

# Franklin County Appraisal District

## Board of Directors Meeting Minutes

### January 23rd, 2026

#### Call to Order/Invocation

A Franklin County Appraisal District Board of Directors meeting was held on November 7th, 2025, at 310 W. Main St., Mt. Vernon, TX 75457. It began at 7:32 A.M. and was presided over by Roger Gekiere. Brad Sears gave the invocation.

Quorum was established

#### Attendees

Attendance included: Roger Gekiere, Brad Sears, Mike Rambin, Melissa McSwain, and Austin Puryear.

Absent: Chad Wooten

CAD Members present: Chief Russell McCurdy & Charlotte Homer.

There were no guests in attendance.

#### PUBLIC COMMENTS

There were no public comments

#### ACTION ITEMS:

5. Chief McCurdy swore in the oath of office and members. The eligibility statement was verified and signed by all members present. Selection of Officers, Brad Sears made the motion for Roger Gekiere as Chairman, Chad Wooded as Secretary, 2<sup>nd</sup> by Mike Rambin, all were in favor. The BOD's Open Meeting and Open Records Training certificates were verified as completed by all members.

6. The Board reviewed the minutes from the previous meeting on November 7th, 2025. A change was noted in Action Item 10. A spelling typo was corrected from police to policy. The Chief Appraiser's report, Appraisal Update, was corrected to reflect the current completion. Appraisal update: New schedule for the reappraisal plan to finish out the year 2025. Franklin County total parcels # 16,632, of which 8,316 to meet reappraisal goals. Total inspected was 5,139, with 3,367 remaining. Approximately 61% complete. Mike Rambin made a motion to accept the corrected minutes, seconded by Austin Puryear; all were in favor.

7. The November and December Bills were reviewed by the Board. The board asked if there were any non-typical bills? The CAD noted the Homestead Audit payment of \$15,950 was a non-typical bill from November. A motion to approve all CAD's Bills for November & December 2025 was made by Austin Puryear, 2<sup>nd</sup> by Mike Rambin. All were in favor.

8. Chief McCurdy and Charlotte Homer provided updates on the budget and the quarterly financial report. A change in workers' comp was noted due to a new full-time employee. The financial Report showed YTD income was \$422,871.86 & YTD Expense was \$483,695.62. Total Depository balance was \$326,570.01. A motion to approve the quarterly financial report was made by Roger Gekiere, 2<sup>nd</sup> by Austin Puryear. All were in favor.

