

**CALDWELL COUNTY APPRAISAL DISTRICT
BOARD OF DIRECTORS
AGENDA PACKET
JUNE 30, 2020**

CALL TO ORDER

1. Public Comments.
2. Collection Report May 2020.
2a-2b

DISCUSSION/ACTION

3. Consideration and possible approval of Minutes of May 26, 2020 meeting.
3a-3b
4. Consideration of and possible approval of Financial Report May 2020.
4a-4j
5. Budget Workshop on 2021 Appraisal and Collection Budgets.
5a-5e
6. Discussion and consideration regarding the 2021 Appraisal and Collection Budgets.
7. Consideration of and possible action regarding property which may have been omitted from appraisal roll.
8. Discussion of and possible approval of topics on CCAD Public Website.
9. Chief Appraiser's Report.
 - a. Appraisal update.
 - b. Collection update.
10. Board requests for future agenda items. *(No action or discussion may occur during this item)*
11. Adjourn.

May 2020 Collections Report

Collections

Current Collections(2019)	\$ 805,389.58
Penalties & Interest	\$ <u>44,132.72</u>
Total	\$ 849,522.30

Delinquent Collections(2018 & Prior)	\$ 95,280.06
Penalties & Interest	\$ <u>34,621.79</u>
Total	\$ 129,901.85

Total Current/Delq. \$ 979,424.15

Current Balance (2019)

Total 2019 Levy	\$55,835,566.16
Adjustments	\$ 31,314.06
Collections YTD	<u>\$52,185,569.79</u> 93.41%

Balance \$ 3,681,310.43

Delinquent Balance (2018 & Prior)

Beginning Balance	\$5,544,546.17
Adjustments	\$ (233,498.47)
Collections YTD	<u>\$1,013,810.05</u> 19.09%

Balance \$4,297,237.65

Last year at this time Current Collections was 94.57%

Payment Agreements(See Spreadsheet Attached)

Total Agreements (as of the 1st of the month) - 211

New Agreements - 18

Agreements Paid in Full - 13

Defaulted Agreements (as of the end of the month) - 5

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

2a

Payment Agreements 2020

Month	Total Agreements (as of 1st of the Month)	New Agreements	Agreements Paid In Full	Defaulted Agreements
January	209	16	17	6
February	202	28	13	8
March	209	17	11	5
April	210	11	10	0
May	211	18	13	5
June				
July				
August				
September				
October				
November				
December				

**CALDWELL COUNTY APPRAISAL DISTRICT
MINUTES OF REGULAR MEETING
MAY 26, 2020**

The Board of Directors of the Caldwell County Appraisal District met in regular session on May 26, 2020 at 6:00 PM via teleconference.

Those in attendance were board members Lee Rust, Kathy Haigler, Sally Daniel, Alfredo Munoz and Sonja Villalobos, Chief Appraiser Shanna Ramzinski, Administrative Assistant/Recording Secretary Phyllis Fischer and Legal Counsel Jim Evans,

CALL TO ORDER at 6:17 PM

Item #1. Public Comments.

Property Owner, Mr. Ross Purcell expressed his concern with rising property values.

Item #2. Collection Report April 2020.

Shanna Ramzinski presented the April 2020 Collection Report.

DISCUSSION/ACTION

Item #3. Consideration and possible approval of Minutes of April 28, 2020 meeting.

Shanna Ramzinski presented the Minutes of the April 28, 2020 meeting.

Alfredo Munoz made a motion, seconded by Kathy Haigler to approve the Minutes of the April 28, 2020 meeting. Motion carried 5-0-0.

Item #4. Consideration of and possible approval of Financial Report April 2020.

Shanna Ramzinski presented the April 2020 Financial Report.

Alfredo Munoz made a motion, seconded by Sally Daniel, to approve the April 2020 Financial Report. Motion carried 5-0-0.

Item #5. Consideration of and possible action regarding annual longevity compensation.

There was discussion regarding the annual longevity compensation.

Item #6. Consideration of and possible action regarding employee compensation.

No action taken.

Item #7. Consideration and possible action regarding contract for Bank Depository.

Shanna Ramzinski presented the letter for extension of the Bank Depository contract.

Lee Rust made a motion, seconded by Sonja Villalobos, to approve the Bank Depository extension. Motion carried 5-0-0.

Item #8. Discussion and possible action regarding proposed amendment to 2020 budget to retain excess funds remaining from the 2019 budget allocation payments from taxing entities and directing the Secretary to send notice of the proposed amendment to the presiding officer of the governing body of each taxing unit participating in the district.

Kathy Haigler made a motion, seconded by Alfredo Munoz to direct the secretary to send notice of the proposed amendment to retain excess funds remaining from the 2019 budget to the presiding officer of the governing body of each taxing unit participating in the district. Motion carried 5-0-0.

Item #9. Discussion and possible action regarding renewal contract for Appraisal Services with Capital Appraisal Group.

Shanna Ramzinski presented the renewal contract for Appraisal Services with Capital Appraisal Group.

Kathy Haigler made a motion, seconded by Lee Rust, to approve the renewal contract. Motion carried 5-0-0.

Item #10. Discussion and consideration regarding the 2021 Appraisal and Collection Budgets.

There was discussion pertaining to the 2021 Appraisal and Collection Budgets.

Lee Rust made a motion, seconded by Alfredo Munoz, to hold a Budget Workshop prior to the next Board Meeting. Motion carried 5-0-0.

