

Freestone Central Appraisal District
Directors Meeting

Minutes of January 10, 2024

Regular Meeting # 533

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, Lovie Whyte, and Sid Fryer. 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 5:37 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.

Oaths were administered to the present board members by Carol Clark, Notary.

Mr. Awalt informed the board that the Election of Officers was erroneously omitted from the agenda. After brief discussion a motion was made by Mr. Fryer for the board to retain the same officers from the preceding board; Mr. Dunlap as Chairman, and Mr. Ralstin as Secretary. Mr. Brown seconded the motion. The motion carried.

Mr. Dunlap then declared a quorum of members present.

Consideration and action were taken on the minutes of the meeting held on December 13, 2023. 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 December 2023. Mr. Awalt pointed out the two payments made to Texas Association of Counties Health and Employee Benefits Pool (TAC) for the total of \$14,459.76 each. Mr. Awalt stated that the report was fairly typical of the district's monthly expenses. Mr. Sanders asked Mr. Awalt to explain the net income of negative \$130,634.97 as recorded in the report. Mr. Awalt responded that Mr. Frank Campos the district's financial auditor will add journal entries with deferred income for payments that were made in 2024 for 2023, also for payments made in 2023 for 2024. Mr. Fryer asked Mr. Awalt if there were any updates regarding the lawsuits stated on the Bill List. Mr. Awalt stated that there should be final payments towards Shemal, and New Fairfield Properties as they have already settled. Envy Hospitality has withdrawn and is a non-suit. Both the DCP Southern Hills lawsuits are active and are for 2 years that have been filed separately. Mr. Fryer made a motion to approve the financial report for December 2023, with a second by Ms. Whyte. Motion carried.

Consideration and action were taken on the Investment Officer's Quarterly Report. Mr. Awalt proceeded to present his report for quarter ending December 31, 2023. He reminded the board that the district's funds are operational and has remained liquid for daily operations. The beginning balance for the general fund account was \$588,464.00 with \$441,614.00 in deposits and \$342,198.00 of withdrawals. The ending balance of \$688,192.00 included \$312.00 in interest earned for the quarter and \$1,275.00 for the year to date. The payroll account had a beginning balance of \$1,793.00, \$192,647.00 of deposits, \$192,695.00 of withdrawals with an ending balance of \$1,745.00; this account does not earn interest.

The total fund coverage was \$753,111.00 in pledged securities for October, the total balance was \$636,607.00, and over pledged by \$116,504.00. November was over pledged by \$282,708.00 and \$148,208.00 in December. Mr. Awalt pointed out the recap for the whole year on the second page of his report. The total ending balance for the general fund account was \$688,191.13 and \$1,745.26 for the payroll account as of the bank statement ending on December 31, 2023. Ms. Whyte made a motion to accept the Investment Officer's Quarterly Report with a second by Mr. Fryer. Motion carried.

The board then considered Ratifying Public Funds Investment Policy, Item IX on the agenda. Mr. Awalt stated that this is the same policy that had been used for several years stating the requirements for operating funds, and prudent investors of public funds. He then reviewed Sect. 4.05 of the report *Suitable & Authorized Investments*. Mr. Awalt added that he would like the board to consider adding local government investment pools to the verbiage to allow the district to invest in pools such as Texpool rather than CD's. Mr. Awalt then reviewed the information on Texpool included in the board packet explaining that it was created by the Texas Comptroller's office for public entities to pool funds while keeping them liquid. He added that the fund balance money would be used as the checking account currently accrued 2/10 percent interest as stated on the contract. Mr. Awalt also stated that he does not intend to consider making any investments at this time as the district will be requesting bids for a depository later in the year. After a lengthy discussion regarding the changes to sect. 4.05 of the policy, the board agreed to table the discussion until the next meeting. Mr. Fryer made a motion to table the discussion ratifying the Public Funds Investment Policy until the next meeting. Ms. Whyte seconded the motion. The motion carried.

Consideration and action were taken on Authorizing Broker Dealers for the District's Investments. Mr. Awalt informed the board that in previous years the district's funds have remained invested with the district's designated depository. As the district had no investments, Mr. Awalt recommended that the board does not approve any broker dealers. The board agreed not to authorize any Broker Dealers for the district's investments. No action was taken.

Mr. Awalt briefly discussed his recommendation for the four training sources used by the district; Texas Municipal League (TML), Texas Association of Counties (TAC), Texas Association of Accessing Officers (TAAO), and Texas Association of Appraisal District's (TAAD). Mr. Awalt informed the board that he is scheduled to attend the Public Funds Investment Officer Training at TML in February. He added that he is required to complete 10 hours of training every 2 years. Mr. Sanders made a motion to approve the training sources recommended by Mr. Awalt. Mr. Fryer seconded the motion. The motion carried.

Consideration and Action were taken on designating the district's Investment Officer. Mr. Fryer made a motion to reappoint Mr. Awalt as the district's Designating Investment Officer with a second by Ms. Whyte. Motion carried.

Consideration and action were taken on Ratifying Existing FCAD Contracts. Mr. Awalt informed the board that although they had already approved the contracts listed as sitting board members, they would have to ratify the contracts as a new board. He then pointed out the Pitney Bowes contract for the postage machine that will be renewed this year. Mr. Awalt stated that he is looking for lower rates at other electric companies as the TXU Energy contract is due to expire. He has already received a quote from BIS Consulting for the new server contract which expires in March but he may consider going cloud based after speaking with Pritchard & Abbott before signing the contract. Mr. Awalt reviewed the Linebarger contract explaining that although it was approved by the board last month he wanted the contract to be ratified with the other contracts although it had not been signed yet. Mr. Awalt added that he asked Mr. Kirk Swinney the district's attorney to review the contract and he responded by email which is included in the packet. While reviewing the fees listed Mr. Awalt stated that the program meets MAP standard. After brief discussion Mr. Fryer made a motion to approve the existing FCAD contracts. Mr. Brown seconded the motion. The motion carried.

The board reviewed the Chief Appraiser's Quarterly Report on Changes to the Appraisal Roll. Mr. Awalt stated that changes have been made to the roll with history for years 2023 as required by state law. The recap showed 31 homesteads that were applied for 2021, 48 homesteads applied for 2022, and 95 homesteads for 2023. Mr. Brown made a motion to accept the Quarterly Report on Changes to Appraisal Roll. Ms. Whyte seconded the motion. Motion carried.

Mr. Awalt then presented the Chief Appraiser's Report for the district's activities since the last meeting.

Noted in the report:

- Field appraisers and assistants are well into reviewing scheduled properties for Area "B" of the 2023-2024 reappraisal plan. Please see attached progress chart.
- Voting for Freestone CAD Board of Directors concluded on December 15th. Mr. Awalt certified the results to entities on December 18th. A copy of the certification and results are attached.
- Freestone CAD staff member, Gala Pickett, passed away on December 24th. Tina, Melissa, Trent, Carol, Jason, and Mr. Awalt were all able to attend her funeral on the morning of the 28th. Staff member Trent Neely lost his effective "stepfather", David Eggleston, whose funeral was the afternoon of the 28th. Staff member Rachel Ethridge lost her grandmother, whose funeral was also the afternoon of the 28th.

There being no further business, Mr. Dunlap declared the meeting adjourned at 6:29 p.m.



Chairman

Secretary