

# **2015 - 2016 REAPPRAISAL PLAN OF THE CORYELL CENTRAL APPRAISAL DISTRICT**

*IN ACCORDANCE WITH SECTION 6.05(i) OF THE TEXAS PROPERTY TAX CODE*

August 27, 2014

## **BOARD OF DIRECTORS**

Al Castillo, Chairperson  
Justin Carothers, Secretary  
Jay Manning  
Danny Palmer  
Justin Tatum

## **CHIEF APPRAISER**

Mitch Fast



## Executive Summary

The mission statement for the Coryell Central Appraisal District is **“To provide accurate and uniform appraisals based on the local market, conducted in a fair and professional environment with an emphasis on customer service.”** The goal of this strategic reappraisal plan is to maintain an appraisal roll that is accurate, equal and uniform, and in compliance with the Texas Constitution, Texas Property Tax Code, and the Texas Administrative Code. Statutory requirements for the strategic reappraisal plan were taken from section 6.05(i) and 25.18 (a) and (b) of the Texas Property Tax Code which are as follows:

### Section 6.05(i) of the Texas Property Tax Code

- (i) To ensure adherence with general accepted appraisal practices, the board of directors of an appraisal district shall develop biennially a written plan for the periodic reappraisal of all property within the boundaries of the district according to the requirements of Section 25.18 and shall hold a public hearing to consider the proposed plan. Not later than the 10<sup>th</sup> day before the date of the hearing, the secretary of the board shall deliver to the presiding officer of the governing body of each taxing unit participating in the district a written notice of the date, time, and place for the hearing. Not later than September 15 of each even numbered year, the board shall complete its hearings, make any amendments, and by resolution finally approve the plan. Copies of the approved plan shall be distributed to the presiding officer of the governing body of each taxing unit participating in the district and to the comptroller within 60 days of the approval date.

### Section 25.18 (a) and (b) of the Texas Property Tax Code

- (a) Each appraisal office shall implement the plan for periodic reappraisal of property approved by the board of directors under Section 6.05(i).
- (b) The plan shall provide for the following reappraisal activities for all real and personal property in the district at least once every three years:
  - (1) Identifying properties to be appraised through physical inspection or by other reliable means of identification, including deeds or other legal documentation, aerial photographs, land-based photographs, surveys, maps, and property sketches;
  - (2) Identifying and updating relevant characteristics of each property in the appraisal records;
  - (3) Defining market areas in the district;
  - (4) Identifying property characteristics that affect property value in each market area, including:
    - (A) The location and market area of property;
    - (B) Physical attributes of property , such as size, age, and condition;

- (C) Legal and economic attributes; and
- (D) Easements, covenants, leases, reservations, contracts, declarations, special assessments, ordinances, or legal restrictions;
- (5) Developing an appraisal model that reflects the relationship among the property characteristics affecting value in each market area and determines the contribution of individual property characteristics;
- (6) Applying the conclusions reflected in the model to the characteristics of the properties being appraised; and
- (7) Reviewing the appraisal results to determine value.

## Organizational Background

The Coryell Central Appraisal District's (Coryell CAD) available resources for 2015 and 2016 are governed by the adopted budget for each year. Current staffing levels include a Chief Appraiser, an Appraisal Director, Four Appraisers, an Appraisal Operations Coordinator and four Appraisal Technicians. The Coryell CAD retains Pritchard & Abbott, Inc. for contract appraisal services. All appraisal staff participates in the appraisal of property throughout Coryell County, but the primary geographic areas of responsibilities are as follows:

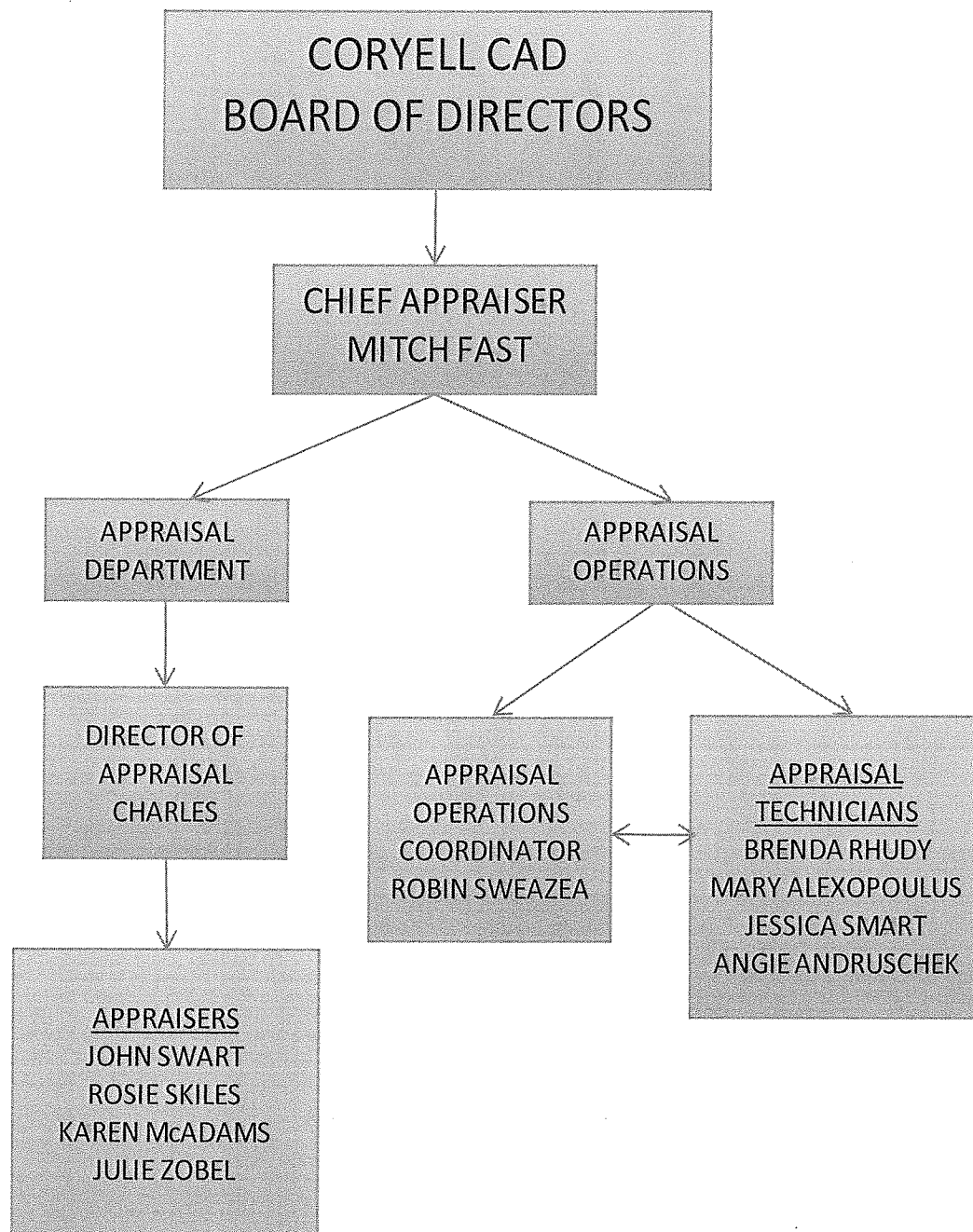
Name	Geographic Area
John Swart	Region 1A
Julie Zobel	Region 1B
Rosie Skiles	Region 2
Charles Grossman	Region 3
Karen McAdams	Region 4
Also, utilities, industrial, and industrial personal property are contracted to Pritchard & Abbott as follows:	
Pritchard & Abbott	G, J, L

The Coryell Central Appraisal District Appraisal Operations responsibilities are grouped according to the following activities:

Name	Office Location	Appraisal Operations Activity
Robin Sweazea	Gatesville	Appraisal Operations Coordinator
Brenda Rhudy	Gatesville	Deeds/Data Entry
Mary Alexopoulos	Gatesville	Exemptions/Customer Service
Jessica Smart	Gatesville	Sales/Bld Permits/Customer Service
Vacant	Copperas Cove	Data Entry/Customer Service

The Coryell Central Appraisal District maintains an agreement with True Automation for mass appraisal software services that is reviewed annually. Kincy Abstract and Sabine Title (KAST) currently provides GIS maintenance and mapping services.

