



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

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**DATE:** August 09, 2016

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

**MEMBERS PRESENT:** Chairman Susan Bailes, Vice-Chairman Richard Boudreaux, Secretary Ray McCoppin, Director Kim Hoot, Director Steve Roberts and Tax Assessor Collector Kelly Selmer.

**OTHERS PRESENT:** Sherri Eubanks-Schell and 3 guests

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**Minutes:**

- I. **Call meeting to order**
  - Chairman Susan Bailes called the meeting to order at 6:01 P.M.
- II. **Establish A Quorum**
  - Chairman Susan Bailes stated to let the record reflect a quorum was present with all members in attendance.
- III. **Approve and Adopt an Agenda**
  - Vice-Chairman Richard Boudreaux made a motion to approve and adopt the agenda. Director Steve Roberts seconded the motion. Motion passed unanimously.
- IV. **Public Comments**
  - No taxpayer comments.
- V. **Board of Directors Comments**
  - No Board of Directors comments.
- VI. **Consent Agenda**
  - Review and approve minutes from the July 07, 2016 regular meeting.
    - Director Kim Hoot made a motion to approve the minutes from the July 07, 2016 regular meeting. Secretary Ray McCoppin seconded the motion. Motion passed unanimously.
  - Review and approve the financial reports and budget transactions for July 2016.
    - Vice-Chairman Richard Boudreaux made a motion to approve the financial reports and budget transactions for July 2016. Secretary Ray McCoppin seconded that motion. Motion passed unanimously.
- VII. **Action Items**
  - Confirm and approve by resolution the 2017-2018 Reappraisal Plan.
    - The Board of Directors assessed the 2017-2018 Reappraisal Plan while receiving information from Deputy Chief Sherri Schell. The Board of Directors decided to approve and adopt the proposed 2017-2018 Reappraisal Plan, which included slight changes in the wording of the plan. Director Steve Roberts made a motion to confirm and approve by



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resolution the 2017-2018 Reappraisal Plan. Vice-Chairman Richard Boudreaux seconded the motion. Motion passed unanimously.

- Confirm and approve by resolution the removal of Kelly Foxworth and Fritz Faulkner as signatories from the San Jacinto County Appraisal District bank accounts, and the addition of Chairman Susan Bailes.
  - Director Steve Roberts made a motion to confirm and approve by resolution the removal of Kelly Foxworth and Fritz Faulkner as signatories from the SJCAD bank accounts and the addition of Chairman Susan Bailes as a signatory. Secretary Ray McCoppin seconded the motion. Motion passed unanimously.
- Confirm and approve by resolution to approve Sherri Schell as the signatory to the Public Notices and Agendas posted by the San Jacinto County Appraisal District.
  - Vice-Chairman Richard Boudreaux made a motion to confirm and approve by resolution Sherri Schell as the signatory to the Public Notices and Agendas posted by the San Jacinto County Appraisal District. Director Steve Roberts seconded the motion. Motion passed unanimously.

**VIII. Discussion Items**

- Chief Appraiser Report on the District: Interim Chief Schell informed the board that the SJCAD certified to the Comptroller on July 15<sup>th</sup> and submitted our EARS (electronic appraisal roll submission) report. She then went on to report that the field appraisers have started their field work again. Interim Chief Schell then passed out the Assessed & Taxable Value for the County, Coldspring-Oakhurst CISD, and Shepherd ISD. She also reported that the district had completed ARB season with only a few accounts remaining.
- Review of Taxpayer comments:
  - No taxpayer comments.

**IX. Executive Session**

- **Pursuant to Texas Government Code, Section:** 551.074 – Personnel matters: to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee.
  - The Board of Directors entered into Executive Session at 6:12 P.M.

**X. Reconvene**

- The Board reconvened from executive session at 8:05 P.M.

**XI. Open Session**

- Chairman Bailes stated that during Executive Session they heard from Allen McKinley who audited the performance of the district. The board also made the decision to appoint Sherri Schell as the new Chief Appraiser. A motion was made by Vice-Chairman Richard Boudreaux. Director Kim Hoot seconded the motion. Motion passed unanimously.

**XII. Adjourn**

- Director Steve Roberts made a motion to adjourn. Director Kim Hoot seconded the motion. Motion passed unanimously.
- Meeting adjourned at 8:07 P.M.



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Chairman, Board of Directors

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Date

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Secretary, Board of Directors

\_\_\_\_\_  
Date