

**MINUTES OF THE REGULAR MEETING OF THE
CENTRAL APPRAISAL DISTRICT
OF FANNIN COUNTY**

September 28, 2023

- PRESIDING:** Jerry Magness, Board Chairman
- PRESENT:** Jason Walker, A J Self, Richard Glaser
- ABSENT:** Jason Royse
- STAFF:** Tylene Gamble, Christie Ussery, Sara Felke, Amanda Hamilton
- CALL TO ORDER:** The meeting was called to order at 12:01. A quorum was established.
- PUBLIC COMMENTS**
- Jason Walker, Director, wanted to clarify that some of the comments from the July board meeting may have been misconstrued. Mr. Walker recapped the prior year (2022) ARB season regarding the board room door closure and the NFPTA fire safety standards. Mr. walker addressed the 2023 ARB hearing day that was the focus of the Appraisal Review Board members complaint. He states he was in the lobby, and only entered the hearing room during an ARB break in between a protester's presentations. He adds that he addressed the ARB during the break that the door should remain open, and that he did not represent himself as "representing the board" but rather as a board member present that has a duty to protect employees and the public.
- Mr. Walker added comments on security and on the Chief Appraiser's email following the walk-through from Bonham Fire Chief. The fire chief is not a fire marshal and not certified in NFPTA #101. Mr. Walker stated he disagrees with the previous meetings Public Forum comments and with the Fire Chief's statements as presented in the email. Mr. Walker states that he believes the door should be turned to open outward with a panic bar and relays that the Fire Chief would agree.
- CONSENT AGENDA:** A motion was made by Mr. Glaser, seconded by Mr. Self, to approve the minutes for the Regular Meeting on July 21st as well as the financial report through August 31st. Mr. Walker asked about the Open Meeting rules when 3 or more people speak on the same subject, they should be limited to 1 spokesman. No further comments. The motion carried 3-1 with Mr. Walker having the dissenting vote.
- 2023 ASSESSMENT AND COLLECTION CONTRACTS**
- Mrs. Gamble recommends approving City of Bailey (V1) and City of Ladonia (V2) as both versions have been approved by the board. Motion by Mr. Glaser, second by Mr. Walker to approve as submitted. Motion carried unanimously.
- REVIEW OF TCDRS**
- Mrs. Gamble reviewed the current plan: 225% match, No lump sum option, retiree COLA, and designated contribution. Additional information was discussed on the percentage match of area appraisal districts. Mrs. Gamble asked the board to consider updating the current match to 250%. This change is covered in the adopted 2024 Budget. Motion by Mr. Self, second by Mr. Glaser to adopt the 250% match, No lump sum option and authorize the \$20,000 designated funds for TCDRS buy down be paid. Motion carried 4-0.

REVIEW INSURANCE

In the July meeting the board had determined to stay with TML, mainly due to the various options it offered staff. September 18th, the CAD was notified those options were no longer available and the CAD had to choose a single play. Since the options had changed, staff had sought out a private insurer, as well as an estimate from a broker used by other CADS. The single option by TML was still the most cost effective, but the increase is \$148 a month to the employee. Currently the CAD contributes \$850/month towards staff health benefits, Mrs. Gamble ask the board to consider increasing the CAD portion to \$925/month. The extra \$75 a month would cover one half of the \$148 increase. The budget was built based on \$900/month and the additional \$25/month would be covered by delaying the hire of the last 2 budgeted positions. Motion by Mr. Magness, second by Mr. Glaser to increase the CAD insurance contribution to \$925 a month per employee. Motion carried 4-0.

REPORTS

Director of Personnel and Finance: The current checking accounts do not offer any interest and the most recent trend with Tex Pool is about 5%. There is no cost associated with transferring in or out of Tex Pool. September 10th, the designated funds were moved to Tex Pool, so we should start seeing a good interest return by the end of the year.

Director of Operations: All filed exemptions are completed, except 12 that is still waiting for the house to be added. Staff can stay current right now as applications have slowed. The target is to stay current and work each application within 10 days of receipt. Additionally, the ad for the reception position has been posted and hopefully, we begin interviews in the next couple of weeks.

Deputy Chief Appraiser Christie Ussery: All the tax rates have been calculated, proposed, and published. All the school tax rates are adopted, and we only need the City of Ladonia to complete all tax units. They will meet today, September 28th. The levy process will then start, and we have targeted October 13th to have the bills out. This is a new software process for us all. There's no one in the building that has done this before on this software. As we have 1 ready to take the RPA Level 4, and 3 almost ready for the Level 3 exam, we will be bringing the RPA Review class to Bonham in December. There are other CADs sending students so that will offset costs. Hopefully we can get more in-house classes.

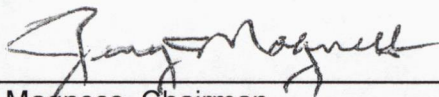
Chief Appraiser Tylene Gamble: The CAD certified on time, July 24th. Arbitrations have been cleared for year 2022, but there are 10 for 2023 to date. Appraisers are out for 2024, Residential Department will be working on the cities: Savoy, Ector, Trenton, Leonard and school districts: Savoy, Ector, Whitewright, Trenton, Leonard, Blue Ridge, Wolfe City as per the adopted Reappraisal Plan. The PVS field work by the state is completed and we expect to get the clerical review soon. We have lost another appraiser to Denton, but we already had a listing on our trade sites for an appraiser. Hopefully, we can find 2 candidates from the submissions. The board will have my evaluation on the November agenda.

NEXT MEETING

Next regular meeting is set for November 17th, Noon, CAD offices

ADJOURN:

A motion was made by Mr. Walker, seconded by Mr. Self, to adjourn the meeting. The motion carried unanimously. The meeting was adjourned at 1:35 PM.



Jerry Magness, Chairman
Central Appraisal District of Fannin County
Board of Directors