

**CALDWELL COUNTY APPRAISAL DISTRICT
BOARD OF DIRECTORS
AGENDA PACKET
DECEMBER 12, 2017**

CALL TO ORDER

1. Oath of Office.
2. Public Comments.
3. Collection Report October and November 2017.
3a-3b

DISCUSSION/ACTION

4. Consideration and possible approval of Minutes of October 24, 2017 meeting.
4a-4c
5. Consideration of and possible approval of Financial Report October and November 2017.
October - 5a-5h
November – Handout
6. Discussion and possible action regarding Employee Handbook.
Handout

EXECUTIVE SESSION:

7. Pursuant to Texas Government Code Section 551.074
Deliberation of the evaluation, reassignment, duties, discipline, or dismissal of the Chief Appraiser and/or staff.

OPEN SESSION

8. Consideration and possible action regarding the evaluation, reassignment, duties, discipline, or dismissal of the Chief Appraiser and/or staff.
8a
9. Chief Appraiser's Report.
 - a. Appraisal update.
 - b. Collection update.
 - c. Board meeting schedule.
10. Board requests for future agenda items. *(No action or discussion may occur during this item)*
11. Adjourn.

October 2017 Collections Report

Collections

Current Collections(2017)	\$ 1,253,349.36
Penalties & Interest	<u>\$ 0.00</u>
Total	\$ 1,253,349.36

Delinquent Collections(2016 & Prior)	\$ 140,551.07
Penalties & Interest	<u>\$ 55,860.42</u>
Total	\$ 196,411.49

Total Current/Delq. \$ 1,449,760.85

Current Balance (2017)

Delinquent Balance (2016 & Prior)

Total 2017 Levy	\$46,004,523.73	Beginning Balance	\$4,854,741.23
Adjustments	\$ (7,619.15)	Adjustments	\$ (14,444.13)
Collections YTD	<u>\$ 1,253,349.36</u> 2.72%	Collections YTD	<u>\$ 140,551.07</u> 2.90%
Balance	\$44,743,555.22	Balance	\$4,699,746.03

Last year at this time Current Collections was 3.13%

Payment Agreements

Total Agreements (as of the 1st of the month) - 214

New Agreements - 12

Agreements Paid in Full - 12

Defaulted Agreements (as of the end of the month) - 8

*When payment agreements are defaulted, they are given to the Delinquent Tax Attorney.

November 2017 Collections Report

Collections

Current Collections(2017)	\$ 3,050,410.88
Penalties & Interest	<u>\$ 0.00</u>
Total	\$ 3,050,410.63

Delinquent Collections(2016 & Prior)	\$ 137,860.46
Penalties & Interest	<u>\$ 43,956.29</u>
Total	\$ 181,816.75

Total Current/Delq. \$ 3,232,227.38

<u>Current Balance (2017)</u>		<u>Delinquent Balance (2016 & Prior)</u>	
Total 2017 Levy	\$46,004,523.73	Beginning Balance	\$4,854,741.23
Adjustments	\$ (19,650.16)	Adjustments	\$ (16,693.45)
Collections YTD	<u>\$ 4,303,760.24</u> 9.36%	Collections YTD	<u>\$ 278,411.53</u> 5.75%
Balance	\$41,681,113.33	Balance	\$4,559,636.25

Last year at this time Current Collections was 8.88%

Payment Agreements

Total Agreements (as of the 1st of the month) - 206

New Agreements - 19

Agreements Paid in Full - 15

Defaulted Agreements (as of the end of the month) - 3

*When payment agreements are defaulted, they are given to the Delinquent Tax Attorney.

**CALDWELL COUNTY APPRAISAL DISTRICT
MINUTES OF MEETING
OCTOBER 24, 2017**

The Board of Directors of the Caldwell County Appraisal District met in regular session on October 24, 2017 at 6:00 PM in the Caldwell County Appraisal District office located at 211 Bufkin, Lockhart, Texas.

Those in attendance were board members Hye Brown, Bill Watson, Miguel Islas and Thomas Caffall, Chief Appraiser Mary LaPoint, Deputy Tax Collector/Recording Secretary Vicki Schneider.

Frank Hinds absent.

Call to Order

Item #1 Public Comments.

None.

Item #2 Collection Report August and September 2017.

Mary LaPoint presented the August and September 2017 Collection Reports.

Item #3 Quarterly Delinquent Tax Collection Report.

Sarah Haney presented the Quarterly Delinquent Tax Collection Report to the Board.