The following is an organization chart for the Coryell Central Appraisal District:



# Operational Background

The operational background for the Coryell Central Appraisal District is discussed in seven different sections of this document. The different sections include: Ratio Studies; Deed Processing & GIS Maintenance; Sales File & Sales Confirmation; Reappraisal Process; Income, Expense & Cost Information Gathering; Building Permits & New Construction; and Exemption Procedures.

## RATIO STUDIES

Sales ratios studies are an integral part of establishing equitable and accurate market value estimates and, ultimately, assessments for the taxing jurisdictions. The primary uses of sale ratio studies include the determination of a need for general reappraisal; prioritizing selected groups of property types for reappraisal; identification of potential problems with appraisal procedures; assist in market analyses; and, to calibrate modes used to derive appraised values during valuation or reappraisal cycles.

At specified times during the appraisal year; the current appraisal year's calculated values are analyzed with ratio studies to determine appraisal accuracy and uniformity. This process is conducted by comparing current sales information to appraised values maintained in the PACS database of the Coryell Central Appraisal District. The Property Value Study conducted by the Property Tax Assistance Division of the Texas Comptroller is also reviewed to determine level and uniformity of state calculated value within the Coryell County ISD boundaries. The results of Coryell CAD's ratio studies and the PVS by the Texas Comptroller are utilized to determine areas of the appraisal roll that are over appraised, under appraised or have too much variability within market areas. Coryell CAD ratio studies are conducted in compliance with the current *Standard on Ratio Studies* of the International Association of Assessing Officers.

The calendar for the creation, review and action plan for sales ratios is as follows:

August	Generate sale ratio reports for all applicable property categories to use for initial planning stages for appraisal year activities.
January	Generate sale ratio reports for all applicable property categories to review progress of appraisal plan.
April	Generate sale ratio reports for all applicable property categories to ensure accuracy and completeness of appraisal roll before appraisal notice mailing procedures

## **DEED PROCESSING AND GIS MAPPING**

### **Deed Processing**

The Coryell Central Appraisal District processes deeds from the Coryell County Clerk office on a bi-weekly schedule. The Coryell County Clerk prepares a CD and a paper run sheet with the deed records they have processed. The deed information is copied into the deed file on the Coryell CAD server. The deed information is then reviewed and entered into the mass appraisal system by the appraisal technician in charge of deed data entry.

### **Split/Merged Accounts**

The process for split or merged accounts is to make a copy of the deed instrument from the Coryell CAD deed file. The appraisal technician follows the deed instructions with the necessary new account creations, deletions and combinations. This information is entered in the mass appraisal system by the appraisal technician. This information is also written on the copy of the deed document which is then scanned into the monthly deed splits & merges file on the Coryell CAD server. The deed split/merge document is then reviewed by Kincy Abstract & Sabine Title which makes the necessary changes to the parcel shape files on the GIS Map that Coryell CAD utilizes in the mass appraisal system.

### **Subdivision Plats**

Subdivision plats are filed with the Coryell County Clerk. Three separate agencies within Coryell County approve the subdivision plats. These three agencies are the City of Copperas Cove, the City of Gatesville and the Coryell County Commissioners Court. Coryell CAD has a standing request from the City of Copperas Cove and the City of Gatesville for them to send plats and re-plats to our office. The City of Cove gives the information to the Copperas Cove office and they forward the information to the appraisal technician. The City of Gatesville informs the appraisal technician of the plats or re-plats. The appraisal technician will check with the County Clerk's office to confirm the plats or re-plats have been filed at the Clerk's office. Then the appraisal technician will consult with the appropriate appraiser to determine the correct values for the properties. The appraisal technician will then create the accounts in the PACS system. After completed, the appraisal technician will then send the completed accounts and plats to Kincy Abstract & Sabine Title which makes the necessary changes to the parcel shape files on the GIS map that Coryell CAD utilizes in the mass appraisal system.

### **GIS Mapping**

The Coryell Central Appraisal District currently engages Kincy Abstract & Sabine Title for any GIS mapping maintenance. When changes and corrections are needed on the GIS map that Coryell CAD utilizes in the mass appraisal system, the information is all directed through the appraisal technician and then forwarded to Kincy Abstract & Sabine Title which makes the necessary changes to all layers of the GIS map.

Once a month KAST sends a report listing the properties they have mapped for the previous month. The Appraisal Operations Coordinator then reviews five percent of what has been mapped the previous month for quality assurance and then reports the findings to the Chief Appraiser.

#### **SALES FILE/SALES CONFIRMATION**

Sales collection is vital to the reappraisal plan of the Coryell Central Appraisal District. Coryell CAD collects and confirms sales data from a variety of sources. Sales collected via the following methods are considered confidential information of Coryell CAD. The sources include:

- Multiple Listing Service
  - The district collects the majority of residential, multi-family, farm & ranch and vacant lot sales through the Ft. Hood and Waco MLS service.
  - The Appraisal District pays for the information on MLS twice a year
  - Appraisal technician responsible for sales data entry logs into the MLS database every two weeks and downloads the sales information. The sales information is then entered into the PACS mass appraisal system.
  - MLS listings include the sale price of the property along with the characteristics of the property and other information to aid appraisers in determining market value.
- Sales Letters
  - Recent sales activity is discovered through information obtained from Coryell County clerk's office through the deed transaction.
  - Sales letters are sent out to property owners when more information is required. This process includes an initial mail out in August which is then followed with another mail out in January. Appraisers will be responsible for selecting the properties that need sales letters via a refreshable spreadsheet by appraisal area and state code.
  - When the information is received back the appraisal technician then enters it into the PACS system.
- Fee Appraisals
  - Fee appraiser reports are sometimes provided by a property owners which indicate values of a subject property plus comparable properties.
  - That information is then scanned into the PACS account for further reference.
  - The appraisal technician enters the comparable sale information into the sales tab in the PACS system.
- Comptroller
  - The State of Texas Comptroller's office collects sales data and will provide the information with Coryell CAD when requested.



Sale confirmation is an important part of the reappraisal plan for the Coryell CAD. Confirmed sales are a major component in determining market value. Market value means the price at which a property would transfer for cash or its equivalent under prevailing market conditions if: exposed for sale in the open market with a reasonable time for the seller to find a purchaser; both the seller and the purchaser know of all the uses and purposes to which the property is adapted and for which it is capable for being used and of the enforceable restrictions on its use; and both the seller and purchaser seek to maximize their gains and neither is in a position to take advantage of the exigencies of the other.

- Sales Confirmation Procedures
  - All qualified sales must meet the definition above.
  - Sales not meeting the definition may not be used as comparable sales for the purpose of determining market value.
  - Coryell CAD appraisers may eliminate sales that are not a qualified sales including:
    - Sales transaction between family members.
    - Sales that were not marketed for a reasonable amount of time.
    - Sale was not advertised on the market.
  - Sale type codes are used to define characteristics of the sale.

The collection and confirmation of sale prices on recent transactions are an extremely important aspect of Coryell CAD's operations for several reasons. To accomplish our mission statement of accurately and uniformly appraising all property in Coryell County, we must have the market data to make those determinations. Coryell CAD is statutorily required to value all the properties within its boundaries at 100% of market value. The appraisal district is also required to submit a list of sales and deed changes to the Texas State Comptroller. This information is used for the Texas State Comptroller's property value study which determines the level of value within the school districts of Coryell County.

## **REAPPRAISAL PROCESS**

The Coryell Central Appraisal District reappraises all property in the appraisal district every year.

