

Minutes of the meeting of the Board of Directors for Chambers County Appraisal District, held on
January 15, 2026

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

Joey Presnall, Chairman
Tan Williams, Member.

Alecia Turner, Secretary
Laurie Payton, Member

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

The meeting was called to order by Chairman Crumpler at 10:05 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 and completed Board of Directors Disclosure Form.

Assistant Chief Administrator Muniz asked the Board to elect their 2026-2027 officers. Member, Williams nominated Joey Presnall to serve as Chairman of the Board of Directors. Member Payton seconded the motion. Motion passed unanimously. Member, Williams nominated Alecia Tuner to serve as Secretary of the Board of Directors. Member Payton seconded the motion. Motion passed unanimously

The Minutes of the December 4, 2025 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.

The Minutes of the December 4, 2025 Section 403.302(k) Public Hearing were presented to the Board for review and with a motion from Secretary Turner and second by Member Williams, to approve the minutes as written. Motion passed unanimously.

Chief Appraiser McCullough presented the November & December, 2025 expenditures to the board for review and after discussion, motion was made by Member Payton and seconded by Member Williams to approve same. Motion passed unanimously. Member Williams asked that moving forward we include total expenses for the month at the end of the report. Assistant Chief Administrator Muniz advised that would be no trouble at all.

Chief Appraiser McCullough presented the November & December, 2025 Financial Reports to the board and after discussion, motion was made by Member Williams and seconded by Member Payton to approve same. Motion passed unanimously. Member Williams requested we update the title on the columns of the report to reflect Actual expenses and Budgeted Expenses respectively. Assistant Chief Administrator Muniz advised that will be updated for the next meeting.

Chief Appraiser McCullough presented the 4th Quarter Proforma Investment Report – 2256.023 to the board and after discussion, motion was made by Member Payton and seconded by Secretary Turner to approve same. Motion passed unanimously.

Chief Appraiser McCullough presented the 4th 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 Member Williams and seconded by Secretary Turner 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 (4) Appraisal Review Board Members: Genny Donnelly will serv as Chairperson, and Elton Forbus, Tommy Grimes and Steve Franzen as members of the Appraisal Review Board. No action needed.

Chief Appraiser McCullough asked the Board to appoint three members to our Ag Advisory Board. Assistant Chief Administrator Muniz advised that Leroy Ezer, Ritchie Devillier & Johnnie Jennings III terms had expired and we are requesting reappointment as they are interested in continuing to serve on the ag advisory board. Member Williams made a motion to appoint Leroy Ezer, Ritchie Devillier & Johnnie Jennings III to the Ag Advisory Board. Secretary Turner seconded the motion. Motion passed unanimously.

Chief Appraiser McCullough advised the Board that Jefferson County Drainage District #6 had requested to pay their 2026 budget obligation in full. Member Payton made a motion to accept their budget 2026 budget obligation payment in full. Motion was seconded by Member Williams. Motion passed unanimously.

Assistant Chief Administrator Muniz advised the Board of Directors that there was no request to waive penalty and interest for late revenue payments.

Personnel : None

Chief Appraiser McCullough asked Assistant Chief Administrator Muniz to update the Board of Directors on the District's lawsuit statuses. Ms. Muniz advised that the district currently had 42 lawsuits for tax years 2022 – 2025 concerning 211 accounts. We have made 6 counteroffers which covered 76 accounts. We declined two offers with no counter which concerned 19 accounts. We have (1) request for dismissal pending and are actively working on a single account. Assistant Chief Administrator Muniz advise that we had 33 arbitrations filed this year. Of the 33 filed, 11 settled, 10 were withdrawn and 9 had hearings that have already concluded; the remaining 3 are pending. Of the 9 hearings 6 were in favor of the district and 3 were in favor of the property owner. Chief Appraiser McCullough commended Assistant Chief Appraiser Pelham and Assistant Chief Administrator Muniz for their diligent and excellent work on settling out the lawsuits. He also praised the appraisal staff for their work on all of the arbitrations. He advised the board that this is the first year that they have handled arbitrations and they have been remarkably successful. He explained how impressed we were as administrators for the quality of work by the appraisal staff in regards to arbitrations.

No Public Comment.

