

LIBERTY COUNTY CENTRAL APPRAISAL DISTRICT

Director Brown led with the Pledge of Allegiance to the United States and the Texas Flags.

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

Chairman Sjolander called the meeting to order at 9:38 a.m. and established a quorum. The following Directors were present: Charles Bolds, Emily Cook, Josh Day, Josh Fitzgerald, Mark Herndon, Jimmy Rollins, Haleigh Shanks, Mark Sjolander, and Richard Brown, ex-officio.

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

The Board recognized the employees of the month for November, Sarah Fletcher and Joyce Muskwinsky. Communications from the public were presented to the members.

Under new business, Deputy Chief Jeff Lambright informed the Board that the office would need to purchase and upgrade computers due to the Windows 11 upgrade since it will sunset October 2025 and need to utilize the Computer Software reserve funds. Director Day motioned to approve the utilizing the computer software reserve funds, seconded by Director Cook. The motion was approved unanimously by the voting members.

Deputy Chief Lambright presented board policy #120, qualifications and appointment of ARB members. Director Brown motioned to approve the board policy #120, seconded by Director Bolds. The motion was approved unanimously by the voting members.

Chairman Sjolander read line item VIII C. Discussion and possible action to approve Resolution #277 to fill the four (4) vacant ARB positions and appoint the ARB Chairman and Secretary per board policy #120. Again, only to approve the resolution and the rest would be discussed in executive session. Director Cook motioned to approve the resolution, seconded by Director Fitzgerald. The motion was approved unanimously by the voting members.

Based on the previous motion on Resolution #277, Director Sjolander called the meeting into executive session at 9:55 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 in order to handle Resolution #277 properly and completely.

The board reconvened into open session at 10:59 a.m. to act on items discussed in executive session as authorized by the Texas Government Code Section 551.102. Chairman Sjolander stated we will return back to agenda item VIII C. to approve Resolution #277.

Director Cook motioned to appoint Lawrence Niki Coats, Scott Ellis, Mark Jamison, and Linda Rusk, seconded by Director Rollins, Director Brown opposed. The motion was approved by the voting members.

Chairman Sjolander asks the board to appoint a Chairman and Secretary. Director Cook motioned to appoint Mark Jamison as Chairman of the Appraisal Review Board and Lawrence Coats as Secretary, seconded by Director Day. Director Brown opposed. The motion was approved by the voting members.

Under Chief Appraiser's reports and recommendations, Deputy Chief Lambright 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 Cook and seconded by Director Day. The motion was approved unanimously by the voting members.

Director Day motioned to approve the supplemental changes to the certified roll, seconded by Director Fitzgerald. 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.

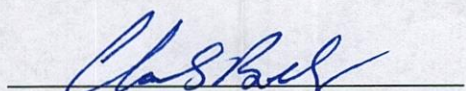
Deputy Chief Lambright informs the of the monthly operations report of appraised over 46,000 properties, ownership changes, address changes. We are having to handle electronic communications this year more and will hopefully cut down postage. Website activity is now up and running after having things fixed. He also informed the board of the election results.

There was not any old business to discuss.

Director Day motioned to adjourn the meeting and seconded by Director Fitzgerald. The motion was approved unanimously by the voting members and the meeting adjourned at 11:10 a.m.

Approved this the 23rd day of January 2025.


Chairman, Liberty County
Central Appraisal District


Secretary, Liberty County
Central Appraisal District