



SPECIAL

BOARD OF DIRECTORS MEETING

December 16, 2021

MEETING NOTICE & AGENDA

12/9/2021 2:16:55 PM

STACEY KEMP
COUNTY CLERK
COLLIN COUNTY, TEXAS
BY : AB DEPUTY

NOTICE OF SPECIAL MEETING
BOARD OF DIRECTORS
of the
COLLIN CENTRAL APPRAISAL DISTRICT
(CONDUCTED ONSITE & TELEPHONICALLY)

Notice is hereby given that on the 16th day of December 2021, at 7:00 a.m., the Board of Directors of the Collin Central Appraisal District will hold a meeting at the Central Appraisal District Office, 250 Eldorado Pkwy., McKinney, Texas. The Board Chairman will direct the meeting from the District's office, in the Dr. Leo Fitzgerald board room. Board members and the public may attend in person or connect via the telephone number and conference ID below. The chief appraiser and selected staff will attend in person, with other members of the District's staff connecting from their individual offices or from a remote location. Board members, staff and the public will have telephonic access by dialing 1-833-304-4846, at which time they will be prompted to enter the Phone Conference ID: 724 848 420#. Telephonic access will be available at 7:00 a.m. until the meeting is adjourned by the Board Chairman. The subjects to be discussed are listed on the agenda which is attached to and made a part of this notice. The Board's agenda packet is available on the District's public website:
<https://collincad.org/boards/bod>
On this 9th day of December 2021, this notice was filed with the County Clerk of Collin County, Texas.



Bo Daffin
Chief Appraiser
Phone: (469) 742-9200

AGENDA

**BOARD OF DIRECTORS
COLLIN CENTRAL APPRAISAL DISTRICT**

**Thursday, December 16, 2021
SPECIAL MEETING - Conducted at
CENTRAL APPRAISAL DISTRICT OFFICE
250 Eldorado Parkway, Dr. Leo Fitzgerald Board Room
McKinney, Texas 75069**

I. SPECIAL MEETING

ITEM #	SUB #	ITEM DESCRIPTION
A.		Call to order: 7:00 a.m.
	1	Announcement by presiding officer whether the meeting has been posted in the manner required by law.
	2	Roll call: Announcement by presiding officer whether a quorum is present.
B.		Executive Session
	1	Consultation with attorney regarding pending or contemplated litigation. Pursuant to Texas Open Meetings Act, Section 551.071.
	2	Deliberation regarding real property. Pursuant to Texas Open Meetings Act, Section 551.072.
	3	Personnel matters. Pursuant to Texas Open Meetings Act, Section 551.074.
C.		Action on items discussed in executive session
	1	Action on any items pertaining to litigation, if any.
	2	Action on any items pertaining to real property, if any.
	3	Action on any items pertaining to personnel, if any.

CONSENT AGENDA

The Consent Agenda will be acted upon in one motion and contains items which are routine and typically noncontroversial. Items may be removed from this agenda for individual discussion by a Board Member, the Chief Appraiser or any citizen.

AGENDA

**BOARD OF DIRECTORS
COLLIN CENTRAL APPRAISAL DISTRICT**

- D. Approval of minutes from November 18, 2021 special meeting.**
- E. Review of November 2021 bills.**
- F. Review of November 2021 financial reports.**
- G. Review and sign checks for approved purchases requiring Board signature.**
- H. Review report of November 2021 checks and electronic transfers greater than \$25,000.**

END OF CONSENT AGENDA

- I. Receive recommendation and vote on authorizing Chief Appraiser to contract for renovations of the District's office building. The renovations include expansion of Customer Service, Taxpayer Waiting and relocation of Mapping/GIS.**
- J. Receive a report regarding the District's retirement system liability, per Board Policy # 1007.**
- K. Receive recommendation and vote on amending Policy # 1007 to change the Retiree Advisory Panel membership to an annual appointment.**
- L. Receive recommendation and vote on appointments to Retiree Advisory Panel, per Board Policy # 1007.**
- M. Receive recommendation and vote on line item transfers within the 2021 budget.**
- N. Receive recommendation and vote on allocating 2022 budget funds for the Appraisal Review Board's independent legal counsel.**
- O. Receive recommendation and vote on amending Policy # 115 regarding the Taxpayer Liaison Officer (TLO).**

AGENDA

**BOARD OF DIRECTORS
COLLIN CENTRAL APPRAISAL DISTRICT**

- P. Receive recommendation and vote on appointing a Taxpayer Liaison Officer (TLO) and Deputy Taxpayer Liaison Officer (DTLO).**
- Q. Discuss Farmersville ISD 2020 Property Value Study (PVS) invalid finding notification from the Property Tax Assistance Division.**
- R. Reports**
 - 1 Taxpayer Liaison Officer Report
 - 2 Litigation Cost Report
- S. Chief Appraiser's Report**
 - 1 2022-2023 Board Of Directors Election Update
 - 2 General Comments

II. AUDIENCE

- A. Receive public comments. Five minute limit per speaker, unless extended by Board vote.**

III. ANNOUNCEMENT OF NEXT REGULAR SCHEDULED MEETING

IV. ADJOURNMENT

CONSENT AGENDA

D.
MINUTES

November 18, 2021

MINUTES
BOARD OF DIRECTORS
COLLIN CENTRAL APPRAISAL DISTRICT

Thursday, November 18, 2021

SPECIAL MEETING (REVISED AGENDA) - Conducted onsite and telephonically at

MEETING LOCATION: Central Appraisal District Office
250 Eldorado Parkway, Dr. Leo Fitzgerald Board Room
McKinney, Texas 75069

