



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

February 15, 2017
9:00 A.M.
200 South 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 9:10 a.m. by Chairman Justin Carothers.

2. Determination of quorum

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

3. Public comments

No public comments

4. Consider approval of previous minutes.

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

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5. Consider approval of monthly financial reports.

A motion to approve the December financial reports was made by Bob Weiss. The motion was seconded by Teresa Johnson. Motion carried unanimously.

6. Consider course of action concerning 2016 Financial Audit.

A motion to engage Jaynes, Reitmeier, Boyd & Therrell, P.C. for the annual financial audit was made by Jay Manning. The motion was seconded by Tim McGinnis. Motion carried unanimously.

7. Consider course of action concerning Phone System Upgrade for the Gatesville Office of Coryell CAD.

A motion to authorize the chief appraiser to spend up to \$7,400 to upgrade the phone system was made by Jay Manning. The motion was seconded by Bob Weiss. Motion carried unanimously.

8. Consider course of action concerning changes to the Coryell CAD Personnel Policy Manual and Salary Schedule.

Discussion on merit increases and how they are given. A motion to amend the personnel policy to add the presented language was made by Teresa Johnson. The motion was seconded by Tim McGinnis. Motion carried unanimously.

9. Chief Appraiser Report

- 2016 Coryell CAD financial audit
- 2016 Texas Comptroller Methods and Assistance Program Review of Coryell CAD
- 2016 Texas Comptroller Property Value Study of Oglesby ISD
- 2016 ARB Survey Results of Property Owner Responses

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

Teresa Johnson presented her homestead exemption form and asked about having her properties combined. The homestead exemption was accepted by the appraisal district staff and a combination form was given to Ms. Johnson.

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

The next meeting will be held on March 22, 2017 at 9:00 a.m. in the Gatesville office of the Coryell Central Appraisal District.

12. Adjourn

The meeting was adjourned at 10:58 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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