

*Jefferson Central Appraisal District  
Board of Directors*

*Regular Board Meeting  
January 13, 2025 – 11:00 a.m.*

The Board of Directors of the Jefferson Central Appraisal District met in public (open) session on Monday, January 13, 2025 at the Appraisal District office, 4610 S. Fourth Street, Beaumont, Texas. The meeting was called to order by Chairperson Lauren Williams Mason.

It was found and determined that in accordance with the policies and orders of the Board, the notice of the meeting was posted in accordance with the terms and provisions of Section 551.001 et. seq. of the Texas Government Code, and that all of the terms and provisions of Section 551.001 have been fully complied with and that the 72-hour notice required by said section has been properly and correctly given.

**CALL TO ORDER AND ROLL CALL**

Present: Vernon Durden, Tim Funchess, Eugene Landry, Kenneth Marks, Lauren Williams Mason, Robert Thewman, and Larry Weston  
Absent: Kate Carroll and Michael Gallagher

**ESTABLISHMENT OF QUORUM**

Chairperson Mason declared a quorum present.

**OATH OF OFFICE**

The Oath of Office for the 2025 term was administered to the members appointed by the taxing entities: Tim Funchess, Eugene Landry, Kenneth Marks, Lauren Williams Mason, and Robert Thewman.

**EXECUTIVE SESSION – LEGAL**  
**EXECUTIVE SESSION – PERSONNEL**

Chairperson Mason recessed the public (open) session at 11:05 a.m. after announcing to those present that the Board would go into executive (closed) session when it reconvened in accordance with Section 551.071 of the Texas Government Code for the purpose of a private consultation with the Board's attorney to discuss all pending litigation and in accordance with Section 551.074 to discuss personnel issues.

The Board reconvened in public (open) session at 11:32 a.m. with no action being taken.

**CONSENT AGENDA ACTION ITEMS**

1. Approval of Minutes: November 20, 2024
2. Receive Taxpayer Liaison Officer Report

The TLO Report was submitted indicating that the Taxpayer Liaison Officer did not receive any communications or complaints from taxpayers for the period ending January 9, 2025.

Mr. Landry moved and Mr. Marks seconded to approve the consent agenda items as submitted.

Yeas: Durden, Funchess, Landry, Marks, Mason, Thewman, and Weston

Nays: None

### **REGULAR AGENDA ACTION ITEMS**

#### 3. Receive Chief Appraiser's Report

##### HOLIDAYS

The District office will be closed January 20, 2025 in observance of Martin Luther King day.

##### PROPERTY VALUE STUDY APPEAL UPDATE

The appeal filed by Beaumont ISD over the State Comptroller's 2022 Property Value Study is still pending with no new information to report.

The results of the 2024 Property Value Study will be reported at the end of January. The District completed the State Comptroller's MAP Review and received good ratings in all areas of the review. The official results will be announced soon.

##### CHIEF APPRAISER ACTIVITY REPORT

Mrs. Bellard submitted the Chief Appraiser's Activity Report for the period ending January 9, 2025 to the Board outlining the educational, District, and lawsuits/arbitrations activities of the Chief Appraiser and the District.

##### CHIEF APPRAISER TRAVEL

The Chief Appraiser was out of the office to attend the TAAD Legislative Committee meeting in Dallas, January 8, 2025.

The Chief Appraiser will be out of the office to attend the TAAD Conference Hotel Review in Austin, January 17, 2025.

The Chief Appraiser will be out of the office February 17 – 19, 2025 to attend the TAAD Conference in Austin.

Mr. Marks moved and Mr. Durden seconded to receive the Chief Appraiser's Report as submitted.

Yeas: Durden, Funchess, Landry, Marks, Mason, Thewman, and Weston

Nays: None

#### 4. Elect Officers for 2025 Term of Office

Mr. Landry moved and Mr. Durden seconded to elect Robert Thewman for the office of Chairperson for the 2025 term.

Mrs. Mason moved and Mr. Durden seconded to elect Tim Funchess for the office of Secretary for the 2025 term.

Yeas: Durden, Funchess, Landry, Marks, Mason, Thewman, and Weston  
Nays: None

5. Adopt Resolution #2025-1 Granting Check Signing Authority for Newly Elected Officers

Mr. Landry moved and Mr. Weston seconded to adopt Resolution #2025-1 granting the Chief Appraiser the authority to write and issue checks drawn on the District's accounts providing the checks are for proper expenditures and providing further that the checks are countersigned by one of the two newly elected officers, being Robert Thewman as Chairperson or Tim Funchess as Secretary.

The Chief Appraiser along with the Business Manager, Diana Miller, and the Business Assistant, Whitley Fore, were also authorized to make telephone transfers of monies for the District's accounts.

Yeas: Durden, Funchess, Landry, Marks, Mason, Thewman, and Weston  
Nays: None

6. Adopt Resolution #2025-2 Method of Chance Drawing to Determine Two Board Members Serving 2025 Term Only and Conduct Drawing

Prior to the drawing, Mrs. Mason volunteered to serve a one-year term. The District's attorney, Lance Bradley, conducted the drawing. The names of the remaining members appointed by the taxing entities; being Mr. Funchess, Mr. Landry, Mr. Marks, and Mr. Thewman, were placed in a cup. Mr. Bradley drew the name of Eugene Landry to serve the other one-year term.

