

Freestone Central Appraisal District
Directors Meeting

Minutes of November 12, 2025

Regular Meeting # 555

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, Sid Fryer, 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 5:36 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 October 8, 2025. Mr. Brown made a motion to approve the minutes as presented. Ms. Whyte seconded the motion. Motion carried.

The board then considered the district's monthly financial report for October 2025. Mr. Awalt stated that the bills that were listed for the district's expenses for October included a payment of \$10,852.50 to Pritchard & Abbott towards the software contract. There were payments made to Low Swinney Evans and James for the district's lawsuits. Payments were also made towards the Xerox printing for leasing and copies. The expenses for October were fairly typical for the month. Mr. Sanders made a motion to approve the financial report for October 2025, with a second by Mr. Fryer. Motion carried.

Consideration and action were taken on Request to Waive Entity Late Quarterly Payment Penalty Fees. Mr. Awalt explained to the board that the payment due from Fairfield ISD was due on November 10 but was received at the district's office on November 16. State law requires the entities to pay a 5 percent penalty when payments are made late. Mr. Awalt stated that he had no authority to waive the penalty and requested the board to make the determination to approve or deny the request. He added that Fairfield ISD always made their payments on time. Mr. Brown made a motion, with a second from Mr. Sanders to waive the 5 percent late penalty fee for Fairfield ISD quarterly payment. The motion carried.

Consideration and action was taken on the Line Item Adjustment to the 2025 Operating Budget. Division I *Personnel Services* employees' salaries has been adjusted from \$567,864 to \$557,864, a difference of \$10,000; auto allowances had an increase of \$13,800 after decreasing the employee health insurance by \$13,800. Mr. Awalt explained to the board that the changes with salaries is mostly due to rehiring Mr. Bottoms as an experienced appraiser and then hiring the assistants in June and August and having only paid salaries to the new employees for part of the year. Division II *Supplies* had a total increase of \$160; subscriptions increase from \$10,953 to \$12,813, and software maintenance was decreased by \$1,700.

Division III *Contracts* had a total increase of \$13,270 due to Mapping Services being adjusted with an increase of \$7,500 to pay for a flight to photograph the lake. The increase of \$3,040 in Service Agreements covered the Homestead Contract with Linebarger as there were more homesteads reviewed than originally estimated. General Services had an increase of \$2,095, and Equipment Purchase had an increase of \$650 due to the purchase of two computers.

Pointing out the 2025 Cost Share to the board, Mr. Awalt stated that after all the adjustments were made, there was a zero balance, and there were no changes in the budget amount or the entities contributions for 2025. Mr. Awalt then asked the board to approve his report with all the adjustments. Mr. Fryer made a motion to approve the Line Item Adjustments to the 2025 Operating Budget. Mr. Brown seconded the motion. Motion carried.

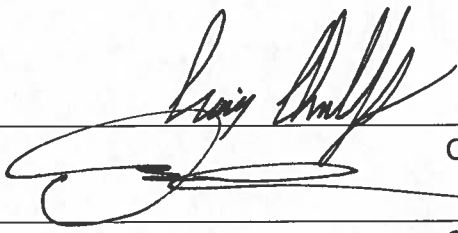
The board considered the Chief Appraiser Performance Evaluation for 2025. At this time, Mr. Awalt and Mr. Moore exited the meeting. The board began to discuss the questions listed on the evaluation form and the survey submitted by the employees. The board's consensus of the staff's surveys of Mr. Awalt's performance was extremely positive. The board described Mr. Awalt's strengths as having knowledge of appraisal rules and laws, he had financial management of the district's affairs, and that he fosters a good work environment while managing personnel well. Mr. Awalt would need to continue to manage the staff to develop their skills for the future of the district. After lengthy discussion, the board asked Mr. Awalt to return to the meeting to assist them with completing his personal and organizational goals. Mr. Awalt stated that his goal is to train and educate newly hired employees, help them to grow from within with staff development, meet standards set by the State, and provide good customer service to taxpayers. After evaluating Mr. Awalt's overall performance as excellent, the board then considered Mr. Awalt's 2026 salary.

Mr. Awalt informed the board that by recommendation of the financial auditor his salary must be stated and recorded in the minutes. As listed on the Total Employee Compensation & Benefits for 2026 included in the board's packet, Mr. Awalt pointed out his compensation which had already been budgeted and approved by the board for 2026. Mr. Stanton made a motion that Mr. Awalt's salary for 2026 be set at the budgeted amount of \$90,900 with longevity pay of \$1,800, an auto allowance of \$6,500, communication allowance of \$600 with a total salary of \$99,800. Ms. Whyte seconded the motion. Motion carried.

There was nothing to report to the board from the Tax Liaison Officer.

Mr. Awalt reported to the board that all 5 board members have been nominated.

There being no further business, Mr. Dunlap declared the meeting adjourned at 6:26 p.m.



Chairman

Secretary