### *Market Areas*

Coryell County has been broken into 6 distinct Regions referred to as "Market Areas". Market area one-A (1A) includes a portion of the City of Copperas Cove and is located southeast of Hwy 190, east of FM 1113, south of the Copperas Cove city limits and west of Fort Hood. Market area one-B (1B) includes a portion of the City of Copperas Cove and is located east of the Lampasas county line, southwest of FM 116, northwest of Hwy 190 and south of FM 580. Market area two (2) is centered on the City of Gatesville and is located north of Fort Hood, west of South Mountain, primarily south of the intersection of Highway 36 and Coryell City Road, and east of FM 2412 (Levita Road). Market area

three (3) is located west of the Gatesville city limits, west of FM 2412, north of FM 580 and east of the Hamilton County Line. Market area four (4) is located east of Hwy 36, west of the Bosque & McLennan county lines, north of the Bell county line and south of the Hamilton county line. Market area six (6) is located within the boundaries of the Fort Hood Military Installation in the southeast portion of Coryell County and is not included in the reappraisal process.

The market areas discussed above are further segmented into residential neighborhoods, commercial improvement type segments, commercial land segments and rural land schedules. Neighborhood analysis examines how economic, social, physical and governmental forces affect property values. The effects of these factors are used to identity neighborhoods. Properties whose values are influenced by the same economic, social, physical and governmental forces are grouped as neighborhoods. Included in neighborhood analysis is the consideration of patterns of development and property use. Neighborhoods typically experience a three stage cycle, with the first being the development stage, this is followed by a period of stability and eventually the neighborhood shifts to a stage of decline. Please see Exhibit A for a list of residential neighborhood codes utilized by the Coryell CAD.

#### *Re-inspection Plan*

The Coryell Central Appraisal District's plan for field re-inspections of properties within its appraisal boundaries is based upon a regional geographic delineation with corresponding appraiser assignments and the implementation of an aerial imagery acquisition process for 2015 and 2016. The re-inspection activities for 2015 will focus on new construction, building permits, rechecks and properties without recent street level images. The re-inspection activities for 2016 will focus on utilizing sketch verification software that will geo-reference, rotate and anchor sketch vectors from the Coryell CAD CAMA system to aerial ortho images that will be flown approximately 1/1/2015. The 2016 re-inspection process will include field inspections for new construction, building permits, rechecks, properties without recent street level imagery and parcels flagged for review from the sketch verification project. In addition, office reviews will also occur utilizing ortho and oblique imagery based on the regional appraiser assignments.

Properties that are physically inspected during the re-inspection plan or inspected due to a building permit, recent sale, recheck or other reason are treated in the following manner. The field review card is printed from the mass appraisal system. Appraisers perform visual reviews in a drive-by setting to confirm the characteristics of each property. If a visual review indicates a physical change, such as an addition or remodeling, has been made to a property that is not noted on the field review card, the characteristics are corrected accordingly. In properties where physical data has been questioned or requires reviewing, the inspection may include confirming the dimensions of the structures and/or a complete interior and exterior inspection as permitted by the property owner. The field appraiser determines the extent of the inspection. A walk-through inspection is made on all new-construction if possible. Physical characteristics such as size, quality of construction, extent of detail and amenities are determined during these inspections.

Additionally, size is confirmed through sources such as building permits, construction plans and realtor information. All available reliable resources are used in the pursuit of accurate characteristic data for each property.

Office reviews of properties are made to ensure appropriate and equitable classification of properties. With the implementation of current aerial images for the 2016 appraisal year, Coryell CAD plans to implement an office review process that incorporates all the elements described by the IAAO Standard on Mass Appraisal of Real Property - Alternative to Periodic On-site Inspection (Section 3.3.5). The following is an excerpt from this standard:

Provided that initial physical inspections are timely completed and that an effective system of building permits or other methods of routinely identifying physical changes is in place, jurisdictions may employ a set of digital imaging technology tools to supplement field re-inspections with a computer-assisted office review. These imaging tools should include the following:

- Current high-resolution street-view images (at a sub-inch pixel resolution that enables quality grade and physical condition to be verified)
- Orthophoto images (minimum 6" pixel resolution in urban/suburban and 12" resolution in rural areas, updated every 2 years in rapid growth areas, or 6–10 years in slow growth areas).
- Low level oblique images capable of being used for measurement verification (four cardinal directions, minimum 6-inch pixel resolution in urban/suburban and 12-inch pixel resolution in rural areas, updated every 2 years in rapid growth areas or, 6–10 years in slow growth areas).

These tool sets may incorporate change detection techniques that compare building dimension data (footprints) in the CAMA system to geo-referenced imagery or remote sensing data from sources (such as LiDAR[light detection and ranging]) and identify potential CAMA sketch discrepancies for further investigation. Assessment jurisdictions and oversight agencies must ensure that images meet expected quality standards. In addition, appraisers should visit assigned areas on an annual basis to observe changes in neighborhood condition, trends, and property characteristics. An onsite physical review is recommended when significant construction changes are detected, a property is sold, or an area is affected by catastrophic damage. Building permits should be regularly monitored and properties that have significant change should be inspected when work is complete.

Further reviews are to be made to identify atypical properties in neighborhoods to ensure appropriate evaluations for each property. Values are reviewed for uniformity within neighborhoods, as well as uniformity within the entire county. Recently sold properties, with high variances from typical neighborhood sales ratios are to be site inspected to ensure proper classification and accurate characteristic descriptions prior to being used in ratio studies or being used to develop market value adjustment factors.

## *Residential Appraisal*

The cost approach to value is applied to all improved residential real property utilizing the comparative unit method. This methodology involves the utilization of national cost data reporting services as well as actual cost information on comparable properties whenever possible. Cost models are developed based on the Marshall Swift Valuation Service, a nationally recognized service. Cost models include the derivation of replacement cost new (RCN) of all improvements. These include comparative base rates, per unit adjustments and lump sum adjustments. This approach also employs the sales comparison approach in the valuation of the underlying land value. Time and location modifiers may be necessary to adjust cost data to reflect conditions in a specific market and changes in costs over a period of time. Because a national cost service is used as a basis for the cost models, locational modifiers are necessary to adjust these base costs specifically for the area. The national cost service provides these modifiers. Further, neighborhood factors are developed by appraisers to reflect conditions in specific markets of Coryell County.

Depreciation schedules are developed based on what is typical for each property type at that specific age. Depreciation schedules have been implemented for what is typical of each major class of residential property by economic life categories. Effective age estimates are based on the utility of the improvements relative to where the improvement lies on the scale of its total economic life and its competitive position in the marketplace. Market adjustment factors such as external and/or functional obsolescence can be applied if warranted. A depreciation calculation override can be used if the condition or effective age of a property varies from the norm by appropriately noting the physical condition and functional utility ratings in the property data characteristics. These adjustments are typically applied to a specific property type or location and can be developed via ratio studies or other market analyses. Accuracy in the development of the cost schedules, condition ratings and depreciation schedules will usually minimize the necessity of this type of an adjustment factor.

Neighborhood or market adjustment factors are developed from appraisal statistics provided from ratio studies and neighborhood profiles from the mass appraisal system and are used to ensure that estimated values are consistent with the current market. The district's primary approach to the valuation of residential properties uses a hybrid cost-sales comparison approach. This type of approach accounts for neighborhood market influences not specified in the cost model.

The following equation denotes the hybrid model used:

$$MV = MA [(RCN - D)] + LV$$

Whereas, the market value equals the market adjustment factor times the replacement cost new less depreciation plus the land value. As the cost approach separately estimates both land and building values and uses depreciated replacement costs, which reflect only the supply side of the market, it is expected that adjustments to the cost values are needed

to bring the level of appraisal to an acceptable standard. Market multipliers, or neighborhood factors, are applied uniformly within neighborhoods to account for location variances between market areas or across a jurisdiction.

