



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

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**DATE:** August 15, 2018

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

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

**OTHERS PRESENT:** Sherri Schell and 2 guests

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Minutes:

- **Call meeting to order**
  - Chairman Susan Bailes called the meeting to order at 6:00 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 Steve Roberts made a motion to approve and adopt the agenda. Vice-Chairman Richard Boudreaux seconded the motion. Motion passed unanimously.
- **Public Comments**
  - None.
- **Board of Directors Comments**
  - None.
- **Consent Agenda**
  - Review and approve minutes from the June 05, 2018 public hearing and June 05, 2018 regular meeting.
    - Vice-Chairman Richard Boudreaux made a motion to approve the minutes from the June 05, 2018 public hearing and the June 05, 2018 regular meeting. Director Steve Roberts seconded the motion. Motion passed unanimously.
  - Review and approve the financial reports and budget transactions for June and July 2018.
    - Director Steve Roberts made a motion to approve the financial reports and budget transactions for June and July 2018. Vice-Chairman Richard Boudreaux seconded the motion. Motion passed unanimously.
- **Action Items**
  - **A.** Approve Budget Amendment 1-2018.
    - Director Steve Roberts made a motion to approve Budget Amendment 1-2018. Vice-Chairman Richard Boudreaux 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 then discussed the 2<sup>nd</sup> Quarter report on Property Tax Code Section 25.25. She then provided the Board with information regarding



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omitted property that had been discovered. Chief Schell then provided the Board with statistics regarding the 2018 protest season.

- **Adjourn**

- Vice-Chairman Richard Boudreaux made a motion to adjourn. Director Steve Roberts seconded the motion. Motion passed unanimously.
- Meeting adjourned at 6:25 P.M.

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Chairman, Board of Directors

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Date

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Secretary, Board of Directors

\_\_\_\_\_  
Date