



**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**

October 18, 2023  
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 9:00 a.m. by Chairman Carothers.

**2. Determination of quorum**

A quorum was determined by Chairman Carothers. In attendance were Inez Faison, Andy James, Bradi Diaz, Jay Manning. Mitch Fast & Debbie Hill 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 September meeting was made by Bradi Diaz. The motion was seconded by Inez Faison. Motion carried unanimously.

**GATESVILLE OFFICE**  
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**COPPERAS COVE OFFICE**  
202 E ROBERTSON AVE  
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5. Consider approval of monthly financial reports.

A motion to approve the September 2023 financial reports was made by Bradi Diaz. The motion was seconded by Inez Faison. Motion carried unanimously.

6. Public meeting to discuss the receipt of notice concerning invalid findings in the 2022 Property Value Study for Gatesville ISD.

- Start time of hearing

No hearing was held due to error on board agenda.

- End time of hearing

No hearing was held due to error on board agenda.

7. Consider course of action concerning notice of invalid findings in the 2022 Property Value Study for Gatesville ISD.

No action taken.

8. Consider course of action concerning employee health benefits provided by Coryell CAD.

A motion was made by Jay Maning to authorize the Chief Appraiser to spend up to \$130,000 for employee health benefits with the bidder who provides the best value to the district. The motion was seconded by Bradi Diaz. The motion carried unanimously.

9. Consider course of action concerning purchase of additional mobile license for the PACS Mobile field work process.

A motion was made by Bradi Diaz to authorize the Chief Appraiser to purchase an additional mobile license for the PACS mobile field work process per estimate number 7363 which totaled \$6,893.75 from Harris Govern. The motion was seconded by Andy James. The motion carried unanimously.

10. Consider course of action concerning contract for deed processing services.

A motion was made by Bradi Diaz to authorize the Chief Appraiser to execute a contract with Just Appraised for the purchase deed processing services. The initial \$2,500 implementation fee of \$2,500 will be paid out of the 2023 operating budget. The remaining \$20,000 fee for the initial term thru 12/31/24 will be paid out of the 2024 operating budget. The motion was seconded by Inez Faison. The motion was carried unanimously.

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11. Consider course of action concerning contract with Valuebase for multiple regression analysis appraisal modeling and sales data acquisition.

A motion was made by Jay Manning to authorize the Chief Appraiser to renew the contract for with ValueBase technology for \$15,000. The \$15,000 will be paid out of the 2024 operating budget. The motion was seconded by Inez Faison. Motion carried unanimously.

12. Consider course of action concerning property value study results.

No action taken.

13. Chief Appraiser Report

- 2024 Preliminary Value Estimates
- 2024 - 2025 BOD Election Process

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

No discussion.

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

The next meeting will be held on December 6, 2023 at 9:00 a.m. in the Copperas Cove office of the Coryell Central Appraisal District.

16. Adjourn

The meeting was adjourned at 11:29 a.m.

A handwritten signature in black ink, appearing to read "Mitch Fast".

Mitch Fast  
Chief Appraiser

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