



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 14, 2021  
9:00 A.M.  
200 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 by Chairman Justin Carothers at 9:02 a.m.

2. Determination of quorum

A quorum was determined by Chairman Carothers. In attendance were Bradi Diaz, Inez Faison, Teresa Johnson & Jay Manning. Robert Meyers, attorney for the district, was in attendance. Mitch Fast & 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 March meeting was made by Jay Manning. The motion was seconded by Inez Faison. Motion carried unanimously.

GATESVILLE OFFICE  
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5. Consider approval of monthly financial reports.

A motion to approve the financial reports for December 2020, January 2021 & February 2021 was made by Jay Manning. The motion was seconded by Teresa Johnson. Motion carried unanimously.

6. Consider course of action concerning prior year Harris Govern billing statements.

A motion to pay the Harris Govern bill out of the current year budget was made by Bradi Diaz. The motion was seconded by Inez Faison. Motion carried unanimously.

7. Consider course of action concerning approval of plans and specifications for office renovation of 202 E. Robertson Ave, Copperas Cove, TX 76522.

The Chief Appraiser presented the final construction plans received from NEAL Architectural Group. A motion to approve the plans as presented was made by Bradi Diaz. The motion was seconded by Jay Manning. Motion carried unanimously.

8. Consider course of action concerning payment of Invoice 2009-02-02 to NEAL Architectural Group, Inc.

A motion to pay the \$13,300 invoice from NEAL Architectural Group from the Legal and Technology Fund was made by Jay Manning. The motion was seconded by Teresa Johnson. Motion carried unanimously.

9. Consider course of action concerning adoption of the prevailing wage rate as determined by the United States Department of Labor.

A motion to approve Resolution 2021-0300 was made by Bradi Diaz. The motion was seconded by Teresa Johnson. Motion carried unanimously.

10. Consider course of action concerning the purchasing method that provides the best value for the Coryell Central Appraisal District.

A motion to approve Resolution 2021-0200 was made by Teresa Johnson. The motion was seconded by Inez Faison. Motion carried unanimously.

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11. Consider course of action concerning request for bids/proposal for the office renovation of the new office location at 202 E. Robertson Ave, Copperas Cove, TX 76522.

A motion was made to request proposals for the office renovation was made by Inez Faison. The RFP scoring will be changed to: Price – 70%, Experience & Reputation – 20% and Ability to complete project in a timely manner – 10%. The motion was seconded by Bradi Diaz. Motion carried unanimously.

12. Chief Appraiser Report

- Preliminary Valuation Information for 2021 Appraisal Year
- 2021 Coryell CAD Protest and Inquiry Process

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

- Bradi Diaz asked if the District has mailed a Business Personal Property Rendition to Dewald Properties. One had been mailed. The District printed a new one for Ms. Diaz.
- Inez Faison stated that she has been getting questions on market value. She has been directing them to contact the District and follow the protest procedures.

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

The next meeting will be held on May 12, 2021 at 9:00 a.m. in the Gatesville office of the Coryell Central Appraisal District.

15. Adjourn

The meeting was adjourned by 11:18 a.m.

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

Mitch Fast  
Chief Appraiser

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