

## **LIBERTY COUNTY CENTRAL APPRAISAL DISTRICT**

Minutes of the Regular Meeting of the Liberty County Central Appraisal District Board of Directors held on November 21, 2024.

Chairman Sjolander called the meeting to order at 9:35 a.m. and asked Vice-Chairman Herndon to establish there was a quorum. The following Directors were present: Charles Bolds, Emily Cook, Josh Fitzgerald, Mark Herndon, Jimmy Rollins, and Mark Sjolander. Directors not in attendance: Josh Day, Haleigh Shanks, and Richard Brown.

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

Chairman Sjolander requested the Board of Directors to review the minutes from the October meeting. Director Herndon motioned to approve and seconded by Director Bolds. The motion was approved unanimously by the voting members.

The Board recognized the employee of the month for Juana Hall.

Communications from the public were presented to the members.

Under new business, Chief McCarty presented the revisions for taxing unit allocations for 2025 to the board. After discussion, Director Cook motioned to approve the revisions, seconded by Director Bolds. The motion was approved unanimously by the voting members.

Chief McCarty informed the board that only one company sent in a bid for the appraisal district's 2024-2025 financial audit. The bid was \$8,000, the same as last year. Director Herndon motioned to approve the bid, seconded by Director Fitzgerald. The motion was approved unanimously by the voting members.

Chief McCarty informed the board of the bids for the appraisal district's 2025 health insurance. After questions and discussion, Director Rollins motioned to stay with the Hebert Group's Blue Cross Blue Shield, seconded by Director Fitzgerald. The motion was approved unanimously by the voting members.

Director Bolds motioned to approve the board policy manual in its entirety, seconded by Director Herndon. The motion was approved unanimously by the voting members.

Director Herndon motioned to approve the Appraisal Review Board and Appraisal District Calendar for 2025, seconded by Director Fitzgerald. 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 November 2024. Chairman Sjolander called for a motion to approve the financial reports and disbursements. The motion was made by Director Bolds and seconded by Director Herndon. The motion was approved unanimously by the voting members.

Director Herndon motioned to approve the supplemental changes to the certified roll, seconded by Director Rollins. The motion was approved unanimously by the voting members.

There were not any taxing unit requests for waiver of penalty and interest on taxing unit quarterly assessments to present to the board.

Chief McCarty updated the board that asbestos was being removed from the 303 Fannin St building. Appraisers are out updating properties with permits and checkbacks. The office is also working on preparing for the methods and procedures audit requests

The board did convene into executive session at 10:10 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.

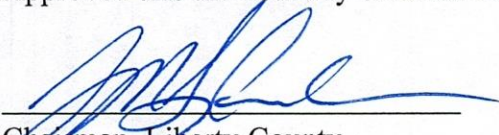
The board reconvened into open session at 10:47 a.m. and Chairman Sjolander shared that the Chief Appraiser evaluation, which was discussed in the executive session, was very good. He then asked if anyone would like to make a motion to increase the Chief's annual salary by 5%, which was the consensus of directors in executive session. Director Bolds motioned to approve the 5% salary increase for the Chief starting in 2025, and Director Herndon seconded the motion. The motion was approved unanimously by the voting members.

There was not any old business to discuss.

Director Bolds motioned to adjourn the meeting and seconded by Director Fitzgerald. The motion was approved unanimously by the voting members and the meeting adjourned at 10:50 a.m.



Approved this the 18th day of December 2024.



Chairman, Liberty County  
Central Appraisal District



Secretary, Liberty County  
Central Appraisal District