Item #11. Consideration of and possible action regarding property that may have been omitted from appraisal roll.

Lee Rust made a motion, seconded by Sonja Villalobos, to task the Chief Appraiser with researching property omitted from appraisal roll. Motion carried 4-1-0 Alfredo Munoz opposed.

Item #12. Chief Appraiser's Report.

- a. Appraisal update – informals and protests.
- b. Collection update – drive thru has been very busy.

Item #13. Board requests for future agenda items.

There were no requests for future agenda items.

Item #14. Adjourn.

Kathy Haigler made a motion, seconded by Sally Daniel, to adjourn the meeting. Motion carried 5-0-0.

Meeting adjourned at 8:00 PM.

Chairman

Secretary

Caldwell County Appraisal District
EXPENSE STATEMENT- APPRAISAL
 For the Five Months Ending May 31, 2020

	Current Month	YTD ACTUAL	YTD BUDGET	UNENCUMBERED	%	
70101	CHIEF APPRAISER	\$ 6,540.42	\$ 32,702.10	\$ 78,485.00	45,782.90	58.33
70102	DEPUTY CHIEF APPRAISER	3,764.58	18,822.90	45,175.00	26,352.10	58.33
70103	SYSTEM MGR/MAPPER	5,292.26	26,461.30	63,507.00	37,045.70	58.33
70105	FIELD APPRAISER II	2,823.76	14,118.80	33,885.00	19,766.20	58.33
70106	SENIOR APPRAISER I	3,652.66	18,263.30	43,832.00	25,568.70	58.33
70107	SENIOR APPRAISER II	0.00	3,718.21	41,597.00	37,878.79	91.06
70108	FIELD APPRAISER I	2,565.46	12,111.49	34,568.00	22,456.51	64.96
70109	FIELD APPRAISER III	2,707.76	13,538.80	32,493.00	18,954.20	58.33
70111	ADMINISTRATIVE ASST.	4,169.16	20,845.80	50,030.00	29,184.20	58.33
70112	DATA ENTRY TECHNICIAN	2,509.58	12,547.90	30,115.00	17,567.10	58.33
70113	SUPPORT TECH	3,063.84	15,319.20	36,766.00	21,446.80	58.33
70120	911/GIS	1,076.24	7,666.65	39,734.00	32,067.35	80.71
70135	PAYROLL CONTINGENCY	0.00	0.00	2,000.00	2,000.00	100.00
	TOTAL WAGES AND SALARIES	38,165.72	196,116.45	532,187.00	336,070.55	63.15
71000	PAYROLL TAX	2,886.47	15,113.64	45,000.00	29,886.36	66.41
71002	RETIREMENT / EMPLOYER	3,833.98	19,460.40	51,000.00	31,539.60	61.84
71004	HEALTH BENEFITS	6,076.92	32,214.23	107,400.00	75,185.77	70.01
71005	WORKERS COMP	0.00	(131.00)	2,750.00	2,881.00	104.76
71006	UNEMPLOYMENT	0.00	223.43	4,000.00	3,776.57	94.41
	DEDUCTIONS / BENEFITS	12,797.37	66,880.70	210,150.00	143,269.30	68.17
72000	APPR ENGINEERS	0.00	20,625.00	42,000.00	21,375.00	50.89
72001	APPR REVIEW BOARD	350.00	1,350.00	24,000.00	22,650.00	94.38
72002	AUDIT	6,100.00	6,100.00	6,200.00	100.00	1.61
72003	BOARD OF DIRECTORS	0.00	303.98	1,790.00	1,486.02	83.02
72004	DATA PROCESSING SERVICES	0.00	29,848.89	51,400.00	21,551.11	41.93
72007	JANITORIAL SERVICES	264.11	1,320.55	6,200.00	4,879.45	78.70
72008	LEGAL SERVICES	347.44	2,165.93	27,000.00	24,834.07	91.98
	TOTAL SERVICES	7,061.55	61,714.35	158,590.00	96,875.65	61.09
72500	BOND CHIEF/NOTARY	0.00	0.00	250.00	250.00	100.00
72501	MEMBERSHIP BTPE/TBPC	0.00	2,077.50	3,800.00	1,722.50	45.33
72502	COMPUTER SUPPLIES	15.98	1,267.89	7,000.00	5,732.11	81.89
72504	EDUCATION / FEES	680.00	3,260.00	8,000.00	4,740.00	59.25
72505	INSURANCE LIABILITY	0.00	0.00	1,750.00	1,750.00	100.00
72506	INSURANCE BUILDING/ CONTE	0.00	0.00	4,100.00	4,100.00	100.00
72507	LEGAL NOTICES / PRINTING	9,597.80	11,528.56	15,200.00	3,671.44	24.15
72508	MAINT - HARDWARE & EQUIP	800.00	1,600.00	8,700.00	7,100.00	81.61
72509	MAINT - OFFICE EQUIPMENT	0.00	0.00	1,000.00	1,000.00	100.00
72510	MILEAGE & TRAVEL	85.10	954.64	5,000.00	4,045.36	80.91
72511	OFFICE SUPPLIES	73.54	889.40	7,800.00	6,910.60	88.60
72512	POSTAGE	3,956.53	15,766.37	26,200.00	10,433.63	39.82
72513	POSTAGE METER/BOX RENTAL	0.00	1,222.35	4,425.00	3,202.65	72.38
72514	SUBSCRIPTION & BOOKS	423.95	4,637.65	6,860.00	2,222.35	32.40
72515	RENTAL COPIER	199.94	794.96	2,650.00	1,855.04	70.00
72516	ELECTRICITY	484.54	2,258.34	9,000.00	6,741.66	74.91
72517	TELEPHONE	929.42	3,503.24	13,400.00	9,896.76	73.86
72518	WATER & SEWER	282.81	1,280.76	3,500.00	2,219.24	63.41
72519	MORTGAGE	4,527.30	22,636.50	54,520.00	31,883.50	58.48
72520	BUILDING MAINT	123.20	1,205.28	5,000.00	3,794.72	75.89
72523	FUEL - VEHICLE	185.06	1,696.76	7,200.00	5,503.24	76.43

