

CLAY COUNTY APPRAISAL DISTRICT BOARD OF DIRECTORS

Minutes of November 20, 2025 Meeting

Clay County Appraisal District Board of Directors held a regular meeting on November 20, 2025 in the Clay County Appraisal District office building located at 101 E. Omega, Henrietta, Texas. Members present were: Billy Carlton, Chase Broussard, Richard Harding, Dee Ann Littlefield and Bobby Elledge arrived at 6:10. Also present were Chief Appraiser, Lisa Murphy; AG/BPP Appraiser, Jessica Partin; Office Manager, Kimberly Allen.

2025-114. Chase Broussard called the meeting to order at 6:00pm

2025-115. A quorum was established (4 of 7)

2025-116. Public Access: No members of the public were present to address the board

2025-117. Chief Appraiser Lisa Murphy gave her report

2025-118. Motion by Richard Harding, seconded by Chase Broussard, to approve the minutes from the October 16 2025 minutes. Motion passed 5/0

2025-119. Motion by Richard Harding, seconded by Billy Carlton, to approve the financial reports for October 2025. Motion passed 5/0

2025-120. Motion by Dee Ann Littlefield, seconded by Richard Harding, to approve the 4th Quarter Public Funds Officer Report. Motion passed 5/0

2025-121. Motion by Bobby Elledge, seconded by Dee Ann Littlefield, to approve the 2026/2027 term for the AG advisory board members Mark Mathews (chairman), Luke Halsell, and Tony Dunkerly. For information only remaining members terms 2025/2026 Keith Davis and Wilson Scaling. Motion passed 5/0

2025-122. Motion by Richard Harding, seconded by Dee Ann Littlefield, to approve policy for reviewing and evaluating contractors. Motion passed 5/0

2025-123. Motion by Bobby Elledge, seconded by Billy Carlton, to approve the DIR/TNRIS Imagery contract for November 2025- October 2026. Motion passed 5/0

2025-124. Motion by Bobby Elledge, seconded by Dee Ann Littlefield, to decline P&A providing TXGIO/Sanborn Imagery. Motion passed 5/0

2025-125. Motion by Bobby Elledge, seconded by Billy Carlton to move to Executive Session: Texas Open Meeting Act, Texas Government Code, Chapter 551.074 at 6:49 pm, went into closed session. Motion by Richard Harding, seconded by Billy Carlton to closed session ended at 7:30 pm. No action taken.

2025-126. Next meeting was set for Thursday, December 18, 2025 at 6 pm.

2025-127. Meeting was adjourned at 7:32

Secretary, Clay County Appraisal District