



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

MINUTES OF MEETING
21 May 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 21 May 2026 at the Brazos County Tax Office, 4151 County Park Ct., Bryan, Texas.

Members Present: Kyle DeWitt, Rafael Pena, Silas Garrett, Marc Deer, Jane Sherman (joined the meeting during Executive Session), Bryan McGuire, Patrick Gendron and Melissa Leonard.

Members Absent: Susan Pesl

BCAD Staff: Scott Warren & Debbie Lockledge.

BCAD Staff Absent: Dana Horton

Guests: Jon Miller as Brazos CAD's legal counsel

2. Affirmation of Board Member Eligibility by Patrick Gendron.

Patrick Gendron, having received both the Statement on Board Membership Eligibility & Conduct (Sec. 6.035, Texas Property Tax Code) and the Interest in Certain Contracts Prohibited (Sec. 6.036, Texas Property Tax Code) in advance to review, signed and dated each statement.

3. Issuance of Oath of Office and Statement of Elected/Appointed Officer by Patrick Gendron.

Mr. Gendron, having applied for and been selected to complete the term for the Place 3 elected Board position recently vacated by Joanna Schreiber, recited the Oath of Office and the Statement of Elected/Appointed Officer for the record.

4. 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.

5. Recognition of affidavits (if any) filed in response to State law on disclosure of conflict of interest.

None.

6. **Consent Agenda.**

The following items, being on the consent agenda, were considered:

- a. Approval of cash disbursements for April 2026.
- b. Brazos CAD financial account review.
- c. Board of Directors minutes for previous meeting(s).

Mr. DeWitt noted there was a correction to the minutes, as Mr. Garrett's name was omitted from those present. Mr. Pena made the motion to approve the consent agenda with the correction to the minutes; Mr. Garrett seconded the motion. The motion passed unanimously.

7. **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 8:34 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 8:43 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. **Engagement Letter with Seidel Schroeder for the 2025 Financial Audit.**

Mr. Warren presented, noting that Seidel Schroeder's bid was selected in the Board's April meeting. Mr. Pena made the motion to accept the engagement letter; Mr. Deer seconded the motion. The motion passed unanimously.

c. **Resolution 26-004 Authorizing the County Election Administrator to draw for polling places on Brazos CAD's behalf for the November 2026 election.**

Mr. Warren presented, noting that this authorized Trudy Hancock to act in Brazos CAD's behalf in drawing for polling places for the November 2026 election. After further discussion, Mr. Garrett made the motion to approve Resolution 26-004; Mr. Pena seconded the motion. The motion passed unanimously. Mr. Miller added some clarification from the Election Code related to this.

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

Mr. Warren noted that Ms. Horton has been working on this and suggested the Board table this until she is present. Ms. Sherman added that she had agreed to develop an infographic for the Board to consider, and passed out the initial version of this developed using Chat GPT for their review.

Ms. Leonard recommended several modifications and outlined why she thought they were necessary. Mr. Miller recommended using this for next year's tax season and include this with all notices once it's in a format that all involved agree to. After further discussion, Ms. Sherman noted this is just a starting point for further development. The Board agreed to have this on the next meeting's agenda in June for further discussion.

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

So acknowledged.

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

Mr. Warren presented, noting there is very little travel, conferences or meetings during protest season. Regarding this year's protest season, he noted that Brazos CAD currently has received 23,000 protests. Mr. Austin added the following:

- Brazos CAD currently has 17 billion dollars under protest out of a total of 48 billion.
- In order to certify the roll, we have be at less than 5% still under protest.
- We have the same number of staff as we did last year, with staffing and space becoming an issue.
- Strategies being used by the larger property tax agencies were discussed.

After further discussion, Mr. Miller gave some perspective from the litigation side and how much that has increased.

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

Mr. Pena asked for hard numbers on delinquent taxes. Ms. Leonard noted she can run some reports on this, but added they will be a time stamp and, therefore, will not be accurate because these numbers change daily.

Mr. McGuire asked for additional information on who on the Board represents which entity. All Board members then introduced themselves and, if appointed, included what entity they represent.

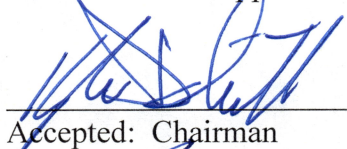
10. Date, Place and Time for Next Board Meeting.

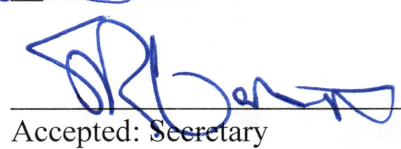
The next regular Board meeting will be Thursday 11 June 2026 at 8:30 a.m. at the Brazos County Tax Office. Ms. Lockledge reminded the Board that summer Board meetings are usually held at the Tax Office so Brazos CAD's boardroom can be used for ARB meetings and protest hearings. Ms. Leonard agreed to host the May, June and July Board of Directors meetings at the Tax Office.

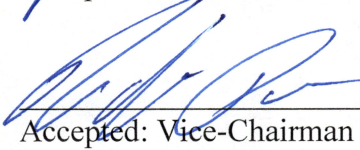
11. Adjournment.

There being no further business, the meeting was adjourned at 9:34 a.m.

Examined and approved as of this 11th day of June 2026.


Accepted: Chairman


Accepted: Secretary


Accepted: Vice-Chairman

LITIGATION SETTLEMENTS*As Approved by the Board of Directors***21 May 2026****1. Cause No. 24-003139-CV-472**

YEAR	PID	AGREED VALUE
2024	44333	\$ 1,738,625
	94597	1,309,875
	104930	5,701,500

2. Cause No. 25-02081-CV-85

YEAR	PID	AGREED VALUE
2025	18669	\$ 56,000,000

3. Cause No. 25-002073-CV-472

YEAR	PID	AGREED VALUE
2025	376279	\$ 75,325,750
	276280	61,026,440
	376281	1,147,810

4. Cause No. 25-002074-CV-272

YEAR	PID	AGREED VALUE
2025	346628	\$ 8,650,000

5. Cause No. 25-002092-CV-472

YEAR	PID	AGREED VALUE
2025	13272	\$ 14,500,000

6. Cause No. 25-002337-CV-472

YEAR	PID	AGREED VALUE
2025	103493	\$ 9,200,000

7. Cause No. 25-002478-CV-478

YEAR	PID	AGREED VALUE
2025	306409	\$ 5,787,600
	446188	1,240,200
	446190	1,240,200

8. Cause No. 25-002470-CV-472

YEAR	PID	AGREED VALUE
2025	80244	\$ 588,000

9. Cause No. 25-002418-CV-472

YEAR	PID	AGREED VALUE
2025	43403	\$ 13,900,000

10. Cause No. 25-002623-CV-272

YEAR	PID	AGREED VALUE
2025	26191	\$ 24,750,000