

**BURNET CENTRAL APPRAISAL DISTRICT  
BOARD OF DIRECTORS MEETING  
MINUTES  
NOVEMBER 19, 2020**

**Agenda**

1. Call to Order.
2. Invocation.
3. **CONSENT AGENDA** – the items listed are considered to be routine and non-controversial by the Board and will be approved by one motion. There will be no separate discussion of these items unless a Board Director so requests, in which case the item will be removed from the Consent Agenda prior to a motion and vote. The item will be considered in its normal sequence on the Regular Agenda.
  - a) Approval of the Minutes of the October 15, 2020 regular meeting.
  - b) Approval of the Disbursements for October 2020.
  - c) Approval of the Financial Statements for October 2020.
4. **Public Forum.** At this time, any person with business before the Board of Director's that is not on the agenda may speak to the Board. No formal action can be taken on these items at this meeting. Comments are limited to 3 minutes per speaker.
5. **Discussion and/or Action Concerning the Appointment(s) process to Appraisal Review Board.**
6. **Discussion and/or Action Concerning Engagement Letter for 2020 Financial Audit**
7. **Discussion and/or Action Concerning the District's Building Needs.**
8. **Chief Appraiser's Report**
  - A) Collection Report
  - B) Appraisal Report
    - Appraisal Update
    - Aerial Maps
  - C) Appraisal Review Board
  - D) Litigation
  - E) Legislative Update
9. **Adjourn**

On November 19, 2020, the regular monthly meeting of the Board of Directors of the Burnet Central Appraisal District was called to order by Dave Kithil at 5:31 p.m. in the district's business office located at 223 S. Pierce, Burnet, Texas. The following members were present: Dave Kithil, Bruce Jones, Philip Thurman and Gene Broadway. Appraisal district employee present was: Stan Hemphill.

The Invocation was given by Mr. Hemphill.

Mr. Kithil called for the Consent Agenda. Mr. Broadway motioned to approve the Consent Agenda and Mr. Jones seconded the motion. The board voted affirmatively.

Mr. Kithil called for Public Forum. There was none.

Mr. Kithil called for discussion and/or action concerning Appointment(s) process to the Appraisal Review Board. The board discuss the need for a process to find qualified candidates to serve on the board. Mr. Broadway volunteered to develop a written process with the assistance of Mr. Hemphill. The written process will be brought back for review by the full board. No action taken.

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Mr. Kithil called for discussion and/or action concerning engagement letter 2020 financial audit. The board discussed how often should change auditors. Mr. Thurman indicated 3-5 years. The board suggested that we continue with Norden & Salinas for one more year. A motion was made by Mr. Broadway to approve the engagement letter with Norden & Salinas, PLLC for the 2020 financial audit, seconded by Mr. Jones. The board voted affirmatively.

Mr. Kithill called for the Chief Appraiser's Report.

Mr. Hemphill presented the Chief Appraiser's Report.

A) **Collection Report** – Mr. Hemphill reported collections are down for October due to bills going out about two weeks later than last year.

B) **Appraisal Report** – 2021 Field work has started. Over \$150,000,000 of new construction has been picked up at this time. Aerial photos will be flown in Dec/Jan.

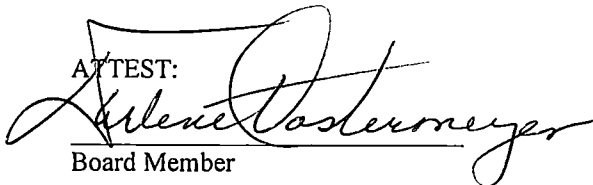
C) **Appraisal Review Board** – ARB hearings are schedule for the 16<sup>th</sup> of December.

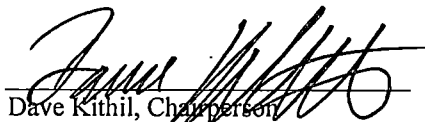
D) **Litigation** – Mr. Hemphill reported a settlement conference was conducted on one of the larger lawsuits but no settlement was made.

E) **Legislative Update** – Mr. Hemphill informed the board of a new website with tax rate information will go into effect in 2021. Notifications of the website will be sent to all owners around August. This replaces the estimated taxes that were on the Appraisal Notices.

Mr. Kithil adjourned at 7:13 p.m.

ATTEST:

  
Board Member

  
Dave Kithil, Chairperson