

**CALDWELL COUNTY APPRAISAL DISTRICT
BOARD OF DIRECTORS
AGENDA
NOTICE OF PUBLIC MEETING
ON MAY 26, 2020**

NOTICE IS HEREBY GIVEN PURSUANT TO THE REQUIREMENTS OF SECTION 551.001 *ET SEQ.*, TEXAS GOVERNMENT CODE, THAT THE BOARD OF DIRECTORS OF THE CALDWELL COUNTY APPRAISAL DISTRICT WILL MEET IN REGULAR SESSION, TUESDAY, MAY 26, 2020, AT 6:00 P.M.

BECAUSE OF PUBLIC SAFETY AND HEALTH CONCERNS RELATED TO THE CORONAVIRUS PANDEMIC, THE MEETING WILL BE HELD BY VIDEOCONFERENCE ONLY, AS PERMITTED UNDER THE GOVERNOR'S CURRENT DISASTER DECLARATION AND SUSPENSION OF CERTAIN OPEN MEETINGS LAWS REQUIRING IN-PERSON PARTICIPATION. THE PUBLIC WILL HAVE AN OPPORTUNITY TO PARTICIPATE IN THE MEETING AS PROVIDED BY THE TEXAS TAX CODE AND TEXAS OPEN MEETINGS ACT THROUGH ZOOM VIDEOCONFERENCING BY ACCESSING THE FOLLOWING VIDEOCONFERENCE LINK:

<https://us02web.zoom.us/j/7689303715?pwd=dXZvTWlNRnU2K243TjhIakZtTGc4Zz09>. YOU MAY ALSO ACCESS THE MEETING ON ZOOM THROUGH ID NUMBER 768 930 3715 AND BY ENTERING THIS PASSWORD: 944428.

YOU MAY ALSO PARTICIPATE BY TELEPHONE BY DIALING 1-346-248-7799.

THE AGENDA IS AS FOLLOWS:

CALL TO ORDER

1. Public Comments. *At this time comments will be taken from the audience and comments may not exceed 6 minutes. To address the Board, please submit a Public Comment form to the Board Secretary prior to the start of the meeting.*
2. Collection Report April 2020.

DISCUSSION/ACTION

3. Consideration and possible approval of Minutes of April 28, 2020 meeting.
4. Consideration of and possible approval of Financial Report April 2020.
5. Consideration of and possible action regarding annual longevity compensation.
6. Consideration of and possible action regarding employee compensation.
7. Consideration and possible action regarding contract for Bank Depository.
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.
9. Discussion and possible action regarding renewal contract for Appraisal Services with Capital Appraisal Group.
10. Discussion and consideration regarding the 2021 Appraisal and Collection Budgets.
11. Consideration of and possible action regarding property that may have been omitted from appraisal roll.
12. Chief Appraiser's Report.
 - a. Appraisal update.
 - b. Collection update.

13. Board requests for future agenda items. *(No action or discussion may occur during this item)*
14. Adjourn.

If, during the course of the meeting, discussion of any item on the agenda should be held in a closed meeting, the Board will conduct a closed meeting in accordance with the Texas Open Meetings Act, Government Code, Chapter 551, Subchapters D and E, including but not limited to consultation with counsel under section 551.071. Before any closed meeting is convened, the presiding officer will publicly identify the section or sections of the Act authorizing the closed meeting. All final votes, actions, or decisions will be taken in open meeting.

**CALDWELL COUNTY APPRAISAL DISTRICT
BOARD OF DIRECTORS
AGENDA PACKET
MAY 26, 2020**

CALL TO ORDER

1. Public Comments. *At this time comments will be taken from the audience and comments may not exceed 6 minutes. To address the Board, please submit a Public Comment form to the Board Secretary prior to the start of the meeting.*
2. Collection Report April 2020.
2a-2b

DISCUSSION/ACTION

3. Consideration and possible approval of Minutes of April 28, 2020 meeting.
3a-3b
4. Consideration of and possible approval of Financial Report April 2020.
4a-4i
5. Consideration of and possible action regarding annual longevity compensation.
5a
6. Consideration of and possible action regarding employee compensation.
Electronic Handout/ Email Attachment
7. Consideration and possible action regarding contract for Bank Depository.
7a
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.
8a-8b
9. Discussion and possible action regarding renewal contract for Appraisal Services with Capital Appraisal Group.
9a-9k
10. Discussion and consideration regarding the 2021 Appraisal and Collection Budgets.
10a-10e
11. Consideration of and possible action regarding property that may have been omitted from appraisal roll.
12. Chief Appraiser's Report.
 - a. Appraisal update.
 - b. Collection update.
13. Board requests for future agenda items. *(No action or discussion may occur during this*

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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				
June				
July				
August				
September				
October				
November				
December				

2b

**CALDWELL COUNTY APPRAISAL DISTRICT
MINUTES OF REGULAR MEETING
APRIL 28, 2020**

The Board of Directors of the Caldwell County Appraisal District met in regular session on April 28, 2020 at 6:00 PM via teleconference.

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

CALL TO ORDER at 6:00 PM

Item #1. Public Comments.

None.

Item #2. Collection Report March 2020.

Shanna Ramzinski presented the Collection Report for March 2020.

DISCUSSION/ACTION

Item #3. Consideration of and possible action regarding taxpayer complaint.

Shanna Ramzinski discussed her actions regarding the taxpayer complaint.

No action taken.

Item #4. Review and possible approval of 2019 Financial Statements and Auditor's Report.

Kevin Randolph of CPA firm Eide Bailey presented the 2019 Financial Statements and Auditor's Report.

Kathy Haigler made a motion, seconded by Alfredo Munoz, to approve the 2019 Financial Statements and Auditors report. Motion carried 5-0-0.

Item #5. Consideration and possible approval of Minutes of March 31, 2020 meeting.

Shanna Ramzinski presented the Minutes of the March 31, 2020 meeting.

Sonja Villalobos made a motion, seconded by Lee Rust, to approve the minutes of the March 31, 2020 meeting. Motion carried 5-0-0.

Item #6. Consideration of and possible approval of Financial Report March 2020.

Shanna Ramzinski presented the Financial Report for March 2020.

Sonja Villalobos made a motion, seconded by Alfredo Munoz, to approve the Financial Report for March 2020. Motion carried 5-0-0.

Item #7. Consideration of and possible action regarding adopting resolution to amend 2019 appraisal budget to transfer money to fund certain line items.

Shanna Ramzinski presented the resolution adopting the 2019 appraisal budget amendment to transfer money to fund certain line items.

Alfredo Munoz made a motion, seconded by Kathy Haigler, to adopt the resolution to amend the 2019 appraisal budget to transfer money to fund certain line items. Motion carried 5-0-0.