Mr. Landry moved and Mr. Funchess seconded to adopt Resolution #2025-2 appointing Mr. Eugene Landry and Mrs. Lauren Williams Mason to serve a one-year term for 2025.

Yeas: Durden, Funchess, Landry, Marks, Mason, Thewman, and Weston  
Nays: None

7. Adopt Resolution #2025-3 Amending Interlocal Investment Agreement for Participation in the Lone Star Investment Pool – Changing Authorized Representatives

It is necessary to update the Authorized Representatives with the Lone Star Investment Pool due to the replacement of the Business Assistant. This resolution will change the authorized representative from Carrie Belknap, who resigned in July of 2024, to Whitley Fore, the current Business Assistant. The Chief Appraiser, Angela Bellard, and the Business Manager, Diana Miller, will remain authorized representatives.

Mrs. Mason moved and Mr. Weston seconded to adopt Resolution #2025-3 amending the Interlocal Investment Agreement for Participation in the Lone Star Investment Pool to change the authorized representative for Business Assistant to Whitley Fore.

Yeas: Durden, Funchess, Landry, Marks, Mason, Thewman, and Weston  
Nays: None

8. Approve Travel of Board of Director Members to Austin to Attend TAAD Conference, February 17-19, 2025

Mr. Durden, Mr. Gallagher, and Mr. Weston will be attending the TAAD Conference.

Mr. Funchess moved and Mr. Landry seconded to approve the travel of any member of the Board of Directors to attend the Annual Conference of the Texas Association of Appraisal Districts to be held in Austin, February 17 - 19, 2025.

Yeas: Durden, Funchess, Landry, Marks, Mason, Thewman, and Weston  
Nays: None

9. Name Delegate and Alternate to Vote on All Matters Presented at TAAD Delegate Assembly

Mr. Weston moved and Mr. Landry seconded to appoint Mrs. Bellard as the delegate and Mr. Durden as the alternate to vote on all matters presented at the TAAD Delegate Assembly at the TAAD Conference.

Yeas: Durden, Funchess, Landry, Marks, Mason, Thewman, and Weston  
Nays: None

10. Approve Financial Statements for September, October, and November, 2024

Mrs. Mason moved and Mr. Funchess seconded to approve the financial statements for the month ending September, 2024, indicating expenses of \$661,695.24 and a fund balance of \$1,272,534.33; for the month ending October 31, 2024 indicating expenses of \$461,745.23 and a fund balance of \$1,996,203.19; and for the month ending November 30, 2024 indicating expenses of \$408,582.04 and a fund balance of \$1,708,926.11.

Yeas: Durden, Funchess, Landry, Marks, Mason, Thewman, and Weston  
Nays: None

11. Authorize/Ratify/Correct Expenditures from Equipment Replacement Fund

At the November meeting, the Board approved Purchase Approval #2024-15 replacing fifteen iPads in the Appraisal Department. Inventory #1706 was omitted from the purchase approval.

Mrs. Mason moved and Mr. Marks seconded to approve the correction to Purchase Approval #2024-15 by adding Inventory #1706 to the list of fifteen iPads being replaced in the Appraisal Department.

Yeas: Durden, Funchess, Landry, Marks, Mason, Thewman, and Weston  
Nays: None

12. Receive Amendments to the 2024 and/or 2025 Budgets and Instruct the Secretary of the Board to Notify the Taxing Entities

Since there were no amendments to receive, Mr. Marks moved and Mr. Weston seconded to postpone any action on this item.

Yeas: Durden, Funchess, Landry, Marks, Mason, Thewman, and West  
Nays: None

13. Adopt Amendments to the 2024 and/or 2025 Budgets

Since there were no amendments to adopt, Mr. Marks moved and Mr. Weston seconded to postpone any action on this item.

Yeas: Durden, Funchess, Landry, Marks, Mason, Thewman, and West  
Nays: None

**INFORMATION ITEMS**

1. Next Meeting Date

The March Meeting was scheduled for Monday, March 10, 2025 at 11:00 a.m.

2. Receive Results of Election of Board of Directors for 2025 and 2025-2027 Term

On December 17, 2024, the Chief Appraiser notified the entities and the nominees that the following persons were elected by the taxing entities to serve on the Board of Directors for the 2025 and 2025-2027 term of office: Tim Funchess, Eugene Landry, Kenneth Marks, Lauren Williams Mason, and Robert Thewman.

3. Receive PTC Sec. 25.25b Reports – Chief Appraiser Changes

The Chief Appraiser submitted the 25.25b reports for November and December, 2024.

**PUBLIC COMMENTS**

None

**ADJOURNMENT**

There being no further business to conduct, the meeting was adjourned at 11:55 a.m.

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Robert Thewman, Chairperson  
Board of Directors  
Jefferson Central Appraisal District

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Tim Funchess, Secretary  
Board of Directors  
Jefferson Central Appraisal District