

**MINUTES**  
**BURLESON COUNTY APPRAISAL DISTRICT**  
**BOARD OF DIRECTORS**  
**SEPTEMBER 15, 2020**

Board of Directors Regular Meeting, Tuesday, September 15, 2020 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, Jason Urbanosky, Angelia Beene and Jessica Lucero. Also present were Tonya Barnes, Interim Chief Appraiser, and Mallori Baker.

**Agenda Item 2: Citizen Comments**

There were no citizen comments.

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

Motion was made by Jessica Lucero to approve the August 18, 2020 Public Hearings Minutes and the August 18, 2020 Special Meeting Minutes, seconded by Jason Urbanosky; all were in favor, motion passed unanimously.

Motion was made by Angelia Beene to approve the August, 2020 Budget & Finance Reports, seconded by Jason Urbanosky; all were in favor, motion passed unanimously.

**Agenda Item 4: (a) Review/Discuss/Approve Seidel, Schroeder 2019 Final Audit Report**

Melanie Schulte from Seidel, Schroeder presented the 2019 Final Audit Report to the Board. Chair Louise Pruett asked if there were any questions and/or comments; there were none. Motion was made by Angelia Beene to approve the Seidel, Schroeder 2019 Final Audit Report, seconded by Jason Urbanosky; all were in favor, motion passed unanimously.

**Agenda Item 4: (b) Review/Discuss/Vote on TML Risk Pool Board of Trustees**

The Board reviewed the candidates for election on the TML Risk Pool Board of Trustees. Tonya Barnes also read the letter mailed to the district from Jeff Snyder. Jason Urbanosky noted that without any knowledge of the other candidates, he only felt confident in voting for Jeff Snyder since he sent out a letter to the district. Motion was made by Angelia Beene to vote for Jeff Snyder for Place 3, seconded by Jason Urbanosky; all were in favor, motion passed unanimously.

**Agenda Item 4: (c) Review/Discuss/Vote on TML Benefits Pool Board of Trustees**

The Board reviewed the candidates for election on the TML Benefits Pool Board of Trustees. Jason Urbanosky noted that he felt the same about voting for anyone on this ballot as he did the previous one. The BOD agreed with him. No action was taken on this agenda item.

**Agenda Item 5: The Board may Retire into Executive Session Pursuant to the Texas Government Code, Sections 551.071 and Section 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 Items Discussed in Executive Session**

No action was needed on this agenda item.

**Agenda Item 8: Chief Appraiser Report**

Tonya Barnes informed the Board that Sheila Brandt started back at the district and Savanna Ramon started as a part-time employee to help with scanning. Tonya also noted that Mabrey Dowell passed her Level III Appraiser Exam and is working on her RPA now. Mallori Brandt has started going to classes and should be a Level II Appraiser before the end of 2020. Since the last meeting, the district mailed out around 1,800 ag applications to property owners, is wrapping up the remaining pending lawsuits and has switched to Airplexus as their internet provider.

**Agenda Item 12: Next Meeting Dates**

- November 17, 2020 – Regular Meeting

**Agenda Item 11: Adjournment**

Motion to adjourn was made by Jason Urbanosky, seconded by Jessica Lucero; all were in favor, motion passed unanimously.

Meeting was adjourned at 6:52 p.m.

Minutes Approved November 17, 2020

Attested by: Louise Punt, Chairman of the Board

Attested by: Rebecca, Secretary of the Board