

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

January 19, 2024

- PRESIDING:** Jerry Magness, Board Chairman
- PRESENT:** Jason Walker, A J Self, Richard Glaser, Curtis Smith
- STAFF:** Tylene Gamble, Christie Ussery, Sara Felke, Amanda Hamilton
- GUESTS:** Wade Gent, Geoff Keller, Samantha Caffey (Linebarger)
- CALL TO ORDER:** The meeting was called to order at 12:02. A quorum was established.
- PUBLIC COMMENTS** None
- OATH OF OFFICE** The new 2024-2025 Board of Directors have been selected by the tax units of Fannin County per Section 6.03 Texas Property Tax Code. Eligibility was confirmed, as well as a list of CAD vendors for any possible conflict of interest. The new board was administered the Oath of Office by Tylene Gamble, Chief Appraiser. Board members are Richard Glaser, Jerry Magness, A J Self, Curtis Smith, and Jason Walker.
- ELECTION OF OFFICERS** Motion by Mr. Glaser, second by Mr. Self to nominate Mr. Magness as chairman. Motion by Mr. Walker, second by Mr. Glaser to nominate Mr. Self as vice-chairman. Motion by Mr. Glaser, second by Mr. Self to nominate Mr. Walker as Secretary. Voting is unanimous; 5-0.
- STATEMENT OF OFFICER** Chairman Mr. Magness, Vice-Chair, Mr. Self and Secretary Mr. Walker signed the required Statement of Officer as read into the record by Tylene Gamble, Chief Appraiser.
- DELINQUENT TAXES** The annual delinquent tax report for Fannin County, City of Baily and City of Ector was present by Linebarger, Delinquent Tax Collection firm. Presented by Wade Gent.
- Board Member Mr. Glaser left the meeting at 12:25.
- BOARD MEETINGS** Motion by Mr. Self, second by Mr. Walker to set the board meetings for the last Monday of odd number months at 8:30 am, with the next meeting March 25th. Motion carried 4-0.
- CONSENT AGENDA:** A motion was made by Mr. Self, seconded by Mr. Walker, to approve the minutes for the Regular Meeting on November 17, 2023, as well as the end of year estimated 2023 Excess funds of \$317,494.59 (pending audit). Discussion followed to move the excess funds to Tex Pool until the audit and final decision on designations.
- BANK SIGNATORIES** Motion by Mr. Walker, second by Mr. Smith to authorize Chief Appraiser Tylene Gamble and Deputy Chief Appraiser Christie Ussery as staff signatories. Motion carried 4-0.

Motion by Mr. Walker, second by Mr. Self to authorize Chairman Jerry Magness, Vice-Chair Mr. Self and Secretary Mr. Walker as Board signatories. Motion carried 4-0.

Motion by Mr. Walker, second by Mr. Self to update the banking policy. All checks require 2 signatures. Checks at \$1000 or less may be signed by two (2) staff signatories. All checks that exceed \$1000 require at least one of the two signatures be a Board member. Motion carried 4-0.

REPORTS

Director of Personnel and Finance: Sara Felke reported on the deposits in TexPool. Total interest since mid-September through December 31 is \$5705 for Miscellaneous Revenue for the district.

Director of Operations: Amanda Hamilton supplied the 25.25b list of changes as well as the update on all ARB members are appointed with 1 new member. The staff has mailed out another 144 the exemption resets and are current on processing with only 32 pending exemptions. There should be another round start to come in soon.

Deputy Chief Appraiser Christie Ussery: The CAD hosted an appraiser exam review with 20 attendees. There was enough registration fee left to have another instructor here for the required USPAP course. Stephen has passed his Level 4 Exam and is an RPA, while 3 more are booked to take their Level III exam in February. 2024 Reappraisal stopped to do the rechecks and new construction in December. Staff is about 80% complete on that and will pick up the reappraisal again. Meredith, our Ag appraiser, spoke this morning at an Agri-life event regarding ag qualifications and timelines. There were about 50 participants and an in-depth Q&A that went very well. One the more recent hired collectors has quit and gone back to their other job that paid more, so we are cross training the new customer service clerk to work both sides. Taxes become delinquent on Feb 1, and the collection department has been quite busy.

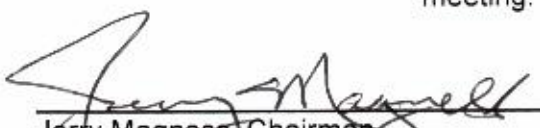
Chief Appraiser Tylene Gamble: Property Value Study results should be available by 1/31. We are concerned with the 4 schools that were out in 2021, as you have to be valid 2 years in a row to stay out of state value. We will be reviewing the data and can make recommendations to any schools that fall out if they should pursue an appeal. The MAPS (Methods and Procedures Review) will begin in-house the last week of January. Results should be finalized in December 2024. The extensive Operations Survey will have to wait until the MAPS review is completed but is due in early March. So far there are 27 arbitrations filed covering 62 accounts. In lawsuits, we have 5 filed for 2023, 2 from 2022 that added 2023 and there is still 1 old 2020 pending suit.

NEXT MEETING

Next regular meeting is set for March 25th, 8:30 am, CAD offices

ADJOURN:

A motion was made by Mr. Self, seconded by Mr. Smith, to adjourn the meeting. The meeting was adjourned at 1:50 PM.



Jerry Magness, Chairman
Central Appraisal District of Fannin County