



Mark W. Price  
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MINUTES OF MEETING  
May 13, 2021  
BRAZOS CENTRAL APPRAISAL DISTRICT  
BOARD OF DIRECTORS

1. **Declaration of Quorum and Call to Order**

Bill Lero, as Chairman, having determined that a quorum was present, called the meeting to order at 8:30 a.m. on Thursday, May 13, 2021 at 4051 Pendleton Dr., Bryan, Texas.

Members Present: Bill Lero (Chairman), Kyle DeWitt, Jason Bienski, J.J. Ruffino, Tim Jones, Ron Kaiser and Kristy Roe.

Members Absent: John Flynn

BCAD Staff: Mark Price, Dana Horton, Jon Miller and Ashley McGuire

2. **Acknowledgement of visitors and hear citizen comments.**

None

3. **Recognition of affidavits (if any) filed in response to State law on disclosure of conflict of interest.**

None.

4. **Consent Agenda.**

The following items, being on the consent agenda, were considered:

- a. Approval of cash disbursements for April 2021.
- b. BCAD financial account review.
- c. Board of Director minutes for previous meeting(s).

Mr. Lero asked that the Board review the consent agenda for consideration. Mr. Tim Jones made a motion to approve the consent agenda as presented. Mr. Kyle DeWitt seconded and the motion was unanimously passed.

5. **The Brazos Central Appraisal District Board of Directors has determined it necessary to go into Executive Session under the provisions of Sec. 551 of the Texas Government Code and the following topics will be discussed”**

Mr. Lero announced that the Board of Directors would conduct an executive session under Section 551.071 & 551.074 of the Government Code and moved into the executive session at 8:35 AM.

- a. **Under Sec. 551.071; Consultation with an attorney regarding pending or contemplated litigation, settlement offers.**
- b. **Under Sec. 551.074 Personnel Matters**
- c. **Action, if any, on Executive Session.**

No action is needed at this time as a result of discussions held under executive session.

6. **Discussion, consideration and possible action on:**

a. **Proposed Settlements of Pending Litigation:**

(1) **Cause No. 18-002275-CV-272**

Mr. Time Jones made a motion to accept the proposed settlements as outlined below as a result of the discussion held in executive session as allowed under Texas Government Code Section 551.071. Mr. Kyle DeWitt seconded this motion and the vote was unanimously passed. Period

YEAR	PID	AGREED VALUE
2018	302495	\$29,500,000
2019	302495	\$27,500,000

(2) **Cause No. 19-002818-CV-CCL1**

Mr. J.J. Ruffino made a motion to accept the proposed settlement as outlined below as a result of the discussion held in executive session as allowed under Texas Government Code Section 551.071. Mr. Ronald Kaiser seconded this motion and the vote was unanimously passed.

YEAR	PID	AGREED VALUE
2019	103493	\$338,377

b. **Budget Committee**

The Board of Directors collectively determined that the 2022 Budget Committee would consist of Mr. Kyle DeWitt, Ronald Kaiser and Tim Jones.

c. **Interface EAP Report**

Mr. Price asked the Board to review the Interface EAP Analysis of Utilization Report Employee Assistance Program as presented. This item was for review only, no action needed.

d. **Taxpayer Liaison Report**

The Board of Directors then review the Taxpayer Liaison Report submitted by Mr. Ray Grisham as presented. This item was for review only, no action needed.

e. **Update Personnel Policy #235; Sick Leave.**

Mr. Price then asked the Board to approve the amended Personnel Policy #235 which will include the following statement: If all leave is exhausted, Sick Leave may be made-up with an allowance of up to 2 hours within a pay period with Director's approval. Mr.

Tim Jones approved this amendment as presented. Mr. Kyle DeWitt seconded and the vote was unanimously passed.

**f. Extension of contract with Extraco Bank.**

Mr. Price asked the Board of Directors as to their preference to either extend the contract with Extraco Bank for an additional two-year period or to solicit bids to designate a depository for the district. Mr. J.J. Ruffino made a motion to extend the contract with Extraco Bank. Mr. Tim Jones seconded this motion and it was unanimously passed.

**7. Chief Appraiser Update on Appraisal District activities, attendance at meetings and events, information on upcoming activities, meetings and events.**

**a. April 2021 appraisal calendar activity.**

Mr. Price discussed with the Board of Directors what information was currently available in regard to Senate Bill 63 which would set term limits for Board of Director members. Mr. Price said he would give more information as it is available if and when this Bill passes. He also stated the possible need for outsourcing BCAD mapping or deed processing going forward. There was also discussion as to continue posting meetings through zoom in which is was agreed upon to continue with zoom meetings through the end of this current year.

**8. Consideration of other business and future agenda items – no action to be taken.**

Mr. Ronald Kaiser asked that Mr. Jon Miller, BCAD Attorney, prepare and present a process to the Board of Directors for their consideration as to how to proceed with their search for a Chief Appraiser in preparation of Mr. Price's anticipated retirement.

**9. Consideration and action for date, place, time and agenda for next meeting.**

The next BOD meetings were set for Monday, June 14, 2021 at 8:30 a.m.


**10. Adjournment.**

There being no further business, the meeting was adjourned at 10:22 a.m.

Examined and approved this 14 -day of June 2021.



Accepted: Chairman



Accepted: Secretary

Accepted: Vice-Chairman