

**BURNET CENTRAL APPRAISAL DISTRICT
BOARD OF DIRECTORS MEETING
MINUTES
OCTOBER 15, 2020**

Agenda

1. Call to Order.
2. Invocation.
3. Presentation of 2019 Financial Audit – Tim Norden.
4. **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 July 16, 2020 regular meeting.
 - b) Approval of the Disbursements for July, August, and September 2020.
 - c) Approval of the Financial Statements for July, August, and September 2020.
5. **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.
6. **Discussion and/or Action Concerning Appointments to Appraisal Review Board.**
7. **Discussion and/or Action Concerning Appointments to the Ag Advisory Board.**
 - Chief Appraiser's Report
 - A) Collection Report
 - B) Appraisal Report
 - Appraisal Update
 - Aerial Maps
 - C) Appraisal Review Board
 - D) Litigation
 - E) Legislative Update
 - F) Building Committee Report
 - G) Projection of 2020 Budget
8. **Adjourn**

On October 15, 2020, the regular monthly meeting of the Board of Directors of the Burnet Central Appraisal District was called to order by Dave Kithil at 5:30 p.m. in the district's business office located at 223 S. Pierce, Burnet, Texas. The following members were present: Dave Kithil, Darlene Oostermeyer, Bruce Jones, 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. Mr. Robert Varga was present. Mr. Varga, who serves as Chairman of the Appraisal Review Board shared with the board that the District did an excellent job this year in the hearing process with all the issues of Covid-19. Also, shared with the board his thoughts of what kind of a work background would be helpful in a candidate to serve on the Appraisal Review Board.

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Mr. Kithil called for presentation of the 2019 Financial Audit from Tim Norden. Mr. Norden reviewed the audit report with the board.

Mr. Kithil called for discussion and/or action concerning Appointments to the Appraisal Review Board. Mr. Kithil discussed first the consideration of reappointing Mr. Robert Varga and Mr. Tom Martin to the Appraisal Review Board. A motion was made by Ms. Oostermeyer to reappoint Mr. Varga and Mr. Martin, seconded by Mr. Jones. The board voted affirmatively. Mr. Kithil discussed second the consideration of a new candidate to fill the third position. Mr. Kithil presented Gina Baker's application. Mr. Kithil and Ms. Oostermeyer had the opportunity to visit with Ms. Baker prior to this meeting and was impressed with her prior work experience in accounting and real estate. A motion was made by Mr. Broadway to appoint Gina Baker to the Appraisal Review Board, seconded by Ms. Oostermeyer. The board voted affirmatively. Mr. Broadway suggested that the board should discuss the appointment of ARB members process further at our next meeting. The process needs to allow for all Board of Directors the opportunity to be involved in the process. How do we find qualified candidates and how do we review/interview applicants?

Mr. Kithil called for discussion and/or action concerning appointments to the Ag Advisory Board. Mr. Hemphill presented Mr. Eugene Bible and Mr. Allen Spelce to serve on the Ag Advisory Board. A motion was made by Ms. Oostermeyer to approve the appointments of Mr. Bible and Mr. Spelce, 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 normal through September. An online tax sale was held in October bringing in \$83,408 from the sale and \$11,682.29 prior to sale.

B) Appraisal Report – 2021 Field work has started. Over \$100,000,000 of new construction has been picked up at this time.

C) Appraisal Review Board – ARB hearings have concluded. One or two days may occur in December if needed.

D) Litigation – N/A

E) Legislative Update – N/A

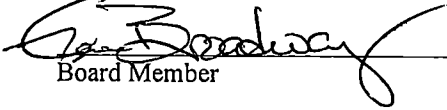
F) Building Committee Report– Mr. Hemphill shared a potential rendition of the building plans. The committee has met several times and have reviewed many options. The committee is addressing the following issues: ADA, Security, Parking, ARB Meeting Rooms, Enhancing Working Environment, Separation of Departments, Increase Staff Productivity, Growth Needs and a Drive-Thru Window.


G) Projection of 2020 Budget- Mr. Hemphill estimated that the District would have \$150,000 of unspent funds from the entities.

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Mr. Kithil adjourned at 7:16 p.m.

ATTEST:


Board Member


Dave Kithil, Chairperson