### *Commercial Appraisal*

The cost approach to value is applied to all improved commercial real property utilizing the comparative unit method. This methodology involves the utilization of national cost data reporting services as well as actual cost information on comparable properties whenever possible. Cost models are developed based on the Marshall Swift Valuation Service, a nationally recognized service. Cost models include the derivation of replacement cost new (RCN) of all improvements. These include comparative base rates, per unit adjustments and lump sum adjustments. This approach also employs the sales comparison approach in the valuation of the underlying land value. Time and location modifiers may be necessary to adjust cost data to reflect conditions in a specific market and changes in costs over a period of time. Because a national cost service is used as a basis for the cost models, locational modifiers are necessary to adjust these base costs specifically for the area. The national cost service provides these modifiers. Further, neighborhood factors are developed by appraisers to reflect conditions in specific markets of Coryell County.

Depreciation schedules are developed based on what is typical for each property type at that specific age. Depreciation schedules have been implemented for what is typical of each major class of commercial property by economic life categories. Effective age estimates are based on the utility of the improvements relative to where the improvement lies on the scale of its total economic life and its competitive position in the marketplace. Market adjustment factors such as external and/or functional obsolescence can be applied if warranted. A depreciation calculation override can be used if the condition or effective age of a property varies from the norm by appropriately noting the physical condition and functional utility ratings in the property data characteristics. These adjustments are typically applied to a specific property type or location and can be developed via ratio studies or other market analyses. Accuracy in the development of the cost schedules, condition ratings and depreciation schedules will usually minimize the necessity of this type of an adjustment factor.

The income approach to value is applied to those real properties which are typically viewed by market participants as “income producing,” and for which the income methodology is considered a leading value indicator. The first step in the income approach pertains to the estimation of market rent on a per unit basis. This is derived primarily from actual rent data furnished by property owners and from local market study publications. This per unit rental rate multiplied by the number of units results in the estimate of potential gross rent.

A vacancy and collection loss allowance is the next item to consider in the income approach. The projected vacancy and collection loss allowance is established from actual data furnished by property owners and on local market publications. This allowance

accounts for periodic fluctuations in occupancy, both above and below an estimated stabilized level. The market derived stabilized vacancy and collection loss allowance is subtracted from the potential gross rent estimate to yield an effective gross rent.

Next a secondary income or service income is calculated as a percentage of stabilized effective gross rent. Secondary income represents parking income, escalations, reimbursements, and other miscellaneous income generated by the operations of real property. The secondary income estimate is derived from actual data collected and available market information. The secondary income estimate is then added to effective gross rent to arrive at an effective gross income.

Allowable expenses and expense ratio estimates are based on a study of the local market, with the assumption of prudent management. An allowance for non-recoverable expenses such as leasing costs and tenant improvements are included in the expenses. A non-recoverable expense represents costs that the owner pays to lease rental space. Different expenses are developed for different types of commercial property based on use. Another form of allowable expense is the replacement of short-lived items (such as roof or floor coverings, air conditioning or major mechanical equipment or appliances) requiring expenditures of large lump sums. When these capital expenditures are analyzed for consistency and adjusted, they may be applied on an annualized basis as stabilized expenses. When performed according to local market practices by commercial property type, these expenses when annualized are known as replacement reserves. Allowable expenses (inclusive of non-recoverable expenses and replacement reserves) are subtracted from the effective gross income to yield an estimate of net operating income.

Rates and multipliers are used to convert income into an estimate of market value. These include income multipliers, overall capitalization rates, and discount rates. Each of these is used in specific applications. Rates and multipliers also vary between property types, as well as by location, quality, condition, design, age, and other factors. Therefore, application of the various rates and multipliers must be based on a thorough analysis of the market.

Capitalization analysis is used in the income approach models. This methodology involves the capitalization of net operating income as an indication of market value for a specific property. Capitalization rates, both overall (going-in) cap rates for the direct capitalization method and terminal cap rates for discounted cash flow analyses, can be derived from the market. Sales of improved properties from which actual income and expense data are obtained provide a very good indication of what a specific market participant is requiring from an investment at a specific point in time. In addition, overall capitalization rates can be derived from the built-up method (band-of-investment). This method relates to satisfying the market return requirements of both the debt and equity positions of a real estate investment. This information is obtained from real estate and financial publications.

## *Land Appraisal*

Residential, rural and commercial land analysis is conducted by the Appraisal Staff each year. A computerized land table files stores the land information required to consistently value individual parcels within neighborhoods. Specific land influences are used, where necessary, to adjust parcels outside the neighborhood norm for such factors as view, shape, size, location, utilities, and topography, among others. Land sales are reviewed and reported in rural land regions, residential subdivisions and commercial land regions to determine an average unit price to apply to the specific appraisal area. Rural land tables utilize a price per acre format, residential subdivisions are on a price per base lot format and commercial land regions utilize a price per square foot format. In addition to the market approach to value, the appraisers use abstraction and allocation methods to ensure that the land values created best reflect the contributory market value of the land to the overall property value.

### *Appraisal of 1-d-1 Properties*

Land that has been approved for special valuation under 1-d-1 is valued using the income approach by the following five steps:

1. Develop a land classification system grouping the land into principle types of agricultural uses. Coryell CAD has established the following land classes:
  - Dry Crop Land
  - Orchard
  - Improved Grass Land
  - Native Pasture Land

Each of the land categories denoted above will be further subdivided into Good, Average and Fair. The sub categorization is based on the soil capability map provided by the Natural Resources Conservation Service and United States Department of Agriculture. The soil capability classes are designated by the numbers 1 through 8. The numbers indicate progressively greater limitations and narrower choices for practical use. The classes are defined as follows:

*Class 1 (Good) soils have few limitations that restrict their use.*

*Class 2 (Good) soils have moderate limitations that reduce the choice of plants or that require moderate conservation practices.*

*Class 3 (Average) soils have severe limitations that reduce the choice of plants or that require special conservation practices, or both.*

*Class 4 (Average) soils have very severe limitations that reduce the choice of plants or that require very careful management, or both.*

*Class 5 (Average) soils are subject to little or no erosion but have other limitations, impractical to remove, that restrict their use mainly to pasture, rangeland, forestland, or wildlife habitat.*

*Class 6 (Fair) soils have severe limitations that make them generally unsuitable for cultivation and that restrict their use mainly to pasture, rangeland, forestland, or wildlife habitat.*

*Class 7 (Fair) soils have very severe limitations that make them unsuitable for cultivation and that restrict their use mainly to grazing, forestland, or wildlife habitat.*

*Class 8 (Fair) soils and miscellaneous areas have limitations that preclude commercial plant production and that restrict their use to recreational purposes, wildlife habitat, watershed, or esthetic purposes.*

All abstracts in Coryell County have been color coded with the corresponding soil capability class based on the predominant soil classification within the abstract boundaries.

Additional classifications or sub-classes may be added as the need arises.

2. Estimate the net to land per acre for each class and sub-class. This annual income is based on the five year average proceeding the year before the appraisal.
3. Divide the net to land for each class by that year's capitalization rate to develop a productivity appraisal schedule by land class.
4. Classify all qualified agricultural land according to the classification system.
5. Use the schedule to calculate the productivity value for each parcel of land. For any given parcel of land, the number of acres times the per acre value for that land class gives the agricultural productivity value.

Income and expense data shall be collected annually from the Agricultural Appraisal Advisory Board. Each board member will be requested to respond to the annual Texas Farm and Ranch Survey from the Property Tax Assistance Division of the Texas Comptroller's Office, using their expert knowledge and experience to provide income and expense data for each land class and sub-class.

In addition to establishing an agricultural productivity value, the Chief Appraiser is also required to keep a record of the market value of the land for each tax year.



## *Business Personal Property Valuation Process*

### Appraisal Responsibility

There are multiple different personal property types appraised by the district's personal property section: business personal property accounts; leased assets; vehicles; and multi-location assets.