4a

For Management Purposes Only

Caldwell County Appraisal District
EXPENSE STATEMENT- APPRAISAL
 For the Five Months Ending May 31, 2020

	Current Month	YTD ACTUAL	YTD BUDGET	UNENCUMBERED	%
72524 MAINT. - VEHICLE	0.00	6,024.18	6,200.00	175.82	2.84
72525 INS - VEHICLE	0.00	0.00	2,400.00	2,400.00	100.00
TOTAL GENERAL EXPENSES	<u>22,365.17</u>	<u>82,604.38</u>	<u>203,955.00</u>	<u>121,350.62</u>	<u>59.50</u>
79000 OFFICE EQUIPMENT	72.59	2,824.95	5,000.00	2,175.05	43.50
79001 COMPUTER EQUIPMENT	108.76	3,471.59	28,500.00	25,028.41	87.82
79002 BUILDING EXPENSE	0.00	0.00	5,000.00	5,000.00	100.00
79003 VEHICLE	0.00	0.00	25,000.00	25,000.00	100.00
79990 CONTINGENCY	0.00	(2,252.35)	10,000.00	12,252.35	122.52
TOTAL CAPITAL INVESTMENT	<u>181.35</u>	<u>4,044.19</u>	<u>73,500.00</u>	<u>69,455.81</u>	<u>94.50</u>
TOTAL EXPENSES	<u>\$ (80,571.16)</u>	<u>\$ (411,360.07)</u>	<u>\$ (1,178,382.)</u>	<u>(767,021.93)</u>	<u>65.09</u>

46

Caldwell County Appraisal District
EXPENSE STATEMENT - COLLECTION

For the Five Months Ending May 31, 2020

	Current Month	YTD ACTUAL	YTD BUDGET	UNENCUMBERED	%
90-70120 DEPUTY TAX COLLECTOR	\$ 4,418.42	\$ 22,092.10	\$ 53,021.00	30,928.90	58.33
90-70121 COLLECTION SPECIALIST	2,933.34	14,666.70	35,200.00	20,533.30	58.33
90-70126 PUBLIC ASSISTANT	2,276.34	11,381.70	27,316.00	15,934.30	58.33
90-70135 PAYROLL CONTINGENCY	0.00	0.00	0.00	0.00	0.00
TOTAL WAGES AND SALARIES	9,628.10	48,140.50	115,537.00	67,396.50	58.33
90-71000 PAYROLL TAX	728.98	3,644.90	9,250.00	5,605.10	60.60
90-71002 RETIREMENT/EMPLOYER	913.70	4,568.50	11,500.00	6,931.50	60.27
90-71004 HEALTH BENEFITS	1,370.06	6,800.51	27,700.00	20,899.49	75.45
90-71005 WORKER COMP	0.00	0.00	875.00	875.00	100.00
90-71006 UNEMPLOYMENT	0.00	51.99	3,375.00	3,323.01	98.46
DEDUCTIONS / BENEFITS	3,012.74	15,065.90	52,700.00	37,634.10	71.41
90-72002 AUDIT	1,700.00	1,700.00	1,800.00	100.00	5.56
90-72004 DATA PROCESSING SERVICES	53.11	9,086.89	19,450.00	10,363.11	53.28
90-72005 COUNTY EMPLOYEE CONTRACT	2,670.24	8,010.72	17,500.00	9,489.28	54.22
90-72007 JANITORIAL SERVICE	78.89	394.45	2,500.00	2,105.55	84.22
90-72008 LEGAL SERVICES	0.00	0.00	2,500.00	2,500.00	100.00
TOTAL SERVICES	4,502.24	19,192.06	43,750.00	24,557.94	56.13
90-72500 BOND/ NOTARY	0.00	71.00	200.00	129.00	64.50
90-72501 MEMBERSHIP BTPE/TBPC	145.00	145.00	700.00	555.00	79.29
90-72502 COMPUTER SUPPLIES	0.00	58.50	2,300.00	2,241.50	97.46
90-72504 EDUCATION & FEES	0.00	810.00	3,400.00	2,590.00	76.18
90-72505 INSURANCE - LIABILITY	0.00	0.00	850.00	850.00	100.00
90-72506 INSURANCE BUILDING/CONTENT	0.00	0.00	1,300.00	1,300.00	100.00
90-72507 LEGAL NOTICES/PRINTING	0.00	33.75	10,300.00	10,266.25	99.67
90-72508 MAINT - HARDWARE/EQUIP	0.00	0.00	2,600.00	2,600.00	100.00
90-72509 MAINT - OFFICE EQUIP	0.00	0.00	1,500.00	1,500.00	100.00
90-72510 MILEAGE & TRAVEL	0.00	67.85	2,800.00	2,732.15	97.58
90-72511 OFFICE SUPPLIES	12.42	369.54	3,200.00	2,830.46	88.45
90-72512 POSTAGE	690.00	1,380.00	15,000.00	13,620.00	90.80
90-72513 POSTAGE METER/BOX RENTAL	0.00	283.27	1,400.00	1,116.73	79.77
90-72515 RENTAL - COPIER	85.28	355.64	1,800.00	1,444.36	80.24
90-72516 ELECTRICITY	144.73	674.57	3,000.00	2,325.43	77.51
90-72517 TELEPHONE	286.42	1,090.42	3,400.00	2,309.58	67.93
90-72518 WATER & SEWER	84.48	382.57	1,200.00	817.43	68.12
90-72519 MORTGAGE	1,352.31	6,761.55	16,500.00	9,738.45	59.02
90-72520 BUILDING MAINT.	36.80	360.02	2,100.00	1,739.98	82.86
TOTAL GENERAL EXPENSES	2,837.44	12,843.68	73,550.00	60,706.32	82.54
90-79000 OFFICE EQUIPMENT	36.79	36.79	2,000.00	1,963.21	98.16
90-79001 COMPUTER EQUIPMENT	18.40	18.40	9,200.00	9,181.60	99.80
90-79002 BUILDING EXPENSE	0.00	0.00	2,200.00	2,200.00	100.00
90-79990 CONTINGENCY	0.00	(500.52)	3,000.00	3,500.52	116.68
TOTAL CAPITAL INVESTMENTS	55.19	(445.33)	16,400.00	16,845.33	102.72
TOTAL EXPENSES	\$ (20,035.71)	\$ (94,796.81)	\$ (301,937.00)	(207,140.19)	68.60

