

Crosby Central Appraisal District

Board of Directors

Minutes

The Board of Directors for the Crosby Central Appraisal District met in regular session on Thursday November 16, 2023, at 7:10 a.m. at the Crosby Central Appraisal District office located at 109 West Aspen Street Crosbyton, Texas.

- 2023-062 Chairman Steve Henn called the meeting to order at 7:10 a.m.
- 2023-063 Chairman Henn established a quorum with himself, Brad Aycock, Suzanne Foust, Gary Hardin, Gail Johnson and Donald Kirksey. Members absent Virginia Torres and Abel Reyna. Others present Crystal Hill, Chief Appraiser.
- 2023-064 Public Access: None
- 2023-065 Gail Johnson made the motion, seconded by Suzanne Foust to approve the September and October 2023 Financials. The motion passed unanimously. (6-0-0)
- 2023-066 Gary Hardin made the motion, seconded by Brad Aycock to approve the October 3, 2023 Budget Public Hearing minutes and the October 3, 2023 regular meeting minutes. The motion passed unanimously. (6-0-0)
- 2023-067 Donald Kirksey made the motion, seconded by Gail Johnson to approve the 3rd Quarter Public Funds Investment Report. The motion passed unanimously. (6-0-0)
- 2023-068 Gary Hardin made the motion, seconded by Brad Aycock to grant longevity pay for 2023 per the adopted scale. The motion passed unanimously. (6-0-0)
- 2023-069 Gail Johnson made the motion, seconded by Brad Aycock to approve the 2024 Employee Health Insurance Renewal with BCBS of Texas and Guardian. The motion passed unanimously. (6-0-0)
- 2023-070 The Board discussed the Chief Appraiser Evaluation.
- 2023-071 Chief Appraiser Report
- **Collection Report/Appraisal Update** – Crystal Hill reported that statements were mailed October 6th and that work on the reappraisal of Lorenzo ISD had begun.
 - **2023 Annual Report** – Crystal Hill provided an overview of 2023 Annual Report. No board questions or discussion.
 - **2023 Mass Appraisal Report** – Crystal Hill provided an overview of 2023 Mass Appraisal Report and advised the Board that the District completed this report in accordance with the Uniform Standards of Professional Appraisal Practice (USPAP) and the Texas Property Tax Code (TPTC). No board questions or discussion.
 - **TAAD Conference** - Crystal Hill informed the board of the date, time, and place of the 2024 TAAD Conference.

2023-072 Chairman Henn set the next meeting date for January 18, 2024, at 7:00 a.m.

2023-073 Brad Aycock made the motion seconded by Suzanne Foust to adjourn the meeting at 7:49 a.m. The motion passed unanimously. (6-0-0)

Approved this 25th day of January 2024

A handwritten signature in blue ink, appearing to read "Brad Aycock", written over a horizontal line.

Chairman, Board of Directors

A handwritten signature in black ink, appearing to read "Suzanne Foust", written over a horizontal line.

Secretary, Board of Directors

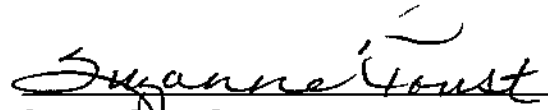
CROSBY CENTRAL APPRAISAL DISTRICT

BOARD OF DIRECTORS

Minutes of the Public Hearing of the Board of Directors for Crosby Central Appraisal District, held on November 16, 2023.

1. Chairman Steve Henn called the hearing to order at 7:00 A.M.
2. Chairman Henn established a quorum with himself, Brad Aycock, Suzanne Foust, Gary Hardin, Gail Johnson, and Donald Kirksey. Members absent Abel Reyna and Virginia Torres. Others present were Crystal Hill.
3. Chief Appraiser Crystal Hill presented the Notice of the 2022 Property Value Study Invalid Findings to the Board of Directors for review. Chief Appraiser Hill explained that the CAD had failed the 2022 ratio study in Ralls ISD and that we were in Year 1 Grace. The board was also informed that we were currently undergoing the Property Value Study for Ralls ISD. Advising that we are hopeful that efforts of the reappraising for the 2023 tax year will be found successful for Ralls ISD.
4. Public Comment: None
5. Board Comment: None
6. Brad Aycock made the motion seconded by Donald Kirksey to adjourn at 7:10 A.M.

