

**AGENDA**  
**STERLING COUNTY APPRAISAL DISTRICT**  
**812 4<sup>TH</sup> STREET STERLING CITY, TX 76951**  
**BOARD OF DIRECTORS**  
**4<sup>TH</sup> QUARTER REGULAR MEETING**  
**DECEMBER 18, 2025 8:30 A.M.**

FILED December 11, 2025  
AT 1:03 o'clock P.M.  
JERRI McCUTCHEON  
County Clerk, Sterling County, Texas  
By Deputy

- I. Opening of Meeting
  - A. Public Comments
- II. Routine Business
  - A. Approve Minutes from August 19, 2025
  - B. Approve Bills and Financial Report for August, September, October & November
  - C. Approve Travel
- III. New Business – Action Items
  - A. The board will retire into Executive Session pursuant to Texas Government Code Section 551.072 and 551.074 to discuss any of the following:
    - a. Section 551.072 Deliberations regarding real property
    - b. Section 551.074 Personnel matters; to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of public office or employee, or to hear a complaint or charge against an office or employee
    - i. **2025 Chief Appraiser Evaluation Form**
  - B. Reconvene in Open Session
  - C. Discussion and action on any items discussed in Executive Session
- IV. New Business – Action Items
  - A. Discuss and Approve/Disapprove New and Existing Contracts
    - a. Auditor Richard Bowman, CPA
  - B. Discuss and Approve/Disapprove 2026 Holiday Schedule
  - C. Discuss and Approve/Disapprove 2025 Surplus Funds Refund/Retain
    - a. Adopt Resolution for the 2025 Surplus Funds
  - D. Discuss and Approve/Disapprove the Appointment of Ag Advisory Board by Julie
    - a. Term: January 1, 2026 – December 31, 2026
      - i. Wesley Hodges, Colby Frizzell and Will Foster
- V. New Business – Action Items
  - A. Discuss any other matters concerning SCAD
    - a. Appraisal Progress and/or Issues
      - i. 2025 Annual Report – emailed BOD 12/5/25
      - ii. 2024 MAPs Review – Complete & Compliant
    - b. Budget Issues
  - B. Adjourn

**C E R T I F I C A T E**

THE STATE OF TEXAS      {}  
COUNTY OF STERLING      {}

I, Jerri McCutchen, Clerk of the County Court in and for Sterling County, Texas, hereby certify that the above and foregoing instrument is a true and correct copy of the original "Notice of Meeting" as filed by in my office on

December 11, A.D. 2025

GIVEN UNDER MY HAND AND SEAL OF OFFICE, this the 11 day of December A.D. 2025

Jerri McCutchen, Clerk, County Court

Sterling County, Texas.

By: Wesley Richardson Deputy



**THE MINUTES OF MEETING OF THE  
BOARD OF DIRECTORS  
STERLING COUNTY APPRAISAL DISTRICT  
DECEMBER 18, 2025**

The Board of Directors of the Sterling County Appraisal District (SCAD) met for their 4<sup>th</sup> Quarter Regular Meeting on December 18, 2025. Directors present and forming a quorum were Reed Stewart, Josh Gaines, Lane Horwood, as well as Ellen Clark, Tax Assessor Collector. Julie McEntire represented the SCAD.

Reed called the meeting to order at 8:34 A.M.

No one was registered for public comments.

The minutes for the August 19, 2025 meeting were reviewed and approved with a motion from Josh and a second from Lane. Motion carried 3 to 0.

The August, September, October and November bills and financial reports were reviewed and approved with a motion from Lane and a second from Josh. Motion carried 3 to 0.

The travel expenses were reviewed and approved with a motion from Lane and a second from Josh. Motion carried 3 to 0.

Reed stated that the Board would retire into Executive Session to complete the 2025 Chief Appraiser Evaluation. The time in was 8:36 A.M. The time out was 8:48 A.M.

The Board discussed and approved accountant Richard Bowman's 2025 Audit Contract with a motion from Josh and a second from Lane. Motion carried 3 to 0.

The Board then discussed and approved the 2026 Holiday Schedule with a motion from Lane and a second from Josh. Motion carried 3 to 0.

The Board discussed the 2025 Surplus Funds and decided to take no action at this time.

Julie addressed the Board about the appointment of the 2026 Ag Advisory Board Members. With a motion from Josh and a second from Lane, the Board agreed for Julie to appoint the following Ag Advisory Board Members for the term of January 1, 2026 to December 31, 2026: Wesley Hodges, Colby Frizzell and Will Foster. Motion carried 3 to 0.

Julie briefed the Board about the 2025 Annual Report that had been emailed to them December 5, 2025.

Julie reported that the 2024 MAPs Review was complete and the SCAD is in compliance with the State Comptroller's office.

The Board discussed the 2025 Budget and determined not to amend any line items at this time.

With no further business to discuss Josh made the motion at 9:01 A.M. to adjourn. Lane seconded the motion. Motion carried 3 to 0.

  
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Chairman

  
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Vice-Chair/Secretary