



Dana Horton
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MINUTES OF MEETING
16 April 2026
BRAZOS CENTRAL APPRAISAL DISTRICT
BOARD OF DIRECTORS

1. Declaration of Quorum and Call to Order.

Mr. DeWitt as Chair, having determined that a quorum was present, called the meeting to order at 8:30 a.m. on Thursday 16 April 2026 at 4051 Pendleton Dr., Bryan, Texas.

Members Present: Kyle DeWitt, Rafael Pena, Silas Garrett, Susan Pesl, Marc Deer, Jane Sherman, Bryan McGuire, and Melissa Leonard.

Members Absent: n/a

BCAD Staff: Dana Horton, Scott Warren & Debbie Lockledge.

BCAD Staff Absent: Jonathan Austin

Guests: Emily Gaenzle by zoom as Brazos CAD's 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 2026.
- 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; Mr. Garrett seconded the motion. The motion passed unanimously.

There was a brief delay to set up a zoom link for Emily Gaenzle to join the meeting by zoom or teleconference as Brazos CAD's legal counsel. After that was established, the meeting proceeded.

5. Chief Appraiser's 1st Quarter Investment Report for 2026.

Ms. Horton outlined her 1st quarter investment report for 2026, noting that Brazos CAD's unassigned balance is approximately \$2,000,000. Mr. Pena made the motion to accept the Chief Appraisers 1st quarter investment report as submitted; Mr. Garrett seconded the motion. The motion passed unanimously.

6. Discussion, consideration and possible action on:

The Brazos Central Appraisal District determined that it was reasonable and necessary to go into an Executive Session, and went into Executive Session at 8:44 a.m. to discuss the following matter(s):

Pursuant to Texas Government Code §551.071:

- (1) To meet with its attorney and seek advice regarding pending or contemplated litigation and settlement offers.
- (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 during the Executive Session. The Board adjourned the Executive Session at 8:50 a.m. and immediately reconvened in regular session.

a. Proposed Settlements of Pending Litigation.

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

b. Applications Received for the Place 3 Position on the Brazos CAD Board of Directors.

Ms. Horton presented, noting that Mr. Gendron is the only person who had submitted their bio for consideration and she received no responses from any of the taxing jurisdictions. Ms. Gaenzle confirmed that the only action required is for the Board to accept Mr. Gendron's application to complete the remainder of the Place 3 term on the Board of Directors, which expires 31 December 2026 as do all the elected Board positions.

After further discussion, Mr. Pena made the motion to accept Mr. Gendron to complete the Place 3 term on the Brazos CAD Board of Directors; Mr. Silas seconded the motion. The motion passed unanimously. Ms. Horton agreed to reach out to Mr. Gendron and make him aware of the steps he needs to fulfill to assume that position. She will also see if he is interested in running for this position at the end of this term.

c. Review and Selection of Bid Proposal for the 2025 Financial Audit.

Ms. Horton presented and provided the Board members with a bid review sheet that evaluated each bid in specific areas. Her recommendation to the Board is Seidel & Schroeder, who has a local office.

After further discussion, Mr. Garrett made the motion to select Seidel & Schroeder to conduct Brazos CAD's 2025 financial audit; Mr. Pena seconded the motion. The motion passed unanimously.

d. Discussion of Brazos CAD goals and priorities of public service announcements and review of existing public service announcement materials and mailing schedules.

It was noted that Ms. Sherman asked for this to be on the agenda. Ms. Horton gave a brief overview of what information is currently available on the Brazos CAD website, and what the Property Tax Code requires the CAD to send to property owners at this time. She also outlined what is sent out annually and the schedule by which these mail-outs are sent.

After further discussion, Ms. Leonard outlined her part in developing the information that the Tax Office sends out and makes available on their website. Ms. Sherman noted that she feels the general public does not understand that Brazos CAD does not set their tax rate and they cannot protest their taxes. It was noted that the verbiage required by the State is not clear. Ms. Sherman recommended developing a series of infographics and FAQ's. Mr. Garrett suggested the top 5 myths about the CAD. The Board agreed to come to the next meeting with suggestions for how this can be better addressed on Brazos CAD's website.