HC

Caldwell County Appraisal District
INCOME STATEMENT- APPRAISAL
 For the Five Months Ending May 31, 2020

	Current Month	YTD ACTUAL	YTD BUDGET	UNENCUMBERE	%
Revenues					
CITY OF LOCKHART	\$ 0.00	\$ 49,543.96	\$ 99,087.94	49,543.98	50.00
CITY OF LULING	0.00	13,624.80	27,249.59	13,624.79	50.00
CITY OF MARTINDALE	0.00	3,364.40	6,728.81	3,364.41	50.00
CITY OF MUSTANG RIDGE	0.00	1,273.22	2,546.44	1,273.22	50.00
CITY OF NIEDERWALD	0.00	403.90	807.79	403.89	50.00
CITY OF UHLAND	0.00	533.52	533.52	0.00	0.00
CALDWELL COUNTY	0.00	193,410.78	386,821.58	193,410.80	50.00
LOCKHART ISD	0.00	200,616.86	401,233.71	200,616.85	50.00
LULING ISD	0.00	50,919.74	101,839.47	50,919.73	50.00
PRAIRIE LEA ISD	0.00	10,625.88	21,251.76	10,625.88	50.00
PLUM CREEK CONS DIST	0.00	3,382.76	6,765.51	3,382.75	50.00
PLUM CREEK UNDERGROU	0.00	3,154.12	6,308.24	3,154.12	50.00
GONZALES ISD	0.00	4,013.64	8,027.30	4,013.66	50.00
WEALDER ISD	0.00	2,460.32	4,920.63	2,460.31	50.00
SAN MARCOS ISD	0.00	22,383.54	44,767.08	22,383.54	50.00
HAYS ISD	0.00	5,322.92	10,645.84	5,322.92	50.00
GONZALES COUNTY UWD	0.00	78.72	157.42	78.70	49.99
CALDWELL-HAYS ESD1	0.00	4,540.76	9,081.53	4,540.77	50.00
CITY OF SAN MARCOS	0.00	1,738.72	3,477.42	1,738.70	50.00
CALDWELL ESD #2	0.00	1,282.34	2,564.67	1,282.33	50.00
CALDWELL ESD #3	0.00	1,224.84	2,449.66	1,224.82	50.00
CALDWELL ESD #4	0.00	1,284.40	2,568.79	1,284.39	50.00
AUSTIN COMMUNITY COLL	0.00	373.64	747.29	373.65	50.00
Total Revenues	0.00	575,557.78	1,150,581.99	575,024.21	49.98
TOTAL BUDGET REV	\$ 0.00	\$ 575,557.78	\$ 1,150,581.99	575,024.21	49.98
COPIES MISC REVENUE	\$ (190.00)	\$ (893.45)	\$ 0.00	893.45	0.00
INTEREST INCOME REVENU	(244.98)	(2,381.93)	0.00	2,381.93	0.00
TOTAL OTHER REVENUE	(434.98)	(3,275.38)	0.00	3,275.38	0.00

4d

For Management Purposes Only

Caldwell County Appraisal District
INCOME STATEMENT- COLLECTION
 For the Five Months Ending May 31, 2020.