MEMBERS PRESENT: Ron Carlisle, Earnest Burke, Brian Mantzey, Ken Maun,
and Gary Rodenbaugh

MEMBERS ABSENT:

APPROVAL OF MINUTES: _____
Chairman Secretary

NATURE OF BUSINESS

I. SPECIAL MEETING

ITEM #	SUB #	ITEM DESCRIPTION
A.		Call to Order 7:00 a.m.
	1	Meeting was called to order by Chairman, Gary Rodenbaugh, and he announced that the meeting had been posted in the time and manner required by law.
	2	The Chairman announced that a quorum was present.
	3	Chairman Rodenbaugh recommended Ron Carlisle to serve as Board Secretary until December 31, 2021. Motion made by Earnest Burke to elect Ron Carlisle as Board Secretary. Seconded by Brian Mantzey. Motion carried.
B.		Executive Session
		Board adjourned to executive session at 7:01 a.m., pursuant to Texas Government Code Sections 551.071, 551.072 and 551.074 for the following purpose(s):
	1	Consultation with attorney regarding pending or contemplated litigation, including potential litigation regarding the arbitration of property ID 2758996. Pursuant to Texas Open Meetings Act, Section 551.071.
	2	Deliberation regarding real property. Pursuant to Texas Open Meetings Act, Section 551.072.
	3	Personnel matters. Pursuant to Texas Open Meetings Act, Section 551.074.

Board reconvened to open session at 7:31 a.m.

MINUTES

BOARD OF DIRECTORS COLLIN CENTRAL APPRAISAL DISTRICT

C. Action on items discussed in executive session

- 1 No Action was taken regarding litigation.
- 2 N/A
- 3 No Action was taken regarding personnel.

CONSENT AGENDA

Motion by Brian Mantzey to accept reports and approve action items contained in consent agenda. Seconded by Ron Carlisle. Motion carried.

- D.** Action taken: Board approved minutes from September 23, 2021 regular meeting.

- E.** Action taken: Board reviewed the September 2021 and October 2021 bills.

- F.** Action taken: Board reviewed and accepted the September 2021 and October 2021 financial reports.

- G.** Action taken: There were no checks needing to be signed by Chairman, Gary Rodenbaugh.

- H.** Action taken: Board reviewed and accepted the September 2021 and October 2021 report of checks and electronic transfers.

END OF CONSENT AGENDA

- I.** Ken Maun made a motion to accept the purchases funded in the budget for general ongoing operations, requiring Board action, as follows:

- 1 Receive recommendation and vote on authorizing the purchase of computer hardware and equipment.
 - 2 Receive recommendation and vote on authorizing the purchase of software licenses and subscriptions.
- The motion was seconded by Earnest Burke. Motion carried.

J. 2022 Group Insurance

A single vote was made on the District's 2022 health insurance carrier, including option for employees to select from either a High Deductible Health Plan (HDHP), with a Health Savings Account (HSA) or traditional PPO medical plan, with medical reimbursement, and the District's 2022 insurance carriers for ancillary coverages (dental, vision, term life, long-term care and disability). Motion made by Ron Carlisle to accept recommendations as presented. Seconded by Brian Mantzey. Motion carried.

MINUTES
BOARD OF DIRECTORS
COLLIN CENTRAL APPRAISAL DISTRICT

- 1 Receive recommendation and vote on the District's 2022 health insurance carrier, including option for employees to select from either a High Deductible Health Plan (HDHP), with a Health Savings Account (HSA) or traditional PPO medical plan, with medical reimbursement.
- 2 Receive recommendation and vote on the District's 2022 insurance carriers for ancillary coverages (dental, vision, term life, long-term care and disability).
- 3 Review and vote on the District's HSA Contribution, Policy #1005 for 2022, for employees selecting HDHP with Health Savings Account.
- 4 Review and vote on Medical Reimbursement, Policy #1001 for 2022, for employees selecting traditional PPO medical plan.
A single vote was made on the District's HSA Contribution, Policy #1005 for 2022, for employees selecting HDHP with Health Savings Account, and Medical Reimbursement, Policy #1001 for 2022, for employees selecting traditional PPO medical plan. Brian Mantzey motioned to adopt the following resolutions: Resolution #2021-1101 continues Board Policy #1005 through calendar year 2022; Resolution #2021-1102 continues Board Policy #1001 through calendar year 2022. Earnest Burke seconded the motion. Motion carried.

K. Motion was made by Ken Maun to receive the recommendation authorizing the chief appraiser to pursue litigation to vacate an arbitration award regarding property ID 2758996. Seconded by Brian Mantzey. Motion carried.

L. The Board received Mr. Daffin's recommendation to designate Toni Bryan, Director of Operations, as the District's investment officer. Ken Maun motioned to accept Mr. Daffin's recommendation, to appoint Toni Bryan as the District's Investment Officer by Resolution #2021-65. Earnest Burke seconded the motion. Motion carried.

M. Ms. Bryan addressed the Board with the annual review of the District's Investment Policy #110. The Board voted to adopt Policy #110 with changes by Resolution #2021-65, investment of District funds, for the next 12-month period beginning November 1, 2021.

N. Ron Carlisle motioned to authorize the District to request a letter of engagement from K. Evans & Associates, PLLC., and authorize the Board Chairman to execute the letter of engagement. Brian Mantzey seconded the motion. Motion carried.

