



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

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**DATE:** June 05, 2018

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

**MEMBERS PRESENT:** Chairman Susan Bailes, Vice-Chairman Richard Boudreaux, Director Jay Phillips and Director Steve Roberts.

**OTHERS PRESENT:** Sherri Schell and 4 guests

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**Minutes:**

- **Call meeting to order**
  - Chairman Susan Bailes called the meeting to order at 6:07 P.M.
- **Establish A Quorum**
  - Chairman Susan Bailes stated to let the record reflect a quorum was present with Secretary Jeff Washburn and Interim Tax Assessor Dianne Griffiths not in attendance.
- **Approve and Adopt an Agenda**
  - Director Jay Phillips made a motion to approve and adopt the agenda. Director Steve Roberts seconded the motion. Motion passed unanimously.
- **Public Comments**
  - None.
- **Board of Directors Comments**
  - None.
- **Consent Agenda**
  - Review and approve minutes from the May 09, 2018 regular meeting and May 22, 2018 special meeting.
    - Director Jay Phillips made a motion to approve the minutes from the May 09, 2018 regular meeting and the May 22, 2018 special meeting. Director Steve Roberts seconded the motion. Motion passed unanimously.
  - Review and approve the financial reports and budget transactions for May 2018.
    - Director Steve Roberts made a motion to approve the financial reports and budget transactions for May 2018. Vice-Chairman Richard Boudreaux seconded the motion. Motion passed unanimously.
- **Action Items**
  - **A.** Tony McGowen of Axley & Rode, LLP will present the 2017 Financial Audit for approval.
    - The 2017 Financial Audit was presented by Tony McGowen of Axley & Rode, LLP. Director Jay Phillips made a motion to accept the 2017 Financial Audit. Vice-Chairman Richard Boudreaux seconded the motion. Motion passed unanimously.
  - **B.** Review and approve by resolution the proposed 2019 SJCAD budget.
    - Chief Sherri Schell presented the 2019 SJCAD budget and discussed it with the Board of Directors. Director Steve Roberts made a motion to approve by resolution the 2019 SJCAD budget. Vice-Chairman Richard Boudreaux seconded the motion. Motion passed unanimously.



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- **C.** Review and approve by resolution the 2019-2020 SJCAD reappraisal plan.
  - Chief Sherri Schell presented the 2019-2020 SJCAD reappraisal plan. Vice-Chairman Richard Boudreaux made a motion to approve by resolution the 2019-2020 SJCAD reappraisal plan. Director Steve Roberts 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. She provided the Board with a copy of the budget amendment that would be presented at the next meeting as an action item for their review. Chief Schell shared with the Board that the District was heavily into ARB / protest season. She stated that is was going well and we were fully scheduled with protests through July 19<sup>th</sup> and that the District would certify July 20<sup>th</sup>.
- **Adjourn**
  - The Board of Directors set the next BOD meeting for July 10, 2018 at 6:00 PM. Vice-Chairman Richard Boudreaux made a motion to adjourn. Director Steve Roberts seconded the motion. Motion passed unanimously.
  - Meeting adjourned at 7:26 P.M.

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Chairman, Board of Directors

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Date

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Secretary, Board of Directors

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Date