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Item #8. Discussion and possible action regarding payment plan for taxes due to COVID-19 pandemic.

There was discussion on split payments to the taxing entities. Additional research to be conducted. The chief appraiser is to get with collections supervisor for options.
Motion made by Lee Rust, seconded by Sonja Villalobos. Motion carried 5-0-0.

Item #9. Consideration of and possible action regarding annual longevity compensation.

Kathy Haigler presented a plan regarding annual longevity compensation for employees.
Lee Rust made a motion, seconded by Sonja Villalobos, to table Item #9 until the next meeting. Motion carried 5-0-0.

Item #10. Consideration of and possible action regarding employee compensation.

Shanna Ramzinski presented a plan regarding employee compensation.
Lee Rust made a motion, seconded by Sally Daniel, to conduct more research into the matter. Motion carried 5-0-0.

Item #11. Chief Appraiser's Report.

- a. Appraisal Update – field work is completed; interviews conducted for appraiser position; appraisal notices being mailed May 4; encouraging online protests; no in-person in-office appeals.
- b. Collection update – drive-thru is open; collection personnel will help with taxpayers during protests.

Item #12. Board requests for future agenda items.

Items #9 and #10 were requested for next meeting's agenda.

Item #13. Adjourn.

Alfred Munoz made a motion, seconded by Kathy Haigler, to adjourn. Motion carried 5-0-0.

Meeting adjourned at 7:13 PM.

Chairman

Secretary

Caldwell County Appraisal District
EXPENSE STATEMENT- APPRAISAL

For the Four Months Ending April 30, 2020

	Current Month	YTD ACTUAL	YTD BUDGET	UNENCUMBERED	%
70101 CHIEF APPRAISER	\$ 6,540.42	\$ 26,161.68	\$ 78,485.00	52,323.32	66.67
70102 DEPUTY CHIEF APPRAISER	3,764.58	15,058.32	45,175.00	30,116.68	66.67
70103 SYSTEM MGR/MAPPER	5,292.26	21,169.04	63,507.00	42,337.96	66.67
70105 FIELD APPRAISER II	2,823.76	11,295.04	33,885.00	22,589.96	66.67
70106 SENIOR APPRAISER I	3,652.66	14,610.64	43,832.00	29,221.36	66.67
70107 SENIOR APPRAISER II	0.00	3,718.21	41,597.00	37,878.79	91.06
70108 FIELD APPRAISER I	2,641.66	9,546.03	34,568.00	25,021.97	72.38
70109 FIELD APPRAISER III	2,707.76	10,831.04	32,493.00	21,661.96	66.67
70111 ADMINISTRATIVE ASST.	4,169.16	16,676.64	50,030.00	33,353.36	66.67
70112 DATA ENTRY TECHNICIAN	2,509.58	10,038.32	30,115.00	20,076.68	66.67
70113 SUPPORT TECH	3,063.84	12,255.36	36,766.00	24,510.64	66.67
70120 911/GIS	3,311.16	6,590.41	39,734.00	33,143.59	83.41
70135 PAYROLL CONTINGENCY	0.00	0.00	2,000.00	2,000.00	100.00
TOTAL WAGES AND SALARIES	40,476.84	157,950.73	532,187.00	374,236.27	70.32
71000 PAYROLL TAX	2,997.27	12,227.17	45,000.00	32,772.83	72.83
71002 RETIREMENT / EMPLOYER	3,841.22	15,626.42	51,000.00	35,373.58	69.36
71004 HEALTH BENEFITS	6,068.37	26,137.31	107,400.00	81,262.69	75.66
71005 WORKERS COMP	0.00	(131.00)	2,750.00	2,881.00	104.76
71006 UNEMPLOYMENT	223.43	223.43	4,000.00	3,776.57	94.41
DEDUCTIONS / BENEFITS	13,130.29	54,083.33	210,150.00	156,066.67	74.26
72000 APPR ENGINEERS	0.00	20,625.00	42,000.00	21,375.00	50.89
72001 APPR REVIEW BOARD	0.00	1,000.00	24,000.00	23,000.00	95.83
72002 AUDIT	0.00	0.00	6,200.00	6,200.00	100.00
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	1,056.44	6,200.00	5,143.56	82.96
72008 LEGAL SERVICES	345.00	1,818.49	27,000.00	25,181.51	93.26
TOTAL SERVICES	609.11	54,652.80	158,590.00	103,937.20	65.54
72500 BOND CHIEF/NOTARY	0.00	0.00	250.00	250.00	100.00
72501 MEMBERSHIP BTPE/TBPC	100.00	2,077.50	3,800.00	1,722.50	45.33
72502 COMPUTER SUPPLIES	681.94	1,251.91	7,000.00	5,748.09	82.12
72504 EDUCATION / FEES	0.00	2,580.00	8,000.00	5,420.00	67.75
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	387.00	1,930.76	15,200.00	13,269.24	87.30
72508 MAINT - HARDWARE & EQUIP	0.00	800.00	8,700.00	7,900.00	90.80
72509 MAINT - OFFICE EQUIPMENT	0.00	0.00	1,000.00	1,000.00	100.00
72510 MILEAGE & TRAVEL	132.02	869.54	5,000.00	4,130.46	82.61
72511 OFFICE SUPPLIES	479.76	815.86	7,800.00	6,984.14	89.54
72512 POSTAGE	22.00	11,809.84	26,200.00	14,390.16	54.92
72513 POSTAGE METER/BOX RENTAL	0.00	1,222.35	4,425.00	3,202.65	72.38
72514 SUBSCRIPTION & BOOKS	547.27	4,213.70	6,860.00	2,646.30	38.58
72515 RENTAL COPIER	203.31	595.02	2,650.00	2,054.98	77.55
72516 ELECTRICITY	450.79	1,773.80	9,000.00	7,226.20	80.29
72517 TELEPHONE	929.42	2,573.82	13,400.00	10,826.18	80.79
72518 WATER & SEWER	291.14	997.95	3,500.00	2,502.05	71.49
72519 MORTGAGE	4,527.30	18,109.20	54,520.00	36,410.80	66.78
72520 BUILDING MAINT	346.73	1,082.08	5,000.00	3,917.92	78.36
72523 FUEL - VEHICLE	491.74	1,511.70	7,200.00	5,688.30	79.00

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For Management Purposes Only

Caldwell County Appraisal District
EXPENSE STATEMENT- APPRAISAL
 For the Four Months Ending April 30, 2020