Item #4 911 Quarterly Report.

Jaclyn Archer presented the 911 Quarterly Report.

DISCUSSION/ACTION

Item #5 Consideration and possible appointment to fill vacancy on the Board of Directors.

Bill Watson made a motion, seconded by Hye Brown, to elect Alfred Munoz to fill vacancy on the Board of Directors. Motion carried 4-0-1.

Item #6 Consideration and possible approval of Minutes of September 5, 2017 meeting.

Bill Watson made a motion, seconded by Thomas Caffall, to approve the minutes of September 5, 2017. Motion carries 4-0-1.

Item #7 Consideration of and possible approval of Financial Report August and September 2017.

Mary LaPoint presented the August and September 2017 Financial Report.

Hye Brown made a motion, seconded by Bill Watson, to approve the August and September 2017 Financial Reports. Motion carried 4-0-1.

Item #8 Consideration of and possible approval of Quarterly Investment Report.

Mary LaPoint presented the Quarterly Investment Report.

Bill Watson made a motion, seconded by Hye Brown, to approve the Quarterly Investment report. Motion carried 4-0-1

Item #9 Consideration of and possible action regarding adopting the resolution for the annual adoption of the Investment Policy.

Thomas Caffall made a motion, seconded by Hye Brown, to adopt the resolution for the annual adoption of the investment Policy. Motion carried 4-0-1.

Item #10 Consideration of and possible action to select a law firm to provide delinquent tax collections and legal services for the appraisal district.

Sandra Griffin and Sergio Garcia presented the proposal for Perdue Brandon Fielder Collins & Mott, LLP.

Steve Bird and Jim Evans presented the proposal for Linebarger Goggin Blair and Sampson, LLP.

Thomas Caffall made a motion, seconded by Hye Brown, to select Linebarger Goggin Blair and Sampson, LLP as the appraisal district attorney for delinquent tax collections and legal services. Motion carried 4-0-1.

EXECUTIVE SESSION:

Item #11 Pursuant to Texas Government Code Section 551.074

Deliberation of the evaluation, reassignment, duties, discipline, or dismissal of the Chief Appraiser and/or staff.

None

EXECUTIVE SESSION, the Board did not meet in executive session.

OPEN SESSION

Item #12 Consideration and possible action regarding the evaluation, reassignment, duties, discipline, or dismissal of the Chief Appraiser and/or staff.

Chief Appraiser evaluation tabled for next meeting.

Item #13 Chief Appraiser's Report.

- a. Appraisal Update – appraisers doing field work for 2018/appraiser resigned; appraiser position opening.
- b. Collection update – 2017 tax bills mailed out.
- c. Board meeting schedule – cancel November meeting; next meeting 12/12/17; talk about possibly quarterly meetings instead of monthly.

Item #14 Board requests for future agenda items.

None

Item #15 Adjourn.

Hye Brown made a motion, seconded by Thomas Caffall, to adjourn. Motion carried 4-0-1.

Meeting adjourned 8:00 p.m.

Chairman

Secretary

Caldwell County Appraisal District
EXPENSE STATEMENT- APPRAISAL
 For the Ten Months Ending October 31, 2017