MINUTES

BOARD OF DIRECTORS COLLIN CENTRAL APPRAISAL DISTRICT

- O.** Pursuant with 6.12 of the Property Tax Code, the Board accepted the recommendation and gave Chief Appraiser, Bo Daffin, consent to appoint David McMahan as a member of the District's Agricultural Advisory Board. Motion made by Brian Mantzey. Seconded by Ron Carlisle. Motion carried.
- P.** The Board received a report from the Appraisal Review Board (ARB) Chairman, Dean Soderstrom. No motion was needed.
- Q.** A motion was made by Ken Maun to approve the recommendation from the Appraisal Review Board membership regarding the 2022 ARB vice-chairperson. Motion seconded by Earnest Burke. Motion carried.
- R.** Ron Carlisle motioned to approve by Resolution #2021-1103, line-item transfers within the 2021 budget as listed. Earnest Burke seconded the motion. Motion carried.
- S.** The Board received recommendation and voted on authorizing the chief appraiser to extend the District's current printing and mailing contract with VariVerge through 2022. Motion made by Ken Main, seconded by Earnest Burke. Motion carried.
- T.** **Reports**
- 1 Chief Appraiser, Bo Daffin, on behalf of Michele Lake, Taxpayer Liaison Officer, reported there were no formal written complaints to be brought before the Board of Directors. Mr. Daffin presented the Texas Department of Licensing and Regulation (TDLR) Quarterly Complaint Report. There were no new complaints. The report included an update regarding the complaint filed by Justin Jinright, presented to the Board of Directors at the October 8, 2020 meeting. The case is open and under review. Letters will be mailed quarterly until case is resolved.

- U.** **Chief Appraiser's Report**
- 1 General Comments

II. AUDIENCE

- A.** There were no public comments.

CCAD staff in attendance:

Bo Daffin
Tamera Glass
Toni Bryan
Valerie Hyden

MINUTES
BOARD OF DIRECTORS
COLLIN CENTRAL APPRAISAL DISTRICT

Brad Richards
Dana Wilson
Elliot Bensed
Marty Wright
Paula Bensed
Phil Greaux
Ryan Matthews
Stephanie Cave-Bernal
Eric Grusendorf
Wendy Gilliland
Cindy Smith
Brian Swanson
Shane Cheek
Jason Harris
Jamie Worth
Tina Castillo

Public in attendance:

Mark Walsh
ARB Chairman, Dean Soderstrom
Mr. Christopher Nickell

- III.** The next regular meeting is to be held on December 16, 2021, at 7:00 a.m., at 250 Eldorado Pkwy., Dr. Leo Fitzgerald Board Room, McKinney, Texas.
- IV.** Chairman, Gary Rodenbaugh announced the Board had concluded its business and the meeting was adjourned. The meeting adjourned at 8:42 a.m.

E.
BILLS
PAID

November 2021

BILLS PAID

BILLS PAID

COLLIN CENTRAL APPRAISAL DISTRICT
Board of Directors Check Detail Report
November 2021

Num	Date	Name	Amount
Nov 21			
ACH	11/23/2021	NATIONWIDE RETIREMENT SOLUTIONS	-5,442.50
ACH	11/22/2021	NATIONWIDE RETIREMENT SOLUTIONS	-6,792.50
ACH	11/05/2021	ADP INC	-2,867.08
ACH	11/15/2021	TCDRS	-129,393.49
8467	11/16/2021	ANDERSON, GARY L	-250.00
8468	11/16/2021	ARCELLANA, CRISTINA M	-30.00
8469	11/16/2021	AUGUSTINE, JUDITH S	-60.00
8470	11/16/2021	CHOLLAR JR, GEORGE W	-250.00
8471	11/16/2021	CHOWDHURY, NASIMA	-30.00
8472	11/16/2021	DODSON, MICHAEL	-30.00
8473	11/16/2021	FALTYS, DIANNE	-300.00
8474	11/16/2021	GALLAGHER, PATRICK W	-220.00
8475	11/16/2021	GUCKES, FRANCIS	-250.00
8476	11/16/2021	HANSON, THOMAS D	-30.00
8477	11/16/2021	HARDIN, CARLEEN	-220.00
8478	11/16/2021	HAWKINS, YOLANDA	-220.00
8479	11/16/2021	JAYE, OLIN	-30.00
8480	11/16/2021	KLICKMAN, JOHN MICHAEL	-220.00
8481	11/16/2021	MARTIN, BARRY K	-30.00
8482	11/16/2021	MCGEE, BEVERLY J	-30.00
8483	11/16/2021	MOLINA, ESTELA	-30.00
8484	11/16/2021	MOSIER, RANDY	-220.00
8485	11/16/2021	PHILLIPS, KATHRYN H	-60.00
8486	11/16/2021	PRYOR, JACK R	-250.00
8487	11/16/2021	ROBINSON, PATRICIA	-580.00
8488	11/16/2021	ROGERS, FLOYD E	-220.00
8489	11/16/2021	SADLER, BRADLEY J	-30.00
8490	11/16/2021	SMITH JR, FLOYD W	-30.00
8491	11/16/2021	SMITH, DELORES G	-550.00
8492	11/16/2021	SODERSTROM, DEAN C	-760.00
8493	11/16/2021	STAIF, CAROL LEE	-220.00
8494	11/16/2021	TRAN, HUONG (RACHEL)	-30.00
8495	11/16/2021	TURANO, LOUIS R	-250.00
8496	11/16/2021	TURNER, KENT M	-220.00
8497	11/16/2021	WARD, FORREST	-60.00
8498	11/16/2021	WELBORN, JANET HOLBART	-30.00
8499	11/16/2021	WHITT, NORMAN J	-30.00
8500	11/16/2021	WOLFSON, LEWIS H	-30.00
8501	11/16/2021	WYSASKI, JOHN	-30.00
8502	11/16/2021	YARBOROUGH, DANA	-220.00
8503	11/16/2021	ZINN, THOMAS G	-250.00
8504	11/16/2021	SODERSTROM, DEAN C	-36.78
52717	11/01/2021	DIAZ, STEPHEN ERIK	-450.00
52718	11/01/2021	JOHNSTON, CURTIS	-450.00
52719	11/01/2021	NOEL, NICHOLAS B	-450.00
52720	11/01/2021	POLK, MATTHEW	-450.00
52721	11/01/2021	THIGPEN, LESLIE MICHAEL	-450.00
52722	11/02/2021	AFFILIATED COM-NET, INC.	-1,527.20
52723	11/02/2021	HAYNES LANDSCAPE & MAINTENANCE, INC	-1,261.63
52724	11/02/2021	MC PURE CLEANING, LLC	-6,950.00
52725	11/02/2021	SAUNDERS & WALSH, PLLC	-110,346.50
52726	11/02/2021	TRUE PRODIGY TECH SOLUTIONS LLC	-1,025.00
52727	11/02/2021	VANGUARD CLEANING SERVICES	-1,000.00

