

## LIBERTY COUNTY CENTRAL APPRAISAL DISTRICT

Minutes of the Regular Meeting of the Liberty County Central Appraisal District Board of Directors held June 26, 2025.

Chairman Mark Sjolander called meeting to order at 1:02 P.M.

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

Mark Sjolander	Josh Day	Emily Cook
Haleigh Shanks	Mark Herndon	

Not in attendance were Treasurer Charles Bolds, Director Josh Fitzgerald, Director Jimmy Rollins, and Director Richard Brown.

Director Day led the audience in the Pledge of Allegiance to the United States and Texas flags which were recited by the Directors and staff. Director Herndon led the audience in prayer.

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

The Board recognized the employee of the month, Diana Canales.

The communications were presented to the Directors.

Under new business, Chief McCarty presented the twenty-five-year service award to Kim Key for their dedication to the district.

Director Cook motioned to approve Resolution # 282, the appointment of Link Brown as secretary for the Appraisal Review Board, seconded by Director Shanks. The motion was approved unanimously by the voting members.

Director Day motioned to approve Michael Dorsett from auxiliary member to Appraisal Review Board Member, seconded by Vice Chairman Mark Herndon. The motion was approved unanimously by the voting members.

Under Chief Appraiser's Reports and recommendations, Chief Lana McCarty presented the financial reports and disbursements for June 2025. Chairman Sjolander called for a motion to approve the financial report and disbursements. The motion was made by Director Day and seconded by Director Shanks. The motion was approved unanimously of voting members.

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

Chief McCarty presented the report on supplemental changes made to the certified roll. No action needed.

There were not any entity requests for waived penalties and interest on taxing units' quarterly assessments.

Under the Chief Appraiser's report on the operation of the District, Chief McCarty informed the board we have sent out 71,772 Appraisal Notices. Currently have 6 lawsuits; that number should go down. 1,907 ARB hearings held.

Chief McCarty informed the board of being in the final stages of the remodel on the 303 Fannin Building, and the installation of the gate on the south side of the building to help maintain the private driveway. Director Day motioned for the Chief to draft a letter and inform the tenants/owners of the building located behind 303 Fannin, that has previously been using the

private driveway, seconded by Director Herndon. The motion was approved unanimously of voting members.

There was not any old business to report.

A motion was made by Vice Chairman Herndon and seconded by Chairman Sjolander to adjourn the meeting. The motion was approved unanimously of voting members and the meeting adjourned at 1:33P.M.

Approved, this the 21<sup>st</sup> day of August 2025.



Chairman, Liberty County  
Central Appraisal District

Secretary, Liberty County  
Central Appraisal District