



**MINUTES**  
*Of the*  
**SAN JACINTO COUNTY APPRAISAL DISTRICT – Regular Meeting**  
**BOARD OF DIRECTORS**

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**DATE:** October 12, 2021

**PLACE:** 99 Slade St, Coldspring, TX 77331

**MEMBERS PRESENT:** Vice-Chairman Terry Holcomb, Secretary Collin Lilley, Tax Assessor-Collector Betty Davis and Director Crystal Dominy.

**OTHERS PRESENT:** Chief Appraiser Sherri Schell and Kellie Reed.

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**Minutes:**

- **Call meeting to order**
  - Vice-Chairman Terry Holcomb called the meeting to order at 6:00 P.M.
- **Establish A Quorum**
  - Vice-Chairman Terry Holcomb stated to let the record reflect a quorum was present with Chairman Susan Bailes not in attendance.
- **Approve and Adopt an Agenda**
  - Director Collin Lilley made a motion to adopt the agenda. Tax Assessor-Collector Betty Davis seconded the motion, the agenda was approved and adopted unanimously.
- **Public Comments**
  - None.
- **Board of Directors Comments**
  - Vice-Chairman Terry Holcomb stated that he would like to change the way that the Chief Appraiser evaluation is performed. Also, Vice-Chairman Terry Holcomb accepted the resignation of Director James Mitchell.
- **Consent Agenda**
  - Review and approve minutes from the July 13, 2021, regular meeting and public hearing.
    - Tax Assessor-Collector Betty Davis made a motion to approve the minutes from the July 13, 2021, regular meeting and public hearing. Director Crystal Dominy seconded the motion. Motion passed unanimously.
  - Review and approve the financial reports and budget transactions for July, August & September 2021.
    - Secretary Collin Lilley made a motion to approve the financial reports and budget transactions for July, August & September 2021. Director Crystal Dominy seconded the motion. Motion passed unanimously.
- **Action Items**
  - A. Approve and confirm by resolution 2021 budget amendment.
    - Director Crystal Dominy made a motion to approve and confirm by resolution the 2021 budget amendment. Director Collin Lilley seconded the motion. Motion passed unanimously.
  - B. Approve interfund transfers for 2021 budget.



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- Secretary Collin Lilley made a motion to approve the interfund transfers for the 2021 budget. Director Crystal Dominy seconded the motion. Motion passed unanimously.
- C. Review and approve changes to BOD policy # 107.
  - The BOD discussed the policy change and opted to approve it with a change in wording. Secretary Collin Lilley made a motion to approve changes to BOD policy #107. Director Crystal Dominy seconded the motion. Motion passed unanimously.
- D. Review and approve changes to BOD policy #130.
  - The BOD discussed the policy change and opted to approve it with a change in wording. Secretary Collin Lilley made a motion to approve changes to BOD policy #130. Director Crystal Dominy seconded the motion. Motion passed unanimously.
- E. Action item “E” was added in error.
- F. Appoint Agricultural Advisory Board members for the 2022-2023 term.
  - Secretary Collin Lilley made a motion to reappoint Ag Advisory Board members DP Ward and Keith Andries for the 2022-2023 term. Director Crystal Dominy seconded the motion. Motion passed unanimously.
- G. Appoint by resolution the auditor for the 2021 financial audit.
  - A proposal was sent in from Axley & Rode LLP and was reviewed by BOD members. Tax Assessor - Collector Betty Davis made a motion to appoint by resolution Axley & Rode LLP as the auditor for the 2021 financial audit. Director Crystal Dominy seconded the motion. Motion passed unanimously.
- H. Adopt by resolution the renewal and extension of the depository contract.
  - Secretary Collin Lilley made a motion to adopt by resolution the renewal and extension of the depository contract. Director Crystal Dominy seconded the motion. Motion passed unanimously.

- **Discussion Items**

- A. Chief Appraiser Report on the District:
  - Chief Schell discussed the Interest and Investment balance report, and it was reviewed by all Board of Directors members. Chief Schell discussed the 25.25b report and it was reviewed by all Board of Directors members.

- **Executive Session**

- A. Chief Appraiser Evaluation and Salary
  - Executive Session was entered into at 6:38 PM.

- **Reconvene**

- Meeting was reconvened in open session at 8:05 PM.



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- **Open Session**

- No comments.

- **Adjourn**

- A motion was made to adjourn the meeting by Secretary Collin Lilley. The motion was seconded by Director Crystal Dominy. Meeting adjourned at 8:05 P.M.

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Chairman, Board of Directors

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Date

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Secretary, Board of Directors

\_\_\_\_\_  
Date