



Mark W. Price  
Chief Appraiser  
Telephone: (979) 774-4100  
Facsimile: (979) 774-4196

---

**MINUTES OF MEETING**  
**June 14, 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 Monday, June 14, 2021 at 4051 Pendleton Dr., Bryan, Texas.

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

Members Absent: John Flynn

BCAD Staff: Mark Price, Dana Horton and Ashley McGuire

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

Nick Fusco, BCAD Attorney.

**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 May 2021.
- b. BCAD financial account review.
- c. Approval of Board of Director minutes for previous meeting(s).

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

**5. The Brazos Central Appraisal District Board of Directors has determined that it is reasonable and necessary to go into an Executive Session to discuss the following matters:**

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 a.m.

- a. Consultation with BCAD's legal counsel regarding legal matters or pending and/or contemplated litigation or settlement offers – Texas Government Code Section 551.071.
- b. Deliberations regarding personnel matters relating to the appointment and employment of the chief appraiser – Texas Government Code Section 551.074.
- c. Action, if any, on Executive Session.

Mr. Lero reconvened into regular session at 9:16 a.m. 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:**

Mr. Ronald Kaiser 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. Tim Jones seconded this motion and the vote was unanimously passed.

1. **Cause No. 19-002458-CV-361**

YEAR	PID	AGREED VALUE
2019	302489	\$6,149,750
2020	302495	\$6,148,753
2019	412941	\$12,000,000
2020	412941	\$12,000,000

2. **Cause No. 19-002575-CV-272**

YEAR	PID	AGREED VALUE
2019	89741	\$7,625,000
2019	84979	\$6,625,000
2019	92657	\$7,725,000
2019	375693	\$6,725,000

3. **Cause No. 19-002641-CV-361**

YEAR	PID	AGREED VALUE
2019	10525	\$7,366,870
2020	10525	\$6,524,814
2019	10530	\$5,933,130
2020	10530	\$5,254,955

4. **Cause No. 19-002642-CV-361**

YEAR	PID	AGREED VALUE
2019	38985	\$13,600,000

2020 38985 \$14,200,000

**5. Cause No. 19-002716-CV-85**

YEAR	PID	AGREED VALUE
2019	42165	\$1,625,000

**b. Formation of a committee to assist Board in selection of new Chief Appraiser.**

Mr. Kyle DeWitt made a motion to create a committee to assist the Board in selecting a new Chief Appraiser and to appoint Mr. Ronald Kaiser, Mr. Tim Jones and Mr. Jason Bienski to said committee. Mr. J.J. Ruffino seconded and the motion was unanimously passed.

**c. Preliminary 2022 Brazos Central Appraisal District Operating Budget.**

**i. Budget Committee:**

The Budget Committee allowed Mr. Price to present the 2022 Preliminary Budget to the Board to review along with a letter that will be mailed to each of the participating Taxing Entities. The Board review the information as presented and no additional discussion or concerns were addressed regarding the information presented.

**d. Discussion regarding performance of Homestead Audit.**

Mr. Price discussed the need for a Homestead Audit and asked the Board's opinion as how they would like to proceed with this request based on the needs of the district related to this matter. The Board asked that this item be put on hold for the time being to allow for more information to be gathered as it relates to a cost and scope of work.

**e. Discussion regarding Depository Bid process.**

Mr. Price stated that our current depository will not be able to extend our current banking contract with the same perimeters as previously entered into, therefore, the district has placed an RFP out for our depository needs. The deadline for submitting all Depository Bids to our office is July 9, 2021.

**f. Discussion of Preventative Maintenance contract for HVAC system.**

Mr. Price asked the Board to consider entering into a preventative maintenance contract for our HVAC system as presented which will also include providing and installing filters as needed. Mr. Ronald Kaiser made a motion to accept the contract as presented and Mr. Tim Jones seconded. The motion was unanimously passed.

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

**a. May 2021 appraisal calendar activity.**

Mr. Price stated that District is currently active with work as it relates to our 2021 protest season. He also made a note that the Board might want to think about staggering term appointments due to the new legislative changes that could impact Board of Director term limits.

**8. Consideration of other business and future agenda items.**

None

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

The next meeting was set for Thursday July 15, 2021 at 8:30 a.m. with the location of the meeting being held at the Brazos County Tax Office.

**10. Adjournment.**

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

Examined and approved this 15<sup>th</sup> day of July 2021.

  
\_\_\_\_\_  
Accepted: Chairman

  
\_\_\_\_\_  
Accepted: Secretary

  
\_\_\_\_\_  
Accepted: Vice-Chairman