



**Navarro Central
Appraisal District**
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Navarro Central Appraisal District
Board of Directors Meeting
March 18, 2025

The Board of Directors of the Navarro Central Appraisal District met at 10:00 a.m., March 18, 2025, with the following members present Mr. A.L. Atkeisson, Mrs. Rosie Travenia, Mr. Mike Dowd, TAC, Mr. Mike Fletcher, and Mr. Don Denbow. Dr Seth Brown was absent. Also attending were Mr. Bud Black, Chief Appraiser, and Mrs. Kelly Lawhon, Administrative Assistant.

This meeting was a regular meeting.

Mr. A.L. Atkeisson called the meeting to order at 10:02 a.m. and delivered the opening prayer, and all Board members recited the pledge of allegiance.

First on the agenda was the proof of posting of notice in accordance with Chapter 551, Texas Government Code, as amended, known as the Texas Open Meetings Act. Mr. Atkeisson established proof of posting of public notice of the meeting in accordance with the Texas Open Meeting Act from the affidavit attached to the foot of the posted agenda.

Next on the agenda was the declaration of quorum. Mr. A.L. Atkeisson declared a quorum of members present.

There were no public comments.

Next on the agenda was the consideration and action on approval of January 21, 2025, minutes of NCAD Board of Directors. After a brief discussion Mr. Fletcher made a motion to accept the January 21, 2025, minutes as written. Mrs. Travenia seconded. The motion passed unanimously.

Next on the agenda was the consideration and action on approval of January 2025, and February 2025 financial reports of NCAD. Mr. Black stated the 2024-2025 expense line items have not been adjusted making some of the line items look over budget. Mr. Black also stated this will be corrected when Mr. Frank Campos, with Frank Campos & Associates, PLLC, complete the audit. Mr. Dowd made a motion to approve the January 2025 and February 2025 financial reports of NCAD. Mrs. Travenia seconded. The motion passed unanimously.

Next on the agenda was the consideration and action on appointments for the Agricultural Advisory Board. Mr. Black recommended the appointment of Mr. Mike Gage, Mr. Todd McGraw, and Mr. Andrew Lewis for the 2025-2026 term. After a brief discussion, Mr. Denbow made a motion to appoint Mr. Mike Gage, Mr. Todd McGraw, and Mr. Andrew Lewis for the 2025-2026 term. Mr. Dowd seconded. The motion passed unanimously.

Mr. A.L. Atkeisson asked for a motion to enter a closed session. Mr. Dowd made a motion to enter a closed session. Mrs. Travenia seconded. The motion passed unanimously.

At 10:10 a.m. the board entered a closed session.

At 10:35 a.m. the board entered open session with no action taken from the closed session.

Next on the agenda was the Chief Appraiser Report. Mr. Black reported the reappraisal process continues. The appraisers and their assistants have worked diligently to tackle the remainder of the scheduled property reviews for 2025. However, improvements that were never drawn continue to slow down the process. For many years, unchecked appraisers "plugged in" values from Mechanic's Leins and Building Permits. As a result, these improvements escaped any value adjustments that should have been made, i.e. market adjustments and depreciation.

There is no option other than to trudge through these problems and correct them as we go, thus making the review of those properties very much like the adding of new improvements. Failure to correct these problems as we find them will just "kick the can down the road," causing property value study issues for our schools.

To date, the appraisers have completed 11,036 of the scheduled 14,254 reviews. There were an additional 1,843 parcels flagged for recheck (new improvements, owner requested reviews, etc.). While we may not complete all of the scheduled inspections, we must address those that are flagged for recheck before notices are prepared and mailed in mid-April.

We will need to amend our 2025-2026 Reappraisal Plan in July to readjust the reappraisal plan to address the inspection schedule.

As I mentioned in our last meeting, Jason Matous is retiring, and we have hired Tanner Allison to assume his duties. Tanner appears to be doing an excellent job in his new responsibilities. He is applying his knowledge of ESRI well and is learning quickly how to make ownership changes in the appraisal software.

We are planning a "come and go" retirement reception for Jason Matous on April 10 from 10:00 am until noon. We have invited local attorneys and county officials to drop by that morning to offer their congratulations and bid their farewells to him that morning. It will also be a great opportunity for them to meet Tanner.

Kyle Youmans and Lori Cantu have been working as appraiser assistants. They have displayed good work ethic and an understanding of our appraisal process. Because of this, I have registered both of them with TDLR to work towards licensing as RPAs. They will begin their formal licensure education process in April.

The week of April 7, we will be hosting the PTEC courses 101 and 102 here in our office. I have seven employees who will attend – two working toward licensing and the remaining five will be attending as orientation to the property tax system.

Stephanie Cates, our personal property appraiser, has taken a job at the county auditor's office. Her last day in our office was February 6. Terri Lenamon has assumed her duties in this department. She is assisted by Lori Cantu. I do not expect any problems in this area because of the change.

We will most likely wait until later this year to hire an appraisers assistant to fill her position. Provided that the new-hire shows aptitude, we will begin the licensing process.

There are several bills filed during the 89th Regular Session of the Texas Legislature that will impact our operation if passed. One bill to highlight on is HB 1952 being proposed in a county with fewer than 75,000 people, the appraisal district's board of directors would consist of three elected directors and two directors selected by the taxing units.

Mr. Dowd made a motion to adjourn the meeting. Mrs. Travenia seconded. The motion passed unanimously.

Mr. A. L. Atkeisson adjourned the meeting at 11:09 a.m.



Chairman



Secretary or Vice-Chairman