

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

November 17, 2023

- PRESIDING:** Jerry Magness, Board Chairman
- PRESENT:** Jason Walker, A J Self, Richard Glaser (12:06)
- ABSENT:** Jason Royce
- STAFF:** Tylene Gamble, Christie Ussery, Sara Felke
- CALL TO ORDER:** The meeting was called to order at 12:03. A quorum was established.
- PUBLIC COMMENTS** None
- CONSENT AGENDA:** A motion was made by Mr. Self, seconded by Mr. Walker, to approve the minutes for the Regular Meeting on September 28th with the correction of NFPA from NFPTA as well as the financial report through October 31st. The motion carried 3-0.
- 2023 ASSESSMENT AND COLLECTION CONTRACTS** Mrs. Gamble recommends approving Fannindel ISD Collection Contract (V2). Motion by Mr. Self, second by Mr. Glaser to approve as submitted. Motion carried unanimously. This is the last pending collection contract.
- 2023 AUDIT FIRM** The letter of engagement was presented from McClanahan & Holmes, LLP. Chief Appraiser Gamble reviewed the meeting held with the firm regarding some requested reporting, as well as a request to move the audit date to May. There was discussion at the meeting to review the fee structure as compared to other appraisal districts. Further, the CAD will do their own quarterly/annual employment reporting. The final engagement came in at \$12,000, still in July. Chief Appraiser Gamble recommended the CAD stay another year with this current firm but should consider going out for Proposals in the near future to ascertain the market costs for audits our size. Motion by Mr. Glaser, second by Mr. Self to engage McClanahan & Holmes, LLP for the 2023 Financial audit. Motion carried 4-0.
- AG ADVISORY BOARD** Chief Appraiser Gamble submitted the Ag Advisory board for 2024, consisting of Mr. Wallace, Mr. Maxwell, Mr. Mahler and Mr. Galyon. After some discussion on potential new members, the consensus expressed as a good, knowledgeable Ag board.
- EXECUTIVE SESSION** Motion by Mr. Glaser, second by Mr. Walker to recess to Executive Session at 12:25 for the purpose of the Chief Appraiser Evaluation and renumeration. Evaluation was conducted and reviewed with the Chief Appraiser.
- Motion by Mr. Glaser, second by Mr. Walker to reconvene to open meeting at 12:56.
- REPORTS** Director of Personnel and Finance, Sara Felke reported on the deposits in TexPool. For the partial month of September interest paid at 708.52 and the month of October brought in 1517.83.

Deputy Chief Appraiser Christie Ussery: The CAD is now fully staffed. A new appraiser began 11/6th and has some of the required courses already completed. As well as, the final appraisal position will be filled by 11/27th. This appraiser has some experience, though a few years old, in another CAD. This will also offset some of the required classes. We are all excited as we start the new year. The 2024 reappraisal process is about 75% complete, and that will be set aside in December to begin the new rechecks and new builds for the year. Then, we will return to complete the reappraisal to ensure compliance with the adopted Reappraisal Plan. Ag Advisory met 11/16th. Tax bills are out and collections are going well, but as always, expect a very busy December/January. Christie is registered for Property Tax Institute in College Station for early December.

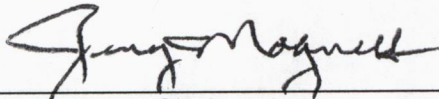
Chief Appraiser Tylene Gamble: Reviewed the changes in the Allocations for the budget as a result of the new homesteads and freeze compressions. This pushes a heavier burden of the CAD budget to the county and cities, as school levies reduced. Board election ballots are out and due back before December 15th. The Methods and Procedures Audit is set for 2024. The document list for submission is due 11/30 and we hope to make the January/February schedule to get the reviewer in and out before ARB season. At this time, we do not anticipate any more 2023 board meetings. I will be out next week with Thanksgiving, while Christie will be out the week of Christmas.

NEXT MEETING

Next regular meeting is set for January 19th, Noon, CAD office.

ADJOURN:

A motion was made by Mr. Glaser, seconded by Mr. Walker, to adjourn the meeting. The motion carried unanimously. The meeting was adjourned at 1:08 PM.



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