	Current Month	YTD ACTUAL	YTD BUDGET	UNENCUMBERE	%
Revenues					
CITY OF LOCKHART	\$ 0.00	\$ 13,555.52	\$ 27,111.04	13,555.52	50.00
CITY OF LULING	0.00	3,780.06	7,560.12	3,780.06	50.00
CITY OF MARTINDALE	0.00	920.52	1,841.04	920.52	50.00
CITY OF MUSTANG RIDGE	0.00	348.36	696.72	348.36	50.00
CITY OF NIEDERWALD	0.00	110.50	221.02	110.52	50.00
CITY OF UHLAND	0.00	145.96	145.97	0.01	0.01
CALDWELL COUNTY	0.00	52,918.34	105,836.67	52,918.33	50.00
LOCKHART ISD	0.00	54,889.96	109,779.91	54,889.95	50.00
LULING ISD	0.00	16,201.84	32,403.66	16,201.82	50.00
PRAIRIE LEA ISD	0.00	4,080.58	8,161.16	4,080.58	50.00
PLUM CREEK CONS DIST	0.00	925.54	1,851.08	925.54	50.00
PLUM CREEK UNDERGROUND	0.00	862.98	1,725.97	862.99	50.00
GONZALES COUNTY UWD	0.00	21.54	43.07	21.53	49.99
CALDWELL-HAYS ESD1	0.00	1,242.38	2,484.76	1,242.38	50.00
CALDWELL ESD #2	0.00	350.86	701.71	350.85	50.00
CALDWELL ESD #3	0.00	335.12	670.24	335.12	50.00
CALDWELL ESD #4	0.00	351.42	702.84	351.42	50.00
Total Revenues	0.00	151,041.48	301,936.98	150,895.50	49.98
TAX CERTIFICATES	(130.00)	(450.00)	0.00	450.00	0.00
TOTAL TAX CERT. REVENUE	(130.00)	(450.00)	0.00	450.00	0.00
TOTAL BUDGET REVENUE	\$ 130.00	\$ 151,491.48	\$ 301,936.98	150,445.50	49.83
RETURN CHECK FEE	\$ (50.00)	\$ (425.00)	\$ 0.00	425.00	0.00
BUS PP RENDITION PENALTY	(21.26)	(1,155.72)	0.00	1,155.72	0.00
OFFICE RENTAL INCOME	0.00	(400.00)	0.00	400.00	0.00
TOTAL OTHER REVENUE	(71.26)	(1,980.72)	0.00	1,980.72	0.00
DELINQUENT ATTORNEY FEES- L	(24,310.65)	(24,310.65)	0.00	24,310.65	0.00
DELINQUENT ATTORNEY FEES- P	(3,772.66)	(3,772.66)	0.00	3,772.66	0.00
DELINQUENT ABSTRACT FEES- L	(975.00)	(975.00)	0.00	975.00	0.00
DELINQUENT ABSTRACT FEES- P	(200.00)	(200.00)	0.00	200.00	0.00
TOTAL DELINQUENT ATTORNEY	(29,258.31)	(29,258.31)	0.00	29,258.31	0.00

4e

**Caldwell County Appraisal District
Cash Disbursements Journal
For the Period From May 1, 2020 to May 31, 2020**

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

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
5/4/20	008847	30027	APR 2020 INSURANCE PAYABLE INV #517654	343.05	
		71004	APR 2020 CANCER - APPR	149.36	
		90-71004	APR 2020 CANCER- COLL	49.79	
		10000	AFLAC INS.		542.20
5/4/20	008848	71004	MAY 2020 HEALTH INS - APPR	5,843.96	
		90-71004	MAY 2020 HEALTH INS - COLL	1,300.13	
		30028	APR 2019 MED PAYABLE	559.97	
		10000	UNITED HEALTHCARE SERVICES		7,704.06
5/4/20	008849	72007	INV #15095 MAY 2020 JANITORIAL SERVICES - APPR	264.11	
		90-72007	INV #15095 MAY 2020 JANITORIAL SERVICES - COLL	78.89	
		10000	Buildingstars		343.00
5/4/20	008850	90-72005	MAY 2020 LULING EMPLOYEE SALARY	1,335.12	
		10000	CALDWELL COUNTY TREASURER		1,335.12
5/4/20	008851	72508	INV #2020-04-01-CCAD MAR 2020 COMPUTER SERVICES	400.00	
		10000	N Metzler Consulting		400.00
5/4/20	008852	72002	INV #E100969843 2020 FINANCIAL AUDIT	6,100.00	
		90-72002	INV #E100969843 2020 FINANCIAL AUDIT	1,700.00	
		10000	Eide Bailly LLP		7,800.00
5/4/20	008853	72511	WATER DELIVERY - APPR	20.78	
		90-72511	WATER DELIVERY - COLL	6.21	
		10000	HILL COUNTRY SPRINGS		26.99
5/4/20	008854	72512	APR 2020 POSTAGE REFILL - APPR	2,310.00	
		90-72512	APR 2020 POSTAGE REFILL - COLL	690.00	
		10000	PITNEY BOWES		3,000.00
5/4/20	008855	72517	MAY 2020 IPAD UNITS APPRAISERS	234.44	