- Personnel – All Coryell CAD appraisers will participate in appraisal of personal property.
- Data - A common set of data characteristics for each personal property account in Coryell CAD is collected in the field and data entered into the districts PACS system. The personal property appraisers collect the field data and maintain electronic property files making updates and changes gathered from field inspections, newspapers, property renditions, sales tax permit listings, The Herald Business Journal, phone book, etc.

### NAICS Code Analysis

Business personal property is classified and utilizes a numeric code, called the North American Industry Classification System (NAICS) codes that were developed by the Office of Management and Budget (OMB) and adopted in 1997 to replace the Standard Industrial Classification system (SIC) to describe commercial property in North American countries. These classifications are used by Coryell CAD to classify business personal property by business type.

All of the personal property analysis work done in association with the personal property valuation process is NAICS code specific. NAICS codes are delineated based on observable aspects of uniformity and business use.

### Data Collection Procedures

Personal property data collection procedures are published and distributed to all appraisers involved in the appraisal and valuation of personal property. The appraisal procedures are reviewed and revised to meet the changing requirements of field data collection.

### Sources of Data

#### Business Personal Property

The district's property characteristic data was collected through a field data collection effort coordinated by the district and from property owner renditions. From year to year, re-evaluation activities permit district appraisers to collect new data through field inspections. This project results in the discovery of new businesses, changes in ownership, relocation of businesses, and closures of businesses not revealed through other sources. Tax assessors, city and local newspapers, and the public often provide the

district information regarding new personal property and other useful facts related to property valuation.

#### Vehicles

An outside vendor provides Coryell CAD with a listing of vehicles within the jurisdiction. The vendor develops this listing from the Texas Department of Transportation (TXDOT) Title and Registration Division records. Other sources of data include property owner renditions and field inspections.

#### Leased and Multi-Location Assets

The primary source of leased and multi-location assets is property owner renditions of property. Other sources of data include field inspections.

#### Cost Schedules

Cost schedules are developed based on the NAICS code by district personal property valuation appraisers. Analyzing cost data from property owner renditions, hearings, state schedules, and published cost guides develops the cost schedules. The cost schedules are reviewed as necessary to conform to changing market conditions. The schedules are typically in a price per square foot format.

#### Depreciation Schedule and Trending Factors:

##### Business Personal Property

Coryell CAD's primary approach to the valuation of business personal property is the cost approach. The cost new is either developed from property owner reported historical cost or from CAD developed valuation models. The percent good depreciation factors used by Coryell CAD are also based on published valuation guides.

##### Vehicles

Value estimates for vehicles are provided by an outside vendor and are based on NADA published book values, and there are also considerations available for high mileage.

#### Office Review

##### Business Personal Property

All business personal property accounts are reviewed every year. This process consists of physical inspection and working of the asset listings.

#### *Contract Appraisal Services*

The Coryell Central Appraisal District contracts with an independent contractor to perform appraisal services on utility personal property as well as pipelines, other oil and gas related extraction, gathering, processing and treating equipment, and industrial

buildings and equipment. To insure that these properties are appraised in a manner that is consistent with the requirements of the Texas Property Tax Code as well as the Uniform Standards of Professional Appraisal Practice (USPAP) the appraisal district annually reviews samples of the property appraisals produced by the contractor. The review of these appraisals is conducted in the following manner

**Appraisal Sampling & Review-** The appraisal district will acquire appraisals of sample properties appraised by the contractor. The appraisals are reviewed by the appraisal district's staff to verify that basic market value standards are met. More specifically, the staff reviews the following criteria.

1. The consideration and/or application of the three approaches to value (Income, Cost, and Market Approaches).
  - a) Income Approach- Methodology for estimating projected net operating income (NOI). Cap rate development and market support in debt and equity returns. Methodology for any application of discounted cash flow analysis or projections.
  - b) Cost Approach-Sources for historical or replacement costs. Development of physical, functional or economic obsolescence factors and/overall market adjustment factors.
  - c) Market Approach (as applicable) - Selection of comparable sales properties. Market related adjustments of comparables to subject property.
  - d) Correlation of three approaches and development of any overall market adjustment factors.
  - e) Development and application of allocation factors for properties in jurisdiction.
2. Review of market data sources used in contractors appraisals.
3. Consideration of equal and uniform treatment of like properties.
  - a) Were equal and uniform standards applied consistently to similar properties?

In addition to the appraisal samples acquired from the contractor, Coryell CAD also will request a list of properties to be inspected by the contractor that indicates the day and time of the scheduled inspection and the BPP and commercial appraisers will routinely go out on these inspections with the contractor to review the appraisals as they are done.

#### **INCOME, EXPENSE AND COST INFORMATION GATHERING**

The Coryell Central Appraisal District will send an information request to all large unit multi-family, mini-warehouses and retail strip center property owner located within the appraisal district boundaries. This request will ask for information related to the operating statements of the subject property, including actual income and expense data. The request will be mailed in late January to allow for a complete fiscal year of data to be reported. Completion of the request is voluntary for the property owner.

The Coryell Central Appraisal District utilizes information supplied by Marshall and Swift for residential and commercial cost information. Local builders may also be surveyed via an information request to determine any local modifiers applicable in a cost approach. This request will ask for information related to building material costs, labor costs, builders profit and other information related to construction costs.

## **BUILDING PERMITS/NEW CONSTRUCTION**

The discovery of newly constructed improvements is achieved by reviewing building permit information provided by the Cities of Copperas Cove and Gatesville, 911 addressing information provided by the Central Texas Council of Governments, electric meter permits and septic system permits submitted to the County Judge and visual inspections during the course of the field review process by appraisers of the Coryell Central Appraisal District. The procedures for completing the identification of newly constructed improvements are as follow:

- The appraisal tech enters the building permit information and assigns the permit by state code and selects the correct property group code in the PACS system.
- The Appraiser can pull up their list of permits by selecting the correct monitor in the PACS system.
- Each Appraiser reviews the permit lists for content and relevant information.
- Appraiser prints field review card for selected properties
- Appraiser conducts any preliminary analysis using aerial photography, mapping or existing images.
- On-Site field inspection is completed and improvements are measured, classed and coded in accordance with mass appraisal system classifications.

## **EXEMPTION PROCEDURES**

The exemption process is very important to the taxpayers and the taxing jurisdictions within the Coryell Central Appraisal District. The majority of the applications are for residential homesteads, over age 65, disabled persons, or veteran's disability. There are exemptions available for charitable organizations, churches, and other tax exempt organizations. The exemption technician is responsible for processing all exemption requests and they must be approved by the chief appraiser.

January 1 to April 30 are the filing dates, however, the Property Tax Code allows for applications to be filed for up to year late on most exemptions.

When an application is submitted to the Appraisal District, the document(s) are then routed to the exemption technician for review. If the application requirements are satisfied, the exemption will then be granted. If additional documentation is requested, the exemption technician will then send out a form letter to the property owner requesting more information. The property owner will then have 30 days to submit the requested documents, or the exemption will be subject to denial. If the application is denied, a written denial letter must be sent via certified mail to the homeowner.

All documentation is scanned into the property owner's account to be filed.