COLLIN CENTRAL APPRAISAL DISTRICT
Board of Directors Check Detail Report
November 2021

Num	Date	Name	Amount
52728	11/02/2021	WASTE CONNECTIONS OF TEXAS	-226.15
52729	11/08/2021	BORTON, BRIAN K	-450.00
52730	11/08/2021	CASTILLO, FERNANDO E	-450.00
52731	11/08/2021	DIAZ, STEPHEN ERIK	-475.00
52732	11/08/2021	JOHNSTON, CURTIS	-450.00
52733	11/08/2021	PENSON, OLIVIA K	-450.00
52734	11/08/2021	INSURICA EXPRESS	-50.00
52735	11/08/2021	INSURICA EXPRESS	-100.00
52736	11/08/2021	TEXAS SECRETARY OF STATE	-42.00
52737	11/08/2021	CUSHMAN & WAKEFIELD	-7,500.00
52738	11/08/2021	MCROBERTS & COMPANY	-7,500.00
52739	11/08/2021	SAUNDERS & WALSH, PLLC	-503.50
52740	11/08/2021	SWANSON, BRIAN	-393.78
52741	11/08/2021	WEX HEALTH INC	-162.95
52742	11/16/2021	BLAYLOCK, GEAN KENT	-450.00
52743	11/16/2021	DIAZ, STEPHEN ERIK	-450.00
52744	11/16/2021	NOEL, NICHOLAS B	-450.00
52745	11/16/2021	THIGPEN, LESLIE MICHAEL	-450.00
52746	11/16/2021	INSURICA EXPRESS	-50.00
52747	11/16/2021	TEXAS SECRETARY OF STATE	-21.00
52748	11/16/2021	BELO + COMPANY	-2,687.00
52749	11/16/2021	BETSY ROSS FLAG GIRLS INC	-846.00
52750	11/16/2021	BLUECROSS BLUESHIELD (LIFE&STLT)	-8,602.47
52751	11/16/2021	CARENOW	-585.00
52752	11/16/2021	COSTAR REALTY INFORMATION INC	-5,134.00
52753	11/16/2021	HAYNES LANDSCAPE & MAINTENANCE, INC	-162.70
52754	11/16/2021	IN BLOOM	-156.00
52755	11/16/2021	KERBY & KERBY PLLC	-250.00
52756	11/16/2021	MIDDLE, LLC	-1,860.00
52757	11/16/2021	NORTH CENTRAL TX COG	-100.00
52758	11/16/2021	PAPERTONE ENTERPRISES LLC	-229.84
52759	11/16/2021	PLANO PEST CONTROL	-150.00
52760	11/16/2021	SUPERIOR VISION OF TEXAS	-1,443.11
52761	11/16/2021	TAAD	-3,000.00
52762	11/16/2021	TDLR	-100.00
52763	11/16/2021	TEXAS ARCHIVES	-90.76
52764	11/16/2021	VREF PUBLISHING INC	-100.00
52765	11/16/2021	WEX HEALTH INC	-162.95
52766	11/16/2021	WEX HEALTH INC	-5,181.48
52767	11/16/2021	PERDUE, BRANDON, FIELDER, COLLINS & MOTT	-250.00
52768	11/23/2021	AT&T MOBILITY	-1,537.87
52769	11/23/2021	CINTAS FIRST AID	-31.90
52770	11/23/2021	CITY OF MCKINNEY	-734.90
52771	11/23/2021	COPYNET	-5,289.41
52772	11/23/2021	FIRST STOP HEALTH	-992.20
52773	11/23/2021	GREEN MOUNTAIN ENERGY	-5,301.54
52774	11/23/2021	GRIFFITH, BOBBY	-750.00
52775	11/23/2021	GRUSENDORF, ERIC	-1,299.23
52776	11/23/2021	IN BLOOM	-166.00
52777	11/23/2021	LEGAL SHIELD / ID SHIELD	-1,263.70
52778	11/23/2021	MCROBERTS & COMPANY	0.00
52779	11/23/2021	MENDIZABAL, VICTOR	-105.00
52780	11/23/2021	MONA LISA MOVING CO	-897.82
52781	11/23/2021	PROSTAR SERVICES, INC	-656.77

COLLIN CENTRAL APPRAISAL DISTRICT
Board of Directors Check Detail Report
November 2021