	Current Month	YTD ACTUAL	YTD BUDGET	UNENCUMBERED	%	
70101	CHIEF APPRAISER	\$ 6,073.34	\$ 60,733.40	\$ 72,880.00	12,146.60	16.67
70102	DEPUTY CHIEF APPRAISER	4,018.76	40,187.60	48,225.00	8,037.40	16.67
70103	SYSTEM MGR/MAPPER	4,914.34	49,143.40	58,972.00	9,828.60	16.67
70105	FIELD APPRAISER II	2,622.08	26,220.80	31,465.00	5,244.20	16.67
70106	SENIOR APPRAISER I	3,391.84	33,918.40	40,702.00	6,783.60	16.67
70107	SENIOR APPRAISER II	3,218.84	32,188.40	38,626.00	6,437.60	16.67
70108	FIELD APPRAISER I	5,059.99	29,134.99	36,160.00	7,025.01	19.43
70109	FIELD APPRAISER III	2,514.26	25,142.60	30,171.00	5,028.40	16.67
70111	ADMINISTRATIVE ASST.	3,871.42	38,714.20	46,457.00	7,742.80	16.67
70112	DATA ENTRY TECHNICIAN	2,330.34	22,655.64	27,964.00	5,308.36	18.98
70113	SUPPORT TECH	2,845.00	28,450.00	34,140.00	5,690.00	16.67
70120	911/GIS	(1,036.04)	10,238.54	38,393.00	28,154.46	73.33
70135	PAYROLL CONTINGENCY	0.00	0.00	0.00	0.00	0.00
	TOTAL WAGES AND SALARIES	39,824.17	396,727.97	504,155.00	107,427.03	21.31
71000	PAYROLL TAX	3,237.53	31,445.04	42,000.00	10,554.96	25.13
71002	RETIREMENT / EMPLOYER	4,077.13	38,719.33	47,100.00	8,380.67	17.79
71004	HEALTH BENEFITS	6,765.36	70,249.73	89,600.00	19,350.27	21.60
71005	WORKERS COMP	2,295.49	2,295.49	2,600.00	304.51	11.71
71006	UNEMPLOYMENT	118.04	(56.48)	4,000.00	4,056.48	101.41
	DEDUCTIONS / BENEFITS	16,493.55	142,653.11	185,300.00	42,646.89	23.02
72000	APPR ENGINEERS	0.00	40,000.00	40,000.00	0.00	0.00
72001	APPR REVIEW BOARD	0.00	11,247.61	11,000.00	(247.61)	(2.25)
72002	AUDIT	0.00	5,698.00	6,200.00	502.00	8.10
72003	BOARD OF DIRECTORS	0.00	561.59	1,700.00	1,138.41	66.97
72004	DATA PROCESSING SERVICES	262.50	43,532.13	45,050.00	1,517.87	3.37
72007	JANITORIAL SERVICES	264.11	2,719.99	6,200.00	3,480.01	56.13
72008	LEGAL SERVICES	1,059.18	10,572.62	17,000.00	6,427.38	37.81
	TOTAL SERVICES	1,585.79	114,331.94	127,150.00	12,818.06	10.08
72500	BOND CHIEF/NOTARY	0.00	71.00	100.00	29.00	29.00
72501	MEMBERSHIP BTPE/TBPC	45.00	2,987.50	3,675.00	687.50	18.71
72502	COMPUTER SUPPLIES	491.85	2,826.71	6,300.00	3,473.29	55.13
72504	EDUCATION / FEES	615.00	3,851.00	8,500.00	4,649.00	54.69
72505	INSURANCE LIABILITY	1,145.62	1,145.62	1,400.00	254.38	18.17
72506	INSURANCE BUILDING/ CONTE	3,499.73	3,499.73	3,900.00	400.27	10.26
72507	LEGAL NOTICES / PRINTING	174.40	11,906.66	13,700.00	1,793.34	13.09
72508	MAINT - HARDWARE & EQUIP	3,400.00	6,551.56	7,700.00	1,148.44	14.91
72509	MAINT - OFFICE EQUIPMENT	0.00	281.08	2,000.00	1,718.92	85.95
72510	MILEAGE & TRAVEL	331.03	1,523.91	7,500.00	5,976.09	79.68
72511	OFFICE SUPPLIES	502.00	5,095.58	7,000.00	1,904.42	27.21
72512	POSTAGE	0.00	20,643.07	22,000.00	1,356.93	6.17
72513	POSTAGE METER/BOX RENTAL	0.00	2,845.05	4,422.00	1,576.95	35.66
72514	SUBSCRIPTION & BOOKS	449.95	4,749.05	6,960.00	2,210.95	31.77
72515	RENTAL COPIER	200.91	1,761.52	3,600.00	1,838.48	51.07
72516	ELECTRICITY	521.45	4,680.84	9,500.00	4,819.16	50.73
72517	TELEPHONE	1,213.55	9,060.59	12,270.00	3,209.41	26.16
72518	WATER & SEWER	284.71	2,682.00	1,500.00	(1,182.00)	(78.80)
72519	MORTGAGE	4,527.30	45,273.00	54,520.00	9,247.00	16.96
72520	BUILDING MAINT	250.25	1,955.70	4,600.00	2,644.30	57.48
72523	FUEL - VEHICLE	0.00	1,972.76	6,300.00	4,327.24	68.69

For Management Purposes Only

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Caldwell County Appraisal District
EXPENSE STATEMENT- APPRAISAL
 For the Ten Months Ending October 31, 2017

