**LIBERTY COUNTY CENTRAL APPRAISAL DISTRICT**

MINUTES OF THE REGULAR MEETING OF THE LIBERTY COUNTY CENTRAL APPRAISAL DISTRICT BOARD OF DIRECTORS.

THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE LIBERTY COUNTY

CENTRAL APPRAISAL DISTRICT WAS HELD NOVEMBER 15, 2012 AT 9:30 AM, IN THE LIBERTY

COUNTY CENTRAL APPRAISAL DISTRICT OFFICE, 2030 SAM HOUSTON STREET, LIBERTY

TEXAS.

AFTER ESTABLISHING A QUORUM WAS PRESENT, SECRETARY FRANK BARNETT CALLED THE MEETING TO ORDER AT 9:33AM WITH THE FOLLOWING DIRECTORS PRESENT:

 BOB EDWARDS

FRANK BARNETT

JOHN HEBERT JR.

RICHARD BROWN

NOT PRESENT:

BOB PICKLE

RONNIE DANNER

JIM HALL, REPRESENTATIVE FROM HALL RADER INSURANCE, WAS IN ATTENDANCE.

DIRECTOR BARNETT LED THE AUDIENCE IN PRAYER AND DIRECTOR HEBERT LED THE AUDIENCE IN THE PLEDGE OF ALLEGIANCE TO THE UNITED STATES AND TEXAS FLAGS AND WAS RECITED BY THE DIRECTORS AND STAFF.

DIRECTOR BARNETT REQUESTED THE DIRECTORS TO REVIEW THE MINUTES OF THE OCTOBER 2012 MEETING. A MOTION WAS MADE BY JOHN HEBERT JR. AND SECONDED BY BOB EDWARDS TO APPROVE THE MINUTES OF THE OCTOBER MEETING.THE MOTION WAS APPROVED UNANIMOUSLY.

 MR. CONNER PRESENTED TO THE DIRECTORS THE COMMENTS FROM TAXPAYERS.

THE FIRST ITEM UNDER NEW BUSINESS WAS DISCUSSION AND POSSIBLE ACTION ON THE BIDS FOR THE APPRAISAL DISTRICT’S HEALTH INSURANCE. AFTER REVIEW OF THE SUBMITTED BIDS AND DISCUSSION WITH MR. JIM HALL, INSURANCE REPRESENTATIVE, THE MOTION TO RENEW INSURANCE POLICIES PER MR. HALL’S RECOMMENDATION WAS MADE BY JOHN HEBERT JR. AND SECONDED BY BOB EDWARDS. THE MOTION WAS APPROVED UNANIMOUSLY.

 SECOND ITEM UNDER NEW BUSINESS WAS THE COMPLETION OF THE FORM CIS, IN COMPLIANCE WITH CHAPTER 176, LOCAL GOVERNMENT CODE, CONFLICTS DISCLOSURE STATEMENT. THE ATTENDING DIRECTORS COMPLETED THE FORM AND THEY WERE NOTARIZED BY LEIGH ANN NEAL.

AFTER DISCUSSION AND REVIEW A MOTION WAS MADE TO APPROVE RESOLUTION #157 REQUIREMENTS AND AUTHORIZATION FOR THE SIGNATURE OF GENERAL FUND AND PAYROLL CHECKS, BY BOB EDWARDS AND SECONDED BY JOHN HEBERT JR. THE MOTION PASSED UNANIMOUSLY.

 UNDER CHIEF APPRAISER’S REPORTS AND RECOMMENDATIONS MR. CONNER PRESENTED THE FINANCIAL REPORT AND DISBURSEMENTS FOR OCTOBER 2012. DIRECTOR BARNETT CALLED FOR A MOTION TO APPROVE THE FINANCIAL REPORT AND DISBURSEMENTS. THE MOTION WAS MADE BY JOHN HEBERT JR. AND SECONDED BY BOB EDWARDS. THE MOTION WAS APPROVED UNANIMOUSLY.

 MR. CONNER PRESENTED THE INVESTMENT REPORT. THE CASH ADVANTAGE ACCOUNT IS .50% INTEREST. THE PLEDGED SECURITIES ARE $706,818. MR. CONNER STATED THE INTEREST RATE OF A CD IS .15%. A MOTION WAS MADE BY BOB EDWARDS AND SECONDED BY JOHN HEBERT JR. TO APPROVE THE INVESTMENT REPORT. THE MOTION WAS APPROVED UNANIMOUSLY.

 THE BOARD REVIEWED THE 25.25 CHANGES TO THE CERTIFIED APPRAISAL ROLL PRESENTED AT THE BOARD MEETING. A MOTION WAS MADE BY BOB EDWARDS AND SECONDED BY JOHN HEBERT JR. THAT WE ACCEPT THE CHANGES. MOTION PASSED UNANIMOUSLY.

 THERE WAS A REQUEST FOR THE WAIVER OF PENALTY AND INTEREST ON A TAXING UNIT DRAINAGE DISTRICT #2 FOURTH QUARTER PAYMENT. AFTER DISCUSSION THE MOTION WAS MADE BY JOHN HEBERT JR. AND SECONDED BY BOB EDWARDS TO WAIVE THE PENALTY AND INTEREST. THE MOTION PASSED WITH RICHARD BROWN ABSTAINING FROM THE VOTE.

 UNDER THE CHIEF APPRAISER’S REPORT ON THE OPERATION OF THE DISTRICT,

MR. CONNER PRESENTED AN ACTIVITY REPORT TO THE BOARD. THE YEAR-TO-DATE APPRAISALS, PERMITS & CHECKBACKS IS 10,718 THAT IS 438 MORE THAN LAST MONTH. COMPLETED THIS MONTH ARE OWNERSHIP CHANGES 128 ADDRESS CHANGES 27, HOMESTEAD APPLICATIONS 58. YEAR-TO-DATE FOR CUSTOMERS AT THE DAYTON OFFICE 230 AND PHONE CALLS 345. THE CLEVELAND OFFICE YEAR TO DATE CUSTOMERS 1,612 AND PHONE CALLS 924. MR CONNER ALSO STATED TO THE BOARD THAT WE HAVE BEEN FOCUSING ON THE PROPERTY VALUE STUDY FOR RESIDENTIAL PROPERTIES. WE ARE GOING TO BE COMPLETING THE COMMERCIAL PROPERTIES LIST THAT WE RECEIVED THIS WEEK. MR CONNER ALSO INFORMED THE BOARD THAT WE ARE SCANNING DOCUMENTS TO THE COMPTROLLERS FTP SITE FOR OUR ANNUAL MAPS AUDIT.

UNDER OLD BUSINESS, DIRECTOR BARNETT ASKED MR. CONNER ABOUT THE NOTIFICATION OF THE APPOINTED AG AND ARB BOARD MEMBERS. MR. CONNER STATED THE MEMBERS HAVE ALL BEEN NOTIFIED BY MAIL.

A MOTION WAS MADE BY BOB EDWARDS AND SECONDED BY JOHN HEBERT JR. TO ADJOURN THE MEETING. THE MOTION WAS APPROVED UNANIMOUSLY.THE MEETING ADJOURNED AT 10:23AM.

 APPROVED, THIS THE \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ DAY OF DECEMBER, 2012.

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 CHAIRMAN-LIBERTY COUNTY

 CENTRAL APPRAISAL DISTRICT

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SECRETARY, LIBERTY COUNTY

CENTRAL APPRAISAL DISTRICT