**Caldwell County Appraisal District
Cash Disbursements Journal
For the Period From May 1, 2020 to May 31, 2020**

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

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
		10000	AT&T Mobility		234.44
5/5/20	008857	71004	MAY 2020 AD&D - APPR	8.80	
		90-71004	MAY 2020 AD&D - COLL	2.12	
		71004	MAY 2020 LIFE - APPR	74.80	
		90-71004	MAY 2020 LIFE - COLL	18.02	
		30029	APR 2020 DENTAL PAYABLE	489.60	
		30027	APR 2020 VISION PAYABLE	99.91	
		10000	UHS Premium Billing		693.25
5/5/20	008858	72507	PUBLIC NOTICE - COVID19	153.50	
		10000	LULING NEWSBOY		153.50
5/8/20	008859	72523	APR 2020 FUEL REIMBURSEMENT	185.06	
		10000	CALDWELL COUNTY TREASURER		185.06
5/8/20	008861	90-72517	MAY 2020 LINE CHARGE LULING	115.58	
		10000	SPECTRUM BUSINESS		115.58
5/8/20	008862	90-72005	JUN 2020 LULING EMPLOYEE SALARY	1,335.12	
		10000	CALDWELL COUNTY TREASURER		1,335.12
5/8/20	008863	90-72004	QUICKEN RENEWAL - COLL	53.11	
		72502	COMP SUPPL - APPR	15.98	
		72511	OFFICE SUPP - APPR	31.98	
		72512	POSTAGE - APPR	41.70	
		72517	RING CENTRAL - APPR	571.93	
		90-72517	RING CENTRAL - COLL	170.84	
		79000	OFF EQUIP - APPR	72.59	
		90-79000	OFF EQUIP - COLL	36.79	
		79001	COMP EQUIP - APPR	108.76	
		90-79001	COMP EQUIP - COLL	18.40	
		10000	CARD SERVICE CENTER		1,122.08
5/11/20	008864	72504	MEMBERSHIP DUES - MZ	90.00	
		10000	Texas Assoc. Assessing Officers		90.00
5/14/20	008866	72510	49 APR 2020 MILEAGE REIMBURSEMENT	57.50	

Caldwell County Appraisal District
Cash Disbursements Journal
For the Period From May 1, 2020 to May 31, 2020

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

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
		10000	Christie Gibson		57.50
5/14/20	008867	72510	APR 2020 MILEAGE REIMBURSEMENT	27.60	
		10000	Kristie Wimberly		27.60
5/14/20	008869	72517	MAY 2020 LINE CHARGE - LOCKHART SPECTRUM BUSINESS	123.05	
		10000			123.05
5/14/20	008870	72008	APR 2020 LEGAL SERVICES	72.00	
		10000	ARNOLD & PLACEK, PC		72.00
5/14/20	008871	72008	APR 2020 LEGAL SERVICES	275.44	
		10000	LOW SWINNEY EVANS & JAMES PLLC		275.44
5/14/20	008872	72512	ACCT #785099 REPLENISH BAL	300.00	
		10000	POSTAGE DUE US Post Master		300.00
5/14/20	008873	72508	INV #2020-05-01-CCAD APR 2020 COMPUTER SERVICES	400.00	
		10000	N Metzler Consulting		400.00
5/14/20	008874	30029	REIMB DENTAL PAYABLE	30.39	
		30027	REIMB VISION PAYABLE	11.53	
		10000	BRIAN YANEZ		41.92
5/20/20	008887	72507	PRINT MIN NOTICES	361.32	
		72512	MIN NOTICES POSTAGE	173.03	
		72507	PRINT EFILE NOTICES	8,083.45	
		72507	PRINT HS EX QUALIFICATION	919.52	
		72512	HS EX QUALIFICATION POSTAGE	962.52	
		72507	PRINT EXEMPTION LETTERS	80.01	
		72512	EXEMPTION LETTERS POSTAGE	169.28	
		10000	Variverge		10,749.13
5/20/20	008888	72511	WATER DELIVERY - APPR	20.78	
		90-72511	WATER DELIVERY - COLL	6.21	
		10000	HILL COUNTRY SPRINGS		26.99

**Caldwell County Appraisal District
Cash Disbursements Journal
For the Period From May 1, 2020 to May 31, 2020**

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

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
5/20/20	008889	72520	MAY-3 2020 LAWN SERVICES - APPR	123.20	
		90-72520	MAY-4 2020 LAWN SERVICES - COLL	36.80	
		10000	Jesus Gonzales		160.00
5/29/20	008890	72516	APR 2020 ELECTRICITY - APPR	484.54	
		90-72516	APR 2020 ELECTRICITY- COLL	144.73	
		72518	APR 2020 WATER & SEWER - APPR	282.81	
		90-72518	APR 2020 WATER & SEWER - COLL	84.48	
		10000	City of Lockhart		996.56
5/29/20	008891	72504	09/2020 - MZ - COURSES 101, 102, 30	590.00	
		10000	Texas Assoc. Assessing Officers		590.00
5/29/20	008892	90-72501	LICENSING - BM	100.00	
		10000	Texas Dept. of Licensing and Regulation		100.00
5/29/20	008893	72519	MAY 2020 BUILDING LOAN PAYMENT - APPR	4,527.30	
		90-72519	MAY 2020 BUILDING LOAN PAYMENT - COLL	1,352.31	
		10000	First Lockhart National Bank		5,879.61
5/29/20	008894	72514	2020 SUBSCRIPTION RENEWAL	52.00	
		10000	LOCKHART POST-REGISTER		52.00
5/29/20	008895	72514	2020 MARSHALL VAL SERVICE - RESIDENTIAL	371.95	
		10000	MARSHALL & SWIFT		371.95
5/29/20	008896	72001	ARB LEGAL SERVICES	350.00	
		10000	Martinec, Winn, & Vickers, PC		350.00
5/29/20	008897	90-72501	2020 ANNUAL RENEWAL - VS - REG #70194	45.00	
		10000	Texas Dept. of Licensing and Regulation		45.00
5/29/20	008898	72515	INV #010202686	199.94	
			APR 2020 APPR COPY CHARGES		

