

Minutes of the meeting of the Board of Directors for Chambers County Appraisal District, held on  
January 16, 2025

A meeting of the Board of Directors for the Chambers County Appraisal District was held with the following members present:

Joe Crumpler, Chairman  
Joey Presnall, Member  
John Iles, Member

Alecia Turner, Secretary  
Laurie Payton – Member Ex-Officio

Also present were Stephanie Muniz, Assistant Chief Administrator and Tiffany Christensen, Mapping Director.

The meeting was called to order by Chairman Crumpler at 10:09 am.

Assistant Chief Administrator, Muniz administered the Oath of Office to all members present. Each member of the Board of Director's present at the meeting signed their Oath of Office.

Assistant Chief Administrator Muniz asked the Board to elect their 2025-2026 officers. Member, Presnall nominated Joe Crumpler to serve as Chairman of the Board of Directors. Member Iles seconded the motion. Motion passed unanimously. Member, Presnall nominated Alecia Tuner to serve as Secretary of the Board of Directors. Member Iles seconded the motion. Motion passed unanimously.

The Minutes of the November 21, 2024 Board Meeting were presented to the Board for review and with a motion from Member Iles and second by Member Presnall, to approve the minutes as written. Motion passed unanimously.

Assistant Chief Administrator Muniz presented the November, 2024 expenditures to the board for review and after discussion, motion was made by Secretary Turner and seconded by Member Presnall to approve same. Motion passed unanimously.

Assistant Chief Administrator Muniz presented the December, 2024 expenditures to the board for review and after discussion, motion was made by Secretary Turner and seconded by Member Presnall to approve same. Motion passed unanimously.

Assistant Chief Administrator Muniz presented the November, 2024 financial report to the board for review and after discussion, motion was made by Member Iles and seconded by Member Presnall to approve same. Motion passed unanimously.

Assistant Chief Administrator Muniz presented the December, 2024 expenditures to the board for review and after discussion, motion was made by Member Iles and seconded by Member Presnall to approve same. Motion passed unanimously.

Assistant Chief Administrator Muniz presented the 4<sup>th</sup> Quarter 25.25B Report on Corrections to the certified appraisal role to the board for their review and approval, after discussion, motion was made by Secretary Turner and seconded by Member Iles to approve as presented. Motion passed unanimously

Assistant Chief Administrator Muniz advised the board that Local Administrative District Judge, Chap Cain III has re-appointed Gloria Turner to the position of secretary of the Appraisal Review Board. No action needed.

Assistant Chief Administrator Muniz asked the Board to appoint two members to our Ag Advisory Board. Member Presnall made a motion to appoint Tommy Gilbert to our Ag Advisory Board. Chairman Crumpler seconded the motion. Motion passed unanimously. Member Presnall made a motion to appoint Dave Wilcox to our Ag Advisory Board. Chairman Crumpler seconded the motion. Motion passed unanimously.

Assistant Chief Administrator Muniz advised the Board that Jefferson County Drainage District #6 had requested to pay their 2025 budget obligation in full. Member Iles made a motion to accept their budget 2025 budget obligation payment in full. Motion was seconded by Chairman Crumpler. Motion passed unanimously.

Assistant Chief Administrator Muniz advised the Board that San Jacinto College had submitted their first quarter budget obligation payment late and submitted a request for consideration of waiving the penalty and interest associated with the late payment; citing good cause. Member Iles made a motion to waive the penalty and interest on this payment. Motion was seconded by Secretary Turner. Motion passed unanimously.

Assistant Chief Administrator Muniz advised the Board that Jessica Granger who has been with the district for four and a half years obtained her RPA in December. She also advised the board that Azalyn Morgan was also only a class away from her qualifying for her RPA test and once she attains her RPA the CAD will have 100% of their field appraisers certified for the first time in over a decade.

Assistant Chief Administrator Muniz advised the Board that we held ARB hearings on January 7<sup>th</sup>. As part of these hearings the taxing unit challenge was also heard before the ARB. The parties to this challenge were GCISD and City of Baytown. Mrs. Muniz advised the board that the ARB decided that the motion didn't meet the qualifications to be heard and dismissed their motion. As a result of this taxing unit challenge the CAD is working on perfecting our 25.25 procedures moving forward. She also advised we have several cases on upcoming dockets for dismissal but we look for them to be retained. Mrs. Muniz advised the board that we are wrapping up the last of our arbitrations filed from the 2024 protest season and we have about a 50/50 record on wins and losses. She advised the board that they should expect some legal expenses due to our employment attorney for guidance regarding FMLA time and payment calculations.

No Public Comment.

Assistant Chief Administrator told the Board that our staff asked that we express a heartfelt thank you to them for the lovely Christmas dinner and for all they do for us each year. She also advised that we would be closed Monday, January 20<sup>th</sup> in observance of Martin Luther King Jr. Day. She advised the board that our deed clerk, Jennifer is currently out on maternity leave and all appraisers are actively in the field working their schedules for the 2025 appraisal year. She advised we are in the process of mailing out business personal property renditions which are due by April 15<sup>th</sup>. Assistant Chief Administrator Muniz advised the board that she, Mitch, Ali and Jessica would be attending the TAAD conference in Austin, February 16<sup>th</sup>-19<sup>th</sup>. She advised that our MAPS reviewer will be here at the end of March to begin our 2025 MAP review process. She told the Board that Mitch asked that she convey that we are keeping a close eye on the weather next week as we do not want our employees out on the road in unsafe

conditions. She explained that we typically follow suit with the county and schools on closures due to weather.

No Board comment.

Chairman Crumpler set the next regular meeting for March 27, 2025 at 10:00 am.

With a motion from Member Presnall second by Member Iles, Board adjourned at 11:18 am.

Approved the 27 day of March, 2025.

  
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Joe Crumpler, Chairman  
Board of Directors

Chambers County Appraisal District

  
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Alecia Turner, Secretary  
Board of Directors

Chambers County Appraisal District