

Freestone Central Appraisal District  
Directors Meeting

Minutes of February 14, 2024

Regular Meeting # 534

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. Also present were Mr. Rodman Instine, and Mr. Steve Gregg, representatives from Pritchard & Abbott.

Mr. Dunlap called the meeting to order at 5:27 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 January 10, 2024. Mr. Brown made a motion to approve the minutes as presented. Mr. Fryer seconded the motion. Motion carried.

The board then considered the district's monthly financial report for January 2024. Mr. Awalt pointed out the payment made to Texas Association of Counties Health and Employee Benefits Pool (TAC) for the total of \$13,350.34. The software installment was made to Pritchard & Abbott for a total of \$10,660. Mr. Awalt pointed out the two payments made to Pitney Bowes to replenish the postage machine. He explained that most of the \$2,000 posted to the machine was used to mail out renditions; another \$1,000 had to be added to the machine. Regarding the Windstream payment, Mr. Awalt reminded the board that there is a savings of at least \$200 with the installation of the new phones lowering the payment to \$299.04. Ms. Whyte made a motion to approve the financial report for January 2024, with a second by Mr. Sanders. Motion carried.

The board then considered Amending or Ratifying Public Funds Investment Policy, Item VII on the agenda. Mr. Awalt reminded the board of their request for this item to be tabled from last month's meeting allowing him to amend the verbiage. He pointed out the first paragraph of Section 4.05 *Suitable & Authorized Investments* where the old verbiage was struck out and the highlighted paragraphs had been amended. He briefly reviewed the changes which listed authorized investments such as interest bearing accounts, Certificates of Deposit, Money Market Mutual Funds, and local government investment pools; included were the requirements of each investment. Section 4.06 was also amended from Security of Investments to Security of Funds in Depository. Mr. Fryer made a motion to accept the amendment of the Public Funds Investment Policy. Mr. Sanders seconded the motion. The motion carried.

Consideration and action were taken on replacing the in-house server or approving a cloud server contract. Mr. Awalt informed the board that the current contract for the server lease with BIS will expire in March. The annual cost is \$10,000 for the service, and \$4,450 for the onsite backup cost. Their quote for a replacement server for 2024 is \$9,500 for the installation and setup fee.

Mr. Awalt introduced Mr. Instine and Mr. Gregg who represented Pritchard & Abbott giving them an opportunity to add to the presentation. Mr. Awalt then reviewed the quote from Pritchard & Abbott which will transition the district's CAMA data from the in-house server to their server giving access via the internet. The cost annually is \$8,400 for the lease and service, and \$4,200 for backup cost.

Mr. Awalt added that there would still need to be a server for temporary storage of scanned documents and GIS data. The price to purchase the current server is \$1,500 with an additional \$850 for an extended two-year warranty.

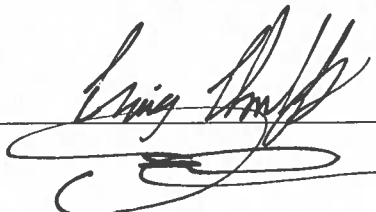
Mr. Instine stated to the board that they have a multiple server to support many of their clients, which saves maintenance and service time. There are fourteen internet providers for the site allowing clients to migrate to the site without losing speed while reducing costs. Mr. Gregg added that the Data Storage Center has backups structured to protect against the loss of data. Mr. Awalt stated that the staff had an opportunity to use a test database to see if there were any differences; there were no changes in speed. After brief discussion, Mr. Sanders made a motion, with a second from Mr. Fryer to approve the Cloud Server Contract from Pritchard & Abbott. The 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 almost finished reviewing scheduled properties for Area "B" of the 2023-2024 reappraisal plan. Please see attached progress chart.
- 2023 School District Property Value Study preliminary findings were released January 31. All school district values were determined to be within the state's confidence interval determination.
- A new employee, Erin Simpson, was hired to fill the vacancy left by the passing of Gala Pickett.

There being no further business, Mr. Sanders made a motion to declare the meeting adjourned at 6:04 p.m. Mr. Brown seconded the motion. The motion carried.

  
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Chairman  
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Secretary