		Current Month	YTD ACTUAL	YTD BUDGET	UNENCUMBERED	%
72524	MAINT. - VEHICLE	0.00	3,401.94	4,500.00	1,098.06	24.40
72525	INS - VEHICLE	1,171.84	1,171.84	1,700.00	528.16	31.07
	TOTAL GENERAL EXPENSES	18,824.59	139,937.71	193,647.00	53,709.29	27.74
79000	OFFICE EQUIPMENT	0.00	0.00	5,000.00	5,000.00	100.00
79001	COMPUTER EQUIPMENT	4,865.49	7,170.35	10,000.00	2,829.65	28.30
79002	BUILDING EXPENSE	9,036.31	5,450.00	5,000.00	(450.00)	(9.00)
79003	VEHICLE	0.00	0.00	0.00	0.00	0.00
79990	CONTINGENCY	0.00	(890.00)	10,000.00	10,890.00	108.90
	TOTAL CAPITAL INVESTMENT	13,901.80	11,730.35	30,000.00	18,269.65	60.90
	TOTAL EXPENSES	\$ (90,629.90)	\$ (805,381.08)	\$ (1,040,252.0)	(234,870.92)	22.58

Caldwell County Appraisal District
EXPENSE STATEMENT - COLLECTION
 For the Ten Months Ending October 31, 2017

	Current Month	YTD ACTUAL	YTD BUDGET	UNENCUMBERED	%
90-70120 DEPUTY TAX COLLECTOR	\$ 4,102.92	\$ 41,029.20	\$ 49,235.00	8,205.80	16.67
90-70121 COLLECTION SPECIALIST	2,930.42	29,304.20	35,165.00	5,860.80	16.67
90-70126 PUBLIC ASSISTANT	2,530.00	25,274.45	30,360.00	5,085.55	16.75
90-70135 PAYROLL CONTINGENCY	0.00	0.00	0.00	0.00	0.00
TOTAL WAGES AND SALARIES	9,563.34	95,607.85	114,760.00	19,152.15	16.69
90-71000 PAYROLL TAX	723.02	7,230.66	9,200.00	1,969.34	21.41
90-71002 RETIREMENT/EMPLOYER	887.46	8,872.23	10,700.00	1,827.77	17.08
90-71004 HEALTH BENEFITS	1,154.04	11,974.83	24,200.00	12,225.17	50.52
90-71005 WORKER COMP	685.67	685.67	775.00	89.33	11.53
90-71006 UNEMPLOYMENT	35.26	105.65	2,375.00	2,269.35	95.55
DEDUCTIONS / BENEFITS	3,485.45	28,869.04	47,250.00	18,380.96	38.90
90-72002 AUDIT	0.00	1,702.00	1,850.00	148.00	8.00
90-72004 DATA PROCESSING SERVICES	0.00	16,922.41	16,800.00	(122.41)	(0.73)
90-72005 COUNTY EMPLOYEE CONTRACT	1,246.73	13,013.97	15,500.00	2,486.03	16.04
90-72007 JANITORIAL SERVICE	78.89	710.01	2,500.00	1,789.99	71.60
90-72008 LEGAL SERVICES	0.00	0.00	2,300.00	2,300.00	100.00
TOTAL SERVICES	1,325.62	32,348.39	38,950.00	6,601.61	16.95
90-72500 BOND/ NOTARY	0.00	34.50	200.00	165.50	82.75
90-72501 MEMBERSHIP BTPE/TBPC	45.00	450.00	650.00	200.00	30.77
90-72502 COMPUTER SUPPLIES	0.00	551.59	2,300.00	1,748.41	76.02
90-72504 EDUCATION & FEES	0.00	517.90	2,250.00	1,732.10	76.98
90-72505 INSURANCE - LIABILITY	558.00	558.00	800.00	242.00	30.25
90-72506 INSURANCE BUILDING/CONTENT	1,045.37	1,045.37	900.00	(145.37)	(16.15)
90-72507 LEGAL NOTICES/PRINTING	1,561.69	1,770.54	9,900.00	8,129.46	82.12
90-72508 MAINT - HARDWARE/EQUIP	0.00	157.98	2,600.00	2,442.02	93.92
90-72509 MAINT - OFFICE EQUIP	0.00	967.55	1,200.00	232.45	19.37
90-72510 MILEAGE & TRAVEL	0.00	225.24	2,800.00	2,574.76	91.96
90-72511 OFFICE SUPPLIES	64.69	1,089.32	2,700.00	1,610.68	59.65
90-72512 POSTAGE	0.00	10,750.74	13,800.00	3,049.26	22.10
90-72513 POSTAGE METER/BOX RENTAL	0.00	849.81	1,400.00	550.19	39.30
90-72515 RENTAL - COPIER	131.19	1,185.34	1,800.00	614.66	34.15
90-72516 ELECTRICITY	155.76	1,398.18	3,550.00	2,151.82	60.61
90-72517 TELEPHONE	159.68	2,464.11	3,200.00	735.89	23.00
90-72518 WATER & SEWER	85.04	801.11	460.00	(341.11)	(74.15)
90-72519 MORTGAGE	1,352.31	13,523.10	16,500.00	2,976.90	18.04
90-72520 BUILDING MAINT.	74.75	519.80	2,000.00	1,480.20	74.01
TOTAL GENERAL EXPENSES	5,233.48	38,860.18	69,010.00	30,149.82	43.69
90-79000 OFFICE EQUIPMENT	0.00	0.00	1,700.00	1,700.00	100.00
90-79001 COMPUTER EQUIPMENT	19.94	1,848.68	4,200.00	2,351.32	55.98
90-79002 BUILDING EXPENSE	2,000.00	2,000.00	2,000.00	0.00	0.00
90-79990 CONTINGENCY	0.00	100.00	3,000.00	2,900.00	96.67
TOTAL CAPITAL INVESTMENTS	2,019.94	3,948.68	10,900.00	6,951.32	63.77
TOTAL EXPENSES	\$ (21,627.83)	\$ (199,634.14)	\$ (280,870.00)	(81,235.86)	28.92

