

Public Notice
Appraisal Review Board Member
Applications Taken

Notice is hereby given that the Taxpayer Liaison Officer (TLO) is accepting applications for members of the Appraisal Review Board (ARB) to serve a two-year term beginning January 1, 2026 and ending December 31, 2027. The five-member Board is primarily responsible for determining protests initiated by property owner; determining challenges initiated by taxing units; correcting clerical errors in the appraisal records and the appraisal rolls; acting on motions to correct appraisal rolls under Section 25.25 of the Property Tax Code; determining whether an exemption or special valuation is improperly granted or denied; and taking action or making any other determination that is specifically authorized or required by the tax code. Applicants must reside in the appraisal district for at least two years before taking office. A person may not serve if he/she is a current appraisal district director; a current employee or the chief appraiser of the appraisal district; a current board member, employee or officer of a taxing unit served by the appraisal district; or a current employee of the Comptroller of Public Accounts. A person may not serve on this Board if that person owns property on which delinquent taxes are owed for more than 60 days after the date the person knew or should have known of the delinquency. Further qualifications require that an applicant must not own a substantial interest in a business that has a contract with the appraisal district or with one of the taxing units served by the appraisal district; must not be related within the second degree by blood or marriage to a paid tax agent or person engaged in appraising property for tax purposes; and must not hold a public office. By resolution of the Board of Directors, ARB members are also required to attend at least 75 percent of scheduled meetings. A person appointed to the ARB may not serve until he/she has completed the training courses authorized by the Property Tax Assistance Division of the Comptroller of Public Accounts (PTAD). Applications for service may be obtained from the Freestone Central Appraisal District at 218 North Mount, Fairfield, Texas, from its website at www.freestonecad.org, or by telephone at 903-389-5510. No applicant will be considered without the completion of the application. Applications will be received by the TLO until 4:00 p.m. on September 26, 2025 at the appraisal district office located at 218 North Mount, Fairfield, Texas.



**Freestone Central
Appraisal District**
218 N Mount Street
Fairfield TX 75840

Phone: 903-389-5510
Fax: 903-389-5955
Email: general.info@freestonecad.org
www.freestonecad.org

Appraisal Review Board Member Application

The ARB is the administrative review arm of the property tax system. It is a quasi-judicial entity with the responsibility to resolve disputes between the property owners and the appraisal district.

The ARB only has authority over protests submitted to it. It has no role in the day-to-day operations of the appraisal office or in appraising property. It cannot order the reappraisal of a category of property or otherwise instruct the appraisal staff about how to perform its job.

The Local Administrative Law Judge appoints members to the Appraisal Review Board (ARB) from citizens of the community.

Name	Phone
Mailing Address	
City, State, Zip	
Physical address of home	
Profession	Years in the profession

1. Have you lived in Freestone County for at least two years prior to this date? ___ Yes ___ No
2. Are you a current appraisal district director? ___ Yes ___ No
3. Are you a current employee or the chief appraiser of the appraisal district? ___ Yes ___ No
4. Are you a current board member, employee or officer of one of the taxing units served by the Freestone Central Appraisal District (listed on the back of this form)? ___ Yes ___ No
5. Are you an employee of the Comptroller of Public Accounts? ___ Yes ___ No
6. Have you previously served on the ARB? ___ Yes ___ No

If yes, when? _____

7. Do you have any experience in the real estate profession? ___ Yes ___ No

If yes, what and when? _____

Do you have any relatives who are tax agents or who appraise property for property tax purposes in the Appraisal District? ___ Yes ___ No

If yes:

Relative's Name _____

Relation (i.e. father, sister, wife, second cousin, etc)

Relative's Position _____

8. Are you related to any of the members of the Freestone Central Appraisal District's Board of Directors, the Chief Appraiser, or any of the employees of the Appraisal District (listed on the back of this form)? ___ Yes ___ No
9. Does your business have a contract with the Appraisal District or one of the taxing entities listed in question 4? ___ Yes ___ No
10. Do you hold a paid public office? ___ Yes ___ No
11. Do you have delinquent property taxes that have been owed for more than 60 days? ___ Yes ___ No
12. Do you have any know conflicts with any property owners that would prohibit you from participating in a protest hearing on this property? ___ Yes ___ No

If so, with whom? _____

13. The law requires that all ARB members attend state sponsored training courses each year and receive training regarding the Open Meetings Act.

Are you willing to attend these courses (at the expense of the ARB)? ___ Yes ___ No

I swear or affirm that the information that I have provided above is true and correct. I understand that the Local Administrative Law Judge may consider my application as my willingness to serve as a member of the Appraisal Review Board (ARB) for Freestone County and that acceptance of the application does not imply or guarantee my appointment to the ARB.

Signature

Date

Taxing Units

Freestone County
Buffalo ISD
Corsicana ISD
Dew ISD
Fairfield ISD
Mexia ISD
Oakwood ISD
Teague ISD
Wortham ISD
City of Fairfield
City of Streetman
City of Teague
City of Wortham
Fairfield Hospital District
Teague Hospital District

Board Members

Craig Dunlap, Chairman
Jerry Don Sanders
Lovie Whyte
Stanton Brown
Sid Fryer
Daniel Ralstin, Secretary, Tax Assessor Collector

ARB Members

Ron Brokmeyer
Darla Matthews-Carroll

FCAD Staff

Don Awalt, Chief Appraiser
Jason Moore, Deputy Chief Appraiser
Bottoms Coltin
Debbie Bowden
Carson Carroll
Carol Clark
Jazmin Espinoza
Desiree' Frasier
Tina Gilley Lee
Molly Loftin
Amari Malone
Trent Neely
Melissa Owens