

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

The Board of Directors of the Coleman County Appraisal District met on Thursday, December 18, 2025, 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 8:00 a.m.

Present: Jay Dalton, Richard Horner, Scotty Lawrence, Stacey Mendoza, and Eva Bush.

Absent: Josh Hale

Public Comments: No one was present.

Minutes of the Previous Meeting: The minutes of the September 23, 2025 meeting were read and approved on a motion by Stacey Mendoza and seconded by Richard Horner. The motion passed unanimously.

Review Monthly Reports and Approve Bills for September, October, and November: The Board reviewed the monthly expense reports for September, October, and November. Stacey Mendoza made the motion to approve the bills for September, October, and November. Richard Horner seconded the motion, and the motion passed unanimously.

Review and Approve Auditor Engagement Letter with Roberts & McGee, CPA for 2026: Scotty Lawrence made the motion to approve the auditor engagement letter from Roberts & McGee, CPA for 2026. The motion was seconded by Stacey Mendoza and the motion passed unanimously.

Discuss and Appoint Agricultural Advisory Board Members for 2026-2027: Richard Horner made the motion to reappoint Jack Knox and Keven McMahon to serve the 2026-2027 term on the Agricultural Advisory Board. Stacey Mendoza seconded the motion and the motion passed unanimously.

Approval of TexSTAR investment Pool as an Authorized Investment: Stacey Mendoza made the motion to approve TexSTAR Investment Pool as an authorized investment. Scotty Lawrence seconded the motion and the motion passed unanimously.

Approval of Application for Participation in the Texas Short Term Asset Reserve Program (TexSTAR): Stacey Mendoza made the motion to approve the application for participation in the TexSTAR Program. Richard Horner seconded the motion and the motion passed unanimously.

Approval of LOGIC Investment Pool as an Authorized Investment: Scotty Lawrence made the motion to approve LOGIC Investment Pool as authorized investment. Stacey Mendoza seconded the motion and the motion passed unanimously.

Approval of Application for Participation in the Local Government Investment Cooperative (LOGIC): Stacey Mendoza made the motion to approve the application for participation in the LOGIC Program. Richard Horner seconded the motion and the motion passed unanimously.

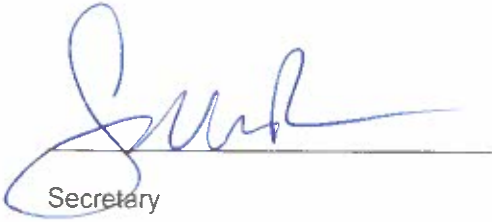
Designate the Chief Appraiser and Successive Holders of Said Office as the Records Management Officer (RMO): Stacey Mendoza made the motion to designate the Chief Appraiser and successive holders of said office as the Records Management Officer. Richard Horner seconded the motion and the motion passed unanimously.

Review and Adopt the Records Management Policy and Plan: Richard Horner made the motion to adopt the Records Management Policy and Plan with a second by Scotty Lawrence. The motion passed unanimously.

Approve the Assessment and Collections Services Contracts Received by the District for 2026-2027: Stacey Mendoza made the motion to approve the Assessment and Collections Services Contracts for Coleman County, City of Novice, City of Santa Anna, Coleman ISD, Panther Creek CISD, and Santa Anna ISD. Richard Horner seconded the motion and the motion passed unanimously.

Discuss and Act Upon Sending New Requests for Bids for Bank Depository: Stacey Mendoza made the motion to allow the Chief Appraiser, Eva Bush, to send new requests for bids for bank depository if she felt it was in the best interest of the District to do so. Richard Horner seconded the motion and the motion passed unanimously.

Adjournment: The meeting adjourned at 8:37 a.m. on a motion by Stacey Mendoza and seconded by Richard Horner. The motion passed unanimously.



Secretary



Chairman