

Freestone Central Appraisal District
Directors Meeting

Minutes of April 12, 2023

Regular Meeting #524

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, Stanton Brown, Lovie Whyte, Daniel Ralstin, and Sid Fryer. Representing the appraisal district was Don Awalt, Chief Appraiser; Carol Clark, Administrative Assistant. Also present was Mr. Frank Campos.

Mr. Dunlap called the meeting to order at 7:02 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.

The board first considered appointing a board member to fulfil the remainder of term ending December 31, 2023. Mr. Awalt reviewed the nominations submitted to the board. He stated that there were only two nominations submitted by the entities; Mr. Stanton Brown was nominated by Buffalo ISD, and Mr. Benny Pillans by Freestone County. Fairfield ISD and Wortham ISD chose not to nominate a candidate.

Mr. Awalt continued to explain that Mr. Pillans later asked to be withdrawn as he had a conflict with the amount of meetings held each year and the time the meetings are being held. After brief discussion, Mr. Fryer made a motion to appoint Mr. Stanton Brown to fulfill the remainder of the term ending December 31, 2023. Ms. Whyte seconded the motion. The motion carried.

An oath was administered to Mr. Stanton Brown by Carol Clark, Notary.

Consideration and action were taken on the minutes of the meeting held on March 8, 2023. There was a motion by Mr. Fryer to approve the minutes of March 8, 2023. Ms. Whyte seconded the motion. Motion carried.

The board then considered the district's monthly financial report for March 2023. Mr. Awalt reviewed the Bill List on the first page of the report pointing out the payments made to the three local newspapers for the exemption ad. The ad informs the public of the exemptions available which includes the homestead exemption, and the special value exemption. Payments were also made to Frank Campos for the district's financial audit for the year ending December 31, 2022. Mr. Awalt reminded the board that Mr. Campos who was in attendance planned to present the report later in the meeting. There were also two payments made to Windstream at the beginning and the end of the month. Mr. Awalt completed the report by reviewing the total expense on the foot of the Budget vs. Actual stating that 21.6 percent of expenses was used, which is in line with the overall budget. After brief discussion, Mr. Brown made a motion to approve the financial report for March 2023, with a second by Mr. Fryer. Motion carried.

Frank Campos, CPA, presented the financial audit report for the year ending December 31, 2022. Mr. Campos explained that his opinion, as presented in the report, indicated that the district's financial records are sound as stated on page one of the report.

Mr. Campos reviewed the Statement of Net Position and Governmental Fun Balance Sheet on page ten of the report, which stated the district's total assets of \$775,597.00 in the general fund account. The governmental activities showed

- a total of \$73,712.00 overpaid in the pension fund from 2021.
- Deferred Outflows of Resources is \$216,636.00 which is pension related
- Liabilities – Accrued payroll payable of \$13,105.00

- an unearned revenue of \$338,130.00 not earned by the district yet
- Compensated absences of \$8,385.00
- \$10,563.00 leases payable due within the year. Changes have been made to how leases are reported
- Total liabilities of \$382,837.00
- Fund balance of non-spendable prepaid items \$14,505.00
- Unassigned fund balance of \$409,857.00
- Total net position of \$590,957.00
- General Fund expenditures/expenses of \$1,280,404.00
- Change in fun balance/net position with \$84,644.00
- Ending Fund balance/Net Position of \$590,957.00
- \$410,506.00 Variance with Final Budget

Mr. Dunlap asked Mr. Awalt to state the encumbered funds for the entity payment reserves. He responded that due to the lateness that the auditor's report was received, he would present the fund balances during the next board meeting. Ms. Whyte made a motion to approve the Financial Auditor's Report for the year ending December 31, 2022. Mr. Fryer seconded the motion. The motion carried.

The board's next consideration and action was on Investment Officer's Quarterly Report ending March 31, 2023. Mr. Awalt reminded the board of the requirement that a report is submitted to the board quarterly. Funds are deposited in the districts general fund checking account in its depository and disbursed as needed.

Section 2.0 *Pledged Securities* Mr. Awalt reviewed the coverage for the first quarter. There was FDIC Coverage of \$250,000 for each month, with total fund coverage of \$1,015,948.00 for January, \$993,898.00 for February, and \$1,003,149.00 for March. The district was over pledged each month with the highest balance securely covered.

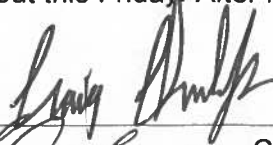
The district's quarterly combined recap listed under section 3.0 *Quarterly Fund Activity Summary* had a beginning balance of \$746,829.00 in the general fund account and \$1 in the payroll account. With both accounts combined there was \$424,055.00 in total deposits with an ending book balance of \$627,143.00. There was a total of \$325.00 of interest earned in the general fund account.

Mr. Awalt concluded by reading the Compliance Statement in Section 5.0 of the report certifying that the report is a complete and true analysis of the financial conditions of the district's calendar quarter ending March 31, 2023. There was a motion by Mr. Fryer, seconded by Mr. Brown to approve the Investment Officer's Quarterly Report as presented. Motion carried.


Mr. Awalt then presented the Chief Appraiser's Report on ARB Approved Changes ending March 31, 2023. He reminded the board that he is required to send a copy of the report to the board of directors and the ARB within ten days after the calendar quarter. He added that the ARB will approve the report during their next meeting scheduled in May.

The recap on the second page of the report showed that there were a couple of changes to correct ownership. There was some Owner Information Change to correct addresses. Mr. Awalt continued to review the report stating that late homestead exemptions have been applied, and that homestead ceilings have been corrected. The 41.41. Supplementary Notices have been changed and has not been sent to the tax office at this time. Mr. Awalt stated to the board that all 2022 and prior years have been changed and that he recommended the board to approve the report. Ms. Whyte made a motion to approve the Chief Appraiser's Quarterly Report on changes to the appraisal roll. Mr. Fryer seconded the motion. The motion carried.

The following item on the agenda was Item VII *Chief Appraiser's Report*. Mr. Awalt stated that he had nothing to report at this time but that the appraisal notices would be mailed out this Friday. After lengthy discussion and no further business, the board adjourned at 8:04 p.m.



Chairman



Secretary
Member