

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 25, 2024, at 7:00 a.m. at the Crosby Central Appraisal District office located at 109 West Aspen Street Crosbyton, Texas.

2024-001 Chairman Steve Henn called the meeting to order at 7:01 a.m.

2024-002 Chairman Henn established a quorum with himself, Suzanne Foust, Gary Hardin, Gail Johnson, Tony Mendoza, and Abel Reyna. Members absent Donald Kirksey and Virginia Torres. Others present Chief Appraiser Crystal Hill, and Jonathan Galley with PBFCM.

Crystal Hill administered the oath of office and statement of elected/appointed officers to the following board members with new terms, Suzanne Foust, Gary Hardin, Gail Johnson, Tony Mendoza, and Abel Reyna.

Chairman Henn turned the meeting over to Crystal Hill to conduct the election of officers for 2023.

Crystal Hill called for nominations for Board Chairman.

Suzanne Foust made the motion, seconded by Gary Hardin to nominate Steve Henn as Chairman. Tony Mendoza made the motion, seconded by Gary Hardin that nominations cease and to elect Steve Henn as Board Chairman by acclamation. The motion passed unanimously. (6-0-0)

Crystal Hill turned the meeting over the Chairman Henn.

Chairman Henn called for nominations for Vice Chairman.

Abel Reyna made the motion, seconded by Tony Mendoza to nominate Gary Hardin as Vice Chairman. Suzanne Foust made the motion, seconded by Tony Mendoza that nominations cease and to elect Gary Hardin as Vice Chairman by acclamation. The motion passed unanimously. (6-0-0)

Chairman Henn called for nominations for Secretary.

Tony Mendoza made the motion, seconded by Gail Johnson to nominate Suzanne Foust as board secretary. Tony Mendoza made the motion, seconded by Gail Johnson that nominations cease and to elect Suzanne Foust as Secretary by acclamation. The motion passed unanimously. (6-0-0)

2024-003 Public Access: None

2024-004 Gail Johnson made the motion, seconded by Suzanne Foust to approve the minutes for November 16, 2023. The motion passed unanimously. (6-0-0)

2024-005 Abel Reyna made the motion, seconded by Gail Johnson to approve the November and December 2023 Financials. The motion passed unanimously. (6-0-0)

2024-006 Gail Johnson made the motion, seconded by Abel Reyna to approve the 2023 4th Quarter Public Funds Investment report. The motion passed unanimously. (6-0-0)

- 2024-007 Gail Johnson made the motion, seconded by Suzanne Foust to adopt by resolution the 2023 Investment Policy for Crosby Central Appraisal District and the 2023 investment officer. The motion passed unanimously. (6-0-0)
- 2024-008 Jonathan Galley with PBFCM Law Firm presented the delinquent tax collection report for 2021 and 2022. He discussed how much has been collected since the tax was first turned over to them.
- 2024-009 Gail Johnson made the motion, seconded by Abel Reyna to amend the 2023 Budget line items as presented. The motion passed unanimously. (6-0-0)
- 2024-010 Gary Hardin made the motion, seconded by Gail Johnson to engage the firm of Terry & King CPA's, P.C. to perform the 2023 audit of the appraisal district. The motion passed unanimously. (6-0-0)
- 2024-011 Gail Johnson made the motion, seconded by Gary Hardin to approve the Chief Appraiser to contract with BIS Consultants and TrueRoll for Deed Processing and Homestead Audit Services until needed. The motion passed unanimously. (6-0-0)
- 2024-012 Tony Mendoza made the motion, seconded by Abel Reyna to approve all existing contracts with: Thomas Y Pickett, Eagle Property Tax Appraisal Consultants, Pritchard & Abbott, and BIS Consultants. The motion passed unanimously. (6-0-0)
- 2024-013 Abel Reyna made the motion, seconded by Suzanne Foust to approve the 2024 AG Advisory Board for Crosby CAD. The motion passed unanimously (6-0-0)
- 2024-014 Chief Appraiser Report
- Crystal Hill reported to the board that everything was in place for the TAAD Conference in February.
 - Crystal Hill reported to the board that Kelly Upchurch gave her resignation December 21st, and her last day was January 15th. She also reported to the board that she had placed an employment ad in the paper and was going to start the interview process in February.
 - Crystal Hill reported to the board that physical inspections for Lorenzo ISD had begun and should be finished by the end of February.
 - Crystal Hill reported to the board that the collection rate was at 80%.
- 2024-015 Tony Mendoza made the motion, seconded by Suzanne Foust to approve March 21, 2024, as the next meeting date. The motion passed unanimously. (6-0-0)
- 2024-016 Suzanne Foust made the motion, seconded by Tony Mendoza to adjourn the meeting at 7:48 a.m.

Approved this 21st day of March 2024.

Chairman, Board of Directors
Steve Henn

Secretary, Board of Directors
Suzanne Foust