The Board then discussed the process of filing a protest informally vs. formal protests, and changes to the verbiage that will clarify the process. Ms. Horton agreed to develop a graphic that could be used on the Brazos CAD website to better explain the process, and asked to meet with Ms. Sherman after the meeting to review the Brazos CAD website and the changes she would like to see implemented.

e. Acknowledgement of the Taxpayer Liaison Officer's Report for March 2026.

So acknowledged.

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

Ms. Horton presented, noting most of her update had already been discussed in the meeting but she wanted to point out the following:

- BCAD's IT vendor was in recently and streamlined the wiring and recording abilities in the boardroom. She noted that the surveillance system recording is turned off during Board of Director meetings so that executive sessions are not recorded.
- Brazos CAD will begin having security present on May 18 when protest hearings start, and will be present every day that hearings are scheduled. Police officers are now scheduled through BadgeHire.
- Ms. Horton noted the PSA's that have been released, and those planned for after 30 April when the estimates are sent to the entities.
- Training for ARB and Staff was conducted by John Traybolt.
- Roy Armstrong, the ARB attorney, is coming to make a presentation to the ARB focused on the State Comptroller's rules for Appraisal Review Boards.
- The mapping room's front counter area has been converted into a room dedicated to single member panel hearings.
- Ms. Horton mentioned a citizen who was concerned about the yucca plant by Brazos CAD's front door. Security issues regarding walking out of the building with a property owner were briefly discussed, as well as Brazos CAD's policy on carrying weapons.

7. Consideration of Other Business and Future Agenda Items (no action taken).

Ms. Sherman asked that the Board continue their discussion about the 5 myths regarding the CAD at the next meeting.

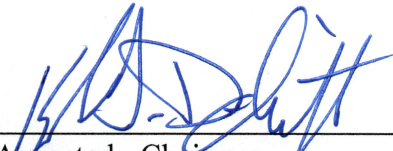
8. **Date, Place and Time for Next Board Meeting.**


The next regular Board meeting will be Thursday 21 May 2026 at 8:30 a.m. at the Brazos County Tax Office. Ms. Horton reminded the Board that summer Board meetings are usually held at the Tax Office so Brazos CAD's boardroom can be used for ARB meetings and protest hearings. Ms. Leonard agreed to host the May, June and July Board of Directors meetings at the Tax Office.

9. **Adjournment.**

There being no further business, the meeting was adjourned at 9:36 a.m.

Examined and approved as of this 21st day of May 2026.


Accepted: Chairman


Accepted: Secretary


Accepted: Vice-Chairman

LITIGATION SETTLEMENTS

As Approved by the Board of Directors

16 April 2026

Addendum A

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1. Cause No. 23-003068-CV-85