		Current Month	YTD ACTUAL	YTD BUDGET	UNENCUMBERED	%
72524	MAINT. - VEHICLE	16.50	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>9,606.92</u>	<u>60,239.21</u>	<u>203,955.00</u>	<u>143,715.79</u>	70.46
79000	OFFICE EQUIPMENT	0.00	2,752.36	5,000.00	2,247.64	44.95
79001	COMPUTER EQUIPMENT	302.85	3,362.83	28,500.00	25,137.17	88.20
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>302.85</u>	<u>3,862.84</u>	<u>73,500.00</u>	<u>69,637.16</u>	94.74
	TOTAL EXPENSES	<u>\$ (64,126.01)</u>	<u>\$ (330,788.91)</u>	<u>\$ (1,178,382.)</u>	<u>(847,593.09)</u>	71.93

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Caldwell County Appraisal District
EXPENSE STATEMENT - COLLECTION

For the Four Months Ending April 30, 2020

	Current Month	YTD ACTUAL	YTD BUDGET	UNENCUMBERED	%
90-70120 DEPUTY TAX COLLECTOR	\$ 4,418.42	\$ 17,673.68	\$ 53,021.00	35,347.32	66.67
90-70121 COLLECTION SPECIALIST	2,933.34	11,733.36	35,200.00	23,466.64	66.67
90-70126 PUBLIC ASSISTANT	2,276.34	9,105.36	27,316.00	18,210.64	66.67
90-70135 PAYROLL CONTINGENCY	0.00	0.00	0.00	0.00	0.00
TOTAL WAGES AND SALARIES	9,628.10	38,512.40	115,537.00	77,024.60	66.67
90-71000 PAYROLL TAX	728.98	2,915.92	9,250.00	6,334.08	68.48
90-71002 RETIREMENT/EMPLOYER	913.70	3,654.80	11,500.00	7,845.20	68.22
90-71004 HEALTH BENEFITS	1,370.06	5,430.45	27,700.00	22,269.55	80.40
90-71005 WORKER COMP	0.00	0.00	875.00	875.00	100.00
90-71006 UNEMPLOYMENT	51.99	51.99	3,375.00	3,323.01	98.46
DEDUCTIONS / BENEFITS	3,064.73	12,053.16	52,700.00	40,646.84	77.13
90-72002 AUDIT	0.00	0.00	1,800.00	1,800.00	100.00
90-72004 DATA PROCESSING SERVICES	0.00	9,033.78	19,450.00	10,416.22	53.55
90-72005 COUNTY EMPLOYEE CONTRACT	1,335.12	5,340.48	17,500.00	12,159.52	69.48
90-72007 JANITORIAL SERVICE	78.89	315.56	2,500.00	2,184.44	87.38
90-72008 LEGAL SERVICES	0.00	0.00	2,500.00	2,500.00	100.00
TOTAL SERVICES	1,414.01	14,689.82	43,750.00	29,060.18	66.42
90-72500 BOND/ NOTARY	0.00	71.00	200.00	129.00	64.50
90-72501 MEMBERSHIP BTPE/TBPC	0.00	0.00	700.00	700.00	100.00
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	67.85	67.85	2,800.00	2,732.15	97.58
90-72511 OFFICE SUPPLIES	210.75	357.12	3,200.00	2,842.88	88.84
90-72512 POSTAGE	0.00	690.00	15,000.00	14,310.00	95.40
90-72513 POSTAGE METER/BOX RENTAL	0.00	283.27	1,400.00	1,116.73	79.77
90-72515 RENTAL - COPIER	84.60	270.36	1,800.00	1,529.64	84.98
90-72516 ELECTRICITY	134.65	529.84	3,000.00	2,470.16	82.34
90-72517 TELEPHONE	286.42	804.00	3,400.00	2,596.00	76.35
90-72518 WATER & SEWER	86.97	298.09	1,200.00	901.91	75.16
90-72519 MORTGAGE	1,352.31	5,409.24	16,500.00	11,090.76	67.22
90-72520 BUILDING MAINT.	103.57	323.22	2,100.00	1,776.78	84.61
TOTAL GENERAL EXPENSES	2,327.12	10,006.24	73,550.00	63,543.76	86.40
90-79000 OFFICE EQUIPMENT	0.00	0.00	2,000.00	2,000.00	100.00
90-79001 COMPUTER EQUIPMENT	0.00	0.00	9,200.00	9,200.00	100.00
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	0.00	(500.52)	16,400.00	16,900.52	103.05
TOTAL EXPENSES	\$ (16,433.96)	\$ (74,761.10)	\$ (301,937.00)	(227,175.90)	75.24

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Caldwell County Appraisal District
INCOME STATEMENT- APPRAISAL
 For the Four Months Ending April 30, 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	\$ (250.00)	\$ (703.45)	\$ 0.00	703.45	0.00
INTEREST INCOME REVENU	(297.00)	(2,136.95)	0.00	2,136.95	0.00
TOTAL OTHER REVENUE	(547.00)	(2,840.40)	0.00	2,840.40	0.00

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Caldwell County Appraisal District
INCOME STATEMENT- COLLECTION

For the Four Months Ending April 30, 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	<u>0.00</u>	<u>151,041.48</u>	<u>301,936.98</u>	<u>150,895.50</u>	49.98
TAX CERTIFICATES	(10.00)	(320.00)	0.00	320.00	0.00
TOTAL TAX CERT. REVENUE	<u>(10.00)</u>	<u>(320.00)</u>	<u>0.00</u>	<u>320.00</u>	0.00
TOTAL BUDGET REVENUE	<u>\$ 10.00</u>	<u>\$ 151,361.48</u>	<u>\$ 301,936.98</u>	<u>150,575.50</u>	49.87
RETURN CHECK FEE	\$ (25.00)	\$ (375.00)	\$ 0.00	375.00	0.00
BUS PP RENDITION PENALTY	(17.34)	(1,134.46)	0.00	1,134.46	0.00
OFFICE RENTAL INCOME	(100.00)	(400.00)	0.00	400.00	0.00
TOTAL OTHER REVENUE	<u>(142.34)</u>	<u>(1,909.46)</u>	<u>0.00</u>	<u>1,909.46</u>	0.00
DELINQUENT ATTORNEY FEES- L	(32,804.69)	(32,804.69)	0.00	32,804.69	0.00
DELINQUENT ATTORNEY FEES- P	(3,300.52)	(3,300.52)	0.00	3,300.52	0.00
DELINQUENT ABSTRACT FEES- L	(550.00)	(550.00)	0.00	550.00	0.00
DELINQUENT ABSTRACT FEES- P	0.00	0.00	0.00	0.00	0.00
TOTAL DELINQUENT ATTORNEY	<u>(36,655.21)</u>	<u>(36,655.21)</u>	<u>0.00</u>	<u>36,655.21</u>	0.00