For Management Purposes Only

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Caldwell County Appraisal District
Cash Disbursements Journal
For the Period From Oct 1, 2017 to Oct 31, 2017

Filter Criteria includes: Report order is by Date. Report is printed in Detail Format.

Date	Check #	Account ID	Account Description	Name	Amount
10/4/17	007490	30027 10000	SUPPLEMENTAL INS PAYABLE First Lockhart Natl Bk- Oper	AFLAC INS.	812.02 -812.02
10/4/17	007491	72007 90-72007 10000	JANITORIAL SERVICES JANITORIAL SERVICE First Lockhart Natl Bk- Oper	Buildingstars	264.11 78.89 -343.00
10/4/17	007492	90-72005 10000	COUNTY EMPLOYEE CONTRACT First Lockhart Natl Bk- Oper	CALDWELL COUNTY TREASUR	1,246.73 -1,246.73
10/4/17	007494	72517 10000	TELEPHONE First Lockhart Natl Bk- Oper	SPECTRUM BUSINESS	117.62 -117.62
10/4/17	007495	72515 10000	RENTAL COPIER First Lockhart Natl Bk- Oper	XEROX CORP	200.91 -200.91
10/4/17	007496	90-72515 10000	RENTAL - COPIER First Lockhart Natl Bk- Oper	XEROX CORP	131.19 -131.19
10/4/17	007497	72507 10000	LEGAL NOTICES / PRINTING First Lockhart Natl Bk- Oper	LOCKHART POST-REGISTER	100.00 -100.00
10/4/17	007498	90-72507 10000	LEGAL NOTICES/PRINTING First Lockhart Natl Bk- Oper	BUSINESS FORM SOLUTIONS	330.10 -330.10
10/4/17	007499	72501 10000	MEMBERSHIP BTPE/TBPC First Lockhart Natl Bk- Oper	Texas Dept. of Licensing and Re	45.00 -45.00
10/4/17	007500	72525 72505 72506 90-72506 71005 90-71005 90-72505 10000	INS - VEHICLE INSURANCE LIABILITY INSURANCE BUILDING/ CONTENTS INSURANCE BUILDING/CONTENTS WORKERS COMP WORKER COMP INSURANCE - LIABILITY First Lockhart Natl Bk- Oper	Texas Municipal League	1,171.84 1,145.62 3,499.73 1,045.37 2,295.49 685.67 558.00 -10,401.72
10/6/17	007501	72510 10000	MILEAGE & TRAVEL First Lockhart Natl Bk- Oper	Shanna Ramzinski	66.55 -66.55
10/6/17	007502	90-72507 10000	LEGAL NOTICES/PRINTING First Lockhart Natl Bk- Oper	BUSINESS FORM SOLUTIONS	1,231.59 -1,231.59
10/6/17	007503	79002 90-79002 10000	BUILDING EXPENSE BUILDING EXPENSE First Lockhart Natl Bk- Oper	Countywide Builders	5,200.00 2,000.00 -7,200.00
10/6/17	007504	72004 72508 10000	DATA PROCESSING SERVICES MAINT - HARDWARE & EQUIPMENT First Lockhart Natl Bk- Oper	TRUE AUTOMATION - Harris Co	262.50 3,000.00 -3,262.50
10/6/17	007505	71006 90-71006 10000	UNEMPLOYMENT UNEMPLOYMENT First Lockhart Natl Bk- Oper	Texas Assoc. of Counties	118.04 35.26 -153.30
10/6/17	007506	71004 90-71004 30029 30027 10000	HEALTH BENEFITS HEALTH BENEFITS DENTAL INS SUPPLEMENTAL INS PAYABLE First Lockhart Natl Bk- Oper	United Health Care Ins Company	184.32 57.20 668.69 153.30 -1,063.51
10/12/17	007507	72510 10000	MILEAGE & TRAVEL First Lockhart Natl Bk- Oper	Shanna Ramzinski	28.87 -28.87