Approved on the: 25th day of January 2024.


Suzanne Foust, Secretary
Board of Directors
Crosby Central Appraisal District


Crystal Hill, Chief Appraiser
Crosby Central Appraisal District

Crosby Central Appraisal District

Board of Directors


Minutes

The Board of Directors for the Crosby Central Appraisal District met in regular session on Tuesday October 3, 2023, at 7:10 a.m. at the Crosby Central Appraisal District office located at 109 West Aspen Street Crosbyton, Texas.

- 2023-050 Chairman Steve Henn called the meeting to order at 7:10 a.m.
- 2023-051 Chairman Henn established a quorum with himself, Brad Aycock, Suzanne Foust, Gary Hardin, Donald Kirksey, and Abel Reyna. Members absent Virginia Torres and Gail Johnson. Others present Crystal Hill, Chief Appraiser.
- 2023-052 Public Access: None
- 2023-053 Donald Kirksey made the motion, seconded by Abel Reyna to approve the minutes for July 13, 2023. The motion passed unanimously. (6-0-0)
- 2023-054 Abel Reyna made the motion, seconded by Donald Kirksey to approve the July and August 2023 Financials. The motion passed unanimously. (6-0-0)
- 2023-055 Gary Hardin made the motion, seconded by Brad Aycock to adopt the 2024 appraisal district budget. The motion passed unanimously. (6-0-0)
- 2023-056 Suzanne Foust made the motion, seconded by Brad Aycock to approve a 2-year contract (2024-2025) with Thomas Y Pickett as our mineral, utility, and industrial appraisers. The motion passed unanimously. (6-0-0)
- 2023-057 Donald Kirksey made the motion, seconded by Abel Reyna to approve a 2-year contract (2024-2025) with Eagle Property Tax Appraisal & Consulting, Inc. to calculate ag values. The motion passed unanimously. (6-0-0)
- 2023-058 Donald Kirksey made the motion, seconded by Abel Reyna to deny the Collection P&I refund. The motion passed unanimously. (6-0-0)
- 2023-059 Chief Appraiser Report
- Collection Report/Appraisal Update – Crystal Hill report that statements were being mailed October 6th and that work on the reappraisal of Lorenzo ISD had begun.
 - Staff/Office Update – Crystal Hill reported to the board that she would be attending the Texas Rural Chiefs Conference October 29-31 in San Marcos.
 - State Comptroller PVS – Crystal Hill reported to the board that there will be a Property Value Study performed on Ralls ISD in 2023.
- 2023-060 Chairman Henn set the next meeting date for November 16, 2023, at 7:00 a.m.
- 2023-061 Brad Aycock made the motion seconded by Donald Kirksey to adjourn the meeting at 7:33 a.m. The motion passed unanimously. (6-0-0)

Signed this 16th day of November 2023

Attest:



Crystal Hill



Secretary, Suzanne Foust

CROSBY CENTRAL APPRAISAL DISTRICT

BOARD OF DIRECTORS PUBLIC HEARING MINUTES

The Board of Directors for the Crosby Central Appraisal District held a public hearing on October 3, 2023, at 7:00 a.m. at the Crosby Central Appraisal District office located at 109 West Aspen Street Crosbyton, Texas.

- 2022-050 Chairman Steve Henn called the hearing to order for the 2024 Appraisal District budget at 7:00 a.m.
- 2022-051 Chairman Henn established a quorum with himself, Brad Aycok, Suzanne Foust, Donald Kirksey, Gary Hardin, and Abel Reyna. Absent Gail Johnson and Virginia Torres. Others present were Crystal Hill.
- 2022-052 Public Access: None. No public comments were made.
- 2022-053 Board discussed 2024 Appraisal District Budget.
- 2022-054 The hearing was adjourned at 7:10 a.m.

Signed this 16th day of November 2023.

Attest:



Chief Appraiser



Secretary, Suzanne Foust

Crosby Central Appraisal District

Board of Directors

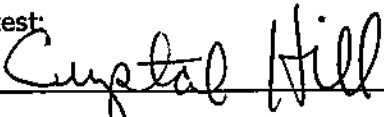
Minutes

The Board of Directors for the Crosby Central Appraisal District met in regular session on Thursday July 13, 2023, at 7:00 a.m. at the Crosby Central Appraisal District office located at 109 West Aspen Street Crosbyton, Texas.

