



CORYELL CENTRAL APPRAISAL DISTRICT  
705 EAST MAIN STREET  
GATESVILLE, TX 76528



NOTICE

This notice is posted in compliance with the open meeting act of the TEXAS GOVERNMENT CODE ANN. 551.041 (Vernon 2004).

CORYELL CENTRAL APPRAISAL DISTRICT  
REGULAR MEETING OF THE BOARD OF DIRECTORS

April 1, 2020  
9:15 A.M.  
705 E. Main St., Gatesville, TX 76528

Topic: Coryell CAD Board Meeting  
Time: Apr 1, 2020 09:15 AM Central Time (US and Canada)

In accordance with the Governor's Declaration of Disaster and social distance requirements, the Board of Directors of the Coryell Central Appraisal District will not be physically present but will attend the meeting virtually by videoconference or teleconference as authorized by the Governor of the State of Texas and in accordance with the directives of the Attorney General of the State of Texas. Members of the public who wish to attend the meeting by videoconference or telephone conference may do so by:

Join Zoom Meeting (free sign up)  
<https://zoom.us/j/382786931>

Meeting ID: 382 786 931

Dial by your location  
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+1 253 215 8782 US

Meeting ID: 382 786 931

GATESVILLE OFFICE  
705 E MAIN ST  
254-865-6593 PHONE  
254-865-1280 FAX

COPPERAS COVE OFFICE  
207 S 3<sup>RD</sup> ST #200  
254-542-6960 PHONE  
254-542-7586 FAX



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BOARD OF DIRECTORS

An open meeting was held via Zoom concerning the following subjects:

1. Call to order

The meeting was called to order at 9:16 a.m. by Chairman Justin Carothers.

2. Determination of quorum

A quorum was determined by Chairman Carothers. In attendance were Jay Manning, Teresa Johnson and Bradi Diaz. Robert Meyers, attorney for the district, was present. Mitch Fast and Robin Sweazea were present for the appraisal district.

3. Public comments

No public comments.

4. Consider approval of previous minutes.

A motion to approve the minutes from the February meeting was made by Bradi Diaz. The motion was seconded by Teresa Johnson. Motion carried unanimously

5. Consider approval of monthly financial reports.

A motion to approve the January financial reports was made by Jay Manning. The motion was seconded by Teresa Johnson. Motion carried unanimously.

No action was taken on the February financial reports.

6. Consider course of action concerning 2019 Financial Audit of the Coryell Central Appraisal District.

Ms. Diana Ward of Jaynes, Reitmeier, Boyd & Therrell, P.C. presented the 2019 financial audit. Year-end 2019 stated there was \$19,417 surplus. Per the Board Policy, the surplus funds will be obligated to the Legal & Technology Fund. The Chief Appraiser was directed to send notification of the audit & surplus fund obligation to the entities. A motion to accept the 2019 audit and obligation of surplus funds was made by Jay Manning. The motion was seconded by Bradi Diaz. Motion carried unanimously.

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7. Consider course of action concerning vacancy on the 2020-2021 Board of Directors of the Coryell Central Appraisal District.

The Chief Appraiser presented two nominations by Coryell CAD taxing units for the vacant Board of Director seat: Mr. Fred Chavez & Mrs. Inez Faison. A motion to elect Mrs. Faison to the Board of Directors was made by Jay Manning. The motion was seconded by Bradi Diaz. Motion carries unanimously.

8. Consider course of action concerning 2020 Coryell CAD Appraisal Review Board Membership.

A motion was made by Bradi Diaz to approve resolution 2020-0100 appointing:

Samuel Thorpe to a third term

Myron Sappington to a second term

Sandor Vegh & Cheryl Kielman to a fourth term

on the Appraisal Review Board. The motion was seconded by Teresa Johnson. Motion carried unanimously.

9. Consider course of action concerning payment of appraisal roll electronic image project by Precision Micrographics & Imaging, Inc.

A motion to authorize the Chief Appraiser to pay \$13,073.39 for the electronic imaging of the 1983 to 2001 Appraisal Rolls was made by Teresa Johnson. The motion was seconded by Bradi Diaz. Motion carried unanimously.

10. Consider course of action concerning purchase of additional hardware and software to facilitate work at home solutions during the COVID-19 pandemic.

A motion to authorize the Chief Appraiser to spend up to \$3,500 from the Legal & Technology Fund to pay for equipment & software to enable employees to work remotely during the COVID-19 pandemic was made by Bradi Diaz. The motion was seconded by Jay Manning. Motion carried unanimously.

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11. Chief Appraiser Report

- 2019 Property Value Study (PVS) Results
- 2020 Preliminary Totals by Jurisdiction
- 2020 Appraisal Notice Process

12. Discussion of appraised values, property tax exemptions and property characteristics on properties within the Coryell Central Appraisal District.

No discussion.

13. Consider course of action concerning next meeting dates, times, locations and agenda items.

The next meeting will be held May 13, 2020 at 9:00 a.m. in the Copperas Cove office of the Coryell Central Appraisal District.

14. Adjourn

The meeting was adjourned at 10:52 a.m.

A handwritten signature in black ink, appearing to read "Mitch Fast", written over a horizontal line.

Mitch Fast  
Chief Appraiser  
Coryell Central Appraisal District

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