

Freestone Central Appraisal District
Directors Meeting

Minutes of July 13, 2016

Regular Meeting #443

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, Lovie Whyte, Brownie Utley, and Craig Dunlap. Representing the appraisal district were Bud Black, Chief Appraiser; and Don Awalt, Deputy Chief Appraiser, Carol Clark, Administrative Assistant.

Teresa Duke, board chairman, called the meeting to order at 7:02 p.m.

Ms. Duke asked Mr. Black to confirm that the agenda for this meeting had been posted in accordance with the Texas Open Meeting Act. Mr. Black stated that the posting requirements had been met as the notice was posted on the district's website and on the office front door on July 6, 2016 well in advance of the required seventy-two-hour notice of the public meeting.

Ms. Duke then declared a quorum of members present.

Consideration and action were taken on the minutes of June 8, 2016. 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 June 2016 as prepared by Mr. Black. Ms. Whyte made a motion to approve the monthly financial reports as presented, seconded by Ms. Foree. Motion carried.

Mr. Black then requested that the board skip items VII and VIII on the agenda regarding the renewal of contracts with Pritchard and Abbott for appraisal services and software licensing. Mr. Black stated that there were some items in the contracts that needed further written clarification and delegation regarding the duties and responsibilities of both the district and appraisal firm. Mr. Black has forwarded these contracts to Mr. Kirk Sweeney to review and make recommendations so that the contracts protect the district. Mr. Black also stated that the existing contracts with Pritchard and Abbott did not meet IAAO Standards for Contracting and were the only notable point of concern in the MAP review currently being conducted by PTAD.

Mr. Black then presented the proposed medical and dental insurance renewal package from Texas Association of Counties for 2017. Mr. Black discussed key information included in the packet including:

- The overall projected rate change for 2017 is 7.5%,
- The district's will soon be receiving a surplus distribution share for 2015 in the amount of \$1,325,
- All approved forms regarding the plan must be returned to TAC by October 14, 2016,
- The district's premium for medical coverage is increasing from \$797.38 per employee to \$811.12.
- The district's premium for dental coverage is decreasing from \$25.26 per employee to \$22.96.

Mr. Black then stated that the increases were within the 2017 budget amounts and concluded his presentation by stating that this health insurance coverage plan was "grandfathered" into the requirements of the Affordable Health Care Act. There was a motion by Mr. Dunlap, seconded by Ms. Whyte that the plan be renewed for 2017 under these provisions. Motion carried.

Mr. Black then presented the Investment Officer's Quarterly Report for the quarter ending June 30, 2016. 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 \$456,280.92 and ended with a balance of \$441,468.76. He also certified that the district's internal controls were being followed according to the board's policies and that, to the best of his knowledge, all financial matters were being conducted in accordance with the district's policies and in compliance with the Public Funds Investment Act. There was then a motion by Mr. Utley, seconded by Ms. Foree that the report be approved as presented. Motion carried.

Mr. Black then presented the ARB Quarterly Change Report for the quarter ending June 30, 2016. He stated that the report had been presented to the ARB for their approval during their meeting on July 7, 2016 and that they had approved the changes to the appraisal roll as included in that report. He also stated that he was also required to present this report to the board of directors after the ARB's approval so that the board of directors could be aware of the changes to the appraisal roll. There was a motion by Ms. Whyte, seconded by Ms. Foree that the report be approved as presented. Motion carried.

Ms. Duke then asked Mr. Black if there was a need to enter the scheduled executive session regarding lawsuits listed on the agenda. Mr. Black stated that there were no new developments that required the board's attention in this matter. This being said, the board did not enter into executive session and continued with the meeting agenda.

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

Noted in the report:

- 2 days of ARB hearings for protest filed during the 2016 season. There were 203 protests filed on 3,838 parcels this year. Following is the status of those protest to date:

	<u>Protests</u>	<u>Parcels</u>
Protests Filed	203	3,835
Withdrawn	24	64
Settlement/Waiver	102	2,127
Failure To Appear	9	21
Board Ordered No Change	1	1
Board Ordered Change	4	5
Active Protests (Un-heard or Un-settled)	63	1,617

- The last scheduled day for protest hearings will be Thursday, July 14 where the primary protests will be for mineral/utility/industrial properties.
- Appraisal Records are scheduled to be approved by the ARB on July 14 and appraisal rolls certified to the various taxing authorities by July 25.
- The district's bi-annual reappraisal plan, covering scheduled activities for 2017-2018 must be adopted by the board of directors by September 15. He should have the plan ready for the board's consideration in the August meeting.
- The staff will begin working on 2017 on August 1 after completing review and certification of the 2016 appraisal records.

- The district's parking lot is in dire need of maintenance and repair. It was resurfaced about 15 years ago and is beginning to show some signs of wear and deterioration. He attached pictures of damaged areas to make the board aware of the needed maintenance.

There being no public comment and there being no further business, Mr. Duke declared the meeting adjourned at 8.00 p.m.

Texas Duke
Chairman

Craig Smith
Secretary