

**Hemphill County Appraisal District**  
**102 North 5<sup>th</sup> Street**  
**Canadian, Texas 79014**  
*Telephone (806) 323-8022 - Fax (806) 323-8430*  
**Minutes**

The Hemphill County Appraisal District Board of Directors met on Wednesday, December 10, 2025 at 5:30 p.m. at the Appraisal District Office in Canadian, Texas. Members of the Board of Directors present were Alton Lohberger, Dawn Webb, Chris Jackson, Andy Orrell and Heath Mitchell. Appraisal District staff members present was Pam Scates, Chief Appraiser. Josh Roeder, District Manager Pritchard & Abbott, Inc , Ryan Liedtke, IUP Appraiser for Pritchard & Abbott, Inc and Dr. Julia McMains, Superintendent for Canadian ISD.

1. Heath Mitchell opened the meeting at 5:39 p.m. confirming a quorum was present, gave the invocation.
2. All guest were introduced and welcomed. For Public Comment, Josh gave a brief report and thanked the board for their continued business. Alton was presented with an appreciation gift for his 10 years of board service.
3. The Board went into Executive Session at 5:51 p.m. The Board reconvened at 5:58 p.m.
4. No action taken on Executive Session.
5. The September 10, 2025 minutes was reviewed and approved with a motion from Dawn Webb, seconded by Andy Orrell. Passed unanimously.
6. A review of the September, October and November 2025 financials was made. Andy Orrell made a motion to approve the receipts & disbursements, retain any left- over 2025 funds and not refund to entities. Dawn Webb made a second. Motion passed unanimously.
7. Resolutions were considered and adopted as follows with motions from Andy Orrell, second by Dawn Webb: Resolution by the Board of Directors of the Hemphill County Appraisal District authorizing the termination of the lease and purchase option agreement with Fifth and Main Holding Co., conveyance of the property located at 102 North Fifth Street, Canadian, Texas and authorizing a loan to refinance existing lease purchase obligations of the District used to acquire the District's appraisal office; and resolving other matters incident and related to the execution and delivery thereof. The motion passed unanimously.
8. Chief Appraiser Report on District Operations
  - A. Pam updated the board on the MAP Review.
  - B. Pam presented the Board with EOY Report and New Year forecast. Motion by Dawn Webb, second by Andy Orrell to accept both as presented.
  - C. The Board discussed Pam's qualifications and eligibility to serve as Chief Appraiser. Dawn Webb made motion to verify Pam is eligible to serve as Chief Appraiser for Hemphill County and to submit the eligibility form to the State. Seconded by Dawn Webb. Passed unanimously.
  - D. Pam delivered the names of the Ag Advisory Board and appointed them for a two year term.
  - E. Dosier Pickens & Francis, LLC was engaged to perform the 2025 audit.
  - F. Pam appreciated the board for their service and thanked them.
10. No future Agenda Items.
11. The next board meeting was set for January 14<sup>th</sup> at 5:30 p.m.
12. The meeting adjourned at 6:23 p.m.

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Chairman