

# **CLAY COUNTY APPRAISAL DISTRICT BOARD OF DIRECTORS**

Minutes of January 15, 2026 Meeting

Clay County Appraisal District Board of Directors held a regular meeting on January 15, 2026 in the Clay County Appraisal District office building located at 101 E. Omega, Henrietta, Texas. Members present were: Chase Broussard, Billy Carlton, Bobby Elledge(late), Richard Harding, Matthew Shoemaker and Marissa Rater; absent was Dee Ann Littlefield. Also present were Chief Appraiser, Lisa Murphy, AG/BPP Appraiser, Jessica Partin & Office Manager, Kimberly Allen.

2026-001. Chase Broussard called the meeting to order at 6 pm.

2026-002. A quorum was established (6 of 7)

2026-003. Public Access: No members of the public were present to address the Board

2026-004. Chief Appraiser, Lisa Murphy reported on current percentage of collections. And provided a 2026 calendar of key events for CAD staff along with a key of Texas property tax category codes.

2026-005. Motion by Richard Harding, seconded by Billy Carlton, to approve the minutes from the November 2025 meeting. Motion passed 5/0

2026-006. Motion by Billy Carlton, seconded by Matthew Shoemaker, to approve the financial reports for November & December 2025. Motion passed 6/0

2026-007. Statements of Officers were signed and Oaths of Office administered to: Chase Broussard, Billy Carlton, Bobby Elledge, Richard Harding, Matthew Shoemaker and Marissa Rater.

2026-008. Motion by Bobby Elledge, seconded by Billy Carlton, to nominate Chase Broussard for Chairman. Election to Chairman was unanimous. Motion by Billy Carlton, seconded by Bobby Elledge, to nominate Dee Ann Littlefield for Vice Chairman. Election to Vice Chairman was unanimous. Motion by Matthew Shoemaker, seconded by Richard Harding, to nominate Bobby Elledge for Secretary. Election to Secretary was unanimous.

2026-009. Motion by Bobby Elledge, seconded by Matthew Shoemaker, to ratify the 2026 contracts. Motion passed 6/0

2026-010. Next meeting was set for February 19, 2026 at 6 pm.

2026-011. Meeting was adjourned at 6:54 pm

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Secretary, Clay County Appraisal District