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**Caldwell County Appraisal District
Cash Disbursements Journal
For the Period From Apr 1, 2020 to Apr 30, 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
4/1/20	008856	72520	MAY-1 2020 LAWN SERVICES - APPR	123.20	
		90-72520	MAY-1 2020 LAWN SERVICES - COLL	36.80	
		10000	Jesus Gonzales		160.00
4/6/20	008813	30027	MAR 2020 INSURANCE PAYABLE INV #097600	343.05	
		71004	MAR 2020 CANCER - APPR	149.36	
		90-71004	MAR 2020 CANCER-COLL	49.79	
		10000	AFLAC INS.		542.20
4/6/20	008814	71004	APR 2020 HEALTH INS - APPR	5,843.96	
		90-71004	APR 2020 HEALTH INS - COLL	1,300.13	
		30028	MAR 2020 MED PAYABLE	559.97	
		10000	UNITED HEATHCARE SERVICES		7,704.06
4/6/20	008815	72517	APR 2020 IPAD UNITS APPRAISERS	234.44	
		10000	AT&T Mobility		234.44
4/6/20	008816	72007	INV #14957 APR 2020 JANITORIAL SERVICES - APPR	264.11	
		90-72007	INV #14957 APR 2020 JANITORIAL SERVICES - COLL	78.89	
		10000	Buildingstars		343.00
4/6/20	008817	90-72510	JAN - MAR 2020 MILEAGE REIMBURSEMENT	67.85	
		10000	Vicki Schneider		67.85
4/6/20	008818	72511	WATER DELIVERY - APPR	16.16	
		90-72511	WATER DELIVERY - COLL	4.83	
		10000	HILL COUNTRY SPRINGS		20.99
4/6/20	008819	72524	2020 REGISTRATION VEH #18501	7.50	
		10000	Caldwell County Tax - Assessor-Col		7.50
4/6/20	008820	72507	COVID-19 Announcement	387.00	
		10000	LOCKHART POST-REGISTER		387.00
4/6/20	008821	90-72511	OFFICE SUPPLIES - COLL	67.44	
		10000	OFFICE DEPOT		67.44

**Caldwell County Appraisal District
Cash Disbursements Journal
For the Period From Apr 1, 2020 to Apr 30, 2020**

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Date	Check #	Account ID	Line Description	Debit Amount	Credit Amount
4/6/20	008822	72511	POSTAGE MACHINE INK - APPR	180.31	
		90-72511	POSTAGE MACHINE INK - COLL	53.86	
		10000	Pitney Bowes Inc.		234.17
4/6/20	008823	71004	APR 2020 AD&D - APPR	7.90	
		90-71004	APR 2020 AD&D - COLL	2.12	
		71004	APR 2020 LIFE - APPR	67.15	
		90-71004	APR 2020 LIFE - COLL	18.02	
		30029	MAR 2020 DENTAL PAYABLE	489.60	
		30027	MAR 2020 VISION PAYABLE	99.91	
		10000	UHS Premium Billing		684.70
4/6/20	008824	71006	2020 QTR1 UNEMPLOYMENT FUND - APPR	223.43	
		90-71006	2020 QTR1 UNEMPLOYMENT FUND - COLL	51.99	
		10000	Texas Assoc. of Counties		275.42
4/9/20	008825	90-72005	APR 2020 LULING EMPLOYEE SALARY	1,335.12	
		10000	CALDWELL COUNTY TREASURER		1,335.12
4/9/20	008826	72523	MAR 2020 FUEL REIMBURSEMENT	491.74	
		10000	CALDWELL COUNTY TREASURER		491.74
4/9/20	008827	72510	JAN-MAR 2020 MILEAGE REIMBURSEMENT	53.82	
		10000	Phyllis Fischer		53.82
4/9/20	008828	72510	MAR 2020 MILEAGE REIMBURSEMENT	62.10	
		10000	Christie Gibson		62.10
4/9/20	008829	72510	MAR 2020 MILEAGE REIMBURSEMENT	16.10	
		10000	Kristie Wimberly		16.10
4/9/20	008830	90-72517	APR 2020 LINE CHARGE LULING	115.58	
		10000	SPECTRUM BUSINESS		115.58
4/9/20	008831	72520	2ND QTR 2020 PEST CONTROL SERVICES - APPR	65.45	
		90-72520	2ND QTR 2020 PEST CONTROL	19.55	

**Caldwell County Appraisal District
Cash Disbursements Journal
For the Period From Apr 1, 2020 to Apr 30, 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	PEST CONTROL SERVICES - COLL ABC Home & Commercial Services		85.00
4/13/20	008833	72512 10000	2 BOOKS STAMPS US Post Master	22.00	22.00
4/16/20	008835	72520 90-72520 10000	APR-2 2020 LAWN SERVICES - APPR APR-2 2020 LAWN SERVICES - COLL Jesus Gonzales	123.20 36.80	160.00
4/16/20	008836	72501 10000	REGISTRATION - MZ Texas Dept. of Licensing and Regulation	100.00	100.00
4/16/20	008839	72008 10000	MAR 2020 LEGAL SERVICES LOW SWINNEY EVANS & JAMES PLLC	345.00	345.00
4/17/20	008840	72502 72511 90-72511 72514 72524 72517 90-72517 72520 90-72520 79001 10000	COMP SUPPLIES - APPR OFFICE SUPPLIES - APPR OFFICE SUPPLIES - COLL INDEED ADVERTISING, TYLER TECHNOLOGIES VEH MAINT RING CENTRAL - APPR RING CENTRAL - COLL BLDG MAINT - APPR BLDG MAINT - COLL COMP EQUIP - APPR CARD SERVICE CENTER	681.94 27.77 8.30 547.27 9.00 571.93 170.84 34.88 10.42 302.85	2,365.20
4/23/20	008841	72519 90-72519 10000	APR 2020 BUILDING LOAN PAYMENT - APPR APR 2020 BUILDING LOAN PAYMENT - COLL First Lockhart National Bank	4,527.30 1,352.31	5,879.61
4/23/20	008842	72516 90-72516 72518	MAR 2020 ELECTRICITY - APPR MAR 2020 ELECTRICITY- COLL MAR 2020 WATER & SEWER - APPR	450.79 134.65 291.14	

