



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 17, 2019  
9:00 A.M.  
207 S. 3<sup>rd</sup> St., 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 to 9:02 a.m. by Chairman Justin Carothers.

2. Determination of quorum

A quorum was determined by Chairman Carothers. In attendance were Bradi Diaz, Jay Manning, Bob Weiss and attorney for the District, Robert Meyers. Mitch Fast, Robin Sweazea & Julie Zobel were present for the appraisal district. Teresa Johnson joined the meeting at 9:04 a.m.

3. Public comments

No public comments.

4. Consider approval of previous minutes.

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

GATESVILLE OFFICE  
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5. Consider approval of monthly financial reports.

There was a question on the capital expenditure portion of the reports. Teresa Johnson made a motion to table the approval of the March financial report until the question is answered by the accounting firm. The motion was seconded by Bob Weiss. Motion carried.

6. Consider course of action concerning Coryell CAD Board of Directors Policy Manual changes.

There was discussion on separating portion of BOD-003.03 paragraph three (3) reading "Fund transfers that do not increase the total amount of the budget are not considered budget amendments. The board approves all transfers of balances between accounts" to a new paragraph and rewording the last paragraph of BOD-003.03 to say "It shall be the policy of the Board of Directors of the Coryell Central Appraisal District that if the total amount of payments made and/or due to be paid each year by the taxing units participating in a given fiscal year exceeds the amount actually spent or obligated to be spent during such fiscal year for which the payments were made, such excess amount shall, prior to or concurrent with the end of such fiscal year, be appropriated to the Legal and Technology Fund account or as otherwise directed by the Board of Directors and thereby obligated to be spent as approved by the Board of Directors."

There was no action on this item.

7. Consider course of action concerning Coryell CAD 2019 budget amendment.

No action.

8. Consider course of action concerning Coryell CAD 2020 preliminary budget amendment.

No action.

9. Discussion concerning corrections to 401(a) Money Purchase Retirement Plan of the Coryell Central Appraisal District.

The Chief Appraiser reported that the VCP filings are on track for a May 1 completion.

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10. Chief Appraiser Report

- 2019 Coryell CAD Preliminary Totals by Taxing Units
- 2019 Coryell CAD Appraisal Notice and Application Update Process
- Employee of the 1<sup>st</sup> Quarter 2019

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

Teresa Johnson inquired to the status of her mother's homestead exemption. Robin Sweazea reported that the exemption has been approved and is in place on the account.

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

The next meeting will be held on May 15, 2019 at 9:00 a.m. in the Gatesville office of the Coryell Central Appraisal District.

13. Adjourn

The meeting was adjourned at 9:57 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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