Num	Date	Name	Amount
52782	11/23/2021	QUALITY PERSONNEL SERVICE	-504.00
52783	11/23/2021	SHI GOVERNMENT SOLUTIONS	-3,289.50
52784	11/23/2021	SWINGLE COLLINS & ASSOCIATES	-3,000.00
52785	11/23/2021	TASB, INC.	-500.00
52786	11/23/2021	WEST, SUBVET D	-450.00
52787	11/23/2021	WOOD, ROBERT	-22.98
52788	11/23/2021	BORTON, BRIAN K	-450.00
52789	11/23/2021	HENRY, JAMES	-850.00
52790	11/23/2021	NOEL, NICHOLAS B	-512.50
52791	11/23/2021	POLK, MATTHEW	-450.00
52792	11/23/2021	INSURICA EXPRESS	-50.00
52793	11/23/2021	TEXAS SECRETARY OF STATE	-21.00
52794	11/23/2021	BLUECROSS BLUESHIELD OF TEXAS	-4,149.59
52795	11/23/2021	BLUECROSS BLUESHIELD OF TEXAS	-90,697.45
52796	11/23/2021	MCROBERTS & COMPANY	-7,500.00
52797	11/30/2021	JOHNSTON, CURTIS	-450.00
52798	11/30/2021	NEVAREZ, ALEJANDRO	-450.00
52799	11/30/2021	THIGPEN, LESLIE MICHAEL	-450.00
52800	11/30/2021	AFLAC	-4,086.80
52801	11/30/2021	AT&T (FIBER)	-2,046.30
52802	11/30/2021	AT&T (U-VERSE)	-185.55
52803	11/30/2021	CARD SERVICE CENTER	-10,975.56
52804	11/30/2021	CDW-G	-9,016.00
52805	11/30/2021	COLLIN COUNTY CHAPTER TAAO	-960.00
52806	11/30/2021	DELL MARKETING	-2,901.00
52807	11/30/2021	GSO ARCHITECTS	-1,675.00
52808	11/30/2021	MARSHALL & SWIFT	-1,134.15
52809	11/30/2021	QUALITY PERSONNEL SERVICE	-336.00
52810	11/30/2021	SAM'S CLUB	-333.24
52811	11/30/2021	SHI GOVERNMENT SOLUTIONS	-1,401.44
52812	11/30/2021	STAPLES BUSINESS CREDIT	-2,176.53
52813	11/30/2021	TAAD	-200.00
52814	11/30/2021	TIME WARNER CABLE	-2,059.76
52815	11/30/2021	WEINSTEIN,BRETT	-545.00
52818	11/30/2021	CDW-G	-721.80
52819	11/30/2021	MALIN GROUP, THE	-3,890.00
52820	11/30/2021	PITNEY SUPPLIES	-244.97
52821	11/30/2021	PLANO OFFICE SUPPLY	-935.24
52822	11/30/2021	PRICE, FRANK	-1,000.00
52823	11/30/2021	PROSTAR SERVICES, INC	-244.43
53000	11/30/2021	MYPRINTCHOICE	0.00

Nov 21

-506,800.50

F.

**FINANCIAL
REPORTS**

November 2021

Kerby & Kerby PLLC

CERTIFIED PUBLIC ACCOUNTANTS

Frank Kerby, CPA
John W. Kerby, CPA

ACCOUNTANTS' COMPILATION REPORT

BOARD OF DIRECTORS
CENTRAL APPRAISAL DISTRICT OF COLLIN COUNTY
250 ELDORADO PKWY
MCKINNEY, TX 75069-8023

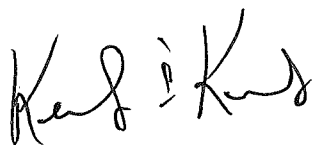
Management is responsible for the accompanying financial statements of the business-type activities of CENTRAL APPRAISAL DISTRICT OF COLLIN COUNTY (a political subdivision of the State of Texas), which comprise the statement of net position as of November 30, 2021, and the related statement of revenue, expenses, and changes in fund net position and supplemental schedule for the year then ended. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

Management has elected to omit substantially all of the disclosures ordinarily included in financial statements prepared in accordance with accounting principles generally accepted in the United States of America. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the District's assets, liabilities, fund balance, revenues, and expenses. Accordingly, the financial statements are not designed for those who are not informed about such matters.

The supplementary budget information is presented for purposes of additional analysis and is not a required part of the basic financial statements. This information is the representation of management. The supplementary budget information was not subject to our compilation engagement; therefore, we have not audited or reviewed the supplementary budget information and, accordingly, do not express an opinion, a conclusion, nor provide any form of assurance on such supplementary budget information.

The Central Appraisal District is exempt from taxes as a political subdivision of the State of Texas and, accordingly, these financial statements do not reflect a provision or liability for income taxes.

We are not independent with respect to the Central Appraisal District of Collin County.



