

Freestone Central Appraisal District  
Directors Meeting

Minutes of April 12, 2017

Regular Meeting #452

The Freestone Central Appraisal District Board of Directors met at the appraisal office located at 218 North Mount, Fairfield, Texas. Board members present were Teresa Duke, Lisa Foree, Brownie Utley, Sid Fryer, and Craig Dunlap. Representing the appraisal district were Don Awalt, Deputy Chief Appraiser; Bud Black, Chief Appraiser; and Carol Clark, Administrative Assistant.

Teresa Duke, board chairman, called the meeting to order at 7:01 p.m.

Ms. Duke pointed out that the agenda for this meeting had been posted in accordance with the Texas Open Meeting Act.

Ms. Duke then declared a quorum of members present.

Consideration and action were taken on the minutes of March 8, 2017. There was a motion to approve the minutes by Mr. Dunlap, seconded by Mr. Utley to approve the minutes as presented. Motion carried.

The board then reviewed the district's monthly financial reports for the month of March 2017 as prepared by Mr. Black. Mr. Utley made a motion to approve the monthly financial reports as presented, seconded by Ms. Foree. Motion carried.

Frank Campos, CPA, presented the financial audit report for year ending December 31, 2016. Mr. Campos explained that his opinion, as presented in the report, indicates that the District's financial records are sound. The report indicates an unassigned fund balance of \$225,176 Mr. Black explained that the \$17,220 money collected from other means such as interest on bank accounts, income from copies, maps, etc. is the District's money and is not due to the entities. The District has a balance of \$6,845 from the 2015 unrestricted fund balance. After the District's other income and earnings fund balance is subtracted from the unassigned balance, a balance of \$201,111 is due to the entities. After discussion, there was a motion by Ms. Foree seconded by Mr. Utley to approve the annual financial report as presented. The motion carried unanimously.

Mr. Black then presented the Investment Officer's Quarterly Report for the quarter ending March 31, 2017. The report included a statement that the all funds held by the district were deposited with Community National Bank & Trust, the district's depository; and, that all of those funds were adequately insured by FDIC and other securities pledged by the bank during the reporting quarter. Also included were statements regarding fund activity during the quarter which began with a fund balance of \$569,306.15 and ended with a balance of \$582,693.23. He also certified that the district's internal controls were being followed according to the board's policies and the district's policies and in compliance with the Public Funds Investment Act. There was a motion by Mr. Dunlap, seconded by Mr. Fryer that the report be approved as presented. Motion carried.

Mr. Black presented the Chief's Appraiser's Report.

Noted in the report:

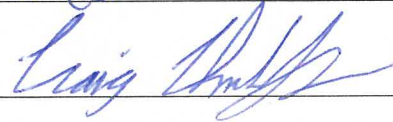
- All scheduled inspections of property are complete for 2017. Appraisers should finish inspections on other properties (new improvements or properties where the owner has requested a review) by the end of next week.
- We are in the process of analyzing sales information and making adjustments to cost schedules. We anticipate that we will complete this task by the end of next week.
- With the problems we've encountered in P&A's Paragon Appraisal Program, we have not been able to complete our appraisal tasks according to the target dates in the reappraisal plan.

- Appraisal notices should be mailed by May 12, making June 12 (rather than May 31) the last day for property owners to file protests.
- Mineral, utility, and personal notices should be delivered according to the schedule (on May 23).
- ARB hearings and value certifications should be completed according to the July schedule.
- We will conduct a 2018 budget workshop in May and hopefully be able to conduct a public hearing and adopt the 2018 budget in June.

There being no public comment and there being no further business, Ms. Duke declared the meeting adjourned at 7.43 p.m.



Chairman



Secretary