



MINUTES
HIDALGO COUNTY APPRAISAL DISTRICT
4405 South Professional Drive
Edinburg, Texas

March 9, 2022

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

BOARD MEMBERS PRESENT (VIA WEBEX):
Richard A. Garza, Member

BOARD MEMBERS ABSENT: None

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

ITEM 1. DECLARATION OF QUORUM AND CALL TO ORDER - Mr. Albert Cardenas, Chairman of the Board determined a quorum was present and called the meeting to order at 3:02 p.m.

ITEM 2. PLEDGE OF ALLEGIANCE – Mr. Albert D. Cardenas, Chairman of the Board lead the Board in the Pledge of Allegiance.

ITEM 3. REVIEW AND CONSIDER THE APPROVAL OF THE MINUTES FOR THE REGULAR SCHEDULED MEETING HELD MARCH 09, 2022 - Mr. Joe Olivarez, Vice-Chairman of the Board made a motion to make a correction to February 16, 2022 minutes to reflect Mr. Richard A. Garza attending via Webex. 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 – There were no taxpayers present for public comments.

ITEM 5. REPORT FROM LIAISON OFFICER - Mrs. Tamara Garcia reported no activities for the month.

ITEM 6. ACCOUNTING & FINANCE REPORTS - Mrs. Tamara Garcia, Accountant – The Board was provided with the February Accounting and Finance Reports.

a. Accounts Receivable –

Mrs. Garcia explained the Accounts Receivable report for February. Mrs. Garcia’s report reflected the following entities delinquent with their assessment fees as follows:

Accounts Receivable					
	2022 1st Quarter	2022 2nd Quarter	2022 3rd Quarter	2022 4th Quarter	2021 4th Quarter
Special Entities	Drainage District #1				EMS District #4, Red Sands
Cities	City of Edcouch, City of La Villa				City of Mercedes, City of Penitas, City of Progreso
ISD'S	Lyford ISD, Monte Alto ISD, Progreso ISD				

b. Balance Sheet –

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

c. Budget Report -

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

d. Disbursements -

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

e. Collection Summary Report for Un-rendered Personal Property -

Mrs. Garcia explained the Collection Summary Report for Un-rendered Property in detail to the Board. Mrs. Elizondo’s report reflected there were no penalty fees collected for the month.

Collection Summary Report for Un-rendered Personal Property		
HCAD Penalties from Hidalgo County (5%)	\$27,205.17	
Total for month of February 2021		\$ 27,205.17
Total Year-To-Date (HCAD Penalties 5%)		\$ 27,205.17

ITEM 7. CHIEF APPRAISERS REPORT, Mr. Rolando Garza, Chief Appraiser -

7a. Report on Employee's Hired and Vacant Positions –

Prior to the meeting, the Hidalgo County Appraisal District provided a list of vacant positions to the Board. Mr. Garza, Chief Appraiser, provided the Board with an update on the vacant positions. Mr. Garza continued to say he had two Data Entry Operator positions in the Property Records department and one for the Real Estate Department, Two appraiser's positions in the Real Estate department and one in the Personal Property department. Mr. Garza continued to say he is currently advertising for all six positions and will be interviewing in the near future.

7b. Presentation to property owners regarding questions on property appraisals & property taxes on February 23, 2022-

Mr. Garza, Chief Appraiser informed the Board the district along with the County Tax Office and Linebarger, Goggin, Blair & Sampson had been hosting quarterly seminars for the public.

Mr. Garza continued to explain the purpose of these seminars is to answer questions property owners may have regarding property valuations, tax collections and delinquent tax collections.

7c. Meeting with McAllen ISD Board of Trustees on February 28, 2022-

Mr. Garza informed the Board he had met with McAllen ISD Board of Trustees regarding the Property Value Study. At that meeting it was discussed the City did not meet the 95%, therefore the Appraisal district is filing a protest. The deadline to file protest is March 14, 2022.

ITEM 8. DISCUSSION AND POSSIBLE ACTION TO DECLARE ITEMS AS SALVAGED

ITEMS – Prior to the meeting the Board was provided with a list of HCAD's salvaged items. Mr. Rolando Garza, Chief Appraiser informed the Board these items had little or no value.

After review of the list and a brief discussion, a motion was made by Mr. Eddy Betancourt, Member of the Board and seconded by Mr. Joe Olivarez, Vice-Chairman of the Board to authorize the Chief Appraiser to declare such items as salvaged items and dispose of such items properly. Motion passed unanimously.

ITEM 9. DISCUSSION AND POSSIBLE ACTION TO AUTHORIZE THE CHIEF APPRAISER TO DISPENSE WITH NOTICES OF APPRAISED VALUE ON THOSE PROPERTIES THAT INCREASED \$1,000 OR LESS, AS DESCRIBED UNDER SECTION 25.19 OF THE TEXAS PROPERTY TAX CODE –

Mr. Rolando Garza, Chief Appraiser informed the Board Section 25.19 of the Texas Property Tax Code allows the Chief Appraiser, with the authorization of the Board, to dispense with notices of appraised value on all properties that have increased in value by \$1,000.00 or less. Mr. Garza stated he was therefore requesting authorization from the Board to dispense with notices of appraised value on those properties that increased in value by \$1,000 or less.

After a brief discussion, Mr. Amador Requenez, Secretary of the Board made a motion to authorize the Chief Appraiser to dispense sending the required notice on properties where the value had increased by \$1,000 or less as required by Section 25.19(g) of the Texas Property Tax Code. Mr. Joe Olivarez, Vice-Chairman of the Board seconded the motion. Motion passed unanimously.

