

LIBERTY COUNTY CENTRAL APPRAISAL DISTRICT

Minutes of the Regular Meeting of the Liberty County Central Appraisal District Board of Directors held June 18, 2024.

Chairman Mark Sjolander called meeting to order at 9:31 a.m.

Director Herndon established there was a quorum. Chairman Mark Sjolander opened the meeting with the following Directors present:

Charles Bolds in at 9:35 a.m.	Mark Herndon
Jimmy Rollins	Josh Day
Mark Sjolander	Richard Brown ex-officio

Chairman Sjolander welcomed audience.

Director Herndon led the meeting with prayer and Director Day led with the Pledge of Allegiance to the United States and Texas flags.

Chairman Sjolander requested the Directors to review the minutes of the April 2024 meeting. A motion was made by Director Herndon and seconded by Director Day to approve the minutes for the April meeting. The motion was approved unanimously by the voting members.

The Board recognized the employee of the month for April: Viktorya Muniz and May: Samantha Gutierrez.

Chief McCarty asked Chairman Sjolander if we could move into executive session to accommodate some of our guests and not have them stay for the whole meeting in case of their other obligations.

The board convened into executive session at 9:35 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, public officer or personnel matters; Section 551.076, security matters.

The board reconvened into open session at 9:45 a.m., with no action needed on items discussed in Executive Session as authorized by the Texas Government Code, Section 551.102.

Communications from the public were presented to the members.

Under New Business, Director Day motioned to approve the Inter-Local agreement with Liberty County for 911 addressing, seconded by Director Herndon. The motion was approved unanimously by the voting members.

Director Herndon motioned to approve Resolution #271, authorization to maintain TCDRS plan provisions for 2025, seconded by Director Rollins. The motion was approved unanimously by the voting members.

Director Day motioned to approve soliciting RFP's for 303 Fannin St. renovation, seconded by Director Bolds. The motion was approved unanimously by the voting members.

Under Chief Appraiser's reports and recommendations, Chief McCarty presented the financial reports and disbursements for April 2024. Chairman Sjolander called for a motion to approve the financial report and disbursements. The motion was made by Director Bolds and seconded by Director Herndon. The motion was approved unanimously by the voting members.

Chief McCarty presented the quarterly investment report to the board with no action needed.

There were not any 25.25 changes to the appraisal roll to report.


There were not any taxing unit requests for waiver of penalty and interest to present.


Under the Chief Appraiser's report, Chief McCarty updated the board that the office was in full swing of the protest season with .

Old business: None

Director Day motioned to adjourn the meeting and seconded by Director Bolds. The motion was approved unanimously by voting members and the meeting adjourned at 10:45 a.m.

Approved, this the 15th day of August 2024.


Chairman, Liberty County
Central Appraisal District


Secretary, Liberty County
Central Appraisal District