

**LIBERTY COUNTY CENTRAL APPRAISAL DISTRICT**

Minutes of the Regular Meeting of the Liberty County Central Appraisal District Board of Directors held December 17, 2025.

Vice Chairman Herndon called meeting to order at 9:08 A.M.

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

Josh Fitzgerald  
Haleigh Shanks

Charles Bolds  
Jimmy Rollins

Emily Cook

Not in attendance were Chairman Mark Sjolander, Director Josh Day, and Director Richard Brown.

Director Cook led the audience in prayer, and Director Fitzgerald led the audience in the Pledge of Allegiance to the United States and Texas flags, which the Directors and staff recited.

Vice Chairman Herndon requested the Directors to review the minutes of the November meeting. A motion was made by Secretary Bold and seconded by Director Fitzgerald to approve the meeting minutes for the November meeting. The motion was approved unanimously by voting members.

The Board recognized the employees of the month, Jason Strickland and Sarah Fletcher.

The communications were presented to the Directors.

Under New Business, Director Cook moved to approve the Appraisal Review Board and Appraisal District calendar for 2026, and Director Fitzgerald seconded the motion. The motion was approved unanimously by voting members.

After Discussion, Director Fitzgerald made a motion to approve Resolution #288 to fill the four (4) vacant Appraisal Review Board positions per board policy #120, Qualifications, and Appointment of ARB members, seconded by Director Rollins. The motion was approved unanimously by voting members. The following were appointed for the four (4) vacant positions: Calvin Carter, Link Brown, Suzanne Haberle, and Cynthia Miller.

After Discussion, Secretary Bolds made a motion to approve Resolution #285 to appoint Mark Jamison as the ARB Chairman and Link Brown as Secretary, per board policy #120, qualification, and appointment of ARB members, seconded by Director Fitzgerald. The motion was approved unanimously by voting members.

Chief Appraiser presented the Report on the Board of Directors election results.

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

There were not any 25.25 changes to the certified appraisal roll to approve.

There were no entity requests for waived penalties and interest on taxing units' quarterly assessments.

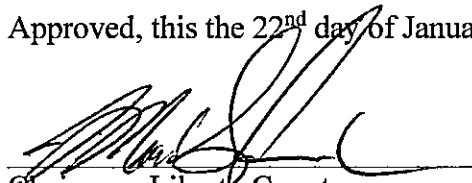
The board did convene at 9:32 a.m. into executive session, as authorized by the Texas Government Code Section 551.071(1)(a)(b), consultation with attorneys and any other pending litigations; Section 551.072, deliberations about real property; Section 551.074, personnel matters, evaluation of Chief Appraiser; Section 551.076, security matters.

The board reconvened into open session at 9:39 a.m., and Vice Chairman Herndon called for a motion to approve what was discussed in Executive session. A motion was made by Secretary Bolds and seconded by Director Fitzgerald to approve \$15,000 for improvements to 2030 Sam Houston from the Real Estate Reserve fund. The motion was approved unanimously by the voting members.

There was not any old business to report.

A motion was made by Secretary Bolds and seconded by Director Fitzgerald to adjourn the meeting. The motion was approved unanimously by voting members, and the meeting adjourned at 09:42 A.M.

Approved, this the 22<sup>nd</sup> day of January 2026.

  
Chairman, Liberty County  
Central Appraisal District

  
Secretary, Liberty County  
Central Appraisal District