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Caldwell County Appraisal District
Cash Disbursements Journal
For the Period From Oct 1, 2017 to Oct 31, 2017

Filter Criteria includes: Report order is by Date. Report is printed in Detail Format.

Date	Check #	Account ID	Account Description	Name	Amount
10/13/17	007508	72520	BUILDING MAINT	ABC Home & Commercial Servic	65.45
		90-72520	BUILDING MAINT.		19.55
		10000	First Lockhart Natl Bk- Oper		-85.00
10/13/17	007509	72514	SUBSCRIPTION & BOOKS	VREF PUBLISHING INC	99.95
		10000	First Lockhart Natl Bk- Oper		-99.95
10/13/17	007510	72510	MILEAGE & TRAVEL	Christie Costello	40.66
		10000	First Lockhart Natl Bk- Oper		-40.66
10/13/17	007511	72510	MILEAGE & TRAVEL	Jaclyn Archer	27.82
		10000	First Lockhart Natl Bk- Oper		-27.82
10/13/17	007512	72008	LEGAL SERVICES	HARGROVE & EVANS, LLP	1,059.18
		10000	First Lockhart Natl Bk- Oper		-1,059.18
10/13/17	007513	71004	HEALTH BENEFITS	UNITED HEATHCARE SERVICE	6,581.04
		90-71004	HEALTH BENEFITS		1,096.84
		30028	DEPN INS PAYABLE		471.07
		10000	First Lockhart Natl Bk- Oper		-8,148.95
10/13/17	007514	72507	LEGAL NOTICES / PRINTING	LULING NEWSBOY	74.40
		10000	First Lockhart Natl Bk- Oper		-74.40
10/13/17	007515	72504	EDUCATION / FEES	Texas Assoc. Appraisal Districts	325.00
		10000	First Lockhart Natl Bk- Oper		-325.00
10/16/17	007518	79001	COMPUTER EQUIPMENT	CARD SERVICE CENTER	185.55
		72517	TELEPHONE		534.59
		90-72517	TELEPHONE		159.68
		72511	OFFICE SUPPLIES		67.08
		90-72511	OFFICE SUPPLIES		5.98
		72514	SUBSCRIPTION & BOOKS		350.00
		90-79001	COMPUTER EQUIPMENT		19.94
		72504	EDUCATION / FEES		290.00
		79001	COMPUTER EQUIPMENT		4,679.94
		10000	First Lockhart Natl Bk- Oper		-6,292.76
10/24/17	007519	72517	TELEPHONE	AT&T Mobility	561.34
		10000	First Lockhart Natl Bk- Oper		-561.34
10/26/17	007520	72519	MORTGAGE	First Lockhart National Bank	4,527.30
		90-72519	MORTGAGE		1,352.31
		10000	First Lockhart Natl Bk- Oper		-5,879.61
10/26/17	007521	72502	COMPUTER SUPPLIES	CAD Supplies Specialty, Inc	132.00
		10000	First Lockhart Natl Bk- Oper		-132.00
10/26/17	007522	72511	OFFICE SUPPLIES	Proforma- Blue Eagle Productio	238.39
		10000	First Lockhart Natl Bk- Oper		-238.39
10/26/17	007523	72502	COMPUTER SUPPLIES	Lone Star Office Solutions	359.85
		10000	First Lockhart Natl Bk- Oper		-359.85
10/26/17	007524	72520	BUILDING MAINT	Jesus Gonzales	184.80
		90-72520	BUILDING MAINT.		55.20
		10000	First Lockhart Natl Bk- Oper		-240.00
10/26/17	007525	72511	OFFICE SUPPLIES	OFFICE DEPOT	196.53
		90-72511	OFFICE SUPPLIES		58.71
		10000	First Lockhart Natl Bk- Oper		-255.24
10/26/17	007526	72516	ELECTRICITY	City of Lockhart	521.45
		90-72516	ELECTRICITY		155.76

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Caldwell County Appraisal District
Cash Disbursements Journal
For the Period From Oct 1, 2017 to Oct 31, 2017

Filter Criteria includes: Report order is by Date. Report is printed in Detail Format.