Kerby & Kerby PLLC
McKinney, TX 75070
December 7, 2021

CENTRAL APPRAISAL DISTRICT OF COLLIN COUNTY

Statement Of Assets, Liabilities And Fund Balance - Cash Basis

November 30, 2021

ASSETS

CURRENT ASSETS

American National Bank -Oper	\$	18,852,683.07
American National Bank -ARB		2,212.50
Petty Cash - Admin		100.00
Petty Cash - Mapping		50.00
Prepaid Expenses		<u>212,688.49</u>

TOTAL CURRENT ASSETS \$ **19,067,734.06**

PROPERTY AND EQUIPMENT

Furniture and Equipment-Assets	629,608.79
Telephone Equipment-Assets	215,174.23
Computer Equipment-Assets	895,816.01
Computer Software-Assets	651,788.39
Building-Assets	7,462,092.28
Land-Assets	<u>1,387,232.00</u>
Total Property And Equipment	11,241,711.70
Less Accumulated Depreciation	<u>(4,433,281.21)</u>

NET PROPERTY AND EQUIPMENT **6,808,430.49**

OTHER ASSETS

Net Pension Asset	2,685,509.00
Deferred Resource Outflows	<u>2,000,344.00</u>

TOTAL OTHER ASSETS **4,685,853.00**

TOTAL ASSETS \$ **30,562,017.55**

CENTRAL APPRAISAL DISTRICT OF COLLIN COUNTY

Statement Of Assets, Liabilities And Fund Balance - Cash Basis

November 30, 2021

LIABILITIES AND FUND BALANCE

CURRENT LIABILITIES

All Current Liabilities \$ 674,365.95

TOTAL CURRENT LIABILITIES \$ **674,365.95**

LONG-TERM LIABILITIES

Deferred Resources Inflows 1,080,231.00

TOTAL LONG-TERM LIABILITIES **1,080,231.00**

TOTAL LIABILITIES **1,754,596.95**

FUND BALANCE

Fund Balance(CashBasisRelated) (1,377,435.47)

Fund Balance-Designated 15,325,858.17

Fund Balance-Undesignated 4,258.00

Fund Bal-Cap Assets Less Debt 7,046,917.00

Year To Date Increase or Decrease 7,807,822.90

TOTAL DESIGNATED / UNDESIGNATED FUND BALANCE **28,807,420.60**

TOTAL LIABILITIES AND FUND BALANCE \$ **30,562,017.55**

CENTRAL APPRAISAL DISTRICT OF COLLIN COUNTY
Statement Of Revenue, Expenses And Change In Fund Balance - Cash Basis
1 And 11 Months Ended November 30, 2021

	2021 Budget	1 month ended Nov 30, 2021	Year to date ended Nov 30, 2021	% of Budget	Remaining Budget
REVENUE					
Entity Support Revenue	\$ 21,759,400.00	\$ 1,908,345.25	\$ 24,282,489.25	111.60 %	(2,523,089.25)
Interest-Bank Accts/Investments	0.00	11,356.07	124,591.48		(124,591.48)
BPP Rendition Penalty Revenue	0.00	71.43	74,759.05		(74,759.05)
Misc Revenue	0.00	0.00	5,335.04		(5,335.04)
TOTAL REVENUE	21,759,400.00	1,919,772.75	24,487,174.82	112.54 %	(2,727,774.82)
OPERATING EXPENSES					
Salaries Full Time	10,742,400.00	690,674.19	7,685,676.91	71.55 %	3,056,723.09
Salaries Part Time/Temp	167,600.00	0.00	45,100.25	26.91 %	122,499.75
Overtime	114,794.00	2,124.50	96,918.62	84.43 %	17,875.38
Auto Allowance	768,000.00	55,960.87	651,671.20	84.85 %	116,328.80
Worker's Compensation	40,000.00	7,064.00	34,818.08	87.05 %	5,181.92
Employee Group Insurance	2,515,000.00	137,439.85	1,482,528.96	58.95 %	1,032,471.04
FICA Tax	159,000.00	10,793.37	126,292.20	79.43 %	32,707.80
Employee Retirement	1,425,100.00	46,918.96	962,841.48	67.56 %	462,258.52
Retirement-UAAL Buy Down	400,000.00	0.00	400,000.00	100.00 %	0.00
Unemployment Compensation	18,000.00	0.00	4,984.48	27.69 %	13,015.52
Legal	1,800,000.00	139,690.00	1,436,656.98	79.81 %	363,343.02
Accounting & Audit	16,000.00	250.00	12,550.00	78.44 %	3,450.00
Insurance	45,000.00	8,206.00	46,018.61	102.26 %	(1,018.61)
Legal Notices & Advertising	37,000.00	2,687.00	19,123.00	51.68 %	17,877.00
Appraisal Review Board	650,000.00	6,336.78	524,145.06	80.64 %	125,854.94
Telephone, Internet, Data Cloud	350,000.00	10,115.51	137,508.28	39.29 %	212,491.72
Utilities	160,900.00	6,448.14	76,788.69	47.72 %	84,111.31
Equipment Rent	95,000.00	2,358.47	59,843.82	62.99 %	35,156.18
Equipment Maintenance	45,000.00	1,855.94	35,529.98	78.96 %	9,470.02
Postage	450,000.00	0.00	341,807.31	75.96 %	108,192.69
Aerial Photography	430,000.00	0.00	369,600.00	85.95 %	60,400.00
Supplies	425,000.00	16,601.51	358,189.11	84.28 %	66,810.89
Registration & Dues	45,000.00	5,640.00	22,707.80	50.46 %	22,292.20
Travel & Education	175,000.00	2,380.46	63,705.62	36.40 %	111,294.38
Board of Directors Meetings	7,000.00	161.40	683.38	9.76 %	6,316.62
Miscellaneous Expenses	500.00	0.00	0.00	0.00 %	500.00
Contract Services	99,319.00	4,836.66	94,522.35	95.17 %	4,796.65
Professional Services	170,000.00	5,382.08	112,701.27	66.29 %	57,298.73
Security	165,000.00	9,937.50	85,822.50	52.01 %	79,177.50
Building Maintenance	156,787.00	9,361.63	136,148.57	86.84 %	20,638.43
Building Repair/Modifications	170,000.00	1,581.12	159,330.24	93.72 %	10,669.76
Depreciation	0.00	21,680.59	238,486.49		(238,486.49)
Furniture & Equipment	65,000.00	0.00	35,546.81	54.69 %	29,453.19
Computer Hardware & Computer Equip	250,000.00	9,016.00	139,098.83	55.64 %	110,901.17
Computer Software Licens & Subscrip	600,000.00	6,417.54	467,246.58	77.87 %	132,753.42
Computer Hardware Maintenance	42,000.00	2,901.00	2,901.00	6.91 %	39,099.00
Software Development	300,000.00	0.00	0.00	0.00 %	300,000.00
Computer Software Maintenance	325,000.00	19,073.90	211,857.46	65.19 %	113,142.54
Contingency	96,100.00	0.00	0.00	0.00 %	96,100.00
TOTAL OPERATING EXPENSES	23,520,500.00	1,243,894.97	16,679,351.92	70.91 %	6,841,148.08
EXCESS(DEFICIT) INCOME & EXPENSES	\$ (1,761,100.00)	\$ 675,877.78	7,807,822.90	(443.35)%	(9,568,922.90)
BEGINNING FUND BALANCE			20,999,597.70		
ENDING FUND BALANCE			\$ 28,807,420.60		

