

LIBERTY COUNTY CENTRAL APPRAISAL DISTRICT

Minutes of the Regular Meeting of the Liberty County Central Appraisal District Board of Directors held February 27, 2020.

Chairman Coats called the meeting to order at 9:31 a.m.

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

After establishing a quorum was present, Chairman Coats opened the meeting with the following Directors present:

Bobby Ray Coats
Josh Day
Richard Brown

Mark Sjolander
Phillip Craig Russell

Director John J. Hebert was not in attendance.

There were not any patrons in attendance.

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

Chairman Coats requested the Directors to review the minutes of the January 2020 meeting. A motion was made by Director Russell and seconded by Director Sjolander to approve the minutes for the January meeting. The motion was approved unanimously of voting members.

The Board recognized the employee of the month, Joyce Muskwinsky.

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

Under new business, Chief McCarty presented the awards for the Team Player of the Year, Kyrie Vaughn and Employee of the Year, Laurie Ramirez.

Chief McCarty presented the board with the two bids for the contract for printing of the 25.19 notices for two years. Variverge - \$8,071 and Laser Printing \$7,785. Chief McCarty recommends Laser Printing for the 2 year contract. Director Russell motioned to approve the contract to Laser Printing, seconded by Director Day. The motion was approved unanimously of voting members.

Chief McCarty discusses with the board the candidates for appointment to the District's Budget Committee. After discussion, Craig Russell and Mark Sjolander will attend for the Budget Committee meeting on April 22, 2020. The other candidates are from Cleveland ISD, City of Cleveland, and Liberty County.

Chief McCarty presents the 2019 Annual Operations Report to the Board. Chief McCarty explained that the report is a requirement from the Comptroller to give the taxpayer insight of what the appraisal district does.

Under Chief Appraiser's Reports and recommendations, Chief Lana McCarty presented the financial reports and disbursements for January 2020. Chairman Coats called for a motion to approve the financial report and disbursements. The motion was made by Director Sjolander and seconded by Director Day. The motion was approved unanimously of voting members.

Chief McCarty presented the quarterly investment report, this is report is from the pledged securities for Prosperity and not FLNB.

Chief McCarty presented the 25.25 changes to the certified appraisal roll.

There were three taxing unit requests for waiver of penalty & interest on taxing unit quarterly assessments. Two are from the new entities, MMD1 (\$135.44) and MUD 4 (\$85.55), after sending them the bills electronically, they did pay 2 days late. City of Devers said they issued a check, but we did not receive it, so the City did a stop payment on the check and reissued a new check with payment of \$17.60. Chief McCarty recommends waiving both the requests from the entities. Director Sjolander motioned to waive the penalties and interest, seconded by Director Day. The motion was approved unanimously of voting members.

Under the Chief Appraiser's report on the operation of the District, Chief Lana McCarty presented the activity report for January to the Board. We have done over 1,654 appraisals, permits, and check backs for 2020. We

have done 1,574 building permits, and ownership changes 1,372. Data entry accounts keyed 8,266. Personal property mailed out 4,038 renditions with 137 received back. The website activity is 15,323. Protest filed for the year 29. Our active lawsuits are up to 25.

Chief Lana McCarty informed the board of that the appraisers are out in the field. We currently still have 3,712 permits, checkbacks as of February 4th. The beginning of the year we 4,928. We are anticipating raising land schedules this year. Chief McCarty also informed the board that this is an audit year and the Comptroller will be in our office running through land schedules based on land sales. She also explains to the Board why this is important that we are in compliant with 95% of the value that the Comptroller thinks we should be.

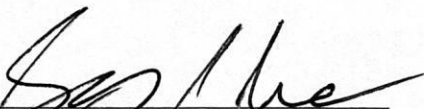
The Board convened into executive session at 10:09 a.m., as authorized by the Texas government code section 551.071 (1)(a)(b)), consultation with attorneys for discussion on CV1915037-Walmart Real Estate (PID #'s 29293 and 153231); Section 551.072, deliberations about real property; Section 551.074, personnel matters, evaluation of Chief Appraiser; Section 551.076, security matters.

The Board reconvened at 10:15 a.m., as authorized by the Texas Government code section 551.012. Director Sjolander motioned to approve the settlement for CV1915037, seconded by Director Russell. The motion was approved unanimously of voting members

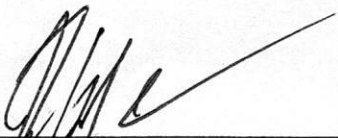
There was not any old business to report.

A motion was made by Director Day and seconded by Director Sjolander to adjourn the meeting. The motion was approved unanimously of voting members and the meeting adjourned at 10:16 a.m.

Approved, this the 28th day of May 2020.



Chairman, Liberty County
Central Appraisal District



Secretary, Liberty County
Central Appraisal District