

CLAY COUNTY APPRAISAL DISTRICT

APPRAISAL REVIEW BOARD

Minutes of May 8, 2025 Meeting

The Clay County Appraisal District (CCAD) Appraisal Review Board (ARB) held a regular meeting on May 8, 2025, at 2:00 PM in the Clay County Appraisal District office building located at 101 E. Omega, Henrietta, Texas. Members present were: Murray Don Dawson, Tony Deweber, Mike Jackson, and Kathleen Middleton. Also present were Chief Appraiser Lisa Murphy and Office Manager Kimberly Allen.

2025-001: A quorum was established (4 of 5 members present).

2025-002: Murray Don Dawson called the meeting to order at 2:00 PM.

2025-003: All present board members submitted Statements of Compliance as required by Tax Code Section 5.041 and the Comptroller.

2025-004: The Oath of Office was administered to Murray Don Dawson, Tony Deweber, Mike Jackson, and Kathleen Middleton.

2025-005: Statements of Officer were submitted by Murray Don Dawson, Tony Deweber, Mike Jackson, and Kathleen Middleton.

2025-006: No members of the general public were present to address the board.

2025-007: Motion by Mike Jackson, seconded by Kathleen Middleton, to approve the minutes from the 2024 meetings held on 5/2, 7/9, 7/10, 7/11, 7/12, and 7/24. Motion passed 4-0.

2025-008: Motion by Kathleen Middleton, seconded by Mike Jackson, to approve the 20.25(b) Change Report. Motion passed 4-0.

2025-009: There were no corrections to the Appraisal Roll that were not included in the 20.25(b) Change Report.

2025-010: Motion by Kathleen Middleton, seconded by Mike Jackson, to receive the 2025 Appraisal Roll from the Chief Appraiser. Motion passed 4-0.

2025-011: Motion by Tony Deweber, seconded by Mike Jackson, to adopt the same 20-minute Rule of Order that was used in 2023 and 2024. Motion passed 4-0.

2025-012: Motion by Kathleen Middleton, seconded by Mike Jackson, to approve the use of local standards for Open Meetings. Motion passed 4-0.

2025-013: Motion by Mike Jackson, seconded by Kathleen Middleton, to approve the Clay County Appraisal District staff to have ongoing discussions with property owners. Motion passed 4-0.

2025-014: Motion by Mike Jackson, seconded by Tony Deweber, to allow the Clay County Appraisal District staff to act on behalf of the ARB on certain matters and as ex-officio secretary. Motion passed 4-0.

2025-015: Motion by Mike Jackson, seconded by Kathleen Middleton, to adopt the Comptroller's Model Hearing Procedures for Appraisal Review Boards as presented, with modifications to address each item required in Comptroller Rule 9.805. Motion passed 4-0.

2025-016: Chief Appraiser Lisa Murphy gave her report on general information. ARB members were provided with a schedule of Acreage Classes for explanation and discussion.

2025-017: Board members agreed to schedule protest hearings during the week of July 7th through 11th, 2025, and the morning of July 22, 2025. Motion was made by Mike Jackson, seconded by Kathleen Middleton. Motion passed 4-0.

2025-018: At 2:30 PM, a motion to recess was made by Mike Jackson, seconded by Kathleen Middleton. Motion passed 4-0.

____Chairman, Clay County Tax Appraisal Review Board