YEAR	PID	AGREED VALUE
2023	349370	\$ 1,100,000

2. Cause No. 23-003065-CV-85

YEAR	PID	AGREED VALUE
2023	307512	\$ 6,500,000

3. Cause No. 23-003063-CV-361

YEAR	PID	AGREED VALUE
2023	307250	\$ 3,000,000

4. Cause No. 23-003044-CV-85

YEAR	PID	AGREED VALUE
2023	42164	\$ 2,950,000

5. Cause No. 24-000806-CV-472

YEAR	PID	AGREED VALUE
2023	441323	\$ 485,000

6. Cause No. 24-002027-CVC-472

YEAR	PID	AGREED VALUE
2024	77847	\$ 22,750,000

7. Cause No. 24-002029-CV-472

YEAR	PID	AGREED VALUE
2024	44961	\$ 17,661,125
	44963	11,083,875

8. Cause No. 24-002028-CV-472

YEAR	PID	AGREED VALUE
2024	18542	\$ 3,858,150
	18711	18,391,850

9. Cause No. 24-002713-CV-472

YEAR	PID	AGREED VALUE
2024	301164	\$ 8,625,000

10. Cause No. 24-002691-CV-472

YEAR	PID	AGREED VALUE
2024	307512	\$ 6,350,000

11. Cause No. 24-002829-CV-472

YEAR	PID	AGREED VALUE
2024	34636	\$ 7,375,000

12. Cause No. 24-002896-CV-85

YEAR	PID	AGREED VALUE
2024	349370	\$ 1,125,000

13. Cause No. 24-002926-CV-472

YEAR	PID	AGREED VALUE
2024	20943	\$ 3,050,000
	18390	3,300,000

14. Cause No. 24-002927-CV-472

YEAR	PID	AGREED VALUE
2024	42164	\$ 3,300,000

15. Cause No. 25-001925-CV-85

YEAR	PID	AGREED VALUE
2025	305361	\$ 5,800,000

16. Cause No. 25-002080-CV-472

YEAR	PID	AGREED VALUE
2025	18555	\$ 55,000,000

17. Cause No. 25-002496-CV-272

YEAR	PID	AGREED VALUE
2025	50225	\$ 40,500,000

18. Cause No. 25-002057-CV472

YEAR	PID	AGREED VALUE
2025	10525	\$ 9,554,775
	10530	7,695,225

19. Cause No. 25-002058-CV-472

YEAR	PID	AGREED VALUE
2025	45511	\$ 8,250,000

20. Cause No. 25-002054-CV-85

YEAR	PID	AGREED VALUE
2025	30447	\$ 69,000
	30448	69,000
	30449	69,000
	30450	69,000
	30451	69,000
	30452	69,000
	30453	69,000
	30454	69,000
	30455	69,000
	30456	69,000

20. Cause No. 25-002054-CV-85 cont'd

YEAR	PID	AGREED VALUE
2025	30457	\$ 69,000
	30458	69,000
	30459	69,000
	30460	69,000
	30461	69,000
	30462	69,000
	30463	69,000
	30464	69,000
	30465	69,000
	30466	69,000
	30467	69,000
	30468	69,000
	30469	69,000
	30470	69,000
	30471	69,000
	30472	69,000
	30473	69,000
	30475	69,000
	30476	69,000
	30477	69,000
	30478	69,000
	30479	69,000
	30480	69,000
	30481	69,000
	30482	69,000
	30483	69,000
	30484	69,000
	30485	69,000
	30486	69,000
	30487	69,000
	30488	69,000
	30489	69,000
	30490	69,000
	30491	69,000
	30492	69,000
	30493	69,000
	30494	69,000
	30495	69,000
	30497	69,000
	30499	69,000
	37817	2,906,624
	37818	4,104,063
	37819	3,914,313

21. Cause No. 25-002671-CV-472

YEAR	PID	AGREED VALUE
2025	374151	\$ 1,000,000

22. Cause No. 25-002672-CV-472

YEAR	PID	AGREED VALUE
2025	427396	\$ 850,000

23. Cause No. 25-002697-CV-472

YEAR	PID	AGREED VALUE
2025	106526	\$ 1,980,000

24. Cause No. 25-002698-CV-472

YEAR	PID	AGREED VALUE
2025	349772	\$ 1,550,000

25. Cause No. 25-002826-CV-272

YEAR	PID	AGREED VALUE
2025	304734	\$ 3,400,000

26. Cause No. 25-002706-CV-85

YEAR	PID	AGREED VALUE
2025	38119	\$ 861,252

27. Cause No. 25-002770-CV-272

YEAR	PID	AGREED VALUE
2025	31043	\$ 2,699,500

28. Cause No. 25-002769-CV-272

YEAR	PID	AGREED VALUE
2025	31044	\$ 1,050,000

29. Cause No. 25-002768-CV-272

YEAR	PID	AGREED VALUE
2025	441945	\$ 2,500,000

30. Cause No. 25-002716-CV-85

YEAR	PID	AGREED VALUE
2025	37016	\$ 1,795,000

31. Cause No. 25-002701-CV-85

YEAR	PID	AGREED VALUE
2025	99244	\$ 900,000

32. Cause No. 25-002700-CV-85

YEAR	PID	AGREED VALUE
2025	28257	\$ 1,910,000

33. Cause No. 25-002866-CV-272

YEAR	PID	AGREED VALUE
2025	105204	\$ 925,000

34. Cause No. 25-002621-CV-272

YEAR	PID	AGREED VALUE
2025	418923	\$ 29,000,000

35. Cause No. 25-002451-CV-472

YEAR	PID	AGREED VALUE
2025	26166	\$ 1,150,000

36. Cause No. 25-002487-CV-85

YEAR	PID	AGREED VALUE
2025	451438	\$ 98,000,000
	18636	93,000,000

37. Cause No. 25-002818-CV-472

YEAR	PID	AGREED VALUE
2025	117847	\$ 54,000,000