

## LIBERTY COUNTY CENTRAL APPRAISAL DISTRICT

Minutes of the Regular Meeting of the Liberty County Central Appraisal District Board of Directors held January 23, 2020.

Statement of compliance with HB490 Section 1 and Section 6.035 of the State Property Tax Code was signed by all Directors (minus Mark Sjolander) and the Oath of Office was administered by Laurie Ramirez.

The Directors began the process of election of officers with several motions. Director Day made motion to keep all appointments as is: Director Bobby Ray Coats as Chairman, Director Sjolander as Vice-Chairman, and Director John Hebert Jr. as Secretary, seconded by Director Hebert Jr. The motion was approved unanimously of voting members.

After establishing a quorum was present, Chairman Coats called the meeting to order at 9:33 a.m. with the following Directors present:

Bobby Ray Coats  
Josh Day  
Richard Brown

John J. Hebert  
Phillip Craig Russell

Director Mark Sjolander was not in attendance.

There were not any patrons in attendance.

Director Hebert Jr. led the audience in the pledge of Allegiance to the United States and Texas flags which were recited by the Directors and staff. Director Day led the audience in prayer.

Chairman Coats requested the Directors to review the minutes of the November 2019 meeting. A motion was made by Director Hebert Jr. and seconded by Director Day to approve the minutes for November meeting. The motion was approved unanimously of voting members.

The Board recognized the employees of the month for November, Becky Fisher, and December, Kim Key.

Chief Lana McCarty presented to the Directors the comments from taxpayers.

Under new business, Chief McCarty presented the results of the Board of Directors election.

Chief McCarty presented the ARB and District calendar for 2020, Director Day motioned to approve and seconded by Director Hebert Jr. The motion was approved unanimously of voting members.

After discussion, a motion was made by Director Hebert Jr. and seconded by Director Day to approve Resolution # 235, to appoint Natalie Rodriguez and Alma Lopez-Trevizo as Spanish speaking translators and Melissa Starr as the Sign Language interpreter, if needed, for the office or the Appraisal Review Board per Policy # 110. The motion was approved unanimously of voting members.

Director Hebert Jr. made a motion that the Board approve by Resolution #236, the requirements and authorization for the district's checks and payments, seconded by Director Day. The motion was approved unanimously of voting members.

Under Chief Appraiser's Reports and recommendations, Chief Lana McCarty presented the financial reports and disbursements for November and December 2019. Chairman Coats called for a motion to approve the financial report and disbursements. The motion was made by Director Hebert Jr. and seconded by Director Day. The motion was approved unanimously of voting members.

The quarterly investment report moved to February meeting.

Director Day motioned to accept the 25.25 changes to the certified appraisal roll, seconded by Director Hebert Jr. The motion was approved unanimously of voting members.

There were not any taxing unit requests for waiver of penalty & interest on taxing unit quarterly assessment.

Under the Chief Appraiser's report on the operation of the District, Chief Lana McCarty presented the year end activity report to the Board. We did over 40,126 in appraisal, permits, and check backs. We have done 5,540 building permits, and ownership changes 13,086. Cleveland customers in office activity up. The website activity is up. Protest filed for the year 10,975. Hearings were up this year with 6,152. Our active lawsuits are 23.

Chief Lana McCarty informed the board of MAPS audit and discusses what the audit entails. We passed with flying colors. Appraisers out in the field and we are updating schedules for the 2020 year.

The Board convened into executive session at 10:12 am., as authorized by the Texas government code section 551.071 (1)(a)(b)), consultation with attorneys; Section 551.072, deliberations about real property; Section 551.074, personnel matters, evaluation of Chief Appraiser; Section 551.076, security matters.

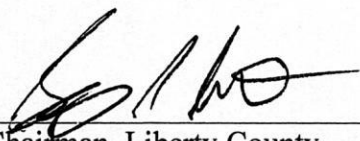
The Board reconvened at 10:27 am, as authorized by the Texas Government code section 551.012.

Director Hebert Jr. motioned to give Chief McCarty pay raise equal in the amount of \$120,000 a year, seconded by Director Day. The motion was approved unanimously of voting members

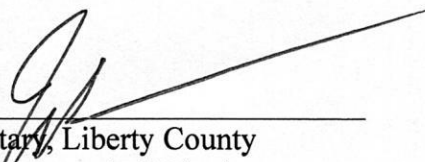
There was not any old business to report.

A motion was made by Director Hebert Jr. and seconded by Director Day to adjourn the meeting. The motion was approved unanimously of voting members and the meeting adjourned at 10:29 am.

Approved, this the 27th day of February 2020.



Chairman, Liberty County  
Central Appraisal District



Secretary, Liberty County  
Central Appraisal District