent conference and several staff members traveled to Webb CAD to see the software in action. Everyone had great things to say about the software and Mr. Molina believes it will provide a better and more functional system for staff as well as taxpayers.

After a lengthy discussion, Tony Yzaguirre, Jr. motioned to adopt the resolution (**Attachment A**) proposing a budget amendment to the 2021 and 2022 budget by transferring certain amounts from the committed fund balance for future projects, unspent budgeted funds, unbudgeted interest revenues, and unbudgeted miscellaneous revenues, to a fund covering the purchase of a True Prodigy appraisal system and related services (pending the sole source affidavit). Seconded by Gilbert Weaver.

Aye - Eight (8)
Non-Voting – One (1)

Mr. Molina commented that a letter and copy of the signed resolution would be sent to all taxing entities. After 30 days, the item will be placed on the agenda at the next meeting for final approval.

9. Board members were provided with the January, February and March 2022 financial report in their packets. Norma Jimenez provided the board with a detailed explanation of the March 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 .1500% and .1536% at Texpool. As of March 31, 2022, the Lone Star Bank account balance was \$1,473,998.15 earning an interest of \$139.16 and the Texpool Investment Fund balance was \$1,712,318.13 earning an interest of \$223.42.

The year-to-date interest earnings for all investments equal \$681.75.

11. The following information was provided in the Chief Appraiser's report:
 - A. The HB490 statement from BOD and chief appraiser regarding no delinquent taxes was provided to each board member and Chief appraiser to sign.
 - B. Each director was provided with the completed Methods and Assistance Program 2021 Report. The district received a grade of 100 in all areas.
 - C. The district has not received any news on outcome of the Comptrollers Property Value Study protest.
 - D. Appraisal notices will be mailed on April 14.
 - E. The Property Tax Protest and Appeal Procedures will be published in local newspapers as follows:
 - Valley Morning Star and Brownsville Herald (English & Spanish) – May 8
 - San Benito News (English & Spanish) – May 6
 - Port Isabel Press (English & Spanish) – May 5
 - F. A list of upcoming conferences was provided to the board members. Anyone interested in attending should contact Loretta.

12. No executive session was held. No action was needed on item #12.
13. Jim Tipton motioned to adjourn at 7:09 p.m. Seconded by David Argabright.

Aye - Eight (8)
Non-Voting – One (1)

APPROVED 

ATTEST 

STATE OF TEXAS §

SCANNED

COUNTY OF CAMERON §

RESOLUTION PROPOSING AMENDMENTS TO 2021 AND 2022 BUDGETS

WHEREAS, Board of Directors ("Board") of the Cameron Appraisal District ("District") has determined that the 2021 and 2022 budgets should be amended by transferring certain amounts from the committed fund balance for future projects, unspent budgeted funds, unbudgeted interest revenues, and unbudgeted miscellaneous revenues, to a fund covering the purchase of a True Prodigy appraisal system and related services, and

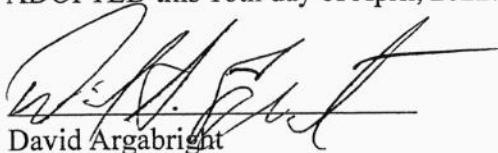
WHEREAS, section 6.06(c) of the Texas Tax Code requires the Secretary of the Board to deliver a written copy of any proposed amendment to the presiding officer of the governing body of each taxing unit participating in the District not later than the 30th day before the date the board acts on it.

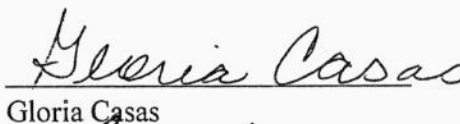
NOW THEREFORE, BE IT RESOLVED THAT for the purposes of funding the purchase of a True Prodigy appraisal system and related services, the Board hereby proposes to amend the 2021 and 2022 budgets to

1. Transfer \$289,881 from the committed fund balance for future projects to the 2022 budget,
2. Amend the 2021 budget to transfer \$147,859 in unspent budgeted funds from the 2021 audit to the 2022 budget,
3. Transfer \$1,544 in unbudgeted interest revenue to the 2022 budget, and
4. Transfer \$48,016 in unbudgeted miscellaneous revenues to the 2022 budget.

BE IT FURTHER RESOLVED that the Secretary of the Board is hereby directed to deliver a written copy of this resolution proposing to amend the 2021 and 2022 budgets to the presiding officer of the governing body of each taxing unit participating in the District.

ADOPTED this 18th day of April, 2022.


David Argabright


Gloria Casas


Frank Davalos, Jr.

