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**MINUTES OF MEETING**  
**20 February 2025**  
BRAZOS CENTRAL APPRAISAL DISTRICT  
BOARD OF DIRECTORS

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

Kyle DeWitt as Chair, having determined that a quorum was present, called the meeting to order at 8:30 a.m. on Thursday 20 February 2025 at 4051 Pendleton Dr., Bryan, Texas.

Members Present: Kyle DeWitt, Rafael Pena, Silas Garrett, Marc Deer, Raul Pendas, Susan Pesl, Jane Sherman, and Jonna Schreiber.

Members Absent: Melissa Leonard

BCAD Staff: Dana Horton, David Kehlenbrink, Scott Warren, Jonathan Austin and Debbie Lockledge.

BCAD Staff Absent: n/a

Guests: Jon Miller as Brazos CAD legal counsel.

**2. Acknowledgement of Visitors and Hear Citizen Comments.**

Mr. DeWitt noted that there were no members of the public who wished to address the Board at that time.

**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 January 2025.
- b. Brazos CAD financial account review.
- c. Board of Directors minutes for previous meeting(s).

Mr. Pena made the motion to approve the consent agenda as presented; Mr. Garrett seconded the motion. 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. The Board went into Executive Session at 8:31 a.m. 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.

No action was taken on the Executive Session. The Board adjourned the Executive Session at 8:35 a.m. and immediately reconvened in regular session.

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

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

The Board delayed the Executive Session until after agenda items 6 (b-h). They then went back into Executive Session. Upon returning to regular session, Mr. Garrett made the motion to approve proposed settlement offers 1-24 as outlined in Addendum A (attached); Mr. Pena seconded the motion. The motion passed unanimously.

**b. Results of the 2024 School District Property Value Study.**

Ms. Horton presented, noting that Brazos CAD passed in all three school districts. She summarized the results of recent years and noted that Brazos CAD is now back on schedule with a MAP review in 2025. She provided a handout that lists all the categories reviewed and encouraged the Board to visit the following link where additional details can be obtained:

*<https://comptroller.texas.gov/auto-data/PT2/ratio-study/2024/0210000001A.php>*

After further discussion, no action was required.

**c. Results of the 2023 Methods and Procedures (MAP) Review.**

Ms. Horton gave an overview of the 2023 MAP Review with an explanation of the two areas where improvements were needed at that time.

**d. Request from the Appraisal Review Board for additional Board Position(s).**

Ms. Horton presented, noting that in the summer this board meets 5 days/week for approximately 2.5 months. The ARB is currently a 10 member board with 2 auxiliary members. Auxiliary members do not count toward a quorum and cannot vote on ratifying values, so they are asking that the Board of Directors approve more full-time members and fewer auxiliary members. This would allow members who need to take some time off that option, having other members who can fill in for them.

After further discussion, Mr. Pena made the motion to add three Appraisal Review Board positions; Mr. Garrett seconded the motion. The motion passed unanimously.

**e. Perdue, Brandon, Fielder, Collins & Mott LLP Fee Increase.**

Ms. Horton presented, noting that this had previously been discussed in November. No action was required at this time.

**f. Purchase / Proposal for Additional Office Furniture.**

Ms. Horton presented, noting that Brazos CAD is running out of space while trying to add more people. She outlined her preliminary plans for additional furniture, to include 6 more cubicles in the property identification department.

Reserve funds were discussed and what area(s) they are needed in, which, are usually set aside in October/November After further discussion, no action was taken at this time.

**g. Overview of the TAAD Annual Conference.**

Ms. Horton gave an overview of what topics were covered at the conference, noting that some of the items discussed have not yet passed in the current Legislative session. Mr. Garrett added his insights and encouraged all Board members to attend the next TAAD conference in 2026. Ms. Pesl noted that

the presentations will be on TAAD's website at some point where those who did not go can still watch the presentations.

- h. Acknowledgement of the Taxpayer Liaison Officer's Report for December 2024.**  
So acknowledged.

The Board recessed the regular session at 9:13 a.m. After a short break, the Board reconvened in Executive session at 9:18 a.m. No action was taken on the executive session. The Board then returned to agenda item 6 (a).

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

Mr. Horton presented, noting the following:

- The GIS flight is complete, but the change detection function is not yet active:
- 1 April is Brazos CAD's data entry deadline, with notices of appraised value going out on or around 15 April.

**13. Consideration of Other Business and Future Agenda Items.**

- It was noted that the Board's Budget Committee needs to be on the next agenda.