ITEM 10. APPRAISAL REVIEW BOARD & ACTION IF NEEDED -

a. ARB member's attendance report -

Prior to the meeting, the Board was provided with a copy of the "ARB Attendance Report" on the current Appraisal Review Board (ARB) members. The report reflected very good attendance from the ARB.

b. ARB discussion on 2022 Protest Period- Mr. Garza, Chief Appraiser briefly explained to the Board the 2022 Protest Period. As soon as there are procedures in place on the handling of the hearings, Mr. Garza will be updating the Board of the outcome.

c. Tentative 2022 ARB hearing dates- Prior to the meeting the Board was provided with a copy of the tentative 2022 ARB hearing dates. Mr. Garza informed the Board the 2022 ARB hearings would begin on May 18, 2022 with the last of the hearings and approval of records being July 15, 2022.

ITEM 11. DISCUSSION ON APPROVED ARB PROCEDURES-

Mr. Rolando Garza, Chief Appraiser informed the Board the Tax Code now required a Public Hearing from the ARB to approve the Hearing procedures. Therefore, the ARB had a public hearing on February 15, 2022 to approve their hearing procedures with changes. Said procedures has been submitted to the Board of Directors.

ITEM 12. DISCUSSION ON APPOINTMENT TO THE 2022 TAAD BUDGET COMMITTEE-

Mr. Rolando Garza, Chief Appraiser informed the Board he had been appointed to the 2022-2023 TAAD Budget Committee. This will require some traveling to Austin to attend meetings.

ITEM 13. DISCUSSION AND ACTION ON PARKING AGREEMENT WITH HIREN GOVIND OF MARRIOT TOWNHOUSE PLACE SUITES-

Mr. Rolando Garza, Chief Appraiser informed the Board Mr. Govind from Marriot Townhouse Place Suites had asked to use the north side of HCAD for excess parking between the hours of 4-10p.m on weekdays and 4 p.m.-2am on weekends. Mr. Govind will provide security and cleaning with liability insurance.

Mr. Richard Talbert, HCAD legal counsel recommended to the Board he will review and revise the legal agreement by the next Board meeting.

Mr. Eddy Betancourt, Member of the Board made a motion to accept the recommendation of the Attorney. Mr. Joe Olivarez, Vice-Chairman of the Board seconded the motion. Motion passed unanimously.

ITEM 14. 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 15. DISCUSSION AND ACTION ON DATE & PLACE FOR BOARD OF DIRECTORS CHRISTMAS DINNER - Mr. Garza, Chief Appraiser, stated it was early in the year and he was recommending a date and place be selected to reserve for the Board of Directors Christmas Dinner.

After discussion among the Board, it was the consensus of the Board to hold the Board of Directors Christmas Dinner on December 8, 2022, the second Wednesday in December at Prime Steak & Seafood in McAllen, Texas.

ITEM 16. 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.

1. Request for qualifications for architect for building expansion

CONSENT AGENDA

ITEM 17. DEPARTMENT REPORTS - a. Property Records; b. Real Estate; c. Personal Property; d. Data Processing; e. Market Analysis; f. GIS/Mapping; g. HCAD Safety Coordinator's Report -

Item 17 a. Property Records - Mrs. Blanca Perez, Supervisor - The Board was provided with copies of the monthly reports for February for the Property Records department for their review.

Item 17 b. Real Estate - Mr. Javier A. Gonzalez Supervisor - The Board was provided with copies of the monthly reports for February for the Property Records department for their review.

Item 17 c. Personal Property - Mr. Rolando Mejia, Supervisor - The Board was provided with copies of the monthly reports for February for the Property Records department for their review.

Item 17 d. Data Processing - Mr. George Gandara, Data Processing Manager - The Board was provided with copies of the monthly reports for February for the Property Records department for their review.

Item 17 e. Market Analysis - Mrs. Eva Quintanilla, Supervisor - The Board was provided with copies of the monthly reports for February for the Property Records department for their review.

Item 17 f. GIS/Mapping - Mr. Polo Olivarez, Supervisor - The Board was provided with copies of the monthly reports for February for the Property Records department for their review.

Item 17 g. HCAD Safety Coordinator's Report - Safety Coordinator – No activities were reported for the month.

EXECUTIVE SESSION

ITEM 18. PERSONNEL MATTERS-EXECUTIVE SESSION AS AUTHORIZED BY SECTION 551.074 OF THE TEXAS OPEN MEETINGS ACT, TEXAS GOVERNMENT CODE –

No action was taken on this item.

ITEM 19 PENDING LITIGATION-EXECUTIVE SESSION-PURSUANT TO THE TEXAS GOVERNMENT CODE, SECTION 551.071 OF THE TEXAS OPEN MEETINGS ACT –

Mr. Talbert provided the Board with a list of all pending litigation.

REGULAR SESSION

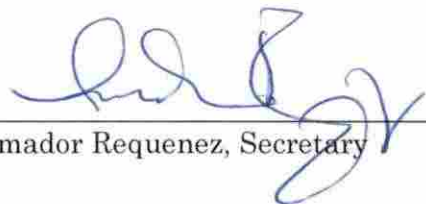
ITEM 20. POSSIBLE ACTION ON EXECUTIVE SESSION ITEMS - No action taken on either Item 18 or 19.

ADJOURNMENT - There being no further business before the Board, Meeting adjourned at 3:29 pm.

Board Minutes approved this 13th day of April 2022.



Albert D. Cardenas, Chairman



Amador Requenez, Secretary