**Caldwell County Appraisal District
Cash Disbursements Journal
For the Period From May 1, 2020 to May 31, 2020**

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

Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
		10000	COPY CHARGES XEROX CORP		199.94
5/29/20	008899	90-72515	INV #010202683 APR 2020 COLL	85.28	
		10000	PRINT CHARGES XEROX CORP		85.28
	Total			<u>45,984.37</u>	<u>45,984.37</u>

4j

**CALDWELL COUNTY APPRAISAL DISTRICT
2021 APPRAISAL BUDGET (PROPOSED)**

	PERSONNEL	2020	2021
70101	Chief Appraiser	78,485.00	82,411.00
70102	Deputy Chief Appraiser	45,175.00	47,435.00
70103	GIS Mapper/System Mgr/IT	63,507.00	66,685.00
70105	Field Appraiser II	33,885.00	35,580.00
70106	Senior Appraiser I	43,832.00	46,025.00
70107	Senior Appraiser II	41,597.00	43,678.00
70108	Field Appraiser I	34,568.00	36,298.00
70109	Field Appraiser III	32,493.00	34,119.00
70111	Administrative Asst.	50,030.00	52,533.00
70112	Data entry technician	30,115.00	31,622.00
70113	Support data entry	36,766.00	38,605.00
70114	Appraisal Clerk	0.00	25,000.00
70120	Field Appraiser IV	39,734.00	41,721.00
70130	Part time	0.00	3,000.00
70135	Payroll contingency	2,000.00	8,000.00
	SUBTOTAL	532,187.00	592,712.00
	DEDUCTIONS/BENEFITS		
71000	Payroll Tax	\$45,000.00	\$50,500.00
71002	Retirement/ employer	\$51,000.00	\$55,000.00
71004	Health benefits	\$107,400.00	\$116,500.00
71005	Worker comp	\$2,750.00	\$3,100.00
71006	Unemployment	\$4,000.00	\$4,000.00
	SUBTOTAL	210,150.00	229,100.00
	SERVICES		
72000	Appr Engineers	\$42,000.00	\$64,000.00
72001	Appr Review Bd	\$24,000.00	\$37,500.00
72002	Audit	\$6,200.00	\$6,300.00
72003	Board of Directors	\$1,790.00	\$1,790.00
72004	Data Processing Services	\$51,400.00	\$56,050.00
72007	Janitorial service	\$6,200.00	\$6,200.00
72008	Legal	\$27,000.00	\$27,000.00
	SUBTOTAL	158,590.00	198,840.00

	GENERAL EXPENSES	2020	2021
72500	Bond- Chief - Notary	\$250.00	\$250.00
72501	Membership / Dues	\$3,800.00	\$3,800.00
72502	Computer supplies - data processing	\$7,000.00	\$7,000.00
72504	Education & fees	\$8,000.00	\$9,700.00
72505	Insurance - liability	\$1,750.00	\$1,900.00
72506	Insurance Building/ Equip - contents	\$4,100.00	\$4,500.00
72507	Legal notices/printing	\$15,200.00	\$17,100.00
72508	Maint - hardware/equip	\$8,700.00	\$8,700.00
72509	Maint -office equip	\$1,000.00	\$1,000.00
72510	Mileage & travel	\$5,000.00	\$5,500.00
72511	Office supplies	\$7,800.00	\$8,500.00
72512	Postage	\$26,200.00	\$27,200.00
72513	Postage meter/Box rental	\$4,425.00	\$4,425.00
72514	Publications Subcrip & books	\$6,860.00	\$6,860.00
72515	Rental - copier	\$2,650.00	\$2,650.00
72516	Electricity	\$9,000.00	\$9,000.00
72517	Telephone	\$13,400.00	\$14,000.00
72518	Water & sewer	\$3,500.00	\$3,500.00
72519	Mortgage	\$54,520.00	\$57,300.00
72520	Building Maint	\$5,000.00	\$5,000.00
72523	Fuel - Vehicle	\$7,200.00	\$7,200.00
72524	Maint - Vehicle	\$6,200.00	\$8,500.00
72525	Ins - vehicle	\$2,400.00	\$2,600.00
	SUBTOTAL	203,955.00	216,185.00
	CAPITAL INVESTMENTS		
79000	Office equipment	\$5,000.00	\$5,000.00
79001	Computer Equipment	\$28,500.00	\$29,000.00
79003	Vehicle	\$25,000.00	\$28,000.00
	SUBTOTAL	58,500.00	62,000.00
	CONTINGENCY		
79002	Building Expense	\$5,000.00	\$5,000.00
79990	Contingency	\$10,000.00	\$10,000.00
	SUBTOTAL	15,000.00	15,000.00
	TOTAL EXPENSES	1,178,382.00	1,313,837.00
GCA	911 EXPENSES PAID BY COUNTY	27,800.00	0.00
		1,150,582.00	1,313,837.00