Chief Appraiser McCullough told the Board he would like to clarify something that came up in his evaluation regarding education and training of District staff. Chief McCullough told the board that education and training are two very different things. He advised that he is very involved in appraisal education. He explained to the Board that we do not hold classes at the appraisal district although we are licensed to do so due to space issues. Holding courses at our building would interrupt the normal course of business as the board room is also our kitchen and conference room. He explained that he teaches course 101 & 102 which are the introductory courses which teach property tax basics and basic appraisal techniques in a simplistic way. He also teaches two advanced courses: Income and Mass Appraisal Concepts. He stated that he began teaching the CAD staff upon his hiring in 2013. He also told the board that every staff member in this office has taken courses from him with the exception of Kayla

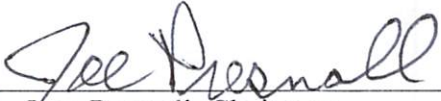
Pelham and Ali Kontominas as they were already licensed at the time. He explained that he teaches regionally which means holding courses at Jefferson CAD, Liberty CAD and Galveston CAD; he explained that he does occasionally teach courses for other organizations outside of this area. He told the board that his teaching these courses to our staff has saved the district thousands of dollars over the last 13 years as the tuition is waived for our staff when they attend courses he is teaching. He wanted to make it clear that he is very involved in educating our staff. He also advised that he participated with TAAD and TAAO, in fact he is the Chairman of the TAAO Education Committee and he is on the education committee for TAAD. He explained that we encourage all of our staff members to expand their education in what we do and the CAD has offered the opportunity to register and work towards acquiring their RPA to all staff members. He told the board that half of our clerical staff has registered to achieve their RPA designation and that two of our current appraisers started as clerical staff and moved into the appraisal roll and are doing a tremendous job. Assistant Chief Administrator asked to comment in regards to training of staff members: she explained that the appraisers have monthly meetings to discuss issues, on going projects, training and new legislative changes and their impacts, etc. She told the Board that the clerical staff also has monthly training and meetings; they had a 2 ½ hour training yesterday. We take a great deal of pride in cross training our staff in every aspect of the appraisal district operations. She explained that unfortunately with ½ of the clerical staff being new to their role, it is a much slower process as they are still learning their current job duties but that we feel they do a remarkable job being able to tackle all topics thrown at them. Member Payton said that every question shouldn't have to be filtered through Assistant Chief Administrator Muniz and that is the response she receives often when talking to a clerk. I told her that there are a lot of times they are not comfortable in giving an answer right away; they prefer to return the call after having time to look over what is being asked of them. I acknowledged that sometimes they are more comfortable when I look over what they are asking because the calls can sometimes feel intimidating especially when an answer is expected here and now. Ms. Muniz told her all of the tenured staff members are very capable of finding solutions to what is asked of them; they are a very bright and hard-working staff. Member Payton was very complimentary of Maria Standley and her knowledge on subject matter; Assistant Chief Administrator Muniz agreed that Maria is an excellent staff member. Ms. Muniz went on to express that Maria has impressed us so much that she taking on many of the duties of the Assistant Chief Administrator roll. Assistant Chief Administrator Muniz advised that we sent reapplication requests to 1464 property owners, of which 810 have reapplied; she advised that we will begin reaching out the 654 property owners that are yet to reapply to advise them that failure to do so will result in removal of their homestead exemption. Chief Appraiser McCullough advised the Board that he will participate in inspections at the plants in Mont Belvieu the first week of February, he explained that he keeps the notes from those meetings and reflects back on them during the protest process and to help him review industrial values as determined by our industrial firm, Capitol Appraisal Group. He explained that he is an active participant in the inspections of the largest tax payers in our county. With that, Chief McCullough concluded the Chief Appraiser comments.

Member Payton requested to add board comments. She said that she would like to the Appraisal District be more active in communications with taxing units in helping to work through issues. Assistant Chief Administrator Muniz advised that we are very active at communicating and responding to the taxing units; we take every issue brought to our attention very seriously and we pride ourself on responsiveness. Ms. Muniz advised that she has no unresolved taxing unit issues; she stated the only unresolved issue to date is pending a conference because we are waiting on Member Payton to provide dates of availability; Ms. Muniz advised the board that this has been an ongoing issue for many years and that all parties were made aware of how the ceiling calculation should be done and it was not implemented by their offices. Member Payton also advised that once the Legion Hall is rebuilt, she feels that would be a great place to hold joint meetings for Tax office and CAD Staff. Member Payton also stated that staff members attending courses is a great thing, but that they need to be able to put some of the things they learn into practice; she doesn't feel they come away with a complete understanding of how to implement or carry out what they have learned. There were no examples of this provided.


Chairman Presnall set the next regular meeting for March 19, 2026 at 10:00 am.

With a motion from Secretary Turner second by Member Williams, Board adjourned at 12:45 pm.

Approved the 19 day of March, 2026.



Joey Presnall, Chairman
Board of Directors
Chambers County Appraisal District



Alecia Turner, Secretary
Board of Directors
Chambers County Appraisal District