



Dana Horton
Chief Appraiser
Tel (979) 774-4100
Fax (979) 774-4196

MINUTES OF MEETING
18 April 2024
BRAZOS CENTRAL APPRAISAL DISTRICT
BOARD OF DIRECTORS

1. Declaration of Quorum and Call to Order.

Bill Lero as Chair, having determined that a quorum was present, called the meeting to order at 8:30 a.m. on Thursday 18 April 2024 at 4051 Pendleton Dr., Bryan, Texas.

Members Present: Bill Lero (Chair), Ron Kaiser, Raul Pendas, Kristy Roe, Rick Lemons and Silas Garrett.

Members Absent: John Flynn, Kyle DeWitt.

BCAD Staff: Dana Horton, David Kehlenbrink, and Debbie Lockledge.

BCAD Staff Absent: Scott Warren

Guests: Jon Miller as Brazos CAD legal counsel; Jonna Schreiber.

2. Acknowledgement of Visitors and Hear Citizen Comments.

Mr. Lero acknowledged everyone who was in attendance as listed above.

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 March 2024.
- b. Brazos CAD financial account review.
- c. Board of Directors minutes for previous meeting(s).

Ms. Roe noted that as of 7/01/2024 she will become a voting member of the Board of Directors. Prior to that date she can make a motion, but not second a motion or vote. With that information, Ms. Roe made the motion to approve the consent agenda; Dr. Kaiser seconded the motion.

Mr. Lero asked about the Quarterly Investment Report, noting that it shows interest earned of \$36,000. Ms. Horton confirmed that is Brazos CAD money that is kept separate and is accounted for separately. She went over in detail what information is contained in the Investment Report, and noted that she misspoke last month in her response to Mr. Flynn when she stated Brazos CAD

receives approximately \$25,000 – 30,000 monthly, but it is quarterly. After further discussion, the Board returned to the motion on the table regarding the consent agenda, the motion passed unanimously.

5. Executive Session

The Brazos Central Appraisal District determined that it is reasonable and necessary to go into an Executive Session, and recessed the regular session at 8:46 a.m. The Board immediately went into Executive Session to discuss the following matter(s):

- a. Pursuant to Texas Government Code §551.071:
 - (1) To meet with its attorney and seek advice regarding pending or contemplated litigation and settlement offers; and
 - (2) To consult with its attorney regarding matters on which the attorney has a duty to advise the Board under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas.
- b. Pursuant to Texas Government Code §551.074:
 - (1) To discuss personnel matters; and
 - (2) To deliberate the evaluation and duties of the Chief Appraiser.

No action was taken on the Executive Session. The Board adjourned the Executive Session at 9:50 a.m. and immediately reconvened in Regular Session.

6. Discussion, consideration and possible action on:

a. Proposed Settlements of Pending Litigation.

Dr. Kaiser made the motion to approve all proposed settlements as presented and outlined in Addendum A (see attached); Mr. Garrett seconded the motion. The motion passed unanimously.

b. Review of Sample Report(s) provided by Gallagher Benefit Services, Inc. and consideration of their bid proposal for a job demands review as submitted in response to RFP No. 24-001.

Dr. Kaiser noted that the document Gallagher Benefit Services, Inc. provided was a questionnaire and not a sample report as requested; therefore, he recommended no action be taken until they provide the sample report. Mr. Lero concurred as did the other Board members. No action was taken.

c. Update on EagleView Aerial Flights.

Ms. Horton presented, noting that a meeting is scheduled for later today at Brazos CAD for EagleView representatives to present to the taxing jurisdictions, showing them how to access the flight data, what they can do with it, the various uses, etc. Dr. Kaiser asked if a Board member could attend that meeting; Ms. Horton responded it would be fine as long as the number of Board members attending will not constitute a quorum.

d. Chief Appraiser's 1st Quarter Investment Report for 2024.

Mr. Lero noted this was discussed earlier in the meeting. Ms. Horton noted she had nothing more to add to that discussion, and suggested that in the future this agenda item be immediately after the consent agenda.

e. Acknowledgement of the Taxpayer Liaison Officer's 1st Quarter Report for 2024.

Mr. Lero noted that the TLO had received two complaints that were covered in his report. Ms. Horton gave some background information on ownership changes that were not entered correctly and pointed out that these are being corrected as soon as they are brought to our attention.

8. Chief Appraiser Update on Appraisal District Activities, Attendance at Meetings and Events; Information on Upcoming Activities.

Ms. Horton presented, noting that most of her updates had been discussed in the earlier agenda items. She added the following:

- Notices of Appraised Value will go out tomorrow (4/19/2024).
- Last week Roy Armstrong, the ARB attorney, made a presentation to the ARB members and the Appraisal District staff. John Trebold also made a presentation; both were received well by the ARB and requested again prior to next year's protest season.
- A contract has been received from Atwater Martin LLC for the salary survey. Ms. Horton noted she sent it to Jon Miller for his review.

Dr. Keiser asked for an update on the exemption audit. Ms. Horton gave a brief update where they are in that process and what notifications will be sent to property owners. Ms. Roe added information on how this effects what the Tax Office sends to property owners.

9. Consideration of Other Business and Future Agenda Items.

Ms. Horton noted that the 2024 Preliminary Budget will be on the May agenda.

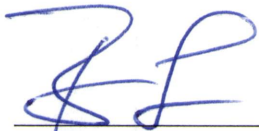
10. Date, Place and Time for Next Board Meeting.

The Board agreed that their next regular meeting will be on Thursday 16 May 2024 at 8:30 a.m. in the Brazos CAD boardroom.

11. Adjournment.

There being no further business, the meeting was adjourned at 10:05 a.m.

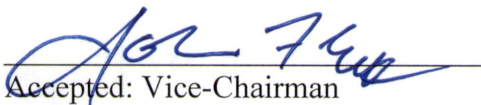
Examined and approved as of this 16th day of May 2024.



Accepted: Chairman



Accepted: Secretary



Accepted: Vice-Chairman

LITIGATION SETTLEMENTS

As Approved by the Board of Directors

18 April 2024

Addendum A

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1. Cause No. 23-002615-CV-85

YEAR	PID	AGREED VALUE
2023	441294	\$ 37,400,000

2. Cause No. 21-002533-CV-85

YEAR	PID	AGREED VALUE
2021	103493	\$ 5,580,000

3. Cause No. 21-002534-CV-272

YEAR	PID	AGREED VALUE
2021	307448	\$ 6,081,938

4. Cause No. 22-002261-CV-85

YEAR	PID	AGREED VALUE
2022	99179	\$ 2,075,000