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**Caldwell County Appraisal District
Cash Disbursements Journal
For the Period From Apr 1, 2020 to Apr 30, 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
		90-72518	MAR 2020 WATER & SEWER - COLL	86.97	
		10000	City of Lockhart		963.55
4/23/20	008843	72517	APR 2020 LINE CHARGE -	123.05	
		10000	LOCKHART SPECTRUM BUSINESS		123.05
4/23/20	008844	72515	INV #099931503 MAR 2020 APPR COPY CHARGES	203.31	
		10000	XEROX CORP		203.31
4/23/20	008845	90-72515	INV #099931501 MAR 2020 COLL PRINT CHARGES	84.60	
		10000	XEROX CORP		84.60
4/23/20	008846	72511	COPY PAPER - APPR	255.52	
		90-72511	COPY PAPER - COLL	76.32	
		10000	OFFICE DEPOT		331.84
	Total			23,466.39	23,466.39

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Line Item	Position	First	Last	Years of Service	
70103	Mapper/System Mgr/IT	Matthew	Allen	34.3	\$750
70101	Chief Appraiser	Shanna	Ramzinski	21.7	\$750
70111	Administrative Asst	Phyllis	Fischer	20.9	\$750
90-70120	Deputy Tax Collector	Vicki	Schneider	20.1	\$750
70106	Senior Appraiser 1	Sami	Paradeaux	19.9	\$750
70113	Support Data Entry	Kristie	Wimberly	19.1	\$750
90-70121	Collections Specialist	Brittani	Medina	10.6	\$500
70120	911/GIS	Jaelyn	Archer	8.5	\$500
70112	Data Entry Tech	Christie	Gibson	7.4	\$500
70105	Field Appraiser 2	Ray	Bailey	3.6	\$250
70102	Deputy Chief Appraiser	Melissa	Rougeou	2.3	\$250
90-70126	Public Assist. Specialist	Mary	Venegas	2.1	\$250
70109	Field Appraiser 3	Edgar	Gutierrez	1.3	\$250
70108	Field Appraiser 1	Maricela	Zamora	1	\$100
70107	Senior Appraiser 2				\$100
					\$7,200

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CALDWELL COUNTY APPRAISAL DISTRICT

May 14, 2020

Mr. Randy Till
First-Lockhart National Bank
P O Box 600
Lockhart, Texas 78644-0600

Ref: Depository Contract for Funds 06/01/20 thru 05/31/22

Dear Mr. Till,

The District Board of Directors of Caldwell County Appraisal District had previously voted in favor of the Specification & Bid Form for Depository Bids to be granted to First-Lockhart National Bank as of June 1, 2018. At this time, the Caldwell County Appraisal District would like to extend the contract for 2 years, beginning June 1, 2020 as allowed by law.

AGREED AND ACCEPTED on behalf of the Caldwell County Appraisal District this the _____ day of _____, 2020.

Shanna Ramzinski, Chief Appraiser

ATTEST:

AGREED AND ACCEPTED on behalf of the Depository this _____ day of _____, 20

FIRST-LOCKHART NATIONAL BANK

Signature of Authorized Officer

Title of Authorized Officer

7a



610 San Jacinto Street
P.O. Box 900
Lockhart, Texas 78644
United States

PHONE (512) 398-5550
FAX (512) 398-5551
E-MAIL general@caldwellcad.org
WEB SITE <http://www.caldwellcad.org>

COUNTY OF CALDWELL §

STATE OF TEXAS §

RESOLUTION PROPOSING AMENDMENT TO 2019 AND 2020 BUDGETS

WHEREAS, the Caldwell County Appraisal District (“District”) budget contains a position for an employee to perform duties relating to geographic information systems and to 9-1-1 addressing in which Caldwell County (“County”) contributes one-half of the employee’s salary by interlocal agreement, and

WHEREAS, the County expects to receive funding from the Capital Area Council of Governments to hire a full-time employee to perform 9-1-1 addressing duties, resulting in a shortfall of one-half the salary for the position, and

WHEREAS, the District intends to retain the employee currently employed by the District and assign additional duties to compensate for the transfer of the 9-1-1 addressing function away from the District and to the County, and

WHEREAS, the District Board of Directors (“Board”) has determined that the 2020 budget should be amended to provide funding to replace the portion of the funding the District anticipates will be lost when the County undertakes the 9-1-1 addressing function, and that the position should be renamed to identify the current and additional duties assigned to the employee currently performing geographical information services and 9-1-1 addressing, and

WHEREAS, the Board has also determined that the 2020 budget should be amended to fund bonuses for employee longevity, and

WHEREAS, the Board has also determined that the 2020 budget should be increased to provide additional funding for the Appraisal Review Board, based on the volume of property-valuation protests in 2019 that is expected to continue in 2020, and

WHEREAS, the District proposes to amend the 2019 and 2020 budgets to transfer funds to 1) make up for the salary shortfall identified in this resolution, 2) provide funding for longevity bonuses, and 3) provide additional funding for the Appraisal Review Board, and

WHEREAS, section 6.06(c) of the Texas Tax Code requires the Secretary of the Board to deliver a written copy of any proposed amendment to the presiding officer of the governing body of each taxing unit participating in the District not later than the 30th day before the date the board acts on it.

NOW THEREFORE, BE IT RESOLVED, THAT, the Board proposes to amend the 2019 and 2020 budgets by transferring \$26,800 from the 2019 budget to the following items in the 2020 budget and to rename the position identifying the current and additional duties assigned to the employee currently performing geographical information services and 9-1-1 addressing, all as follows:

No.	Item	Amount
70120	Senior Appraiser	\$ 14,000
70135	Payroll Contingency – Appraisal	\$ 5,800
90-70135	Payroll Contingency - Collection	\$ 1,500
72001	Appraisal Review Board	\$ 10,000

BE IT FURTHER RESOLVED that the Secretary of the Board is hereby directed to deliver a written copy of this resolution proposing to amend the 2019 and 2020 budgets to the presiding officer of the governing body of each taxing unit participating in the District.

ADOPTED this _____ day of _____, 2020.

Chairman, Board of Directors

ATTEST:

Secretary, Board of Directors

AGREEMENT FOR APPRAISAL SERVICES

THE STATE OF TEXAS §
 §
COUNTY OF CALDWELL §

This agreement (the "Agreement") is made this _____ day of _____, 20____, between **CALDWELL COUNTY APPRAISAL DISTRICT**, hereinafter referred to as the "District", and **CAPITOL APPRAISAL GROUP, LLC**, of Austin, Travis County, Texas, hereinafter referred to as the "Company" (collectively referred to as the "Parties" or singularly a "Party"), acting by and through their respective representatives.