CENTRAL APPRAISAL DISTRICT OF COLLIN COUNTY

Supplemental Schedules

November 30, 2021

ACCUMULATED DEPRECIATION

Accum Depr-Furniture & Equip	\$	(562,152.03)
Accum Depr-Telephone Equipment		(194,644.52)
Accum Depr-Computer Equipment		(818,995.27)
Accum Depr-Computer Software		(621,151.39)
Accum Depr-Building		<u>(2,236,338.00)</u>

TOTAL ACCUMULATED DEPRECIATION **\$ (4,433,281.21)**

OTHER CURRENT LIABILITIES

Accounts Payable	\$	260.41
Credit Card-LegacyTexas		672.33
Credit Card-Sam's Wholesale		27.62
Employee Savings		7,607.24
Accrued Wages Payable		148,283.31
Group Insurance Payable		601.04
Retirement Payable		93,837.92
Compensated Absences Payable		<u>423,076.08</u>

TOTAL OTHER CURRENT LIABILITIES **\$ 674,365.95**

G.

FUNDED ITEMS

BOARD OFFICER'S SIGNATURE REQUIRED



Collin Central Appraisal District

Date: 12/9/21

To: Board of Directors

From: Bo Daffin, Chief Appraiser *Bo Daffin*

Subject: Budgeted expenditures requiring signature of Board Officer

ITEM	DESCRIPTION	\$ AMOUNT
------	-------------	-----------

As of this date, there are no budgeted expenditures that require the signature of a Board Officer.

H.

LARGE EXPENDITURES
(GREATER THAN \$25,000)

***APPROVED BY CHIEF APPRAISER, AS
AUTHORIZED BY BOARD POLICY***

November 2021



Collin Central Appraisal District

Date: 12/9/21

To: Board of Directors

From: Bo Daffin, Chief Appraiser *Bo Daffin*

Subject: Budgeted expenditures over \$25,000 approved by Chief Appraiser
For: November 2021

ITEM	DATE	DESCRIPTION	\$ AMOUNT
ACH	11/4/21	ADP (payroll and taxes)	\$371,912.28
ACH	11/15/21	TCDRS	\$129,393.49
ACH	11/18/21	ADP (payroll and taxes)	\$346,939.71
Ck #52682	11/10/21	Blue Cross and Blue Shield	\$90,887.26
Ck #52711	11/8/21	SHI Government	\$76,025.65
Ck #52725	11/10/21	Saunders & Walsh	\$110,346.50

I.

Building Renovations



Collin Central Appraisal District

December 15, 2021

(appended to board packet)

TO: Board of Directors

FROM: Bo Daffin, Chief Appraiser *Bo Daffin*

RE: Building Renovations Preliminary Cost Estimate

The attached preliminary cost estimate is based on a takeoff from our architectural plans for the renovation and our estimate for the cost of cubicles, furniture, and equipment to occupy the space.

- This is phase one of the overall project.
 - Mapping/GIS, including workroom.
 - Customer Service
 - Taxpayer waiting area.
- Estimated SFT is 5,730.
- Estimated cost is \$834,560, as summarized on the following page.
 - Notes:
 - The Contractor's Contingency at 18% for budgeting is more than we anticipate in the final contract. Once the trades provide a formal quote for their services, I would expect this contingency to be in the 10% to 15% range. At this point we don't know what surprises the trades may find when they finalize their inspection of electric, lighting, HVAC, or fire suppression systems. Therefore, for budgeting purposes, while seeking approval of the Board to proceed with the project, we are using an 18% Contractor's Contingency.
 - Rockin G Drywall has handled numerous projects for us in the past and we are planning to use them as our General Contractor in addition to their construction and finish-out of walls and ceilings . Their GC fee is included in their preliminary estimate and is based on 15% of the projected cost for the trades.