- 2023-039 Chairman Steve Henn called the meeting to order at 7:00 a.m.
- 2023-040 Chairman Henn established a quorum with himself, Brad Aycock, Suzanne Foust, Gary Hardin, Gail Johnson, Donald Kirksey, and Abel Reyna. Members absent Virginia Torres. Others present Crystal Hill, Chief Appraiser.
- 2023-041 Public Access: None
- 2023-042 Donald Kirksey made the motion, seconded by Brad ^{Aycock} ~~Torres~~ to approve the minutes for May 18, 2023. The motion passed unanimously. (7-0-0)
- 2023-043 Gary Hardin made the motion, seconded by Gail Johnson to approve the May and June 2023 Financials. The motion passed unanimously. (7-0-0)
- 2023-044 Gail Johnson made the motion, seconded by Suzanne Foust to approve the 2023 2nd Quarter Public Funds Investment Report. The motion passed unanimously. (7-0-0)
- 2023-045 Crystal Hill discussed the 2024 Proposed Budget with the board of directors during the budget workshop.
- 2023-046 Crystal Hill discussed with the board that the server had been affected by the recent power outages. Replacement cost and maintenance were discussed. Discussion item only no action taken.
- 2023-047 Chief Appraiser Report
- Crystal Hill reported to the board that ARB hearings have concluded, and the certification process had started.
 - Crystal Hill reported to the board that Kelly Upchurch had given her notice, office staff would be taking vacations, and she'd be attending the Legislative Update
 - Crystal Hill reported to the board that the collection rate was at 96%.
- 2023-048 Suzanne Foust made the motion, seconded by Gail Johnson to approve September 14, 2023, as the next meeting date and public hearing on the 2024 Budget. The motion passed unanimously. (7-0-0)
- 2023-049 Donald Kirksey made the motion, seconded by Abel Reyna to adjourn the meeting at 7:23 a.m. The motion passed unanimously. (7-0-0)

Signed this 14th day of September 2023.

Attest:



Chief Appraiser



Secretary, Suzanne Foust

Crosby Central Appraisal District

Board of Directors

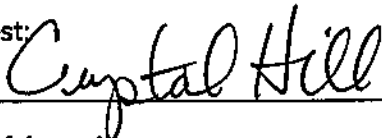
Minutes

The Board of Directors for the Crosby Central Appraisal District met in regular session on Thursday May 18, 2023, at 7:00 a.m. at the Crosby Central Appraisal District office located at 109 West Aspen Street Crosbyton, Texas.

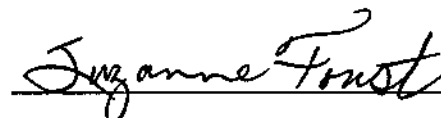
- 2023-028 Chairman Steve Henn called the meeting to order at 7:00 a.m.
- 2023-029 Chairman Henn established a quorum with himself, Brad Aycock, Suzanne Foust, Gary Hardin, Gail Johnson, Donald Kirksey, and Virginia Torres. Members absent Abel Reyna. Others present Crystal Hill, Chief Appraiser.
- 2023-030 Public Access: None
- 2023-031 Brad Aycock made the motion, seconded by Virginia Torres to approve the minutes for March 23, 2023. The motion passed unanimously. (7-0-0)
- 2023-032 Gail Johnson made the motion, seconded by Donald Kirksey to approve the March and April 2023 Financials. The motion passed unanimously. (7-0-0)
- 2023-033 Donald Kirksey made the motion, seconded by Virginia Torres to accept, and approve the 2022 Audit Proposal from Terry & King CPA's. The motion passed unanimously. (7-0-0)
- 2023-034 Gary Hardin made the motion, seconded by Suzanne Foust to approve the 2023 1st Quarter Public Funds Investment Report. The motion passed unanimously. (7-0-0)
- 2023-035 The chief appraiser presented the 2024 Proposed Budget to the board of directors, after discussion a motion was made by Donald Kirksey, seconded by Brad Aycock to table this item until the next meeting. The motion passed unanimously. (7-0-0)
- 2023-036 Chief Appraiser Report
- Crystal Hill reported to the board that our Preliminary Map Review for 2023 was concluded on May 11, 2023. She also reported to the board their findings and recommendations.
 - Crystal Hill reported to the board that notice of values were mailed May 8, 2023.
 - Crystal Hill reported to the board that the collection rate was at 95%.
- 2023-037 Suzanne Foust made the motion, seconded by Gail Johnson to approve July 13, 2023, as the next meeting date. The motion passed unanimously. (7-0-0)
- 2023-038 Donald Kirksey made the motion, seconded by Suzanne Foust to adjourn the meeting at 7:37 a.m. The motion passed unanimously. (7-0-0)

