

Freestone Central Appraisal District
Directors Meeting

Minutes of April 10, 2024

Regular Meeting # 536

The Freestone Central Appraisal District Board of Directors met at the appraisal office located at 218 North Mount, Fairfield, Texas. Board members present were Craig Dunlap, Daniel Ralstin, Stanton Brown, Jerry Don Sanders, and Lovie Whyte. Representing the appraisal district was Don Awalt, Chief Appraiser; Jason Moore, Deputy Chief Appraiser; Carol Clark, Administrative Assistant.

Mr. Dunlap called the meeting to order at 5:33 p.m.

Mr. Dunlap established proof of the posting of public notice of the meeting in accordance with the Texas Open Meeting Act from the affidavit attached to the foot of the posted agenda.

Mr. Dunlap then declared a quorum of members present.

Consideration and action were taken on the minutes of the meeting held on March 13, 2024. Mr. Brown made a motion to approve the minutes as presented. Mr. Sanders seconded the motion. Motion carried.

The board then considered the district's monthly financial report for March 2024. Mr. Awalt reviewed some of the expenses recorded on the bill list. A payment of \$4,450.00 was made to Mr. Frank Campos the districts financial auditor. \$5,000.00 was paid to the Reserve Account to add postage to the machine. Mr. Awalt pointed out the monthly payment for the employee health insurance and \$1,000.00 to Reason Consulting Corporation, a license for Business Personal Property Cost Analysis Valuation System. After brief discussion, Mr. Sanders made a motion to approve the financial report for March 2024, with a second by Ms. Whyte. Motion carried.

Consideration and action was made on the Investment Officer's Quarterly Report. Mr. Awalt proceeded to present his report for quarter ending March 31, 2024. The summary of funds held at the depository had a beginning balance of \$688,191.00 in the general fund account. There was a total of \$375,732.00 in deposits, \$387,425.00 of withdrawals, and \$319.00 of earned interest. The ending balance was a total of \$676,816.00. The payroll account had a beginning balance of \$1,745.00. \$163,771.00 was deposited with a total of \$163,691.00 in withdrawals. The ending balance was \$1,824.00. Mr. Awalt reminded the board that the payroll account is not an interest bearing account.

Mr. Awalt continued his presentation stating that the district's funds had standard FDIC Coverage and was well covered for all three months. Mr. Awalt then recommended that the board approve his report as presented. Mr. Sanders made a motion to approve the Investment Officer's Quarterly Report ending March 31, 2024. Mr. Brown seconded the motion. The motion carried.

Mr. Awalt reviewed the Chief Appraiser's Quarterly Report on Changes to the Appraisal Roll. He stated that the report listed changes made to the appraisal roll between January and March of 2024. The changes were mostly homesteads and homestead linking. The following pages list owner names and details. Value changes have already been sent to the tax office. Mr. Awalt then recommended that the board accept the report. Mr. Sanders made a motion to accept the Chief Appraiser's Quarterly Report on Changes to Appraisal Roll as presented. Ms. Whyte seconded the motion. The motion carried.



The board then considered Salary Increase for the Tax Liaison Officer. Mr. Awalt recommended that the board approve an increase for Ms. Bobbi Shepherd the district's Taxpayer Liaison Officer (TLO). He stated that the board approved an annual salary of \$1,000.00 at \$250.00 quarterly. An increase of \$250.00 would help to cover state required training that Ms. Shepherd must complete. After brief discussion the board approved an increase for the TLO of \$1,250.00 annually with a quarterly payment of \$312.50.

Consideration and action was taken to Approve the District's Official Newspaper. Reviewing the costs listed in the board packet, Mr. Awalt pointed out the publishing costs for each newspaper; The Freestone County Times, The Fairfield Recorder, and The Teague Chronicle. The exemption ad was the most expensive which ran for two weeks as a half-page color ad as required by the state. The last paragraph stated the property tax code Sec.6.062 Publication of Budget showing the requirements for the budget ad. Mr. Awalt added that the board adopted all three papers several years ago; since then, the Fairfield Recorder, and The Teague Chronicle are now owned by the same company. After brief discussion regarding the price and distribution of each newspaper, Mr. Dunlap made a motion to approve The Freestone County Times as the district's official newspaper. Mr. Brown seconded the motion. Motion carried.

Mr. Awalt discussed the following with the board:

- M.A.P. Review was completed in-house last week. The preliminary report had a couple of issues to be corrected, of which both were public notices; the notices must be published in the newspapers a minimum of ten days in advance, also the ads must not be published with classifieds but in the main body of the newspaper. Everything else in the report was fine.
- Mr. Coltin Bottoms is resigning to move to Waco. He has been hired at McLellan CAD and will assume his position on May 6, 2024. Mr. Trent Neely has already registered with TDLR to replace Mr. Bottoms in his position. Mr. Awalt informed the board that he will not advertise for the Appraiser's Assistant position until after values are certified.
- The Pritchard & Abbott contract for 2025 – 2026 has a fifteen percent increase compared with \$232,500.00 for 2024. Mr. Awalt reminded the board that they have the option to accept bids from other mineral appraisal firms. Thomas Y Pickett & Co., and Capitol Appraisal Group are reputable firms to consider for a bid with enough time to make a presentation to the board. Mr. Awalt added that 7.5 percent would be an acceptable increase for each year to propose to Pritchard & Abbott.
- Appraisal notices will be mailed out next week.

There being no further business, Mr. Brown made a motion to adjourn the meeting at 6:19 p.m. A second was made by Mr. Sanders. The motion carried.


Chairman

Secretary