General Recitals

1. Pursuant to Texas Property Tax Code (T.P.T.C.) §25.01, it has been represented by the Company and determined by the District that the Company is skilled in the matter of appraisals and valuations of oil and gas leases, communication properties, public utilities, and industrial properties for property tax purposes. Therefore, the Chief Appraiser, with the approval of the Board of Directors of the District, desires to employ the Company to perform appraisal services with respect to such properties. The Company hereby agrees to appraise for the District-designated utility properties and designated industrial properties listed on Exhibit A and located in the District's jurisdiction. The Company also agrees to appraise for the District all producing oil and gas leases located in District's jurisdiction. The property owned by the companies listed in Exhibit A shall be appraised at market value as that term is defined in Chapter 1 of the Code unless the property is entitled to special valuation, in which event the Company shall appraise the property at market value and special value as provided by the applicable Code section.

2. Such appraisals are to be prepared by the Company for the convenience and information of the Chief Appraiser, the Board of Directors, and the Appraisal Review Board of the District, and shall be utilized for all purposes provided by law, specifically including the T.P.T.C. Such appraisals shall conform to the applicable provisions of the Code, Standard 6 of the Uniform Standards of Professional Appraisal Practice, the Texas Administrative Code, Standard on Contracting for Assessment Services of the International Association of Assessing Officers, and other applicable law.

Term

3. The term of this Agreement shall be for a period of two (2) years for the 2021 and 2022 tax years. Thereafter this Agreement shall annually renew for successive terms of one year to include the respective tax year, unless sooner terminated as provided herein. Either Party may terminate this Agreement by providing sixty (60) days written notice to the other Party. The fees for the services provided herein for tax years subsequent to tax year 2022 shall be the amount budgeted by the District for the respective tax year and agreed to by the Company in writing, unless the District or the Company notifies the other Party in writing, before October 1 of the year

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preceding the contract year, of the intent by that Party to terminate this Agreement. If this agreement is terminated by the District, the District shall not be liable for the payment of services not yet performed, and the Company shall not look to the District for any further payment under this agreement for any work performed after notification. The parties agree that District's obligation under this Contract is a commitment of District's current revenues only. District retains the continuing right to terminate this Contract at the expiration of each budget period of District during the term of this Contract and should the Contract be terminated; the District shall be released from any obligations concerning this Contract. This Contract is conditioned on a best-efforts attempt by District to obtain and appropriate funds for payments provided by this Contract.

4. The parties agree to conduct non-binding mediation in the county in which the District is located to resolve any disputes under the Agreement. Mediation shall not be required prior to sending notice of a breach or default under the Agreement as a condition precedent to pursuing legal action.

Services

5. The Company agrees to list and determine appraised values for all industrial plants, producing oil and gas wells, communication systems, telephone companies, gas and electric utility systems, cable television systems, pipeline systems, railroad companies, telecommunications companies and systems, and designated industrial properties listed on Exhibit A and located within the District on January 1 of each year. The Company also agrees to compile, list and determine appraised values for all producing oil and gas leases including working interests, royalty interests, and overriding royalty interests located within the District on January 1 of each year. Said compilation will show the particular interest(s) of owners, including working interest(s) and royalty interest(s) and the values. If the District needs additional services, the Company shall attempt to accommodate such additional services at an agreed to fee, without decreasing the effectiveness or timeliness of performance of services specified herein.

6. The Company agrees to secure for the Chief Appraiser of the District, all information possible and available for use by the Chief Appraiser and the Appraisal Review Board in determining the proper market and special valuations to be fixed upon such properties for taxation purposes, and generally to compile such information as shall be of aid and benefit to the Chief Appraiser and the Appraisal Review Board for the purpose of equalizing and supporting the values of such properties for taxation purposes.

7. The Company agrees to represent and defend its evaluations for the District and provide expert testimony in any appeals of its appraisals, including hearings before the Appraisal Review Board, any arbitration proceedings, and any proceedings before the Comptroller of Public Accounts *viz.* the Texas Comptroller's Property Value Study, court proceedings, and proceedings before the State Office of Administrative Hearings during the term of this Agreement and after the term of this agreement if the evaluation was made during the term of this agreement. The Company shall not charge any additional fee for its personnel to represent the District at appraisal review board hearings or other administrative proceedings in support of its appraisals.

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8. The Company shall provide preliminary appraised values to the District no later than April 30th of each year, in order to allow the District to comply with the requirement in T.P.T.C. §26.01 (e) to provide preliminary values to certain taxing units. The Company shall provide appraised values to the District no later than May 15th of each year in order for the District to comply with relevant notice requirements set forth in other T.P.T.C sections, specifically including but not limited to §25.19 and §25.195, unless the T.P.T.C. contains any deadline to deliver notices of appraised value prior to May 15, in which event the Company shall provide any appraisals made in connection with any earlier deadlines 15 days prior to that deadline, or in the case of any appraisal of any personal property that depends on receipt of a property rendition under T.P.T.C. Chapter 22, as soon thereafter as practicable as regards to the appraisal of that property, in the event such rendition is not received by the Company before May 10. The Company shall in good faith devote such time and resources to the performance of its duties under this Agreement throughout the tax year as reasonably necessary to ensure timely and accurate appraisals in compliance with the T.P.T.C., applicable provisions of the Uniform Standards of Professional Appraisal Practice, and the applicable provisions of the Texas Administrative Code. The Company shall provide, on request, a written report to the District summarizing its progress in completing such appraisals, such reports to be made available to the District's Chief Appraiser on a date agreed to by the Chief Appraiser and Company each year.

9. (a) Except as provided in Section 7 of this Agreement, Company shall provide to District copies of all appraisals, together with supporting data, in the format in which they are maintained by Company or requested by District, and such records shall be considered to be public information unless otherwise specifically exempt from public disclosure pursuant to law. "Supporting data" shall not be construed to include personal notes, correspondence, working papers, thought processes, or any other matters of a privileged or proprietary nature. Such non-proprietary records shall be provided to District no later than May 15th of each year, or on a date agreed to, in writing, by the Chief Appraiser and Company in the case of any appraisal of any personal property that depends on receipt of a property rendition under T.P.T.C. Chapter 22 and such rendition is not received by Company before May 10. Company shall not charge District for original copies of such records but may charge for additional copies at a fee not to exceed charges promulgated by the Attorney General of Texas for copies of public information. At the request of the District, the Company shall assist the District in responding to requests for public information for information in the possession of the Company relating to any appraisals made by the Company of property owned by companies listed in Exhibit A. The Company agrees to comply with any ruling made by the Attorney General of Texas in any open records decision, ruling, or opinion. The Company agrees to furnish all information required to be disclosed under the Public Information Act in accordance with the charges promulgated by the Attorney General of Texas for copies of public information except that the Company reserves the right to timely appeal any ruling to district court, and District agrees to follow any ruling by such court or appellate-level court or court of last resort. The Company agrees to indemnify and hold the District harmless from any liability in the event that the collection by the District of the Company's charges is determined to be in violation of any applicable law.

