

**MINUTES**  
**BURLESON COUNTY APPRAISAL DISTRICT**  
**BOARD OF DIRECTORS**  
**May 28, 2019**

Board of Directors Rescheduled Regular Meeting, Tuesday, March 28, 2019 at 6:00 p.m. in the Appraisal District Office, 111 Fawn St., Caldwell, Texas.

**Agenda Item 1: Call to Order**

The meeting was called to order by Chair Louise Pruett at 6:00 p.m. Members present were Louise Pruett, Melvin Schoeneman, Carla Patranella, Bo Brewer and Kevin Scarmardo. Also present were Damon Daughtry, Chief Appraiser, and Tonya Barnes, Deputy Chief Appraiser.

**Agenda Item 2: Citizen Comments**

There were no citizen comments.

**Agenda Item 3: Approval of Minutes & Financials**

Motion was made by Bo Brewer to approve the March 19, 2019 Minutes and the March, 2019 and April, 2019 Budget & Finance Reports, seconded by Kevin Scarmardo; all were in favor, motion passed unanimously.

**Agenda Item 4: (a) Review/Amend/Approve 2020 Proposed Operating Budget to be submitted to the Taxing Units by 6-15-19**

Chief Appraiser Damon Daughtry reviewed the budget with the Board. Chair Louise Pruett asked if there were any questions and/or comments; there were none. Motion was made by Kevin Scarmardo to approve the 2020 Proposed Operating Budget, seconded by Bo Brewer; all were in favor, motion passed unanimously.

**Agenda Item 4: (b) Review/Amend/Approve Resolution for Interfund Transfers to be submitted to the Burleson County Taxing Units with the 2020 Proposed Operating Budget**

Chair Louise Pruett asked if there were any questions and/or comments; there were none. Motion was made by Carla Patranella to approve the Resolution for Interfund Transfers, seconded by Melvin Schoeneman; all were in favor, motion passed unanimously.

**Agenda Item 4: (c) Set Public Hearing time for 2020 BCAD Budget.**

Chair Louise Pruett asked if there were any questions and/or comments; there were none. Motion was made by Kevin Scarmardo to set the Public Hearing time for the 2020 BCAD Budget to July 16, 2019 at 5:55 p.m., seconded by Bo Brewer; all were in favor, motion passed unanimously.

**Agenda Item 4: (d) Accept/Approve 2019 1<sup>st</sup> Quarter Appraisal Roll Changes**

Chair Louise Pruett asked if there were any questions and/or comments; there were none. Motion was made by Carla Patranella to approve the 2019 1<sup>st</sup> Quarter Appraisal Roll Changes, seconded by Melvin Schoeneman; all were in favor, motion passed unanimously.

**Agenda Item 4: (e) Accept/Approve 2019 1<sup>st</sup> Quarter Investment Report**

Chair Louise Pruett asked if there were any questions and/or comments; there were none. Motion was made by Bo Brewer to approve the 2019 1<sup>st</sup> Quarter Investment Report, seconded by Kevin Scarmardo; all were in favor, motion passed unanimously.

**Agenda Item 4: (f) Review/Discuss/Approve ARB Consultation and Fee Contract with Burns & Reyes-Burns, P.L.L.C.**

Chief Appraiser Damon Daughtry reviewed the contract with the Board. Chair Louise Pruett asked if there were any questions and/or comments; there were none. Motion was made by Kevin Scarmardo to approve the ARB Consultation and Fee Contract with Burns & Reyes-Burns, P.L.L.C., seconded by Bo Brewer; all were in favor, motion passed unanimously.

**Agenda Item 4: (g) Appoint members to the Ag Advisory Board**

Chair Louise Pruett asked if there were any questions and/or comments; there were none. Motion was made by Kevin Scarmardo to appoint John Giesenschlag, Dusty Tittle, John Grange, Craig Scarmardo and Jay Wilder to the Ag Advisory Board, seconded by Melvin Schoeneman; all were in favor, motion passed unanimously.

**Agenda Item 5: The Board May Retire Into Executive Session Pursuant to the Texas Government Code, Sections 551.071 and 551.074 to Discuss any of the Following:**

There Was no need for Executive Session.

**Agenda Item 6: Reconvene in Open Session**

The Board never went into Executive Session.

**Agenda Item 7: Discussion and Action on any Item Discussed in Executive Session**

No Action Needed

**Agenda Item 8: Chief Appraiser Report**

Chief Appraiser Damon Daughtry informed the Board that Sheila Brandt and Barry Alford have both received their RPA's since the last meeting. He also noted that protest numbers appear to be down from last year and informal hearings have began.

**Agenda Item 9: Next Meeting Dates**

- July 16, 2019 – Regular Meeting

**Agenda Item 10: Adjournment**

Motion to adjourn was made by Kevin Scarmardo, seconded by Carla Patranella; all were in favor, motion passed unanimously.

Meeting was adjourned at 6:28 p.m.

Minutes Approved July 16, 2019

Attested by: Louise Puro Chairman of the Board

Attested by: Melvin Schoen, Secretary of the Board