



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

DATE: July 13, 2023

PLACE: 99 Slade St, Coldspring, TX 77331

MEMBERS PRESENT: Vice-Chairman Steven Roberts, Secretary Skye Spivey, Director Michael Courvelle and Tax Assessor-Collector Betty Davis.

OTHERS PRESENT: Chief Appraiser Troy Carlson and two others.

Minutes:

- **Call meeting to order**
 - Vice-Chairman Steve Roberts called the meeting to order at 5:35 P.M.
- **Establish A Quorum**
 - Vice-Chairman Steve Roberts stated to let the record reflect a quorum was present with Chairman Collin Lilley and Secretary Skye Spivey not in attendance.
- **Approve and Adopt an Agenda**
 - Director Crystal Dominy 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 Director Comments**
 - None.
- **Consent Agenda**
 - Review and approve minutes from the June 13, 2023 regular and public meetings.
 - Director Michael Courvelle made a motion to approve the minutes from the June 13, 2023 regular and public meetings. Director Crystal Dominy seconded the motion. Motion passed unanimously.
 - Review and approve the financial reports and budget transactions for June 2023.
 - Director Michael Courvelle made a motion to approve the financial reports and budget transactions for June 2023. Director Crystal Dominy seconded the motion. Motion passed.
- **Action Items**
 - A Approve and confirm Resolution #2023-002.
 - Director Michael Courvelle made a motion to approve and confirm Resolution #2023-002. Director Crystal Dominy seconded the motion. Motion passed. The board then called for a motion to approve the 2024 budget as a whole. Secretary Skye Spivey made a motion to approve the 2024 budget. Director Michael Courvelle seconded the motion. Motion passed.
- **Executive Session**



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- Vice-Chairman Steve Roberts declared that the Board would retire to executive session. The Board of Directors retired to executive session at 5:45 PM.
- **Reconvene**
 - The Board of Directors reconvened in open session at 5:50 PM.
- **Open Session**
 - Vice-Chairman Steve Roberts stated that no action was taken during executive session.
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- **Chief Appraiser Report**
 - Chief Carlson read the interest and investment report to the Board of Directors. He then presented the Board with the 25.25 report, it was reviewed and signed. A protest season update was given by Chief Carlson. He stated that there had been over 1916 accounts protested, and that the District finished June 29th. The certification process was then completed June 30th and the totals were sent out to the entities and tax assessor-collectors.
- **Adjourn**
 - A motion was made to adjourn the meeting by Director Michael Courvelle. The motion was seconded by Director Crystal Dominy. Meeting adjourned at 6:25 PM.

Chairman, Board of Directors

Date

Secretary, Board of Directors

Date