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(b) All data or information voluntarily provided by the taxpayer will be held under the statutory confidentiality protection provided by Section 22.27 of the T.P.T.C. and other laws requiring confidentiality, and the Company shall not disclose information made confidential by T.P.T.C., Texas Government Code Chapter 552, or any other laws providing for confidentiality. The data or information obtained by the Company from the taxpayer for the appraisal of a property will be held as confidential and will be disclosed only as authorized by applicable law. Company shall indemnify and hold district harmless from any damages, attorney's fees, or prosecution resulting from the disclosure by company of information confidential by law. Company shall retain qualified counsel admitted to the appropriate jurisdiction to defend District in any proceedings, whether civil or criminal, arising from Company's unlawful disclosure of confidential information.

10. If the District determines at any time that the Company is not performing services as required under this Agreement in a sufficiently accurate or timely manner, it shall notify the Company in writing of such determination. If the Company fails to cure such deficiency to the District's satisfaction within thirty (30) days after delivery of such notice, the District is entitled to withhold fees payable to the Company in an amount reasonably related to the portion of the Company's total fee under this Agreement that is attributable to such services, or to terminate this Agreement according to the provision of Section 3.

Fee

11. The Company shall be entitled to a fee of \$41,250 (Forty-One Thousand Two Hundred Fifty Dollars) for the 2021 tax year and \$41,250 (Forty-One Thousand Two Hundred Fifty Dollars) for the 2022 tax year, said amounts to be paid out of the lawful funds of the District. The Company will be required to perform most of its services under this Agreement on or before July 15th of each year. However, the District shall pay the Company the above-mentioned fees in four equal quarterly payments each year, beginning on January 1, and continuing on April 1, July 1, and October 1 of each year. The District shall be authorized to withhold all or any part of any such fees as it determines in good faith are attributable to services not performed in an accurate or timely manner as described in Section 10. The District shall in good faith take all actions necessary to facilitate the payment of all sums due to the Company. Such payment shall constitute full payment to the Company for all its services under this Contract, and the District shall not be obligated to the Company for any salaries or expenses of any kind incurred by the Company.

Governing Law

12. The Agreement shall be governed by the laws of the State of Texas, without giving effect to any conflicts of law rule or principle that might result in the application of the laws of another jurisdiction. The proper venue for any causes of action arising under this agreement shall be Caldwell County, Texas.

Amendment

13. This Agreement may be amended by the mutual agreement of the Parties hereto in writing to be attached to and incorporated into this Agreement.

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Legal Construction

14. In the event any one or more of the provisions contained in this Agreement shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision thereof, and this Agreement shall be construed as if such invalid, illegal, or unenforceable provisions had never been contained herein.

Entire Agreement

15. This Agreement is the entire Agreement between the Parties with respect to the subject matter covered in this Agreement. There is no other collateral oral or written Agreement between the Parties that in any manner relates to the subject matter of this Agreement, except as provided in any Exhibits attached hereto.

Exhibits

16. All exhibits to this Agreement are incorporated herein by reference for all purposes wherever reference is made to the same. Additions or subtractions to the properties in the exhibit(s) shall be mutually agreed upon between the Parties.

Assignment

17. This Agreement may not be assigned without the prior written consent of the District.

Recitals

18. The recitals to this Agreement are incorporated herein.

Insurance

19. (a) The Company shall during the term hereof maintain in full force and effect the following insurance:

(i) a comprehensive general liability policy of insurance for bodily injury, death and property damage insuring against all claims, demands or actions relating to the Company's performance of services pursuant to this Agreement with a minimum combined single limit of not less than \$1,000,000.00 per occurrence for injury to persons (including death), and for property damage and \$2,000,000.00 aggregate;

(ii) a policy of automobile liability insurance covering any vehicles owned and/or operated by the Company, its officers, agents, and employees, and used in the performance of this Agreement with policy limits of not less than \$1,000,000.00 combined single limit and aggregate for bodily injury and property damage; and

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(iii) statutory Worker's Compensation Insurance at the statutory limits and Employers Liability covering all of the Company's employees involved in the provision of services under this Agreement with a policy limit of not less than \$500,000.00/\$500,000.00/\$500,000.00, if applicable.

(b) All policies of insurance shall be endorsed to contain the following provisions:

(i) name the District, its officers, and employees as additional insured as to all applicable coverage with the exception of Workers Compensation Insurance; and

(ii) provide for at least thirty (30) days prior written notice to the District for cancellation or non-renewal of the insurance;

(iii) provide for a waiver of subrogation against the District for injuries, including death, property damage, or any other loss to the extent the same is covered by the proceeds of insurance, except for the Company Liability Insurance. The Company shall provide written notice to the District of any material change of or to the insurance required herein.

(c) All insurance companies providing the required insurance shall be authorized to transact business in Texas and rated at least "A" by AM Best or another equivalent rating service.

(d) A certificate of insurance and policy endorsements evidencing the required insurance shall be submitted to the District prior to the commencement of services and each anniversary date of the term of this Agreement.

(e) Section 19 of this agreement will be limited to the extent of liability attributable to the Company. Claims arising from negligence or fault by third parties or the District employees shall be excluded from the Company's insurance policy and coverage as additional insured.

Indemnification

20. To the fullest extent permitted by law the company shall indemnify, hold harmless and defend the district, its officers, employees, agents and representatives (collectively the "district indemnitees") from and against all claims, damages, losses and expenses, including but not limited to, attorneys' fees, arising out of or resulting from bodily injury or death of a person or property damage, including the loss of use of property, arising or alleged to arise out of or in any way related to this agreement or the performance of work or services of the company, and it's sub-contractors under this agreement, or the result of any negligent act or omission or any intentional act or omission in violation of the company's standard of care by the company, it's sub-contractor or anyone directly or indirectly employed by the company or anyone for whose acts the company may be liable or due to the violation of any ordinance, regulation, statute, or other legal requirement by the company, it's sub-contractors or any of their agents and employees, but only to the extent caused in whole or in part by any intentional or negligent act or omission

of the company, it's sub-contractors or anyone directly or indirectly employed by the company, it's sub-contractors or anyone for whose acts the company or its sub-contractor may be liable.

Independent Contractor

21. It is understood and agreed by and between the parties that the Company in satisfying the conditions of this Agreement, is acting independently, and that the District assumes no responsibility or liabilities to any third party in connection with these actions. All services to be performed by the Company pursuant to this Agreement shall be in the capacity of an independent contractor, and not as an agent or employee of the District. The Company shall supervise the performance of its services and shall be entitled to control the manner and means by which its services are to be performed, subject to the terms of this Agreement.

