

**LIBERTY COUNTY CENTRAL APPRAISAL DISTRICT**

Minutes of the Regular Meeting of the Liberty County Central Appraisal District Board of Directors held March 1, 2023.

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

Oath of Office and Statement of compliance with HB490 Section 1 and Section 6.035 of the State Property Tax Code was signed by Director Mark Sjolander) was administered by Laurie Ramirez at 9:32 a.m.

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

Bobby Coats	Josh Day	Richard Brown ex-officio
John Hebert Jr	Mark Sjolander	

Director Holst was not 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 Brown led the audience in prayer.

Chairman Coats requested the Directors to review the minutes of the January 2023 meeting. A motion was made by Director Hebert Jr. 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 for January, Diana Canales.

There were not any communications from the public to present to the members.

Under new business, Director Sjolander motioned to approve the district's amended 2023-2024 biennial reappraisal plan and seconded by Director Hebert Jr. The motion was approved unanimously of voting members.

Director Hebert Jr. motioned to approve Resolution #258 2022 PVS authorization, seconded by Director Sjolander. The motion was approved unanimously of voting members.

Director Hebert Jr. motioned to approve the Appraisal Review Board hearing procedures adopted by the ARB for 2023, seconded by Director Sjolander. The motion was approved unanimously of voting members.

Chief McCarty presented the board with an attendance policy for the ARB to add to the board policy manual. After discussion, Director Hebert Jr. motioned to approve the policy, seconded by Director Day. The motion was approved unanimously of voting members.

Director Hebert Jr. motioned to approve the board policy manual in its entirety, seconded by Director Sjolander. The motion was approved unanimously of voting members.

Chief McCarty requested the financing of supplemental education training for the Appraisal Review Board. After discussion, Director Sjolander motioned to approve the supplemental education training, seconded by Director Day. The motion was approved unanimously of voting members.

Director Day motioned to approve the March 2023 salvage list of furniture, fixtures, equipment, etc., seconded by Director Sjolander. The motion was approved unanimously of voting members.

Under Chief Appraiser's reports and recommendations, Chief McCarty presented the financial reports and disbursements for January 2023. Chairman Coats called for a motion to approve the financial report and disbursements. The motion was made by Director Sjolander and seconded by Director Hebert Jr. The motion was approved unanimously of voting members.

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

Director Sjolander motioned to approve the 25.25 changes to the certified appraisal roll; seconded by Director Day. The motion was approved unanimously of voting members.

There were not any requests to waive penalty and interest on taxing units' quarterly assessments.


Under the Chief Appraiser's report, Chief McCarty informed the board about the 40 or more property owners in the front lobby because they were not able to get to their properties. She listened to their concerns and gave them direction on where their next step should be to get their questions answered.

The board did not convene into executive session.

Old business: None


Director Day motioned to adjourn the meeting and seconded by Director Sjolander. The motion was approved unanimously of voting members and the meeting adjourned at 10:31 a.m.

Approved, this the 27th day of April 2023.



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Chairman, Liberty County  
Central Appraisal District



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Secretary, Liberty County  
Central Appraisal District