



MINUTES

REGULAR BOARD OF DIRECTORS MEETING

HIDALGO COUNTY APPRAISAL DISTRICT

4405 South Professional Drive
Edinburg, Texas

August 11, 2021

BOARD MEMBERS PRESENT: Richard A. Garza, Chairman
Albert Cardenas, Vice-Chairman
Amador Requenez, Secretary
Eddy Betancourt, Member
Joe D. Olivarez, Member
Pablo "Paul" Villarreal, Jr. Non-Voting Member

BOARD MEMBERS ABSENT: None

OTHERS PRESENT: Rolando Garza, RPA, Chief Appraiser
Janie Espinoza, Executive Secretary
Lydia Elizondo, Finance/Personnel Director
Jorge Gonzalez, Asst. Chief Appraiser
Brent Cavazos, Associate Chief Appraiser
Richard S. Talbert, HCAD Legal Counsel

ITEM 1. DECLARATION OF QUORUM AND CALL TO ORDER - Mr. Richard A. Garza, Chairman of the Board determined a quorum was present and called the meeting to order at 3:04 p.m.

ITEM 2. PLEDGE OF ALLEGIANCE – Mr. Richard A. Garza, Chairman of the Board requested for Mr. Paul Villarreal, Board member to lead the Board in the Pledge of Allegiance.

ITEM 3. REVIEW AND CONSIDER THE APPROVAL OF THE MINUTES FOR THE REGULAR MEETING HELD JULY 14, 2021 – Mr. Albert Cardenas, Vice-Chairman of the Board motion to approve the minutes of the meeting held July 14, 2021. Mr. Eddy Betancourt, Member of the Board seconded the motion. Motion passed unanimously.

ITEM 4. PUBLIC COMMENTS ON APPRAISAL DISTRICT AND APPRAISAL REVIEW BOARD POLICIES AND PROCEDURES- The Chairman of the Board was informed there were no taxpayers present for public comments.

ITEM 5. REPORT FROM LIAISON OFFICER - Mrs. Lydia Elizondo reported to the Board she received two complaints in the month of July from Mr. Akhtar Kamal and Ms. San Juanita Gomez complaining about two employees. Mrs. Elizondo informed the Board he had had responded to both Mr. Kamal and Ms. Gomez apologizing on behalf of the Appraisal District for the employee's behavior

ITEM 6. ACCOUNTING & FINANCE REPORTS - Mrs. Lydia Elizondo, Finance Director-

a. Accounts Receivable – Mrs. Elizondo advised the Board there were no entities delinquent with their assessment fees.

6b. Balance Sheet -

Mrs. Elizondo explained the Balance Sheet in detail to the Board. After further review of the report, no discussion held.

6c. Budget Report -

Mrs. Elizondo explained the Budget Report in detail to the Board. After further review of the report, no discussion held.

6d. Disbursements -

The Board was provided with a list of disbursements for the month of June. Mrs. Elizondo stated she would answer any questions the Board had regarding the list of disbursements. After further review of the disbursements lists no discussion was held.

6e. Collection Summary Report for Unrendered Personal Property -

Mrs. Elizondo explained there were no penalty fees collected for the month of July.

Collection Summary Report for Un-rendered Personal Property		
HCAD Penalties from Entities (5%)		\$
Total for the month July 2021		\$
Total Year-To-Date (HCAD Penalties (5%))		\$ 48,687.10

ITEM 7. PRESENTATION, DISCUSSION AND POSSIBLE ACTION TO APPROVE

HCADS 2020 AUDIT– Mr. Rolando Garza, Chief Appraiser informed the Board Mr. Oscar Gonzalez was not able to be present for the 2020 Financial Audit Presentation. Therefore, Mr. Garza requested to table this item for September meeting. A motion was made by Mr. Eddy Betancourt, Member of the Board to table Item 7 and be placed back on the agenda in September. Motion was seconded by Mr. Albert Cardenas, Vice-Chairman of the Board. Motion passed unanimously

ITEM 8. DISCUSSION AND POSSIBLE ACTION ON DEED SOFTWARE (JUST APPRAISED) FOR

REMAINDER OF FY 2021-Mr. Rolando Garza, Chief Appraiser informed the Board Mr. Richard Talbert, HCAD legal counsel had reviewed the Contract. The contract had been signed and was renewed in January, therefore no action is needed for this item.

ITEM 9. CHIEF APPRAISERS REPORT -

9a. Employees hired & vacant positions -

Mr. Garza informed the Board he had six vacancies. He further stated advertisement had been made and was in the process to interview in the next few weeks.

9b. Presentation to Commissioners Court, July 13, 2021-

Mr. Garza informed the Board he had a presentation with the Commissioners Court on July 13, 2021. At that presentation Mr. Garza explained to the Commissioners Court and everyone present about the property appraisal process and appraisal protest procedures. He also gave an insight to the number of properties that have increased in value, and the number of protests filed for 2021.

ITEM 10. REPORT ON CERTIFICATION OF 2021 APPRAISAL ROLLS-The Board was provided with a copy of spreadsheet reflecting the 2021 certified values. Mr. Rolando Garza Chief Appraiser explained there had been an 8.67% increase in value from 2020 to 2021. Mr. Garza, Chief Appraiser informed the Board there were still about 4,000 pending protest accounts. The values could be dwindling down as protests are heard.