Funding Out

22. The parties do not intend for this Agreement to obligate future Boards of Directors. Accordingly, in the event the District budget for any year beyond 2022 does not have funds sufficient to enable the District to make payments under this Agreement, then this contract is terminated on the effective date of such budget. The District must notify the Company, in writing, within 15 days after the approval of the budget which will cause the termination of the agreement under Section 21. However, failure by the District to provide such notification shall not affect the contract termination or the effective date of such termination.

Texas Government Code §2270.002

23. The Company does not boycott Israel and will not boycott Israel during the term of this contract.

(signature page to follow)

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WITNESS our hand in duplicate, this _____ day of _____ 20____.

CALDWELL COUNTY APPRAISAL DISTRICT

Chairman, Board of Directors

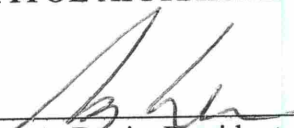
Chief Appraiser

ATTEST:

Secretary, Board of Directors

WITNESS our hand in duplicate, this 20th day of April, 2020.

CAPITOL APPRAISAL GROUP, LLC



Gregg A. Davis, President

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CALDWELL COUNTY APPRAISAL DISTRICT

EXHIBIT A

AEP TEXAS INC
AFTON CHEMICAL CORP
ALEXANDER TANK CORP
ALPHEUS COMMUNICATION LP
AMERICAN TOWER CORPORATION
AT&T COMMUNICATIONS
AT&T MOBILITY LLC
AWM OIL TOOLS
B.A.S.E. CHEMICALS
BAIRS LEASE SVC INC
BEAIRD DRILLING
BLACK ROCK CONSTRUCTION
BLUEBONNET ELECTRIC COOP INC
CENTEX PIPE & EQUIP INC
CENTURYLINK COMMUNICATIONS
CG COMMUNICATIONS INC
CHESSHER OTTO DRILLING CO
CHEVRON PRODUCTS CO
CITGO PETROLEUM CORP
CITGO PRODUCTS PIPE LINE CO
CROWN CASTLE GT CO LLC
CROWN COMMUNICATIONS INC
CSI COMPRESSCO LEASING LLC
CYRUSONE LLC
DALLAS MTA LP
DARST CREEK OIL CORP
DELRAY OIL INC
DIRECTV LLC
DISH NETWORK LLC
DONLEN TRUST
EARTHLINK BUSINESS LLC
ECHOSTAR BROADCASTING CORP
EIGHTY-SIX OIL COMPANY INC
ENERGY TRANSFER PARTNERS, LLC
ENTERPRISE CRUDE PIPELINE LLC
ETC TEXAS PIPELINE LTD
ETC TEXAS PROCESSING LTD
EXXONMOBIL PIPELINE COMPANY
FHR CORPUS CHRISTI LLC
FHR CORPUS CHRISTI, LLC
FIBERLIGHT LLC
FLINT HILLS RESOURCES, LP
FRONTIER COMMUNICATIONS

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GARNER REWINDING SERVICE
GAUGE OIL COMPANY
GILPIN POST TENSION
GLOBAL TEL*LINK CORP
GTP TOWERS II LLC
GUADALUPE VALLEY ELECTRIC COOP
GUADALUPE VALLEY TELE COOP
GULFMARK ENERGY INC
HALLIBURTON ENERGY SERVICES INC
HARBISON-FISCHER
HAZELETT DRILLING
HELMERICH & PAYNE
HERITAGE CRYSTAL CLEAN, LLC
HI TEX RIGS, LP
HORIZONTAL LINER SERVICE
HOUSTON PIPELINE CO LP
JOHNSON OIL WELL SERV
KENT BROUSSARD TOWER RENTALS
KPL SOUTH TEXAS LLC (GATHERING)
LCRA TRANSMISSION SRVCS CORP
LULING ACIDIZERS INC
LULING GAS PLANT, L.P.
LULING O & G LLC
LULING PIPE & SALVAGE
LULING PUMP & SVC CORP
LULING WELL SERVICE
MARK WEST TEXAS PNG UTIL LLC
MCI COMMUNICATIONS SERVICES
MCLEOD USA TELECOM SERV DBA
NALCO CHAMPION
NORTH SOUTH OIL LLC
NUCO2 SUPPLY LLC
OASIS PIPE LINE CO TX LP
ONEOK TRANSMISSION COMPANY
PEDERNALES ELECTRIC COOP INC
PERRYMAN INC BILL J
PRIORITY OIL COMPANY
PROGRESS DRILLING FACILITY
RB STEWART PETROLEUM PRODUCTS
REYNA OIL FIELD
RISE BROADBAND
SALT FLAT PIPE & SUPPLY
SBA TOWERS VII
SEAY & SEAY PUMP & SUPPLY
SOUTHWESTERN BELL TELEPHONE
SPECTRASITE COMMUNICATIONS INC
SPOK INC
SPRINT NEXTEL OF TEXAS
SPRINT SPECTRUM LP
SUSSER PETROLEUM COMPANY

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TEXAS GAS SERVICE
TEXAS GATHERING COMPANY LLC
TEXAS PETROLEUM INVESTMENT
TIME WARNER CABLE BUSINESS LLC
TIME WARNER CABLE INTERNET LLC
TIME WARNER CABLE TEXAS LLC
T-MOBILE
TOUNGATE PIPE & SUPPLY INC
TRINITY ENVIROMENTAL SWD LLC
TWC DIGITAL PHONE LLC
TWC SECURITY INC
UNION PACIFIC RAILROAD CO
VB-S1 ASSETS LLC
VERTICAL BRIDGE TOWERS II, LLC
VTX COMMUNICATIONS
WTG GAS TRANSMISSION CO
XO COMMUNICATIONS INC
ZAYO GROUP LLC

AK

**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
70120	911/GIS	39,734.00	41,721.00
70130	Appraisal Clerk	0.00	25,000.00
70135	Payroll contingency	2,000.00	8,000.00
	SUBTOTAL	532,187.00	589,712.00
	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	2020
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	1,310,837.00
GCA	911 EXPENSES PAID BY COUNTY	27,800.00	0.00
		1,150,582.00	1,310,837.00

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**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
70120	911/GIS	41,721.00	3,888.40	8,700.00	260.00	54,569.40
70130	Appraisal Clerk	25,000.00	2,330.00	8,700.00	300.00	36,330.00
70135	Payroll contingency	8,000.00	0	0.00	0	8,000.00
		589,712.00	54,215.56	113,100.00	4,300.00	761,327.56

Note Payroll contingency to be used for staff certification.
RB RPA
LONGEVITY PAY

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**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

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**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

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