

Freestone Central Appraisal District
Directors Meeting

Minutes of January 14, 2026

Regular Meeting # 557

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 5:34 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 Ms. Carol Clark, Notary.

The board briefly discussed the election of officers. A motion was made by Mr. Sanders to re-elect Mr. Dunlap as board Chairman, and Mr. Ralstin as board Secretary. 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 10, 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 December 2025. Payments were made on the district's credit card toward travel to TRCA, for a review class and test for Mr. Bottoms. Mr. Awalt reviewed the bill list pointing out a payment of \$1,000 which was paid towards an arbitration fee. A payment of \$2,178.50 was also paid towards an arbitrator's fee. Mr. Awalt explained to the board that the districts attorney, Mr. Kirk Swinney attended the hearing. At the foot of the Budget vs. Actual, Mr. Awalt stated that the district finished the end of the year with a total of eighty percent of total expenses. Ms. Whyte made a motion to approve the financial report for December 2025, with a second by Mr. Brown. 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, 2025. Reviewing the Summary of Funds held at the district's depository, the general fund account had a beginning balance of \$487,644.00 with \$610,416.00 in deposits and \$382,085.00 of withdrawals. The ending balance of \$716,748.00 included \$773.00 in interest earned for the quarter and \$3,058.00 for the year to date. The payroll account had a beginning balance of \$2,452.00, \$254,508.00 of deposits, \$254,373.00 of withdrawals with an ending balance of \$2,587.00. There was no interest earned as this is not an interest bearing account.

Mr. Awalt pointed out that the district's fund coverage was very secure with the quarter being over pledged every month. Mr. Awalt also pointed that the months would be corrected from January, February, and March, to October, November, and December. He then pointed out the annual recap for the board to review. Mr. Sanders made a motion to accept the Investment Officer's Quarterly Report with a second by Mr. Brown. Motion carried.

The board then considered Ratifying Public Funds Investment Policy, Item XIII on the agenda. Mr. Awalt stated that this is the same policy that was adopted last year, and he recommended that there be no changes made to the policy. Sect. 4.02: *Fund Types & Investment Terms* had the four fund types associated with the district; General operating funds, payroll funds, entity payment reserves, and funds encumbered for specific purposes.

Under the standards of care, the board designates the Chief Appraiser to serve as the district's public funds investment officer. The investment officer must be a person of prudence, discretion, and intelligence as when managing their own affairs. The board will provide periodic training in investments for its public fund investment officer with ten hours of training that must be completed within 12 months of taking office or assuming these duties.

The board must solicit bids for a depository at least once in each two-year period; the board and depository may agree to extend a depository contract for one additional two-year period. A suitable and authorized investment may be an interest-bearing account at the district's depository bank, certificates of Deposit issued by its depository bank, a money market mutual fund, or a local government investment pool. If the funds in the depository are not insured by the Federal Deposit Insurance Corporation or the Federal Savings and Loan Insurance Corporation, the depository must secure funds in the manner provided by law for the security of funds of counties.

The depository may pledge to the district-specified types of securities in an amount equal to the insured appraisal district funds on deposit. The public funds investment officer shall prepare an internal management report quarterly for the board of directors. The board will review the district's investment policy annually; if there are no changes to be made, the policy must be ratified by resolution. After brief discussion, Mr. Sanders made a motion to ratify the Public Funds Investment policy. 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; and recommended that the board does not approve any broker dealers. Mr. Brown made a motion not to authorize any Broker Dealers for the district's investments. Mr. Sanders seconded the motion. The motion carried.

Mr. Awalt pointed out his recommendation for the four training sources used by the district;

- Texas Association of Appraisal District's (TAAD)
- Texas Association of Accessing Officers (TAAO)
- Texas Municipal League (TML)
- Texas Association of Counties (TAC)

Mr. Awalt stated that TML was the training source that the district used frequently as they held multiple classes during the year. Ms. Whyte made a motion to approve the training sources recommended by Mr. Awalt. Mr. Sanders seconded the motion. The motion carried.

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

The board then considered Ratifying Existing FCAD Contracts. Mr. Awalt reviewed the district's contracts briefly beginning with the mineral and software contracts with Pritchard & Abbott; the mineral contract fee for 2026 is \$265,000.00 at \$66,250.00 every quarter. The software contract for 2026 is \$66,210.00 at \$16,552.50 every quarter. Mr. Frank Campos the district's financial auditor has estimated his fees at \$8,050.00 to audit the fiscal year ending December 31, 2025.

There are four Xerox machines that are leased to the district; all the machines are leased at different costs and additional payments for copies. Low Swinney Evans & James are the district's legal representatives. There is a \$75.00 retainer fee which is paid monthly, \$175.00 per hour for attorney time, \$40.00 per hour for paralegal time, \$60.00 per hour for clerk time, and \$20.00 per hour for administrative time. The Pitney Bowes lease for the postage machine has a fee of \$808.20 paid quarterly. The district makes contributions to the Texas County & District Retirement (TCDRS), the district's retirement provider at the rate of fifteen percent. TXU Energy provides electricity service to the

district for a three-year contract. Armstrong and Armstrong is the legal representative for the ARB with an annual contract and retainer fee of \$600.00. BIS Consulting is an annual contract with a fee of \$8,653.64, billed quarterly at \$2,163.41 to provide off-site and online backup. Navitus Credit Corporation provides the district's VoIP phone software and hardware, which is a five-year contract at a monthly payment of \$414.25. Linebarger Goggan Blair & Sampson reviews homesteads for a fee of \$19,700.00 at \$4.00 per account in 2026. After brief discussion, a motion was made by Mr. Sanders, with a second by Ms. Whyte. The motion carried.

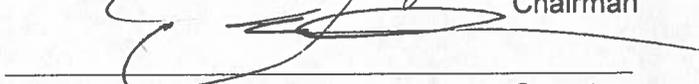
The board reviewed the Chief Appraiser's Quarterly Report on Changes to the Appraisal Roll. Mr. Awalt stated that the change report was for prior years ending December 31, 2025. Most of the changes were homesteads applied; there were seventy in 2025, and twenty-two in 2024. Mr. Awalt recommended that the board accept the report as presented. Mr. Brown made a motion to accept the Quarterly Report on Changes to Appraisal Roll. Ms. Whyte seconded the motion. Motion carried.

Consideration and action were taken to allow the Chief Appraiser to Perform Functions of Board Secretary for public notices. Mr. Awalt explained to the board that although the district's policy states that the Chief Appraiser is allowed to perform the functions of the boards secretary, proof of his authority would be recorded in the minutes. Mr. Awalt would be able to publish the budget ad in the local newspapers for the budget hearing. Mr. Brown made a motion to allow the Chief Appraiser to perform functions of Board Secretary for Public Notices. Mr. Dunlap seconded the motion. The motion carried.

The board then considered the 2026 holiday schedule. Mr. Awalt stated that there were no changes to the dates that were scheduled in 2025, although Veteran's Day will be on the day of the November board meeting. After brief discussion, the board agreed to change the November meeting from the eleventh to the eighteenth; they also agreed to discuss the dates in the September meeting to make sure that it was still convenient. A motion was made by Mr. Brown, with a second by Mr. Sanders to accept the holiday schedule for 2026.

There being no further business, Mr. Dunlap declared the meeting adjourned at 6:23 p.m.



Chairman


Secretary