COMAL APPRAISAL DISTRICT

900 S. SEGUIN AVENUE
NEW BRAUNFELS, TX 78130

JEFFREY J. BOOKER, RPA
CHIEF APPRAISER

October 21, 2026

Mayor Ralph Rodriguez
City of Schertz
1400 Schertz Parkway
Schertz, TX 78154

Dear Mayor Rodriguez:

The Board of Directors of the Comal Appraisal District (CAD) is pleased to present to the City of Schertz a resolution approved by the Comal Appraisal District Board of Directors at their October 20, 2026 meeting. The Comal Appraisal District has been in the process of evaluating the needs to expand the current building. The Board of Directors has determined that an expansion of the facility is warranted, beginning with the purchase of real property adjacent to the CAD property.

Section 6.051 of the Texas Property Tax Code requires that the governing body of each taxing unit receive a copy of the approved resolution mentioned above. The Tax Code requires that three-fourths of the taxing units entitled to vote on the appointment of appraisal district board members must approve, or disapprove, the proposed resolution within thirty days of receipt. If a governing body fails to act on or before that 30th day or fails to file its resolution with the Chief Appraiser on or before the 10th day after that 30th day, the proposal is treated as if it were approved by the governing body.

Section 6.051 of the Texas Property Tax Code requires that the taxing units be provided, in addition to the Board of Directors resolution, information showing the costs of other available alternatives to the proposal. The following pages will briefly describe the Comal Appraisal District's existing facility, an evaluation of the existing facility, and the minimum requirements for an expansion. A detailed description of the proposed expansion is attached along with details of other facilities that have also been available for purchase.

Due to the strict timeline required by the Texas Property Tax Code, should you have any questions or require additional information, you are encouraged to call or contact me or your respective representative on the Comal Appraisal District Board of Directors. Your favorable consideration of this request is very much

Sincerely,

Jeffrey J. Booker, RPA
Chief Appraiser

Enclosure
Cc: Mr. Steve Williams