

BOARD OF DIRECTORS MINUTES
Delta County Appraisal District Board of Directors Meeting

March 4, 2026

Acting Board Chairman Dan Roffee declared a quorum present and called the meeting to order @ 5:30 pm. Those in attendance were Board members Allen Beeler, Dan Roffee, Thomas Darden, Shawn Stegall, Seth Cox and Scotty Deatherage. Also, in attendance; Jennifer Salazar, Becky Jones, and Tanner Crutcher.

Verification of Compliance with Quorum Requirement of Open Meetings Act.

The Delta County Appraisal District Board of Directors verified that the Appraisal District complies with the Open Meeting Act.

Oath of Office

Delta County Judge Tanner Crutcher administered the Oath of Office.

Election of Officers.

Thomas Darden nominated Dan Roffee as President, Seth Cox seconded the motion. Motion carried 5-0. Dan Roffee nominated Thomas Darden as Vice President, Shawn Stegall seconded the motion. Motion carried 5-0. Thomas Darden nominated Scotty Deatherage as Secretary, Seth Cox seconded the motion. Motion carried 5-0.

Receipt of Public Comment

No public comment given.

Consider Approval of Minutes of Prior Board Meeting

Thomas Darden made a motion to approve both December 17, 2025, and January 28, 2026 meeting minutes, Shawn Stegall seconded the motion. Motion carried 5-0.

Consider and Possible Action for the Approval of Financial Statements and Expenditures.

After a brief discussion on the financials, Thomas Darden made the motion to approve the Financial Statements and Expenditures. Scotty Deatherage seconded the motion. Motion carried 5-0.

Consider and Possible Action for the Designation of Delta CAD Bank Signatories.

The Board approved by resolution to authorize Dan Roffee, Dawn Moody, Thomas Darden, Jana Herrera Interim Chief Appraiser and Rebecca Jones the powers granted as described in Description.

- (1) Not Applicable thus there are zero signatures.
- (2) A&D with two signatures
- (3) ABCD with two signatures
- (4) ABCD with three signatures
- (5) ABCD with two signatures
- (6) ABCD with two signatures
- (7) Not Applicable thus there are zero signatures.
- (8) ABCD & E to make deposits with no additional signatures required.

Consider and Possible Action to Schedule a Budget Workshop to Examine a Possible Amendment to the 2026 DCAD Budget.

No action taken. The Board set the next meeting for April 1, 2026, at 5:30pm.

Consider and Possible Action to Approve Purchase of a New Copier.

After discussion on the Copier, Shawn Stegall made the motion to lease the copier for 24 months and Seth Cox seconded the motion. Motion carried 5-0.

Consider and Possible Action to Dissolve/Amend/Adopt Deed Contract.

Jennifer Salazar presented to the Board of Directors information that deeds from November 2024 through December 2025 would need to be re-transferred do to a glitch in the conversion from P&A back to Harris Govern. Estimation is anywhere from 284 to 1200 deeds affected. Thomas Darden made the motion to Dissolve the Current Deed Contract with Debra Porter and Adopt the new Deed Contract with BIS. Seth Cox seconded the motion. Motion carried 5-0.

Consider and Possible Action to Approve the Contract for Administrative Support from Dianne McGee.

Interim Chief Appraiser Jana Herrera gave a brief overview of Dianne McGee's knowledge within the Appraisal District realm and her QuickBooks knowledge and would fill in when needed. Thomas Darden made the motion to accept her Contract and Shawn Stegall seconded the motion. Motion carried 5-0.

Chief Appraiser Report.

Jennifer Salazar gave verbal updates on where the conversion process is. She also gave updates on the supplemental changes, records retention, 2025 MAPS update, and 2025 PVS.

Executive session

The Board of Directors did not enter executive session.

Adjournment

Having no other Appraisal District Business the Board of Directors adjourned at 5:30pm.


Chairman Dan Roffee