ITEM 11. APPRAISAL REVIEW BOARD AND ACTION IF NEEDED -

a. ARB member’s attendance report -


Prior to the meeting, a copy of “ARB Attendance Report” was mail to the Board on the current ARB members. The report reflected very good attendance from the ARB.

b. Presentation by ARB Chairman to Board of Directors regarding process of 2020 ARB hearings -

Mr. Garza, Chief Appraiser informed the Board Ms. Kelly Flores, ARB Chairman was unable to attend the meeting but would be present at the September meeting to provide her feedback on the process of the 2021 ARB hearings. A motion was made by Mr. Albert Cardenas, Vice-Chairman of the Board to table Item 11b. and be placed back on the agenda in September. Motion was seconded by Mr. Amador Requenez, Secretary of the Board. Motion passed unanimously

c. Status report on 2021 pending protests and balance of 2021 schedule -

Mr. Garza, Chief Appraiser provided the Board with a breakdown of the 2021 pending protests as follows:

 2021 ARB Pending Protests	
41.44 (Timely)	2,235
41.44B (Untimely)	1,180
Grand Total Protests	3,415

d. Correction to appraisal roll under Section 25.25(b) -

Mr. Rolando Garza, Chief Appraiser briefly explained to the Board as required by the Texas Property Tax Code Section 25.25(b), a list of those accounts with changes that exceeded the five-year limitation for the appraisal district to make clerical error changes or changes to the Appraisal Roll.

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ITEM 12. DISCUSSION AND POSSIBLE ACTION TO APPEAL ARB ORDER OF DETERMINATION ON PROTESTED ACCOUNTS- The above item is a standard item on the Board of Directors agenda.

ITEM 13. SELECTION OF BOARD OF DIRECTORS 2022-2023 – Mr. Garza, Chief Appraiser briefly explained to the Board, the election process for the 2022-2023 Board of Directors is right around the corner. The timeline for submitting nominations and votes will be mailed to all entities on August 15, 2021.

ITEM 14. 34th ANNUAL LEGAL SEMINAR ON AD VALOREM TAXATION, HYATT REGENCY SAN ANTONIO RIVERWALK - Mr. Garza informed the Board the 34th Annual Legal Seminar on Ad Valorem Taxation will be held in San Antonio on August 25, 2021 thru August 27, 2021. Anyone wishing to attend needed to inform Mr. Rolando Garza or Janie Espinoza.

ITEM 15. DISCUSSION OF ITEMS TO BE PLACED ON FUTURE BOARD OF DIRECTORS AGENDA - The above item is a standard item on the Board of Directors agenda. The item is used by Board members to place items on Board of Directors agenda.

CONSENT AGENDA

ITEM 16. DEPARTMENT REPORTS - a. Property Records; b. Real Estate; c. Personal Property; d. Data Processing; e. Market Analysis; f. GIS/Mapping; g. Safety Coordinator's Report - All of the above reports were mailed to the Board prior to the meeting.

Item 16 a. Property Records - Mrs. Blanca Perez, Supervisor - The Board reviewed the monthly report for the Property Records department. After review of the report, no further discussion was held.

Item 16 b. Real Estate - Mr. Javier Gonzalez, Supervisor - The Board reviewed the monthly report for the Real Estate department. After review of the report, no further discussion was held.

Item 16 c. Personal Property - Mr. Rolando Mejia, Supervisor - The Board reviewed the monthly report for the Personal Property department. After review of the report, no further discussion was held.

Item 16 d. Data Processing - Mr. George Gandara, Data Processing Supervisor - The Board reviewed the monthly report for the Data Processing department. After review of the report, no further discussion was held.

Item 16 e. Market Analysis - Mrs. Eva Quintanilla, Supervisor - The Board reviewed the monthly report for the Market Analysis department. After review of the report, no further discussion was held.

Item 16 f. GIS/Mapping - Mr. Polo Olivarez, Supervisor - The Board reviewed the monthly report for the GIS/Mapping department. After review of the report, no further discussion was held.

Item 16 g. HCAD Safety Coordinator's Report – Mr. Rolando Garza, Chief Appraiser reported no activities for the month.

EXECUTIVE SESSION

ITEM 17. PERSONNEL MATTERS-EXECUTIVE SESSION AS AUTHORIZED BY SECTION 551.074 OF THE TEXAS OPEN MEETINGS ACT, TEXAS GOVERNMENT CODE – No Action taken on this item.

ITEM 18. PENDING LITIGATION-EXECUTIVE SESSION PURSUANT TO TEXAS GOVERNMENT CODE, SECTION 551.071 OF THE TEXAS OPEN MEETINGS ACTS – No Action taken on this item.

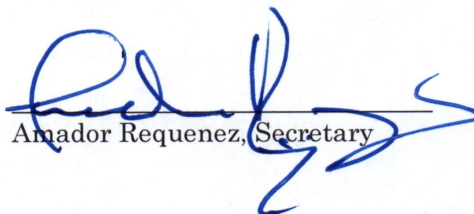
ITEM 19. POSSIBLE ACTION ON EXECUTIVE SESSION ITEMS - No action taken on either Item 16 or 18.

ADJOURNMENT - There being no further business before the Board, meeting adjourned at 3:29 p.m.

Board minutes approved this 08th day of September 2021.



Richard A. Garza, Chairman



Amador Requenez, Secretary