## Performance History

The Coryell Central Appraisal District work load is broken down by the Property Tax Division's state code classification as follows:

Category A properties (Single Family Residence)	15,459
Category B properties (Multifamily Residence)	986
Category C properties (Vacant Lot)	1,853
Category D properties (Ag Land)	4,653
Category E properties (Farm or Ranch Improvement)	3,681
Category F properties (Commercial/Industrial Real Property)	900
Category G properties (Oil and Gas)	7
Category J properties (Utilities)	165
Category L properties (Business Personal Property)	1,528
Category M properties (Mobile Homes Personal Property)	692
Category O properties (Residential Inventory)	444
Category S properties (Special Inventory Tax)	16
Category X properties (Totally Exempt Property)	534
Total Properties	30,918

## Plan Objectives

The Chief Appraiser is primarily responsible for the overall planning, organizing, staffing, coordinating and controlling all district operations. A calendar of key events related to the 2015-2016 appraisal plans is prepared each year. The Chief Appraiser organizes the workflow around this calendar in conjunction with the Director of Appraisal, the Appraisal Operations Coordinator and staff planning sessions which are held throughout the appraisal year. The 2015-2016 calendars of key activities are as follows:

Projected Date	Appraisal Related Event
July 2014	<ul style="list-style-type: none"><li>• Finish Appraisal Review Board (ARB) Hearings including Pritchard &amp; Abbot Properties</li><li>• ARB approves appraisal records</li><li>• Chief Appraiser certifies appraisal roll to taxing units</li><li>• Create new year layer to begin 2015 appraisal year</li><li>• EARS and Property Transaction Submission to Texas Comptroller due August 1</li><li>• Obtain and enter Railroad Rolling Stock values</li></ul>

## August 2014

- Conduct preliminary ratio studies to determine appraisal needs and goals
- Conduct initial planning meeting for annual appraisal activities
- Begin initial field work planning for real and personal properties including new construction, building permits and all categories of rechecks
- Initiate 1<sup>st</sup> mailing of sale letter requests to property owners
- Begin training and classroom work for compliance with TDLR regulations
- Begin review of land values and neighborhood delineations for accuracy, equality and uniformity

## September 2014

- September 15 – Deadline for Coryell CAD Board of Directors to approve budget and reappraisal plan
- Begin cost schedule analysis for commercial, residential and manufactured home properties to ensure accuracy, equality and uniformity
- Continue field work for properties within re-inspection plan
- Continue training and classroom work for compliance with TDLR regulations
- Continue review of land values and neighborhood delineations for accuracy, equality and uniformity

## October 2014

- Coryell CAD Ag Review Board Meeting & Operations Survey
- Send initial request for agricultural application update by region (regions 1 & 7 for 2015) and request annual wildlife report for all regions
- Finish implementation of schedule changes based on reviews of cost and market data collection
- Continue field work for properties within re-inspection appraisal plan
- Continue review of land values and neighborhood delineations for accuracy, equality and uniformity

## November 2014

- Continue field work for properties within re-inspection appraisal plan
- Continue review of land values and neighborhood delineations for accuracy, equality and uniformity

- Finalize organization of business personal property rendition information and appraisal activities
- Continue agricultural application update and data entry by region (regions 1 & 7 for 2015) and request annual wildlife report for all region
- Schedule aerial imagery acquisition for 2015 - 2016 reappraisal plan

## December 2014

- Finish field work for properties within re-inspection appraisal plan
- Implement income module in PACS for commercial property valuation
- Continue agricultural application update and data entry by region (regions 1 & 7 for 2015) and request annual wildlife report for all region
- Continue data entry for completed field work
- Conduct end of year ratio studies in residential, commercial and rural land market areas
- Finish review of land values and neighborhood delineations for accuracy, equality and uniformity

## January 2015

- January 1 – appraisal date for most categories of taxable property
- Begin rendition period of business personal property
- Mail Ag new owner applications, BPP renditions and property owner exemption and abatement applications to appropriate property owners
- Coordinate 2<sup>nd</sup> mailing of sale letter requests to property owners
- Initiate planning session for annual valuation activities
- Mail income surveys to property owners
- Receive comptroller property value study or maps review and incorporate into district ratio study analysis, valuation plan and appraisal district operating procedures

## February 2015

- Finalize annual valuation goals and activities, implement initial valuation processes
- Begin review of residential neighborhood profiles and market adjustments (A's, B2's, B3's and E's) via mass appraisal reports in PACS residential profiles

- Begin review and valuation of commercial land (F's), rural land (D's), vacant lots (C's) and builder inventory lots (O's) via sales ratio reports and local market listing data
- Begin review of multifamily properties (B1's) via cost, market and income approaches utilizing all available relevant information
- Begin review of income surveys provided by local property owners and input into the income module in PACS
- Begin review of rural land and agricultural appraisal guidelines
- Complete data entry for applicable properties for appraisal year
- Electronic Property Transaction Submission to Texas Comptroller due
- Finalize Special Inventory Valuations
- Obtain and enter Just Texas Commercial Vehicle Registration information

#### March 2015

- Finalize valuation of A's, B's, C's, D's, E's, F's, M's and O's by area appraiser assignments
- Continue organization of business personal property rendition information, data entry and appraisal activities
- Continue data entry of exemption applications submitted to appraisal district
- Initiate 2<sup>nd</sup> mailing of new owner agricultural application requests and continue review of submitted ag applications
- Initiate 2<sup>nd</sup> mailing of new owner exemption requests and continue review of submitted exemption applications

#### April 2015

- Review valuation process results via sales ratio reports, % increase/decrease reports, data entry error reports, jurisdiction total reports, zero value reports and neighborhood profile reports
- Review Inquiry, Protest and Online Appeal procedures prior to initial notice mailing process
- First mailing of annual appraisal notices to property owners including A's, B's, C's, D's, E's, F's, M's and O's, as well as any category L properties that have been completed
- Continue business personal property valuation and review all submitted renditions
- Prepare initial value estimates for all taxing jurisdiction in Coryell County prior to April 30<sup>th</sup>
- Complete all necessary agricultural application field checks
- Begin property owner inquiry and protest processes



## May 2015

- Second mailing of annual appraisal notices to business personal properties (L's) and any outstanding agricultural appraisal applications
- Review appraisals conducted by contract appraisal group (Pritchard and Abbott), coordinate any necessary information or data exchanges and finalize appraisal notice and protest plans for properties appraised by Pritchard & Abbott (Some L's, G's J's)
- Continue property owner inquiry and protest processes
- Submit appraisal rolls to Appraisal Review Board

## June 2015

- Prepare mass appraisal report
- Continue property owner inquiry and protest processes
- Submit preliminary budget to taxing units before June 15<sup>th</sup>
- Schedule formal hearings to be brought before the ARB of Coryell CAD

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## Begin 2016 Appraisal Year

## July 2015

- Finish Appraisal Review Board (ARB) Hearings including Pritchard & Abbot Properties
- ARB approves appraisal records
- Chief Appraiser certifies appraisal roll to taxing units
- Create new year layer to begin 2016 appraisal year
- EARS and Property Transaction Submission to Texas Comptroller due August 1
- Obtain and enter Railroad Rolling Stock values

## August 2015

- Conduct preliminary ratio studies to determine appraisal needs and goals
- Conduct initial planning meeting for annual appraisal activities
- Begin initial field work planning for real and personal properties including new construction, building permits and all categories of rechecks
- Implement sketch verification results into re-inspection plan field word and code for value change results
- Initiate 1<sup>st</sup> mailing of sale letter requests to property owners

- Begin training and classroom work for compliance with TDLR regulations
- Begin review of land values and neighborhood delineations for accuracy, equality and uniformity

## September 2015

- September 15 – Deadline for Coryell CAD Board of Directors to approve budget
- Begin cost schedule analysis for commercial, residential and manufactured home properties to ensure accuracy, equality and uniformity
- Continue field work for properties within re-inspection plan
- Continue training and classroom work for compliance with TDLR regulations
- Continue review of land values and neighborhood delineations for accuracy, equality and uniformity

## October 2015

- Coryell CAD Ag Review Board Meeting & Operations Survey
- Send initial request for agricultural application update by region (regions 2 & 5 for 2016) and request annual wildlife report for all regions
- Finish implementation of schedule changes based on reviews of cost and market data collection
- Continue field work for properties within re-inspection appraisal plan
- Continue review of land values and neighborhood delineations for accuracy, equality and uniformity

## November 2015

- Continue field work for properties within re-inspection appraisal plan
- Continue review of land values and neighborhood delineations for accuracy, equality and uniformity
- Finalize organization of business personal property rendition information and appraisal activities
- Continue agricultural application update by region (regions 2 & 5 for 2016) and request annual wildlife report for all region

