

**MINUTES OF BOARD OF DIRECTORS MEETING  
COLEMAN COUNTY APPRAISAL DISTRICT**

The Board of Directors of the Coleman County Appraisal District met on Wednesday, September 11, 2024, in the Appraisal District Office located at 105 S. Commercial Ave., Coleman, Texas.

Call to Order: Jay Dalton, Chairman, called the meeting to order at 8:03 a.m.

Present: Jay Dalton, Stacey Mendoza, Sarah Worsham, and Eva Bush. Also present, were Richard Petree and Bennett Simpson with Western Valuation & Consulting, LLC.

Absent: Josh Hale and Scotty Lawrence.

Public Comments: No one was present.

Open, Discuss, and Take Action on the Real Property Appraisal Proposals: Pritchard and Abbott, Inc. had submitted a bid proposal, but withdrew before the meeting. Since Western Valuation & Consulting, LLC still has one year left on their contract, Richard Petree explained to the Board that they did not submit a new bid but wanted Board to honor their contract for the 2025 appraisal year. Mr. Petree spoke about the support they had given to the District and the amount of time dedicated to helping with the Appraisal Review Board hearings. Since there was already a contract in place with Western Valuation & Consulting, LLC there was action taken.

Minutes of the Previous Meetings: The minutes of the August 14, 2024 meeting were read and approved on a motion by Stacey Mendoza and seconded by Sarah Worsham. The motion passed unanimously.

Convene Public Hearing on the 2025 – 2026 Reappraisal Plan: The Board of Directors convened into public hearing on the 2025 – 2026 Reappraisal Plan at approximately 8:19 a.m. Eva Bush addressed the Board on which jurisdictional boundaries would receive a physical appraisal in each year. She also expressed concerns about passing the Property Value Study in each school district. The Property Tax Assistance Division is currently doing a Property Value Study for Coleman ISD. If this does not go well, then the District may have to appraise more of the City of Coleman than anticipated for 2025. Mrs. Bush addressed each concern brought to her attention by the Board.

Close Public Hearing and Reconvene in Open Session: The Board closed the public hearing and reconvened into open session at 8:53 a.m.

Approve the 2025 – 2026 Reappraisal Plan: Stacy Mendoza made the motion to approve and adopt by resolution the 2025 – 2026 Reappraisal Plan. Sarah Worsham seconded the motion, and the motion passed unanimously.

Review Monthly Reports and Approve Bills: The Board reviewed the monthly expense reports for August. Stacey Mendoza made the motion to approve the bills for August. Sarah Worsham seconded the motion, and the motion passed unanimously.

Review Collection Reports: The Collection Reports for August were reviewed by the Board.

Review Third Quarter Budget Comparison Report: The Third Quarter Budget Comparison Report was reviewed by the Board.

Discuss and Take Action on Approving the Coleman County Extension Agent for Agriculture and Natural Resources to Serve as a Professional Advisory Member to the Agricultural Advisory Board Effective Immediately: Eva Bush asked the Board to approve the office of the Coleman County Extension Agent to serve as a professional advisory member to the Agricultural Advisory Board. The current extension agent is Michael Palmer and he has agreed to serve on this board. Sarah Worsham made the motion to appoint the Coleman County Extension Agent for Agriculture and Natural Resources to serve as a professional advisory member to the Agricultural Advisory Board effective immediately. Stacey Mendoza seconded the motion, and the motion passed unanimously.

Present and Discuss Appraisal Office Real Estate and Building Survey Completed by Needham Surveying, PLLC: Eva Bush and Jay Dalton discussed the need for making necessary repairs to the exterior back wall and the neighboring property owners having concerns that the District's hired contractor would be encroaching over the property line in order to make the repairs and possibly damaging their property. After the concerns came to the District's attention, Mr. Dalton and Mrs. Bush decided a survey was needed and hired Needham Surveying. The survey plat was presented showing the building lines and lot lines. The plat shows that the District's building and the two adjoining buildings were not entirely on

the original lot lines as expected with 1880's era downtown buildings. Knowing the boundary line of the District's property, should help in proceeding with the planned wall repair.

Chief Appraiser Report to include update on Appraisal Review Board Hearing Issues and Building Repairs: Eva Bush reported that the new roof was on the building and just in time before the big rains came. After many phone conversations and emails, the insurance company has continued to deny the claim for interior water damage to the upper floor. She is giving up fighting the interior claim, but the district will receive reimbursement for the entire roof repair. The canopy also received a metal cover. She also reported that the Appraisal Review Board hearings will be going into October, but that the District was close to re-certifying to the entities. Santa Anna ISD, City of Santa Anna, and the City of Coleman were still outstanding at about 7%. All other entities are less than 5%. At present, the ARB hearings that are scheduled still have about 85% attendance. There is a low percentage of "No Shows".

Adjournment: The meeting adjourned by consensus at 9:55 a.m.

S. Worsham  
Secretary

Jay Dalton  
Chairman