Signed this 13th day of July 2023.

Attest:



Chief Appraiser



Secretary, Suzanne Foust

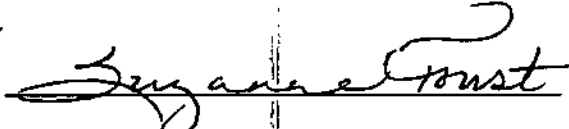
CROSBY CENTRAL APPRAISAL DISTRICT

BOARD OF DIRECTORS MEETING MINUTES

The Board of Directors for the Crosby Central Appraisal District met in regular session on Thursday March 23, 2023, at 7:00 a.m. at the Crosby Central Appraisal District office located at 109 West Aspen Street Crosbyton, Texas.

- 2023-016 Chairman Steve Henn called the meeting to order at 7:01 a.m.
- 2023-017 Chairman Henn established a quorum with himself, Brad Aycock, Suzanne Foust, Gary Hardin, Donald Kirksey, and Virginia Torres. Members absent Gail Johnson and Abel Reyna. Others present Crystal Hill.
- 2023-018 Public Access: None
- 2023-019 Gary Hardin made the motion, seconded by Brad Aycock to approve the minutes for January 19, 2023. The motion passed unanimously. (6-0-0)
- 2023-020 Brad Aycock made the motion, seconded by Suzanne Foust to approve the January & February 2023 Financials. The motion passed unanimously. (6-0-0)
- 2023-021 Brad Aycock made the motion, seconded by Donald Kirksey to approve the 2023 Agricultural Advisory Board. The motion passed unanimously. (6-0-0)
- 2023-022 Crystal Hill discussed the State Comptroller's 2022 Property Value Study results with the board of directors.
- 2023-023 Suzanne Foust made the motion, seconded by Donald Kirksey to amend the Board of Directors Policy and Procedures. The motion passed unanimously. (6-0-0)
- 2023-024 Virginia Torres made the motion, seconded by Donald Kirksey to increase the daily meal per diem by \$10 dollars from \$45 to \$55. The motion passed unanimously. (6-0-0)
- 2023-025 Chief Appraiser Report
- Crystal Hill discussed with the board the 2020-2021 MAP Review results.
 - Crystal Hill reported to the board that the physical inspection of Ralls ISD was complete and the conversion to P&A was complete and in house training would take place March 27-31.
 - Crystal Hill reported to the board that the collection rate was at 95%.
- 2023-026 Virginia Torres made the motion, seconded by Donald Kirksey to approve May 18, 2023, as the next meeting date. The motion passed unanimously. (8-0-0)
- 2023-027 Suzanne Foust made the motion, seconded by Brad Aycock to adjourn the meeting at 7:40 a.m.

Signed this 18th day of May 2023.


Secretary, Suzanne Foust

CROSBY CENTRAL APPRAISAL DISTRICT

BOARD OF DIRECTORS MEETING MINUTES

The Board of Directors for the Crosby Central Appraisal District met in regular session on Thursday January 19, 2023, at 7:00 a.m. at the Crosby Central Appraisal District office located at 109 West Aspen Street Crosbyton, Texas.

2023-001 Vice Chairman Virginia Torres called the meeting to order at 7:02 a.m.

2023-002 Virginia Torres established a quorum with herself, Brad Aycock, Suzanne Foust, Gary Hardin, Steve Henn, Gail Johnson, Donald Kirksey, and Abel Reyna. Others present Crystal Hill.

- A. The oath of office and statement of elected/appointed officer was administered to the following board members with new terms, Gary Hardin, Steve Henn, Donald Kirksey, and Virginia Torres.
- B. Virginia Torres turned the meeting over to Crystal Hill to conduct the election of officers for 2023.

