



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

December 9, 2015
9:00 A.M.
705 E. Main Street, Gatesville, TX 76528

BOARD OF DIRECTORS

An open meeting was held concerning the following subjects:

1. Call to order

The meeting was called to order at 9:04 a.m. by Chairman Al Castillo

2. Determination of quorum

A quorum was determined by Chairman Al Castillo. In attendance were Justin Carothers, Jay Manning and attorney for the district, Robert Meyers. Justin Tatum joined the meeting at 9:12 a.m. Mitch Fast was present for the appraisal district. Danny Palmer was absent.

3. Public comments

No public comments

4. Recognition of Justin Tatum's service on the Board of Directors of the Coryell Central Appraisal District

Chairman Al Castillo presented Justin Tatum with a plaque thanking him for his service on the Appraisal District Board of Directors.

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

COPPERAS COVE OFFICE
207 S 3RD ST #200
254-542-6960 PHONE
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5. Consider approval of previous minutes.

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

6. Consider approval of monthly financial reports.

A motion to approve the financial reports for October was made by Justin Carothers. The motion was seconded by Jay Manning. Motion carried unanimously.

A motion to approve the financial reports for November was made by Jay Manning. The motion was seconded by Justin Carothers. Motion carried unanimously.

7. Consider course of action concerning 2016 – 2017 Coryell CAD Depository Agreement.

A motion to accept the 2016-2017 depository agreement was made by Jay Manning. The motion was seconded by Justin Tatum. Motion carried unanimously.

8. Consider course of action concerning Coryell CAD Public Funds Investment Policy.

A motion to adopt the public funds investment policy, resolution 2015-300 was made by Justin Carothers. The motion was seconded by Jay Manning. Motion carried unanimously.

9. Consider course of action concerning 2015 surplus funds.

A motion to obligate the 2015 surplus funds to pay down long term debt was made by Justin Carothers. The motion was seconded by Justin Tatum. Motion carried unanimously.

10. Consider course of action concerning Coryell CAD Records Retention Plan.

A motion to adopt the records retention policy, resolution 2015-400 was made by Justin Carothers. The motion was seconded by Jay Manning. Motion carried unanimously.

11. Consider course of action concerning changes to the Coryell CAD Personnel Policy Manual.

A motion to adopt changes to sections 310, 320 & 322 of the personnel policy was made by Jay Manning. The motion was seconded by Justin Tatum. Motion carried unanimously.

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12. Chief Appraiser Report

- 2015 Taxing Unit Meeting
- 2016 – 2017 Board of Director Election Process
- 2016 Homestead Application Review Process
- 2015 Coryell CAD Holiday Party

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

Justin Carothers inquired about the status of repairs to the Copperas Cove office.

Chairman Al Castillo inquired about land values in Coryell County.

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

The next meeting will be held on January 20, 2016 at 9:00 a.m. in the Copperas Cove office of the Coryell Central Appraisal District.

15. Adjourn

The meeting was adjourned at 10:25 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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