5b

**PERSONNEL SALARY & BENEFIT EXPENSE
2021 APPRAISAL BUDGET (PROPOSED)**

LINE ITEM	POSITION	SALARY	RETIREMENT	HEALTH INS	AD	TOTAL
70101	Chief Appraiser	82,411.00	7,680.71	8,700.00	500.00	99,291.71
70102	Deputy Chief Appraiser	47,435.00	4,420.94	8,700.00	450.00	61,005.94
70103	GIS Mapper/System Mgr/IT	66,685.00	6,215.04	8,700.00	460.00	82,060.04
70105	Field Appraiser II	35,580.00	3,316.06	8,700.00	245.00	47,841.06
70106	Senior Appraiser I	46,025.00	4,289.53	8,700.00	295.00	59,309.53
70107	Senior Appraiser II	43,678.00	4,070.79	8,700.00	270.00	56,718.79
70108	Field Appraiser I	36,298.00	3,382.97	8,700.00	345.00	48,725.97
70109	Field Appraiser III	34,119.00	3,179.89	8,700.00	250.00	46,248.89
70111	Administrative Asst	52,533.00	4,896.08	8,700.00	420.00	66,549.08
70112	Data entry technician	31,622.00	2,947.17	8,700.00	245.00	43,514.17
70113	Support data entry	38,605.00	3,597.99	8,700.00	260.00	51,162.99
70114	Appraisal Clerk	25,000.00	2,330.00	8,700.00	300.00	36,330.00
70120	911/GIS	41,721.00	3,888.40	8,700.00	260.00	54,569.40
70130	Part time	3,000.00	0.00	0.00	0.00	3,000.00
70135	Payroll contingency	8,000.00	0.00	0.00	0.00	8,000.00
		592,712.00	54,215.56	113,100.00	4,300.00	764,327.56

Note Payroll contingency to be used for staff certification and annual longevity compensation.

**CALDWELL COUNTY APPRAISAL DISTRICT
2021 COLLECTION BUDGET (PROPOSED)**

	PERSONNEL	2020	2021
90-70120	Deputy Tax Collector	53,021.00	55,672.00
90-70121	Collections Specialist	35,200.00	36,960.00
90-70126	Public Assist	27,316.00	28,681.00
90-70130	Part time	0.00	0.00
90-70135	Payroll contingency	0.00	3,500.00
	SUBTOTAL	115,537.00	124,813.00
	DEDUCTIONS/BENEFITS		
90-71000	Payroll Tax	9,250.00	9,800.00
90-71002	Retirement/ employer	11,500.00	12,000.00
90-71004	Health benefits	27,700.00	27,700.00
90-71005	Worker comp	875.00	950.00
90-71006	Unemployment	3,375.00	3,375.00
	SUBTOTAL	52,700.00	53,825.00
	SERVICES		
90-72002	Audit	1,800.00	1,900.00
90-72004	Data Processing Services	19,450.00	20,500.00
90-72005	County employee contract	17,500.00	18,000.00
90-72007	Janitorial service	2,500.00	2,500.00
90-72008	Legal	2,500.00	2,500.00
	SUBTOTAL	43,750.00	45,400.00
	GENERAL EXPENSES		
90-72500	Bond- Chief - Notary	200.00	200.00
90-72501	Membership / Dues	700.00	700.00
90-72502	Computer supplies - data processing	2,300.00	2,300.00
90-72504	Education & fees	3,400.00	4,100.00
90-72505	Insurance - liability	850.00	1,000.00
90-72506	Insurance Building/ Equip - contents	1,300.00	1,700.00
90-72507	Legal notices/printing	10,300.00	11,500.00
90-72508	Maint - hardware/equip	2,600.00	2,600.00
90-72509	Maint -office equip	1,500.00	1,500.00
90-72510	Mileage & travel	2,800.00	3,100.00
90-72511	Office supplies	3,200.00	3,500.00
90-72512	Postage	15,000.00	15,300.00
90-72513	Postage meter/Box rental	1,400.00	1,400.00
90-72515	Rental - copier	1,800.00	1,800.00
90-72516	Electricity	3,000.00	3,000.00
90-72517	Telephone	3,400.00	3,600.00
90-72518	Water & sewer	1,200.00	1,200.00
90-72519	Mortgage	16,500.00	17,200.00
90-72520	Building Maint	2,100.00	2,300.00
	SUBTOTAL	73,550.00	78,000.00
	CAPITAL INVESTMENTS		
90-79000	Office equipment	2,000.00	2,000.00
90-79001	Computer Equipment	9,200.00	11,300.00
	SUBTOTAL	11,200.00	13,300.00
	CONTINGENCY		
90-79002	Building Expense	2,200.00	2,200.00
90-79990	Contingency	3,000.00	3,000.00
	SUBTOTAL	5,200.00	5,200.00
	TOTAL EXPENSES	301,937.00	320,538.00

5d

**PERSONNEL SALARY & BENEFIT EXPENSE
2021 COLLECTION BUDGET (PROPOSED)**

LINE ITEM	POSITION	SALARY	RETIREMENT	HEALTH INS	ADD	TOTAL
90-70120	Deputy Tax Collector	55,672.00	5,188.63	8,700.00	500.00	70,060.63
90-70121	Collection Specialist	36,960.00	3,444.67	8,700.00	400.00	49,504.67
90-70126	Public Asst. Specialist	28,681.00	2,673.07	8,700.00	400.00	40,454.07
90-70135	Payroll contingency	3,500.00	0.00	0.00	0.00	3,500.00
		124,813.00	11,306.37	26,100.00	1,300.00	163,519.37

Note Payroll contingency to be used for staff certification and annual longevity compensation.