Crystal Hill called for nominations for Board Chairman.

Virginia Torres made the motion, seconded by Suzanne Foust to nominate Steve Henn as Chairman. Abel Reyna made the motion that nominations cease and to elect Steve Henn as Board Chairman by acclamation. The motion passed unanimously. (8-0-0)

Crystal Hill turned the meeting over to the Chairman Henn.

Chairman Henn called for nominations for Vice Chairman.

Abel Reyna made the motion, seconded by Donald Kirksey to nominate Virginia Torres as Vice Chairman. Gail Johnson made the motion that nominations cease and to elect Virginia Torres as Vice Chairman by acclamation. The motion passed unanimously. (8-0-0)

Chairman Henn called for nominations for Secretary.

Brad Aycock made the motion, seconded by Donald Kirksey to nominate Suzanne Foust as board secretary. Abel Reyna made the motion that nominations cease and to elect Suzanne Foust as Secretary by acclamation. The motion passed unanimously. (8-0-0)

2023-003 Public Access: None

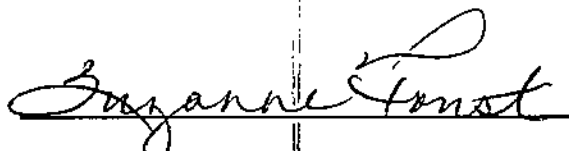
2023-004 Gail Johnson made the motion, seconded by Abel Reyna to approve the minutes for December 15, 2022. The motion passed unanimously. (8-0-0)

2023-005 Virginia Torres made the motion, seconded by Suzanne Foust to approve the December 2022 Financials. The motion passed unanimously. (8-0-0)

2023-006 Brad Aycock made the motion, seconded by Gail Johnson to approve the 2022 4th Quarter Public Funds Investment report. The motion passed unanimously. (8-0-0)

- 2023-007 Brad Aycock made the motion, seconded by Virginia Torres to adopt by resolution the 2023 Investment Policy for Crosby Central Appraisal District and the 2023 investment officer. The motion passed unanimously. (8-0-0)
- 2023-008 Donald Kirksey made the motion, seconded by Abel Reyna to approve the 2023 Industrial and Mineral Appraising Contract with Thomas Y Pickett. The motion passed unanimously. (8-0-0)
- 2023-009 Gail Johnson made the motion, seconded by Abel Reyna to amend the 2022 Budget line items as presented. The motion passed unanimously. (8-0-0)
- 2023-010 Brad Aycock made the motion, seconded by Virginia Torres to engage the firm of Terry & King CPA's, P.C. to perform the 2022 audit of the appraisal district. The motion passed unanimously. (8-0-0)
- 2023-011 Virginia Torres made the motion, seconded by Gail Johnson to approve the refund for overpayment for Nutrien AG Solutions. The motion passed unanimously. (8-0-0)
- 2023-012 Gail Johnson made the motion, seconded by Suzanne Foust to remove Larry Wampler and to appoint Virginia Torres as an authorized signer on the Crosby Central Appraisal District Bank Accounts. The motion passed unanimously. (8-0-0)
- 2023-013 Chief Appraiser Report
- Crystal Hill reported to the board that there were still no rooms available at the host hotel for the TAAD Conference and that she would be booking at a nearby hotel.
 - Crystal Hill reported to the board that she had hired Kaylynn Rubalcado to fill the vacancy appraiser position and that herself, along with Carey Garcia and Kaylynn Rubalcado would be attending classes in March working towards certification.
 - Crystal Hill reported to the board that we would begin our physical inspections of Ralls ISD February 1st and that P & A would start the software conversion process in March.
 - Crystal Hill reported to the board that the collection rate was at 80%.
 - Crystal Hill discussed with the board that two members had resigned from the AG Advisory Board and asked for suggestions for potential new members.
- 2023-014 Suzanne Foust made the motion, seconded by Virginia Torres to approve March 23, 2023 as the next meeting date. The motion passed unanimously. (8-0-0)
- 2023-015 Brad Aycock made the motion, seconded by Donald Kirksey to adjourn the meeting at 7:35 a.m.

Signed this 23rd day of March 2023.



Secretary, Suzanne Foust