Date	Check #	Account ID	Account Description	Name	Amount
		72518	WATER & SEWER		284.71
		90-72518	WATER & SEWER		85.04
		10000	First Lockhart Natl Bk- Oper		-1,046.96
10/26/17	007527	90-72501	MEMBERSHIP BTPE/TBPC	Texas Dept. of Licensing and Re	45.00
		10000	First Lockhart Natl Bk- Oper		-45.00
10/26/17	007528	72508	MAINT - HARDWARE & EQUIPMENT	N Metzler Consulting	400.00
		10000	First Lockhart Natl Bk- Oper		-400.00
10/31/17	007529	72510	MILEAGE & TRAVEL	HAYS ISD	167.13
		10000	First Lockhart Natl Bk- Oper		-167.13
10/31/17	007529V	72510	MILEAGE & TRAVEL	HAYS ISD	-167.13
		10000	First Lockhart Natl Bk- Oper		167.13
10/31/17	007530	72510	MILEAGE & TRAVEL	Shanna Ramzinski	167.13
		10000	First Lockhart Natl Bk- Oper		-167.13
10/31/17	007531	79002	BUILDING EXPENSE	Countywide Builders	10,980.00
		10000	First Lockhart Natl Bk- Oper		-10,980.00
Total					

Caldwell County Appraisal District
INCOME STATEMENT- APPRAISAL
 For the Ten Months Ending October 31, 2017

	Current Month	YTD ACTUAL	YTD BUDGET	UNENCUMBERE	%
Revenues					
CITY OF LOCKHART	\$ 0.00	\$ 90,555.52	\$ 90,555.50	(0.02)	0.00
CITY OF LULING	0.00	24,884.80	24,884.80	0.00	0.00
CITY OF MARTINDALE	0.00	6,268.20	6,268.20	0.00	0.00
CITY OF MUSTANG RIDGE	0.00	2,721.92	2,721.91	(0.01)	0.00
CITY OF NIEDERWALD	0.00	374.76	374.76	0.00	0.00
CITY OF UHLAND	0.00	534.40	534.42	0.02	0.00
CALDWELL COUNTY	0.00	344,700.96	344,700.96	0.00	0.00
LOCKHART ISD	0.00	340,667.72	340,667.71	(0.01)	0.00
LULING ISD	0.00	89,259.72	89,259.73	0.01	0.00
PRAIRIE LEA ISD	0.00	25,814.36	25,814.36	0.00	0.00
PLUM CREEK CONS DIST	0.00	5,658.48	5,658.48	0.00	0.00
PLUM CREEK UNDERGROU	0.00	5,365.12	5,365.13	0.01	0.00
GONZALES ISD	0.00	6,795.36	6,795.34	(0.02)	0.00
WEALDER ISD	0.00	5,217.92	5,217.91	(0.01)	0.00
SAN MARCOS ISD	0.00	39,730.76	39,730.75	(0.01)	0.00
HAYS ISD	0.00	10,159.00	10,159.01	0.01	0.00
GONZALES COUNTY UWD	0.00	175.32	175.33	0.01	0.01
CALDWELL-HAYS ESD1	0.00	6,955.12	6,955.11	(0.01)	0.00
CITY OF SAN MARCOS	0.00	1,845.16	1,845.15	(0.01)	0.00
CALDWELL ESD #2	0.00	2,183.20	2,183.20	0.00	0.00
CALDWELL ESD #3	0.00	2,398.64	2,398.66	0.02	0.00
CALDWELL ESD #4	0.00	1,779.04	1,779.06	0.02	0.00
AUSTIN COMMUNITY COLL	0.00	694.52	694.53	0.01	0.00
Total Revenues	0.00	1,014,740.00	1,014,740.01	0.01	0.00
TOTAL BUDGET REV	\$ 0.00	\$ 1,014,740.00	\$ 1,014,740.01	0.01	0.00
COPIES MISC REVENUE	\$ (215.70)	\$ (1,941.94)	\$ 0.00	1,941.94	0.00
INTEREST INCOME REVENU	(456.16)	(3,233.51)	0.00	3,233.51	0.00
INVESTMENT INTEREST INC	(11.01)	(94.33)	0.00	94.33	0.00
TOTAL OTHER REVENUE	(682.87)	(5,269.78)	0.00	5,269.78	0.00

