

Minutes of the meeting of the Board of Directors for Chambers County Appraisal District, held on December 4, 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  
Tan Williams, Member.  
Laurie Payton, Member Ex-officio

Also present were Mitchell McCullough, Chief Appraiser and Stephanie Muniz, Assistant Chief Administrator.

The meeting was called to order by Chairman Crumpler at 10:11 am.

The Minutes of the September 18, 2025 Board Meeting were presented to the Board for review and with a motion from Member Iles and second by Member Williams, to approve the minutes as written. Motion passed unanimously.

Chairman Crumpler asked Chief Appraiser McCullough to read a letter from Chairman Crumpler where he resigned his position as Chairman of the board for the remainder of his term; with a motion from Member Iles and second by Secretary Turner, Chairman Crumpler's resignation from his elected position was accepted. Motion passed unanimously.

Mr. Crumpler made a motion to nominate Member Joey Presnall to serve as Chairman of the Board of Directors for the remainder of the term; motion was seconded by Member Williams. Motion passed unanimously.

Chairman Presnall resumed the meeting as elected Chairman.

Chief Appraiser McCullough presented the September, 2025 expenditures to the board for review and after discussion, motion was made by Member Williams and seconded by Secretary Turner to approve same. Motion passed unanimously.

Chief Appraiser McCullough presented the October, 2025 expenditures to the board for review and after discussion, motion was made by Member Williams and seconded by Secretary Turner to approve same. Motion passed unanimously.

Chief Appraiser McCullough presented the September, 2025 Financial Reports to the board and after discussion, motion was made by Member Williams and seconded by Secretary Turner to approve same. Motion passed unanimously.

Chief Appraiser McCullough presented the October, 2025 Financial Reports to the board and after discussion, motion was made by Member Williams and seconded by Secretary Turner to approve same. Motion passed unanimously.

Chief Appraiser McCullough presented the 3<sup>rd</sup> Quarter Proforma Investment Report to the board and after discussion, motion was made by Member Iles and seconded by Member Williams to approve same. Motion passed unanimously.

Chief Appraiser McCullough presented the amended Finance & Investment Policy to add Accounting Reserves Policy which would allow the Board of Directors to create reserve funds for future use. The funds would be held and may only be used for specific uses at the approval of the Board of Directors. Chief McCullough explained that we had reached out to our Auditor for her review of the policy and the policy was modeled after that surrounding appraisal districts. After discussion, motion was made by Member Williams and seconded by Member Iles to approve as presented. Motion passed unanimously.

Chief Appraiser McCullough asked that the board create three reserve funds to be named as follows: Reserve Fund for Technology, Reserve Fund for Retirement and Reserve Fund for Building Improvements. Assistant Chief Administrator Muniz presented all three resolutions to the Board which provided a detailed description of what the funds' allowable uses would be and further explaining that any use of the funds requires Board of Director approval. Member Iles suggested balance thresholds for each Reserve Fund as follows: Technology: \$200,000 / Retirement \$150,000 / Building Improvements \$2,000,000. After discussion, motion was made by Member Williams and seconded by Member Iles to approve as amended. Motion passed unanimously.

Chief Appraiser McCullough presented the Board of Directors with an estimate of surplus funds for 2025. After careful review of the estimate of surplus funds, motion was made by Member Iles to commit \$200,000 to Reserve Fund for Building Improvements; \$50,000 to Reserve Fund for Technology; \$50,000 to Reserve Fund for Retirement. Motion was seconded by Secretary Turner. Motion passed unanimously.

Chief Appraiser McCullough presented the 3<sup>rd</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

Chief Appraiser McCullough presented section 14.01 of our personnel policy to the Board for their review. Section 14 - Travel was amended as follows:

- A) 14.01 - For meetings where lunch is provided, the District will not pay per diem for meal expenses. For example, Three Rivers Chapter Meetings.
- B) 14.01 - For purposes of reimbursement, mileage begins or ends at the District Office, respectively.
- C) 14.02 (Removal of this statement): Use of District owned vehicles will be limited to District related business use only unless otherwise specific written permission is granted by the Chief Appraiser. Any damage occurring to and District owned vehicle that is due to driver error will be paid for by the employee driving the vehicle. Determination as to whether driver error occurred will be made by the Chief Appraiser.

After careful review of the policy changes, motion was made Member Iles and seconded by Member Williams to approve amendments to section 14 of the personnel policy. Motion passed unanimously

Board of Directors recessed the public meeting at went into executive session at 11:25 am for the Chief Appraiser Evaluation. Executive session adjourned at 12:37 pm with a motion from Secretary Turner and second by Member Williams. Motion passed unanimously. Public meeting resumed at 12:37 pm. Motion was made by Secretary Turner to increase Chief Appraiser McCullough's salary to \$189,262.50 effective January 1, 2025, motion was seconded by Member Iles to approve same. Motion passed unanimously.

Chief Appraiser McCullough advised the Board of Directors that the District's arbitration record was currently 3 wins and zero losses for the CAD; 6 arbitrations had settled and there were several more pending to date. Chief McCullough advised that we had a mediation scheduled on December 10, 2025 with AXPBJ in an effort to settle that lawsuit. Chief McCullough explained that lawsuits are moving much quicker than they have been historically and that we are constantly working to close the lawsuits with our goal always being minimal impact to our taxing units.

No Public Comment.

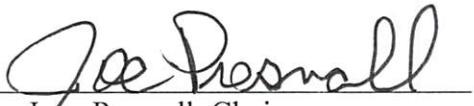
Chief appraiser McCullough expressed his appreciation to the Board of Directors for feedback given during his review. He expressed his appreciation for Assistant Chief Appraiser Kayla Pelham and Assistant Chief Administrator Stephanie Muniz and the entire staff as a whole, whom he credits for the success of the appraisal district. Chief Appraiser McCullough addressed concerns regarding our Mineral and Industrial appraisal firm by advising the board that we would likely send out requests for proposals mid to late May of the upcoming year; he advised we would see the top firms provide proposals including Capitol, Pritchard and Abbott, Hugh Landrum & Associates, etc. Chief Appraiser McCullough advised that he had seen tons of growth in our appraisal and clerical staff over the past year and that we would build on that with continued training of our staff. Member Ex-Officio Payton expressed interest in Chief McCullough providing training to her staff to which he replied he would be happy to set something up. Chief Appraiser McCullough expressed his gratitude to Mr. Crumpler for his 42 years of service on our Board of Directors, and thanked him for his guidance and friendship over the past 13 years as well; he expressed that Mr. Crumpler has fought for the appraisal district and our staff fervently over the last 42 years and he will be dearly missed.

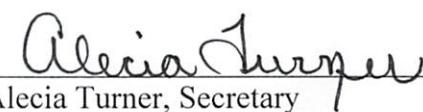
No Board comment.

Chairman Presnall set the next regular meeting for January 15, 2026 at 10:00 am.

With a motion from Secretary Turner second by Member Iles, Board adjourned at 1:02 pm.

Approved the 15 day of January, 2026.

  
\_\_\_\_\_  
Joey Presnall, Chairman  
Board of Directors  
Chambers County Appraisal District

  
\_\_\_\_\_  
Alecia Turner, Secretary  
Board of Directors  
Chambers County Appraisal District