



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

DATE: November 14, 2017

PLACE: 99 Slade St, Coldspring, TX 77331

MEMBERS PRESENT: Chairman Susan Bailes, Vice-Chairman Richard Boudreaux, Secretary Ray McCoppin and Director Steve Roberts.

OTHERS PRESENT: Sherri Schell and 2 guests

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 Tax Assessor-Collector Kelly Wineinger and Director Jay Phillips not in attendance.
- **Approve and Adopt an Agenda**
 - Director Steve Roberts made a motion to approve and adopt the agenda. Secretary Ray McCoppin seconded the motion. Motion passed unanimously.
- **Public Comments**
 - None.
- **Board of Directors Comments**
 - None.
- **Consent Agenda**
 - Review and approve minutes from the September 20 ,2017 regular meeting.
 - Secretary Ray McCoppin made a motion to approve the minutes from the September 20, 2017 regular meeting. Director Steve Roberts seconded the motion. Motion passed unanimously.
 - Review and approve the financial reports and budget transactions for September and October 2017.
 - Vice-Chairman Richard Boudreaux made a motion to approve the financial reports and budget transactions for September and October 2017. Director Steve Roberts seconded that motion. Motion passed unanimously.
- **Action Items**
 - **A.** Approve Budget Amendments 1-2017 & 2-2017.
 - Director Steve Roberts made a motion to approve Budget Amendments 1-2017 & 2-2017. Secretary Ray McCoppin seconded that motion. Motion passed unanimously.
 - **Discussion Items**



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- **A.** Discuss Mineral and Industrial Contract Services quotes.
 - Only one quote was received from Hugh Landrum.
 - **B.** Chief Appraiser Report on the District: Chief Schell shared the 3rd Quarter report on Property Tax Code Section 25.25. There was only one property that had corrections. Chief Schell then informed the Board about the Interest and Investment report. She also shared the initial findings from the initial Lexis Nexis Homestead Audit promoting the Board to suggest that we continue with the Homestead Audit to cover the rest of the Homestead Properties. Chief Schell also discussed having True Automation / Harris Govern process the deeds for SJCAD so that a current employee could analyze and process the data from the Homestead Audit in lieu of hiring additional staff.
- **Adjourn**
 - Director Steve Roberts made a motion to adjourn. Vice-Chairman Richard Boudreaux seconded the motion. Motion passed unanimously.
 - Meeting adjourned at 7:11 P.M.

Chairman, Board of Directors

Date

Secretary, Board of Directors

Date