

LIBERTY COUNTY CENTRAL APPRAISAL DISTRICT

Minutes of the Regular Meeting of the Liberty County Central Appraisal District Board of Directors held February 26, 2026.

Oath of Office and Statement of compliance with HB490 Section 1 and Section 6.035 of the State Property Tax Code was signed by the Directors and administered by Samantha Gutierrez at 9:35 a.m.

Chairman Mark Sjolander called the meeting to order at 9:33 A.M.

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

Mark Sjolander	Mark Herndon
Josh Fitzgerald	Emily Cook
Haleigh Shanks	Richard Brown

Director Josh Day, Jimmy Rollins, and Charles Bolds were not in attendance.

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

Chairman Sjolander requested the Directors to review the minutes of the January 2026 meeting. A motion was made by Director Brown and seconded by Director Fitzgerald to approve the minutes for the January meeting. The motion was approved unanimously of voting members.

The Board recognized the employee of the month, Hunter Robinson.

Chief McCarty presented communications from the public to the members.

Chief McCarty recognized Connie Lehan for her retirement after 20 years of service and presented her with the Employee of the Year award.

Chief McCarty presented the Team Player of the Year to Joyce Muskwinsky.

Chief McCarty presented the 2026 Appraisal Review Board Hearing procedures adopted by the ARB. No action was needed.

Chief McCarty presented the contract for the printing of the 25.19 notices (Two-Year Bid). Director Brown made a motion to approve the bid, seconded by Vice Chairman Herndon. The motion was approved unanimously of voting members.

Under the Chief Appraiser's reports and recommendations, Chief McCarty presented the financial reports and disbursements for January 2026. Chairman Sjolander called for a motion to approve the financial report and disbursements. The motion was made by Director Brown and seconded by Director Shanks. The motion was approved unanimously by the voting members.

Director Fitzgerald motioned to approve the quarterly investment report, seconded by Vice Chairman Herndon. The motion was approved unanimously of voting members.

Chief McCarty presented the report on supplemental changes made to the certified roll. Director Cook motioned to approve the supplemental changes, seconded by Vice Chairman Herndon. The motion was approved unanimously of voting members.

There were not any requests to waive penalty and interest on taxing units' quarterly assessments.

Under the Chief Appraiser's report on the operation of the District, Chief McCarty informed the board that almost all field work was complete, and we were getting ready to send out 25.19 notices.

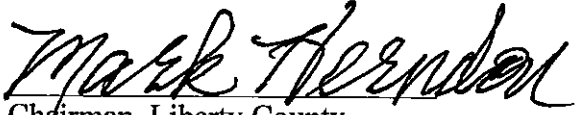
The board did convene into executive session at 10:01 a.m., as authorized by the Texas Government Code Section 551.071(1)(a)(b), consultation with attorneys; Section 551.072, deliberations about real property; Section 551.074, personnel matters, evaluation of Chief Appraiser; Section 551.076, security matters.

The board reconvened into open session at 10:04 a.m. with a motion from Director Cook, to approve the proposed litigation discussed in executive session, seconded by Director Fitzgerald. The motion was approved unanimously by the voting members.

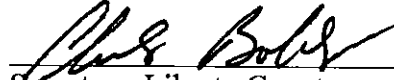
There was not any old business to report.

A motion was made by Vice Chairman Herndon and seconded by Director Brown to adjourn the meeting. The motion was approved unanimously of voting members and the meeting adjourned at 10:04 a.m.

Approved, this the 23rd day of April 2026.



Chairman, Liberty County
Central Appraisal District



Secretary, Liberty County
Central Appraisal District