

MINUTES
BURLESON COUNTY APPRAISAL DISTRICT
BOARD OF DIRECTORS
November 16, 2021

Board of Directors Regular Meeting, Tuesday, November 16, 2021 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 6:02 p.m. Members present were Louise Pruett, Jason Urbanosky, Rebecca Gardner, Kevin Scarmardo, and Jessica Lucero. Staff present were Tonya Barnes, Barry Alford, and Savanna Ramon.

Agenda Item 2: Citizen Comments

Chris Palermo with Pritchard & Abbott gave an overview of the 2022 industrial schedule to the board.

Agenda Item 3: Approval of Minutes & Financials

Motion was made by Jason Urbanosky to approve the August 17, 2021 Special Meeting Minutes, the August, 2021 Budget & Finance Reports, the September, 2021 Budget & Finance Reports and the October, 2021 Budget & Finance Reports, seconded by Rebecca Gardner; all were in favor, motion passed unanimously.

Agenda Item 4: (a) Review/Discuss/Approve 2021 3rd Quarter Investment Report

Chair Louise Pruett asked if there were any questions; there were none. Motion was made by Kevin Scarmardo to approve the 2021 3rd Quarter Investment Report, seconded by Jessica Lucero; all were in favor, motion passed unanimously.

Agenda Item 4: (b) Review/Discuss/Approve 2021 3rd Quarter Appraisal Roll Changes

Chair Louise Pruett asked if there were any questions; there were none. Motion was made by Rebecca Gardner to approve the 2021 3rd Quarter Appraisal Roll changes, seconded by Jason Urbanosky; all were in favor, motion passed unanimously.

Agenda Item 4: (c) Review/Discuss/Approve Burleson CAD's Holiday Schedule for 2022

Chair Louise Pruett asked if there were any questions; there were none. Motion was made by Kevin Scarmardo to approve Burleson CAD's Holiday Schedule for 2022, seconded by Rebecca Gardner; all were in favor, motion passed unanimously.

Agenda Item 4: (d) Review/Discuss/Approve Resolution to Waive Allocation Late Payment Penalties for 2021

Chair Louise Pruett asked if there were any questions; there were none. Motion was made by Rebecca Gardner to approve the Resolution to Waive Allocation Late Payment Penalties for 2021, seconded by Jason Urbanosky; all were in favor, motion passed unanimously.

Agenda Item 4: (e) Review/Discuss/Approve Investment Policy for 2022

Chair Louise Pruett asked if there were any questions; there were none. Motion was made by Kevin Scarmardo to approve the Investment Policy for 2022, seconded by Jason Urbanosky; all were in favor, motion passed unanimously.

Agenda Item 4: (f) Review/Discuss/Approve Contract with BIS Consultants for 2022

Chair Louise Pruett asked if there were any questions; there were none. Motion was made by Jason Urbanosky to approve the contract with BIS Consultants for 2022, seconded by Kevin Scarmardo; 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 Section 551.074 to Discuss any of the Following:

The Board retired into executive session at 6:30 p.m

Agenda Item 6: The Board will Reconvene in Open Session

The Board reconvened into open session at 6:34 p.m.

Agenda Item 7: Discussion and Action on Any Items Discussed in Executive Session

The Board gave Tonya Barnes a copy of her evaluation for 2021.

Agenda Item 8: Chief Appraiser Report

Tonya Barnes informed the BOD that Barry Alford finished the Chief Appraiser Institute, Cheryl Castaneda received her RPA, Mabrey Dowell is ready to take the RPA Exam and Mallori Baker is ready to take the Level III Exam. The reappraisal field work for 2022 has been completed and the appraisers would begin working permits by December and the CAD began doing wildlife checks for 2022 since ag applications are now updated. ARB hearings are scheduled for December 15th and one lawsuit has been filed for the 2021 appraisal year. She noted that she is looking into purchasing sales data from TransUnion for 2022 at the cost will be around \$5,000. Lastly, she stated that the office will be closed in the afternoon on Thursday for staff training.

Agenda Item 9: Next Meeting Dates

- January 18, 2022 - Regular Meeting

Agenda Item 10: Adjournment

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

Meeting was adjourned at 6:43 p.m.

Minutes Approved Jan 25, 2022

Attested by: Louise Pruett, Chairman of the Board

Attested by: [Signature], Secretary of the Board