

Minutes of the meeting of the Board of Directors for Chambers County Appraisal District,  
held on August 13, 2026

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

Joey Presnall, Chairman  
Alecia Turner, Secretary

Tan Williams, Member  
Laurie Payton, Member

Also present were Mitchell McCullough, Chief Appraiser and Stephanie Muniz, Assistant Chief Administrator, Jason Driskell and Christ Palermo of Pritchard & Abbott, Martin Villarreal of Wardlaw Appraisal Group, Stephen Campbell, Michael Parks and Christy Turner of Thomas Y Pickett Co., Gregg Davis, Noel Wilcoxson and Gerrie Renfro of Capitol Appraisal Group and Hugh and Evan Landrum of Hugh L Landrum and Associates, Inc

The meeting was called to order by Chairman Presnall at 10:00 am.

The Minutes of the June 18, 2026 Board Meeting were presented to the Board for review and with a motion from Member Williams and second by Secretary Turner, to approve the minutes as written. Motion passed unanimously.

Chief Appraiser McCullough requested that the Board proceed directly to Operations 4.2, Selection of MIUP Vendor. All members agreed. Chief Appraiser McCullough asked the Board whether it would be helpful for him to read the portion of the minutes from the previous meeting pertaining to vendor presentations and contracts, in order to refresh the Board's recollection of the prior discussion. Chairman Presnall stated that he thought it was an excellent idea. Chief Appraiser McCullough read the applicable section of the approved minutes and then turned the floor over to the Board of Directors for discussion. Member Payton stated that, following the previous meeting, she had contacted several appraisal districts regarding their experiences with vendors. She then made a motion to accept the bid submitted by Hugh L. Landrum & Associates, noting that vendor selection and related services were the company's primary area of business and that the company was local. The motion died for lack of a second. Member Williams made a motion to award Capitol Appraisal Group a one-year probationary contract, with the understanding that the vendor would remain under close review during the contract period. Secretary Turner seconded the motion. Chairman Presnall called for a vote. The motion passed by a vote of 3-1. Chairman Presnall and the Board thanked all of the vendors for their interest and for making the long drive out to be at today's meeting.

Chief Appraiser McCullough requested that the Board proceed to Operations 4.5, Decommithment of All Excess Committed Fund Balance from Fiscal Year 2025. All members agreed. Chief Appraiser McCullough explained that, as discussed during the previous meeting, he was requesting that the Board decommit the funds previously set aside for Building Improvements, Technology, and Retirement, based on the responses received from the District's taxing jurisdictions. Chief Appraiser McCullough further explained that the District has maintained strong working relationships with its taxing entities, which have consistently supported the District's operational and financial needs. He stated that, in light of the feedback received, the District would prefer to continue handling these needs through the traditional avenues and established processes that have historically been used. Motion was made by Member Payton and second by Member Williams, to decommit all excess funds from fiscal year 2025. Motion passed unanimously.

Chief Appraiser McCullough requested that the Board proceed to Operations 4.3, Review of the 2025 Financial Audit by Swaim, Brents & Associates. All members agreed. Chief Appraiser McCullough asked LeeAnn Brents to address the Board and present the results of the 2025 financial audit. Mrs. Brents advised the Board that she had completed her review of the District's financial records and transactions and reported that the audit went extremely well. She acknowledged that the District experienced multiple changes in the bookkeeping position during the 2025 fiscal year and stated that those transitions were apparent during her review. She further noted that the arrival of Barbie to the position was also evident, as she demonstrated a detailed understanding of the responsibilities of the position and the requirements necessary to maintain the District's financial records. Mrs. Brents stated that the District has strong internal controls and is in a favorable financial position. She specifically noted that the District has a net pension asset of approximately \$618,000 under its retirement plan. Mrs. Brents further advised the Board that the District would be refunding \$475,434 in excess revenue to its taxing entities. Mrs. Brents then recommended that the District issue a Request for Proposal (RFP) for an audit firm to conduct the 2026 financial audit. She clarified that she was not withdrawing from the District's audit work due to any concerns with the District, but rather because she needed to reduce her workload and hours due to staffing, personnel, and time constraints. She emphasized that the District is in an excellent position, with strong internal controls and knowledgeable staff, making it a "dream audit job" for any accounting firm. Mrs. Brents advised the Board that she was recommending the RFP process so that the District could begin seeking a new audit firm while firms are currently establishing their client schedules for the upcoming year. She encouraged the Board to begin the process immediately. Mrs. Brents further stated that, should the District experience difficulty in securing another audit firm, she would be willing to assist the District for one additional year. A motion was made by Member Williams and seconded by Secretary Turner to accept the 2025 financial audit as presented. The motion passed unanimously.

Chief Appraiser McCullough presented the June & July, 2026 Expense Report to the board and after discussion, motion was made by Member Payton and seconded by Member Williams to approve same. Motion passed unanimously.

Chief Appraiser McCullough presented the June & July Financial Reports to the board and after discussion, motion was made by Member Payton and seconded by Member Williams to approve same. Motion passed unanimously.

Chief Appraiser McCullough presented the 2<sup>nd</sup> Quarter, Proforma Investment Report - Quarterly Investments report as per section 2256.023 of the Government Code to the Board of Directors for review. Motion was made by Member Williams to accept the report as presented and seconded by Secretary Turner to approve same. Motion passed unanimously.

Chief McCullough presented the 2<sup>nd</sup> Quarter, 2026 Section 25.25B corrections which include late filed homestead, ownership and address changes and other clerical changes to the appraisal and tax rolls; Chief McCullough offered the binder for their review. Motion was made by Member Williams to accept the report as presented and seconded by Secretary Turner to approve same. Motion passed unanimously.

Chief McCullough presented a bid submitted by Purcell Construction Inc to repair our roof. He advised that the bid was just over the \$5,000 threshold and required board approval. Chief McCullough advised the bid for repair was \$5,170.10. Motion was made by Member Payton and seconded by Member Williams to approve the roof repair bid. Motion passed unanimously.

Personnel: none

Chief Appraiser McCullough advised that we had settled several lawsuits over the last month and a half. Assistant Chief Administrator Muniz advised that we have already been served two 2026 lawsuits and

twelve arbitrations had been filed with the Comptroller's Office to date. She went on to explain that the Ameriport appraisal report is still pending as the requested income information required to complete the appraisal report has been denied by the plaintiffs and we would likely have to proceed with a motion to compel.

Chief Appraiser comments: None

No Public Comment.

Board Comment: None

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

With a motion from Member Williams and second by Secretary Turner, Board adjourned at 11:10 am.

Approved the 10 day of September, 2026.



Joey Presnall, Chairman  
Board of Directors  
Chambers County Appraisal District



Alecia Turner, Secretary  
Board of Directors  
Chambers County Appraisal District