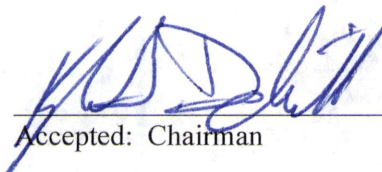
**14. Date, Place and Time for Next Board Meeting.**

The next regular Board meeting will Thursday 20 March 2025 at 8:30 a.m. in the Brazos CAD boardroom.

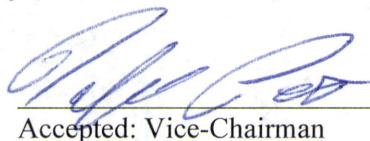
**15. Adjournment.**

There being no further business, the meeting was adjourned at 9:37 a.m.

Examined and approved as of this 20<sup>th</sup> day of March 2025.

  
Accepted: Chairman

absent  
Accepted: Secretary

  
Accepted: Vice-Chairman

# LITIGATION SETTLEMENTS

As Approved by the Board of Directors

20 February 2025

Addendum A

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1. Cause No. 23-002522-CV-272

YEAR	PID	AGREED VALUE
2023	79462	\$ 3,575,000
	426314	\$ 3,375,000

2. Cause No. 23-002508-CV-361

YEAR	PID	AGREED VALUE
2023	113980	\$ 290,227
	302495	\$ 37,709,773

3. Cause No. 23-002509-CV-272

YEAR	PID	AGREED VALUE
2023	358411	\$ 37,350,000

4. Cause No. 23-002436-CV-85

YEAR	PID	AGREED VALUE
2023	37896	\$ 7,050,000

5. Cause No. 23-002438-CV-361

YEAR	PID	AGREED VALUE
2023	38985	\$ 15,385,000

6. Cause No. 23-002442-CV-272

YEAR	PID	AGREED VALUE
2023	45511	\$ 7,500,000

7. Cause No. 23-002530-CV-361

YEAR	PID	AGREED VALUE
2023	303898	\$ 26,000,000

**8. Cause No. 23-002531-CV-361**

YEAR	PID	AGREED VALUE
2023	44871	\$ 9,050,000

**9. Cause No. 23-002532-CV-85**

YEAR	PID	AGREED VALUE
2023	10525	\$ 9,070,113
	10530	\$ 7,304,887

**10. Cause No. 23-003316-CV-472**

YEAR	PID	AGREED VALUE
2023	302590	\$ 4,950,000

**11. Cause No. 23-003408-CV-361**

YEAR	PID	AGREED VALUE
2023	44957	\$ 4,050,000

**12. Cause No. 24-000090-CV-472**

YEAR	PID	AGREED VALUE
2023	417817	\$ 1,075,000
	417818	\$ 2,150,000
	445606	\$ 1,075,000

**13. Cause No. 22-002355-CV-272**

YEAR	PID	AGREED VALUE
2022	407276	\$ 28,515,000

**14. Cause No. 22-002357-CV-361**

YEAR	PID	AGREED VALUE
2022	425716	\$ 35,100,000

15. Cause No. 23-002913-CV-272

YEAR	PID	AGREED VALUE
2023	63111	\$ 3,000,000

16. Cause No. 24-002864-CV-85

YEAR	PID	AGREED VALUE
2024	350785	\$ 7,950,000

17. Cause No. 24-002825-CV-85

YEAR	PID	AGREED VALUE
2024	306961	\$ 39,510,100

18. Cause No. 24-002255-CV-472

YEAR	PID	AGREED VALUE
2024	302628	\$ 5,500,000

19. Cause No. 24-002379-CV-85

YEAR	PID	AGREED VALUE
2024	451439	\$ 1,431,823
	451438	\$ 78,568,177
	18636	<i>Removed by amended petition</i>

20. Cause No. 24-002869-CV-472

YEAR	PID	AGREED VALUE
2024	44957	\$ 4,025,000

21. Cause No. 24-002150-CV-472

YEAR	PID	AGREED VALUE
2024	79462	\$ 3,575,000
	426314	\$ 3,750,000

**22. Cause No. 24-002866-CV-472**

<b>YEAR</b>	<b>PID</b>	<b>AGREED VALUE</b>
2024	417817	\$ 1,075,000
	417818	\$ 2,150,000
	455606	\$ 1,075,000

**23. Cause No. 23-002510-CV-361**

<b>YEAR</b>	<b>PID</b>	<b>AGREED VALUE</b>
2023	102994	\$ 42,000,000

**24. Cause No. 24-002204-CV-472**

<b>YEAR</b>	<b>PID</b>	<b>AGREED VALUE</b>
2024	102994	\$ 41,709,773
	113980	\$ 290,227