## December 2015

- Finish field work for properties within re-inspection appraisal plan

- Implement income module in PACS for commercial property valuation
- Continue data entry for completed field work
- Conduct end of year ratio studies in residential, commercial and rural land market areas
- Continue review of land values and neighborhood delineations for accuracy, equality and uniformity

## January 2016

- January 1 – appraisal date for most categories of taxable property
- Begin rendition period of business personal property
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- Initiate planning session for annual valuation activities
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- Receive comptroller property value study or maps review and incorporate into district ratio study analysis, valuation plan and appraisal district operating procedures

## February 2016

- Finalize annual valuation goals and activities, implement initial valuation processes
- Begin review of residential neighborhood profiles and market adjustments (A's, B2's, B3's and E's) via mass appraisal reports in PACS residential profiles
- Begin review and valuation of commercial land (F's), rural land (D's), vacant lots (C's) and builder inventory lots (O's) via sales ratio reports and local market listing data
- Begin review of multifamily properties (B1's) via cost, market and income approaches utilizing all available relevant information
- Begin review of income surveys provided by local property owners and input into the income module in PACS
- Begin review of rural land and agricultural appraisal guidelines
- Complete data entry for applicable properties for appraisal year
- Electronic Property Transaction Submission to Texas Comptroller due
- Finalize Special Inventory Valuations

- Obtain and enter Just Texas Commercial Vehicle Registration information

## March 2016

- Finalize valuation of A's, B's, C's, D's, E's, F's, M's and O's by area appraiser assignments
- Continue organization of business personal property rendition information, data entry and appraisal activities
- Continue data entry of exemption applications submitted to appraisal district
- Conduct 2<sup>nd</sup> letter mailing for agricultural and wildlife application update requests

## April 2016

- Initiate 2<sup>nd</sup> mailing of new owner agricultural application requests and continue review of submitted ag applications
- Initiate 2<sup>nd</sup> mailing of new owner exemption requests and continue review of submitted exemption applications
- Review valuation process results via sales ratio reports, % increase/decrease reports, data entry error reports, jurisdiction total reports, zero value reports and neighborhood profile reports
- Review Inquiry, Protest and Online Appeal procedures prior to initial notice mailing process
- First mailing of annual appraisal notices to property owners including A's, B's, C's, D's, E's, F's, M's and O's, as well as any category L properties that have been completed
- Continue business personal property valuation and review all submitted renditions
- Prepare initial value estimates for all taxing jurisdiction in Coryell County prior to April 30<sup>th</sup>
- Complete all necessary agricultural application field checks
- Begin property owner inquiry and protest processes

## May 2016

- Second mailing of annual appraisal notices to business personal properties (L's) and any outstanding agricultural appraisal applications
- Review appraisals conducted by contract appraisal group (Pritchard and Abbott), coordinate any necessary information or data exchanges and finalize appraisal notice and protest plans for properties appraised by Pritchard & Abbott (Some L's, G's J's)
- Continue property owner inquiry and protest processes
- Submit appraisal rolls to Appraisal Review Board

June 2016

- Prepare mass appraisal report
- Continue property owner inquiry and protest processes
- Submit preliminary budget to taxing units before June 15<sup>th</sup>
- Schedule formal hearings to be brought before the ARB of Coryell CAD

Exhibit A  
Current Coryell CAD Market Segment Codes

NBHD	NBHD Description	Count
600	REG 2 GATESVILLE & OUTLYING AREA	1,725
2800	REG 3 HWY 84 TO FM 116 & FM 580	2,178
3200	REG 5 HWY 84 TO HWY 36	1,756
0600 APTS	GATESVILLE B1 PROPERTIES	7
0600E	REG 4 GATESVILLE & OUTLYING AREA	323
0600F1	GATESVILLE COMMERCIAL	472
0600MF	GATESVILLE MF	18
0600W	REG 3 GATESVILLE & OUTLYING AREA	479
2600 APTS	COPPERAS COVE B1 PROPERTIES	37
2600A	REG 1A COPPERAS COVE & OUTLYING SUBS	331
2600B	REG 1B COPPERAS COVE & OUTLYING SUBS	734
2600F1	COPPERAS COVE COMMERCIAL	390
2600MFA	REG 1A 2600MF	11
2600MFB	REG 1B 2600MF	22
2800F1	EVANT COMMERCIAL	51
3000E	REG 4 HWY 84 TO NORTH OF COUNTY	1,358
3000F1E	REG 4 HWY 84 TO NORTH OF COUNTY	5
3000F1W	REG 3 HWY 84 TO NORTH OF COUNTY	3
3000W	REG 3 HWY 84 TO NORTH OF COUNTY	725
3200F1	OGELSBY COMMERCIAL	40
3600E	REG 7 JONESBORO ISD	736
3600F1E	JONESBORO COMMERCIAL EAST	17
3600F1W	JONESBORO COMMERCIAL WEST	2
3600W	REG 7 JONESBORO ISD	367
C5161	PERRYMAN CREEK	10
C5195	BECKMAN	4
C5195MF	BECKMAN MF	6
C5196	BEECHAM GAP	8
C5199	BIG VALLEY RANCH	97
C5201	BLUESTEM	271
C5202	BOULDER RUN	24
C5203	BRADFORD OAKS	42
C5206	CANYON SIDE	44
C5207	CEDAR GROVE	189
C5217	COPPERAS COVE HEIGHTS	185
C5220	COPPER HILL EST	372

NBHD	NBHD Description	Count
C5321MF	SANNER MF	2
C5322	SKYLINE ESTATES	61
C5323	SMITH	16
C5323MF	SMITH MF	5
C5325	SOUTH 116 SUB	1
C5325MF	SOUTH 116 SUB MF	7
C5327	SOUTH MEADOWS	139
C5328	STRICKLAND	6
C5329	STONE OAK	142
C5330	SUMMER CREEK	14
C5330MF	SUMMER CREEK MF	2
C5331	SUN SET ESTATES	211
C5334	TANGLEWOOD ESTATES	23
C5335	TEINERT	11
C5335F1	TEINERT	1
C5336	TERRACE	89
C5337	THOUSAND OAKS COPPERAS COVE	217
C5340	TONKAWA	263
C5342	TRIPLE M	26
C5343	TURKEY CREEK	172
C5344	TWIN HILLS RANCH	60
C5346	VALLEY VIEW CC	143
C5351	WESTERN HILLS	579
C5351MF	WESTERN HILLS MF	62
C5353	WESTVIEW	195
C5353MF	WESTVIEW MF	30
C5354	WHISPERING OAKS	90
C5356	WILLIAMS	26
C5356MF	WILLIAMS MF	1
C5375	WILLOW SPRINGS	173
C5376MF	WILLOW CREEK MF	24
C5377	WOLFE RANCHEROS	11
C5379	WOODLAND PARK	22
C5383	SKYLINE OAKS	49
C5384	SKYLINE VALLEY	141
C5451	REATA RANCH	68

