

## **LIBERTY COUNTY CENTRAL APPRAISAL DISTRICT**

Minutes of the Regular Meeting of the Liberty County Central Appraisal District Board of Directors held May 28, 2020.

Chairman Coats called the meeting to order at 9:32 a.m.

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

Bobby Ray Coats  
Mark Sjolander  
Phillip Craig Russell

John J. Hebert  
Josh Day  
Richard Brown

Lee Ann Brents and Suzanne Snider was 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 February 2020 meeting. A motion was made by Director Sjolander and seconded by Director Russell to approve the minutes for the February meeting. The motion was approved unanimously of voting members.

The Board recognized the employee of the month for February, Brenda Martinez; March, Payton White; and April, Emely McDonald.

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

Under new business, Lee Ann Brents presented the annual financial audit of the district, which was completed by Swaim, Brents, and Associates, P.C.

Chief McCarty presented the board the disclosure of employees' outside employment according to rule 628.4 of Tax Professional Ethics Rules and Statutes and conflict disclosure per TDRL Rule 94.72.

Director Sjolander motioned to approve Resolution #237, authorization to maintain TCDRS plan provisions for 2021, 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 February-April 2020. 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 Sjolander. The motion was approved unanimously of voting members.

Chief McCarty presented the quarterly investment report to the board. Director Sjolander motioned to approve the quarterly investment report, seconded by Director Day. The motion was approved unanimously of voting members.

Chief McCarty presented the 25.25 changes for Supp Group #363 to the certified appraisal roll.

There were not any taxing unit requests to waive penalties and interest for quarterly assessments to present.

Under the Chief Appraiser's report on the operation of the District, Chief Lana McCarty informed the board of that the appraisers are out in the field. We have keyed 628 permits, checkbacks. We have saved the 221 ag applications because we are able to do those aerial. We have had only 64% renditions mailed back. This is lower than normal probably due to Covid-19. However, she has given permission to not increase the automatic 25% and waiving the late rendition penalties. There have been as of the morning of this meeting over 10592 protests scheduled. Chief McCarty explained the eprotest process. 71,379 notices have gone out. Chief McCarty discussed the Just Appraised software and that she recommends continuing with a yearly contract. Director Sjolander motioned to approve, seconded by Director Day. The motion was approved unanimously of voting members.

The Board convened into executive session at 10:26 a.m., 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 10:35 a.m., as authorized by the Texas Government code section 551.012.

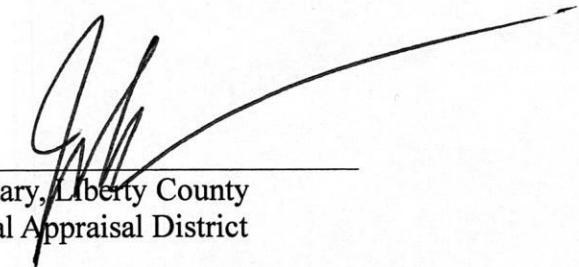
There was not any old business to report.

A motion was made by Director Day and seconded by Director Russell to adjourn the meeting. The motion was approved unanimously of voting members and the meeting adjourned at 10:35 a.m.

Approved, this the 25th day of June 2020.



Chairman, Liberty County  
Central Appraisal District



Secretary, Liberty County  
Central Appraisal District