Caldwell County Appraisal District
INCOME STATEMENT- COLLECTION
 For the Ten Months Ending October 31, 2017

	Current Month	YTD ACTUAL	YTD BUDGET	UNENCUMBERE	%
Revenues					
CITY OF LOCKHART	\$ 0.00	\$ 26,112.84	\$ 26,112.83	(0.01)	0.00
CITY OF LULING	0.00	7,325.24	7,325.22	(0.02)	0.00
CITY OF MARTINDALE	0.00	1,807.52	1,807.52	0.00	0.00
CITY OF MUSTANG RIDGE	0.00	784.88	784.90	0.02	0.00
CITY OF NIEDERWALD	0.00	108.08	108.07	(0.01)	(0.01)
CITY OF UHLAND	0.00	154.12	154.11	(0.01)	(0.01)
CALDWELL COUNTY	0.00	99,398.88	99,398.89	0.01	0.00
LOCKHART ISD	0.00	98,235.84	98,235.85	0.01	0.00
LULING ISD	0.00	30,356.48	30,356.48	0.00	0.00
PRAIRIE LEA ISD	0.00	9,516.96	9,516.95	(0.01)	0.00
PLUM CREEK CONS DIST	0.00	1,631.68	1,631.69	0.01	0.00
PLUM CREEK UNDERGROUND	0.00	1,547.12	1,547.10	(0.02)	0.00
GONZALES COUNTY UWD	0.00	50.56	50.56	0.00	0.00
CALDWELL-HAYS ESD1	0.00	2,005.60	2,005.60	0.00	0.00
CALDWELL ESD #2	0.00	629.56	629.55	(0.01)	0.00
CALDWELL ESD #3	0.00	691.68	691.68	0.00	0.00
CALDWELL ESD #4	0.00	513.00	513.01	0.01	0.00
Total Revenues	0.00	280,870.04	280,870.01	(0.03)	0.00
TAX CERTIFICATES	(80.00)	(685.00)	0.00	685.00	0.00
TOTAL TAX CERT. REVENUE	(80.00)	(685.00)	0.00	685.00	0.00
TOTAL BUDGET REVENUE	\$ 80.00	\$ 281,555.04	\$ 280,870.01	(685.03)	(0.24)
RETURN CHECK FEE	\$ 0.00	\$ (600.00)	\$ 0.00	600.00	0.00
BUS PP RENDITION PENALTY	(33.51)	(1,010.64)	0.00	1,010.64	0.00
OFFICE RENTAL INCOME	(100.00)	(1,000.00)	0.00	1,000.00	0.00
TOTAL OTHER REVENUE	(133.51)	(2,610.64)	0.00	2,610.64	0.00
DELINQUENT ATTORNEY FEES- L	(24,911.64)	(24,911.64)	0.00	24,911.64	0.00
DELINQUENT ATTORNEY FEES- P	(3,041.73)	(3,041.73)	0.00	3,041.73	0.00
DELINQUENT ABSTRACT FEES- L	(2,225.00)	(2,225.00)	0.00	2,225.00	0.00
DELINQUENT ABSTRACT FEES- P	(175.00)	(175.00)	0.00	175.00	0.00
TOTAL DELINQUENT ATTORNEY	(30,353.37)	(30,353.37)	0.00	30,353.37	0.00

For Management Purposes Only

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**Annual Evaluation
Chief Appraiser, Caldwell County Appraisal District**

The mission of the Appraisal District is to identify all property (real and personal) for ad valorem tax purposes, establish accurate appraisal values, and provide reports to taxpayers and taxing entities in a timely and cost efficient manner.

Ratings Definitions:

E	M	NM
Exceeded expectations	Met all expectations	Did not meet expectations

Performance Standard	Comments	Rating		
		E	M	NM
Appraisal Knowledge (ensures CAD is in compliance with the Property Tax Code)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Budget Management (fiscally responsible when creating budget)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Financial Management (accountability and use of budget funds)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Personnel Management (staff training, leadership)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Communication (with BOD, employees, tax units, public)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Initiative		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Attitude		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Training, Documentation, Other		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Overall		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Comments:

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Comments:

Chief Appraiser	Board of Directors

CCAD Chief Appraiser
Signature of Receipt

Signature
Board Chairman