

**BURNET CENTRAL APPRAISAL DISTRICT
BOARD OF DIRECTORS MEETING
MINUTES
MARCH 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 February 20, 2020 regular meeting.
 - b) Approval of the Disbursements for February 2020.
 - c) Approval of the Financial Statements for February 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 Resolution Authorizing the Chief Appraiser to have the authority to Waive Penalties and Interest for Late Payments from Entities.**
6. **Committee Reports**
 - a) Building Committee
 - b) Funds Committee
7. **Discussion and/or Action Concerning 2021 Budget**
Chief Appraiser's Report
 - A) Collection Report
 - B) Appraisal Report
 - 2020 Appraisal Update
 - C) Appraisal Review Board
 - D) Litigation
 - E) Legislative Update
8. **Adjourn**

On March 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 12:00 p.m. in the district's business office located at 110 Ave H, Suite 106, Marble Falls, Texas. The following members were present: Dave Kithil, Philip Thurman and Gene Broadway. Appraisal district employees present were: Stan Hemphill and Carey Thrift.

The Invocation was given by Mr. Hemphill.

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

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

Mr. Kithil called for the discussion and/or action concerning Resolution Authorizing the Chief Appraiser the authority to waive penalty and interest on late payments from the Entities. Mr. Thurman made a motion to approve the resolution and Mr. Broadway seconded the motion. Board voted affirmatively.

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Mr. Kithil called for committee reports. Mr. Kithil report that the building committee was reviewing every option possible. From going up to two story on current building or acquiring adjacent property or acquiring existing building to acquiring land and building new office. The committee communicated with the Supertindents from Burnet and Marble Falls to gage their support. Both understood the need as well as their boards due the growth in the county, but they could not speak for the boards. The committee will continue to meet and report back to the board.

Mr. Hemphill reported that Funds committee met and reviewed the legal status of excess funds from the entities. The committee recommends that by October that a review of the potential excess funds could be reviewed to see if any needs in the current budget is required. If not, review next year's budget to see if a need exists before returning the excess funds. The reserve account with miscellaneous revenue cannot be used without board approval and reflected in the budget.

Mr. Kithil called for the discussion and/or action concerning 2021 Budget. Mr. Hemphill reviewed the following changes to the proposed budget that was sent out in board packet. The litigation line item was reduced from \$40,000 to \$20,000, the certification line item was reduced from \$26,030 to \$18,855 and added a contingency line item of \$20,000. This changed the total proposed budget from \$2,123,519 to \$2,116,344. Due to the concerns of the COVID-19 situation and how it could affect future meetings, Mr. Thurman made a motion to approve the proposed budget and have Mr. Hemphill to check into the cost of 5-10 laptops and any license expense in case of a disaster and report back to the board and Mr. Broadway seconded the motion. Board voted affirmatively.

Mr. Hemphill presented the Chief Appraiser's Report.

A) **Collection Report** – Mr. Hemphill reported collections are normal. Also, a tax sale held in March.

B) **Appraisal Report** – Review 2020 final values for appraisal notices.

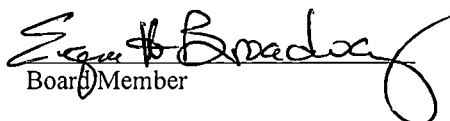
C) **Appraisal Review Board** – ARB postpone their March 24, 2020 meeting.

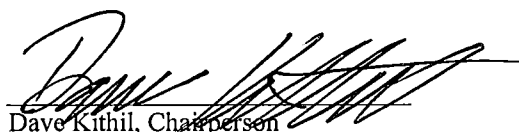
D) **Litigation** – N/A

E) **Legislative Update** – The training requirements under HB 3834 for Cyber Security is in process with the staff.

Mr. Kithil adjourned at 1:10 p.m.

ATTEST:


Eugene Broadway
Board Member


Dave Kithil, Chairperson