C5222	COVE ACRES	22
C5226	COVE PARK	25
C5226MF	COVE PARK MF	33
C5228	COX	35
C5228MF	COX MF	3
C5230	CRESTVIEW HEIGHTS	25
C5230MF	CRESTVIEW HEIGHTS MF	8
C5231	CUMMINGS	2
C5231MF	CUMMINGS MF	69
C5233MF	DAVIS MF	4
C5235	DEER RUN ESTATES	1
C5236MF	DOVE HOLLOW MF	36
C5238	DRYDEN	27
C5238MF	DRYDEN MF	66
C5240	ELLIOT	26
C5240MF	ELLIOT MF	2
C5243	FAIRVIEW	355
C5243MF	FAIRVIEW MF	56
C5245	FIELDSTONE ESTATES	13
C5247	FRITZ	141
C5249	GRAY ADDITION	7
C5250	GARDNER GARDENS	5
C5251	GILMORE	72
C5251MF	GILMORE MF	24
C5252	GOODMAN-KROLL	5
C5252MF	GOODMAN KROLL MF	4
C5253	GREENFIELD	3
C5253MF	GREENFIELD MF	9
C5254	GREGORY	4
C5255	GUARANTY BANK	6
C5257	HALSTEAD	51
C5257MF	HALSTEAD MF	17
C5259	HI CHAPARRAL	40
C5259MF	HI CHAPARRAL MF	1
C5261	HIGHLAND HEIGHTS	151
C5262	HIGHLAND PARK	235
C5263	HILLSIDE	72
C5266	HOUSE CREEK NORTH	1,013
C5266MF	HOUSE CREEK NORTH MF	22
C5267	HUGHES GARDENS	260
C5268	HUGHES MOUNTAIN EST	55

C5453MF	THE MEADOWS PHASE 2 MF	82
C5472	COLONIAL PARK	481
C5472MF	COLONIAL PARK MF	19
C5473	DRYDEN +	25
C5475	SUNSET-CITY CC	24
C5476	WALKER PLACE	197
C5477	WALKER PLACE - ORIGINAL	154
C5484	MARTICELA	1
C5485MF	RACHEL ADDN MF	3
C5493	DEWBERRY RIDGE	74
C5494	SKYLINE FLATS PHASE 1	134
C5499	THOUSAND OAKS	52
CACRE	CITY OF COVE ACREAGE	18
E5358	EVANT ACRES	38
E5362	ORGINAL TOWN EVANT	84
E5369	HINES RANCH	272
E5371	KING COUNTRY	122
G5100	ABC	708
G5100MF	ABC MF	17
G5107	BRETT	22
G5108	BYROM	7
G5111	CEDAR CREST	9
G5112	CEDAR RIDGE	111
G5113	CEDAR MOUNTAIN EST	79
G5115	CORYELL COUNTY	92
G5115MF	CORYELL COUNTY MF	3
G5118	CREEK CLIFF	65
G5122	EASTERN ANNEX	1
G5125	EASTWOOD	347
G5125MF	EASTWOOD MF	23
G5126	ELM	138
G5131	FOREST HILLS	93
G5133	GANDY	31
G5135	GATEWAY	48
G5136	GOLDEN ACRES	29
G5136MF	GOLDEN ACRES MF	1
G5138	GREENBRIAR ESTATES	17
G5140	HAMILTON	166
G5140MF	HAMILTON MF	2
G5144	INDIAN ACRES	100
G5145	INDIAN HILLS	21

C5271	KIELMAN	135
C5271MF	KIELMAN MF	14
C5272	KUBITZ PLACE	108
C5277	LOMAS RODANDO	35
C5279	LONG MOUNTAIN EST	73
C5281	LUKER	13
C5281MF	LUKER MF	1
C5283MF	J GEORGE & W H DAVIS MF	1
C5284	MCDONALD	5
C5285	MEADOWBROOK	442
C5286	THE MEADOWS PHASE 1	62
C5286MF	THE MEADOWS PHASE 1 MF	15
C5287	MEGGS	169
C5287MF	MEGGS MF	11
C5290	MESA VERDE AT SKYLINE	34
C5291	MESQUITE WEST	131
C5292MF	MORGAN MF	55
C5293	MORSE VALLEY	498
C5295	MOUNTAIN TOP	283
C5297	MOUNTAIN VIEW	21
C5297MF	MOUNTAIN VIEW MF	3
C5298	NAUERT	472
C5299	NORTH MEADOWS	1
C5300	NORTHERN HILLS	296
C5301	OAK HILL	47
C5302	OAK RIDGE PARK	185
C5303	OAK SPRINGS	42
C5306	ORIGNAL TOWN COPPERAS COVE	113
C5306MF	ORIGNAL TOWN COPPERAS COVE MF	31
C5307	PARK ADDN	8
C5308	PARKSIDE	74
C5309	PARKVIEW	54
C5310	PECAN COVE	18
C5312	PEGGY	1
C5316	QUAIL MEADOWS	39
C5317	RAMBLEWOOD ESTATES	211
C5319	ROLLING HEIGHTS	77
C5319MF	ROLLING HEIGHTS MF	45
C5320	ROLLING HILLS	13
C5321	SANNER	8

G5148	LAM	8
G5149	LEISURE ACRES	18
G5154	MOUNTAIN VIEW	115
G5154MF	MOUNTAIN VIEW MF	9
G5155	NEW ADDITION	100
G5155MF	NEW ADDITION MF	3
G5156	NORTHERN ANNEX	173
G5156MF	NORTHERN ANNEX MF	1
G5157	OAK GROVE	61
G5158	OAKLAND ACRES	40
G5163	POLLARD	70
G5165	RENFRO VALLEY	42
G5167	RIVER PLACE WEST	169
G5167MF	RIVER PLACE MF	1
G5173	SHADY OAKS	19
G5174	SOUTHEAST ANNEX	248
G5174MF	SOUTHEAST ANNEX MF	6
G5178	STONERIDGE	74
G5180	SUN VALLEY	49
G5181	THOUSAND OAKS	7
G5182	TURKEY ROOST	8
G5183	VALLEY VIEW GV	96
G5183MF	VALLEY VIEW MF	13
G5188	WESTERN OAKS	67
G5189	WESTERN RIDGE	28
G5190	WESTVIEW GATESVILLE	160
G5190MF	WESTVIEW GATESVILLE MF	8
G5441	STONERIDGE ESTATES	22
G5483	MEADOWGATE	5
G5507	RIVER RIDGE ADDITION	6
G5511	WESLEY SMITH SUBDIVISION	8
G5540	107 RANCH ADDITION	20
G5548MF	CANYON CROSSING MF	45
G5550	FAIRWAY ESTATES REPLAT AMENDMENT	5
J5366	IRELAND	105
J5370	ORIGINAL TOWN LEVITA	54
J5405	PLUM CREEK RANCH	14
O5365	OGLESBY	247
O5372	MOUND	182
O5480	LEGEND OAKS	59



RESOLUTION 2014-300

WHEREAS, Texas Property Tax Code §6.05(i) requires the Board of Directors of the Coryell Central Appraisal District to biennially adopt a written plan for the periodic reappraisal of all property within the appraisal district and to hold a public hearing to consider the adoption of the proposed plan; and,

WHEREAS, in accordance with Texas Property Tax Code §6.05(i), the Board of Directors of the Coryell Central Appraisal District has prepared the 2015 - 2016 Reappraisal Plan of the Coryell Central Appraisal District and has given notice to the presiding officer of the governing body of each taxing unit participating in the district of the date, time and place that the Board of Directors intends to hold a public hearing on the adoption of the proposed plan; and,

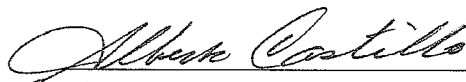
WHEREAS, the Board of Directors of the Coryell Central Appraisal District on this date held a public hearing on the adoption of the proposed 2015 - 2016 Reappraisal Plan of the Coryell Central Appraisal District; and,

WHEREAS, the Board of Directors of the Coryell Central Appraisal District finds that the proposed plan meets the requirements of Texas Property Tax Code §25.18 and has determined that it is in the public interest that the 2015 - 2016 Reappraisal Plan of the Coryell Central Appraisal District be adopted by the Coryell Central Appraisal District,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE CORYELL CENTRAL APPRAISAL DISTRICT:

That the Coryell Central Appraisal District adopts the 2015- 2016 Reappraisal Plan of the Coryell Central Appraisal District in accordance with Texas Property Tax Code §6.05(i).

PASSED AND APPROVED THIS the 27<sup>th</sup> Day of August, 2014



Al Castillo, Chairman

Coryell Central Appraisal District

ATTEST:



Justin Carothers, Secretary

Coryell Central Appraisal District