



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

January 20, 2016
9:00 A.M.
207 S. 3rd Street, Suite 200, Copperas Cove, TX 76522

BOARD OF DIRECTORS

An open meeting was held concerning the following subjects:

1. Call to order

The meeting was called to order at 9:00 a.m. by Justin Carothers.

2. Determination of quorum

A quorum was determined by Justin Carothers. In attendance were Jay Manning, Teresa Johnson, Tim McGinnis, Bob Weiss and attorney for the district, Robert Meyers. Mitch Fast was present for the appraisal district.

3. Oath of Office for the 2016 – 2017 Board of Directors of the Coryell Central Appraisal District.

The oath of office was administered to the board members by Robin Telle Sweazea, Notary Public.

4. Statement of Elected/Appointed Officer for the 2016 – 2017 Board of Directors of the Coryell Central Appraisal District.

All members signed the Statement of Elected/Appointed Officer.

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254-865-1280 FAX

COPPERAS COVE OFFICE
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254-542-6960 PHONE
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5. Election of Officers for the 2016 Board of Directors of the Coryell Central Appraisal District

- Chairman

Jay Manning made a motion to nominate Justin Carothers for chairman. The motion was seconded by Bob Weiss. Motion carried unanimously.

- Secretary

Justin Carothers made a motion to nominate Jay Manning for secretary. The motion was seconded by Bob Weiss. Motion carried unanimously.

- Spokesperson

Bob Weiss made a motion to nominate Teresa Johnson for spokesperson. The motion was seconded by Jay Manning. Motion carried unanimously.

6. Public comments

No public comments.

7. Consider approval of previous minutes.

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

8. Consider approval of monthly financial reports.

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

9. Consider course of action concerning Coryell CAD Board Policy Manual.

No action was taken.

10. Consider course of action concerning HVAC unit in the server room of the Gatesville office.

A motion was made by Jay Manning to allow the Chief Appraiser to spend up to \$1,800 out of Building Replacement Reserves to replace the mini-split HVAC unit in the server room. The motion was seconded by Teresa Johnson. Motion carried unanimously.

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11. Consider course of action concerning previous Coryell CAD Board Members.

A motion was made by Bob Weiss to purchase plaques for outgoing board members Al Castillo & Danny Palmer. The motion was seconded by Tim McGinnis. Motion carried unanimously.

12. Chief Appraiser Report

- 2016 Sketch Finder Project
- Coryell CAD Business Volume
- 2016 Reapplication Project for Exemptions and Agricultural Valuations
- Coryell CAD Employee of the 4th Quarter

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

No discussion

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

The next meeting will be held on February 17, 2015 at 9:00 a.m. in the Gatesville office of the Coryell Central Appraisal District.

15. Adjourn

The meeting was adjourned at 11:01 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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