



Dana Horton
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MINUTES OF MEETING
17 April 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 17 April 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 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 March 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. **Chief Appraiser's 2st Quarter Investment Report for 2025.**

Ms. Horton presented, giving an overview of the notable items and amounts in this report. Mr. Pena made the motion to accept the Chief Appraiser's Investment Report as submitted; Mr. Silas seconded. The motion passed unanimously.

6. **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 8:33 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 9:02 a.m. and immediately reconvened in regular session.

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

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

Mr. Garrett made the motion to approve all proposed settlements except for #10; Mr. Pena seconded the motion. The motion passed unanimously.

b. **Discussion regarding Brazos CAD's Provider of Depository Services.**

Ms. Horton presented, noting that Brazos CAD will need to bid this out. After giving an overview of how the RFP process works, she noted we are currently with Extraco Bank and she anticipates having the RFP out in May.

c. **Engagement Letter from Ingram, Wallis & Co. regarding Audit Services for the year ended December 31, 2024.**

Ms. Horton presented, noting she did not bid this out so she contacted Ingram, Wallis & Co. to see if they would be willing to extend the current contract for an additional year. They indicated they would and provided an engagement letter for the Board to consider. Ms. Horton added that she will bid this out for the year ending 2025 audit, with that RFP going out in the fall. Mr. Garrett made the motion to keep Ingram, Wallis & Co. as our auditor; Ms. Sherman seconded the motion. The motion passed unanimously.

d. **Discussion regarding the Invitation from Harris Govern to join their Early Influencer Program as they develop new appraisal software.**

Ms. Horton presented, giving an overview of the current PACs system, Harris Govern's plans to develop a new system and the cost involved in being one of the six counties invited to participate in this early influencer. After further discussion, the Board has several questions they wanted addressed before they vote on this. Mr. Garrett made the motion to table this agenda item until the May Board meeting; Mr. Pena seconded the motion. The motion passed unanimously.

e. **Acknowledgement of the Taxpayer Liaison Officer's Report for March 2025.**

So acknowledged. Ms. Horton reviewed the TLO's report and provided a status report on each item included.

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

Mr. Horton presented, noting the following:

- The first round of notices of appraised value went out earlier this week, and additional rounds have been scheduled.
- Roy Armstrong and John Traybold have been scheduled to conduct training for the Appraisal Review Board members and the appraisal staff.
- The Legislature is still in session, so a lot of areas are subject to change based on what the Legislature does.

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

The Harris Govern Early Influencer Program for software development will be back on the May agenda after being tabled this meeting.

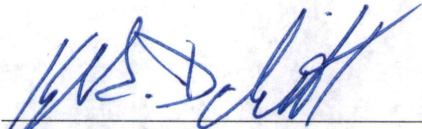
10. **Date, Place and Time for Next Board Meeting.**

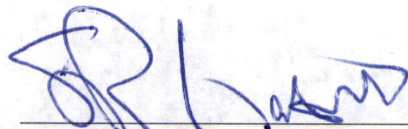
The next regular Board meeting will Thursday 15 May 2025 at 8:30 a.m.in the Brazos CAD boardroom.

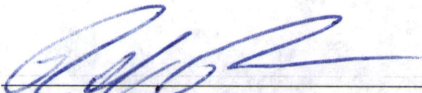
11. **Adjournment.**

There being no further business, the meeting was adjourned at 9:47 a.m.

Examined and approved as of this 15th day of May 2025.


Accepted: Chairman


Accepted: Secretary


Accepted: Vice-Chairman

LITIGATION SETTLEMENTS

As Approved by the Board of Directors

17 April 2025

1. Cause No. 18-002405-CV-361

YEAR	PID	AGREED VALUE
2018	355232	\$ 4,935,000

2. Cause No. 18-002409-CV-361

YEAR	PID	AGREED VALUE
2018	374243	\$ 2,250,000

3. Cause No. 19-002602-CV-361

YEAR	PID	AGREED VALUE
2019	97294	\$ 2,150,000

4. Cause No. 20-001895-CV-361

YEAR	PID	AGREED VALUE
2020	25444	\$ 4,275,000

5. Cause No. 20-001889-CV-361

YEAR	PID	AGREED VALUE
2020	97294	\$ 2,150,000

6. Cause No. 20-001881-CV-361

YEAR	PID	AGREED VALUE
2020	37904	\$ 1,000,000

7. Cause No. 21-002608-CV-361

YEAR	PID	AGREED VALUE
2021	114079	\$ 1,800,000

8. Cause No. 23-002667-CV-85

YEAR	PID	AGREED VALUE
2023	105317	\$ 7,850,000

9. Cause No. 23-002668-CV-272

YEAR	PID	AGREED VALUE
2023	25421	\$ 5,218,513
	25422	8,437,021
	25428	1,254,215
	25435	1,646,785
	305360	2,293,466

10. Cause No. 23-002547-CV-272

YEAR	PID	AGREED VALUE
2023	365301	<i>Not Approved</i>

11. Cause No. 23-002705-CV-361

YEAR	PID	AGREED VALUE
2023	302489	\$ 6,275,000
	109554	7,750,000
	109555	575,000
	90664	9,000,000
	89973	7,970,000
	307511	273,088
	354655	9,050,000
	354656	390,167
	354657	1,950,000
	89972	124,438
	412941	12,500,000

12. Cause No. 23-002945-CV-272

YEAR	PID	AGREED VALUE
2023	98332	\$ 4,800,000

13. Cause No. 23-003596-CV-472

YEAR	PID	AGREED VALUE
2023	45348	\$ 8,900,000

14. Cause No. 24-002380-CV-85

YEAR	PID	AGREED VALUE
2024	105421	\$ 10,500,000

15. Cause No. 24-002383-CV-472

YEAR	PID	AGREED VALUE
2024	25421	\$ 5,218,513
	25422	8,437,021
	25428	1,254,215
	25435	1,646,785
	305360	2,293,466
	105317	7,850,000
	45348	5,900,000

16. Cause No. 24-002458-CV-472

YEAR	PID	AGREED VALUE
2024	302489	\$ 6,275,000
	109554	7,750,000
	109555	575,000
	90664	9,000,000
	89973	8,129,400
	307511	273,088
	354655	9,231,200
	354656	390,167
	354657	1,950,000
	89972	124,438
	412941	12,500,000

17. **Cause No. 24-002871-CV-472**

YEAR	PID	AGREED VALUE
2024	98332	\$ 4,800,000