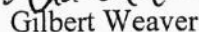

David Garza


Alan Ozuna


Jim Tipton


Dr. Prisci Roca Tipton


Jesse Villarreal


Gilbert Weaver


CAMERON APPRAISAL DISTRICT

Richard Molina - Chief Appraiser
P.O. Box 1010, 2021 Amistad Dr.
San Benito, Texas 78586
www.cameroncad.org
(956) 399-9322
(956) 541-3365
(956) 428-8020
Fax: (956) 399-6969



MEMBERS OF THE BOARD
David A. Garza, Chairperson
David Argabright, Vice-Chairperson
Jesse Villarreal, Secretary
Gloria Casas
Frank Davalos, Jr.
Alan T. Ozuna
Jim Tipton
Dr. Prisci Roca Tipton
Gilbert Weaver
Tony Yzaguirre, Jr., Ex-Officio

MEMORANDUM

TO: Board of Directors
CC: Chief Appraiser 
FROM: Norma Jimenez, Investment Officer
DATE: April 4, 2022

SUBJECT: 1st Quarter 2022 Investment Report

The Public Funds Investment Act, Section 2256.023, *Internal Management Reports*, requires that "not less than quarterly, the investment officer shall prepare and submit to the governing body of the entity a written report of investment transactions for all funds covered by the Public Investment Act for the preceding reporting period." Accordingly, the 1st Quarter Investment Report for 2022 is submitted for the Board of Directors' review and approval.

All Appraisal District Funds are invested in Public Fund accounts. At Lone Star National Bank, the Appraisal District's bank depository's holds approximately 1/2 of district's funds, and the TexPool Investment Pool holds the remaining funds (approximately 1/2 of total funds). All investment instruments in use are authorized under the Appraisal District's current Investment Policy and all applicable provisions of the Public Funds Investment Act

All funds on deposit with Lone Star National Bank, except those amounts covered by the FDIC, were fully collateralized as required by the Public Funds Investment Act. Lone Star National Bank submits monthly reports to the Cameron Appraisal District identifying the securities pledged as collateral securing the District's Funds. The pledged collateral is kept in safekeeping by an independent third party FHN Financial in the Appraisal District's name. On a monthly basis, FHN Financial will provide the Appraisal District a separate report validating the securities held for Lone Star National Bank on behalf of the Appraisal District. Funds were, at minimum, collateralized at 100% of the required amount during the period of this report. Shares in the TexPool Investment Pool were valued at an average of \$1.00 per share during the quarter reported. Investments in TexPool are not insured or guaranteed by the Federal Deposit Insurance Corporation or any other governmental agency. The goal of the TexPool Investment Pool, as required by the Public Funds Investment Act, is to maintain an average share value of \$1.00.

(ATTACHMENT B)

As of the last day of the reporting period (March 31, 2022), the Cameron Appraisal District's funds were invested as follows:

LONE STAR NATIONAL BANK (Checking Accts.)

<u>Month</u>	<u>Ending Balance</u>	<u>Interest Earned</u>	<u>Interest Rate</u>
Jan 2022	\$ 934,205.32	\$ 115.64	0.1000%
Feb 2022	\$ 431,714.48	\$ 65.92	0.1000%
Mar 2022	\$ 1,473,998.15	\$ 139.16	0.1500%

TEXPOOL INVESTMENT FUND

<u>Month</u>	<u>Ending Balance</u>	<u>Interest Earned</u>	<u>Interest Rate</u>
Jan 2022	\$1,712,011.73	\$ 54.63	0.0376%
Feb 2022	\$1,712,094.71	\$ 82.98	0.0632%
Mar 2022	\$1,712,318.13	\$ 223.42	0.1536%

OTHER INVESTMENTS (CD'S and/or T-Bills)


<u>Description</u>	<u>Issue Date</u>	<u>Amount</u>	<u>Interest Rate</u>	<u>Term</u>	<u>Maturity Date</u>
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None during this Period

Note: The current interest rate at Lone Star is 0.150%, and today's rate at Texpool is 0.1536%.

The Year-to-Date interest earnings for all investments equal \$681.75.

The Appraisal District staff submits the 1st Quarter Investment Report. Please let me know if you have any questions.



 Norma Jimenez
 Finance Director
 Investment Officer

SIGN-IN REQUEST

Cameron Appraisal District
P.O. Box 1010
San Benito, Texas 78586
956-399-9322
956-541-3365
956-428-8020

I hereby request to address the Board of Directors of the Cameron Appraisal District regarding the following subjects:

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

7. _____

April 18, 2022 – Regular Board Meeting
DATE