9. Action on updating Alliance Bank signatures to remove Ralph Robertson and add Brad Sears. A motion was made by Roger Gekiere and 2<sup>nd</sup> by Austin Puryear; all were in favor.
10. Chief McCurdy submitted the bids for the renovations to CAD's office lobby for review and selection. There were three bids. The Board recommended considering the period the office would be closed for customer service and requested a timeline for completion. The Chief Appraiser was given authority by the BOD's to select the contractor's bid that best suited the Appraisal District's reserved fund of \$35,000 and would be able to complete the project with limited down time for customer service. A motion to authorize the Chief Appraiser to select a bid & utilization of reserved funds up to \$35,000 for office repairs was made by Roger Gekiere, 2<sup>nd</sup> by Mike Rambin. All were in favor.
11. Consider the appointment of the AG Advisor Board for the Appraisal District. The Chief Appraiser suggested reappointing the following members: Jay Scott, Tom Dunlap, George McVay, and Russell Graves. A motion to accept the reappointments was made by Mike Rambin and 2<sup>nd</sup> by Austin Puryear; all were in favor.
12. Discussion on the 2026-2027 Budget Committee findings for the 2026-2027 pre-preliminary budget and determine date for the Public Hearing for the 2026-2027 Budget. Updates included 2026 contract Appraisal costs, adding 1 new full-time employee, employee salaries, health insurance, and building maintenance. A motion to set the public hearing date was set for February 27<sup>th</sup> at 7:30 AM. by Roger Gekiere and 2<sup>nd</sup> by Mike Rambin; all were in favor
13. Consider approval of purchase spending limits for the Chief Appraiser was presented to the BOD. The current spending limit is 5 thousand dollars, without the BOD's approval. Due to the updated cost of current Appraisal contracts, the Chief Appraiser suggested increasing this limit to 10 thousand. A motion to Authorize the Chief Appraiser to spend up to 15 thousand for CAD contract expenses, and authorize Chief Appraiser to spend up to 5 thousand for CAD discretionary business without prior board approval was made by Roger Gekiere, and 2<sup>nd</sup> by Austin Puryear; all were in favor
14. Discussion and consideration of approval of the Chief Appraiser's contract services for September 2026-August 2028. The BOD reviewed the contract, added a section for merit bonus at the discretion of the BOD, updated spending limits for Chief Appraiser, updated 180-day notice clause for Chief Appraiser, and set salary as determined by BOD/budget Committee. A motion to approve the Chief Appraiser's contract for 2026-2028 was made by Roger Gekiere and seconded by Mike Rambin; all were in favor.
15. Consider updates & approval of the disaster mitigation & recovery plan. The updates included current employee contact information, BOD information, vendor contact information, and data back-up/recovery information. A motion to approve the 2026 Disaster Mitigation & Recovery Plan was made by Roger Gekiere, 2<sup>nd</sup> by Mike Rambin. All in favor
16. Discussion & consider updating business hours of Franklin CAD. The BOD had discussions about the current business hours of the CAD and the office being closed over the lunch hour. Chief Appraiser noted that the CAD's busiest hours were from 10:00 AM to 2:00 PM, and that several taxpayers could only make it to the office from 12:00-1:00 while the CAD is closed for lunch. Chief Appraiser compared CAD office hours to the other tax units in Franklin County noting that they typically were open 38 hours a week for customer service. The Chief Appraiser suggested changing the CAD business hours on Monday thru Thursday from 8:00 AM to 4:30 PM and staying open during lunch, and Friday office hours from 8:00 AM to 12:00 noon. A motion to approve the Chief Appraisers suggested office hours and to remain open during the lunch hour was made by Mike Rambin and 2<sup>nd</sup> by Roger Gekiere; all were in favor.

17. Discussion of appraised values, Sec. 6.15 Collective, individual, or sales ratios. Russell McCurdy presented the 2025 Property Value Study Clerical Error Report, and an estimated Stratified sales ratio report using information included from the 2025 PVS Clerical Error Report. Chief also let the Board know that the 2025 Property Value Study Ratios from the Comptroller will be released at the end of January 2026.

**OTHER MATTERS:**

1. Chief Appraisers' Report:

Appraisal update: New schedule for the reappraisal plan to finish out the year 2025. Franklin County has a total of 16,632 parcels, of which 8,316 are to meet reappraisal goals. The total inspected was 5,139, with 3,367 remaining. Approximately 61% complete

Appraiser education update: Licensing and education for 2 FCAD employees to complete course 7 in early February and take the RPA exam in August 2026, or early January 2027.

Discussion on 3–5-year goals- update:


The Chief Appraiser has a list prepared for the employees, the office, and himself. The list includes education and office records retention, and a succession plan. Possibly adding an Appraiser Supervisor's duties for quality control. Customer service is currently working on scanning and adding data to the Cama system.

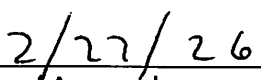
Request for the next agenda:

P&A Mineral Contract renewal for 2028. Public Hearing Meeting for the 2026-2027 Budget, February 27<sup>th</sup>, 2026, at 7:30 AM. Next BOD Meeting attentively for April 10<sup>th</sup>, 2026. Upcoming Reappraisal Plan Due by August 2026, and an open meeting. Bank Depository, due October 2026.

**BOD Adjournment**

Adjournment: Motion to adjourn at 9:20AM by Mike Rambin, 2<sup>nd</sup> Roger Gekiere. All in favor

  
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~~Chairman~~ Secretary

  
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Date of Approval