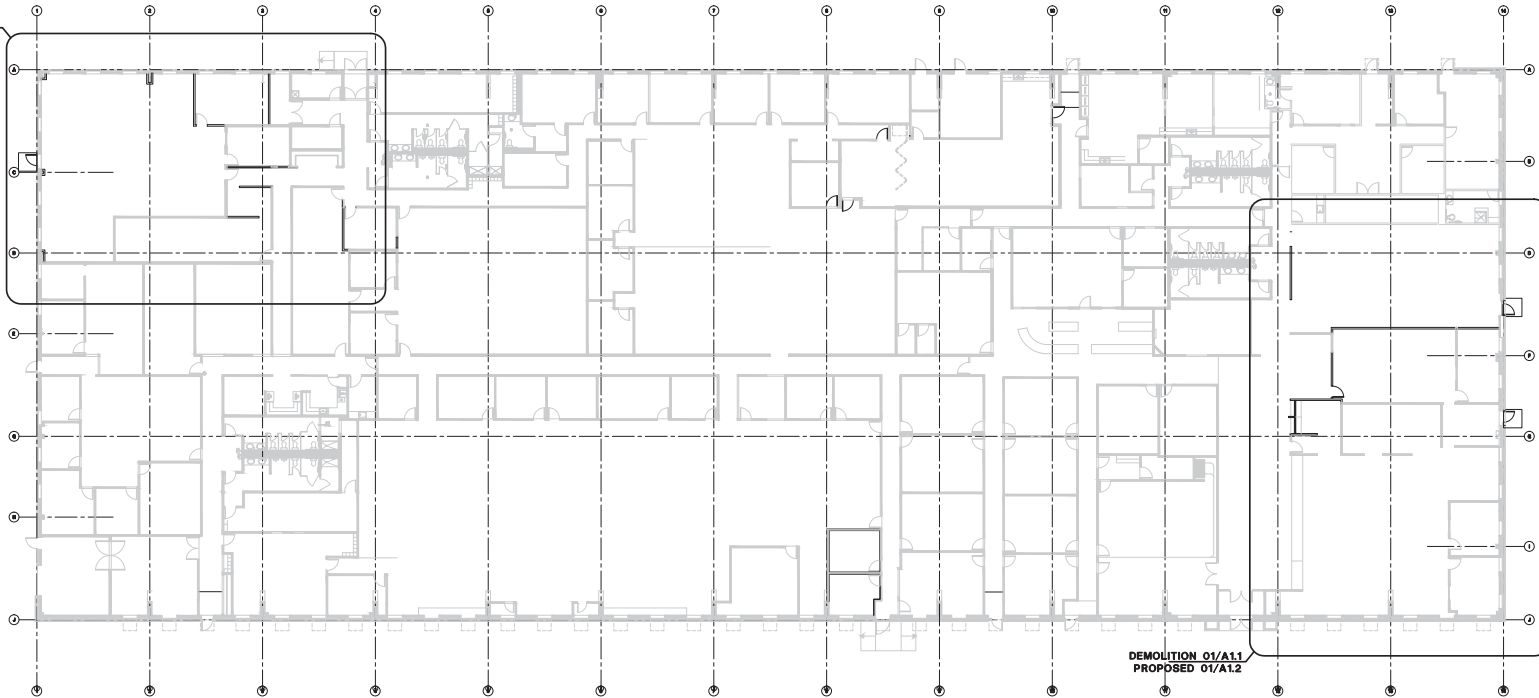
- The project completion date projected is mid-March for the trades, which allows us approximately three weeks to prepare the space for occupancy in early-April.
- I am requesting the Board's approval to move forward with the project, including authorizing me to execute the contracts necessary to complete the work, subject to a total project cost not to exceed \$835,000.
 - The Board approved our 2022 Budget with a Building Capital line item of \$3,100,000 below the line in our Designated Reserve Funds.
- Phase two, not included above, is for the potential reconfiguration of the ARB service area, including relocation of the ARB service counter and providing for additional space for new staff.
 - The phase two project would not begin until the fall of 2022, after the Appraisal Roll is certified to our taxing entities.

COST ESTIMATES FOR 2021/2022 BUILDING RENOVATIONS PROJECT

CUSTOMER SERVICE | MAPPING | PUBLIC WAITING AREA

PROJECT DESCRIPTION	ESTIMATE	
GSO & MEP (Architect & Mechanical/Electric/Plumbing engineer)	\$18,000	
Construction Manager fee	\$20,000	\$38,000
Off-site storage, PODS, movers, etc.	\$12,000	\$12,000
Rockin G Drywall (including General Contractor fee)	\$190,000	
Intex Electrical	\$56,000	
Joplin's HVAC	\$44,500	
DSS Fireguard (sprinkler system)	\$15,000	
One Source Floors	\$35,000	
City of McKinney (Permits)	\$6,500	\$347,000
Affiliated Communications	\$25,000	
Plano Office Supplies (cubicles and furniture)	\$135,000	
DSS security / DSS fire	\$30,000	
Dell, CWD-G, or other equipment	\$50,000	\$240,000
Security booth (bullet proof)	\$15,000	\$15,000
SUB TOTAL ESTIMATE BEFORE CONTINGENCY		\$652,000
Contractor's project contingency @ 18% of Sub Total	\$117,360	\$117,360
TOTAL PROJECT ESTIMATE BEFORE CCAD CONTINGENCY		\$769,360
Collin CAD's project contingency @ 10% of Sub Total	\$65,200	\$65,200
GRAND TOTAL PROJECT ESTIMATE INCLUDING CCAD CONTINGENCY		\$834,560
BUILDING CAPITAL DESIGNATED FUNDS BUDGETED BELOW-THE-LINE		\$3,100,000

DEMOLITION 02/A11
PROPOSED 02/A12



DEMOLITION 01/A11
PROPOSED 01/A12

01 KEY PLAN

1/8" = 1'-0"



**COLLIN CENTRAL
APPRAISAL DISTRICT
ARB/CS/MAPPING REMODEL**
250 ELDORADO PARKWAY
MCKINNEY, TEXAS 75069

ISSUE LOG

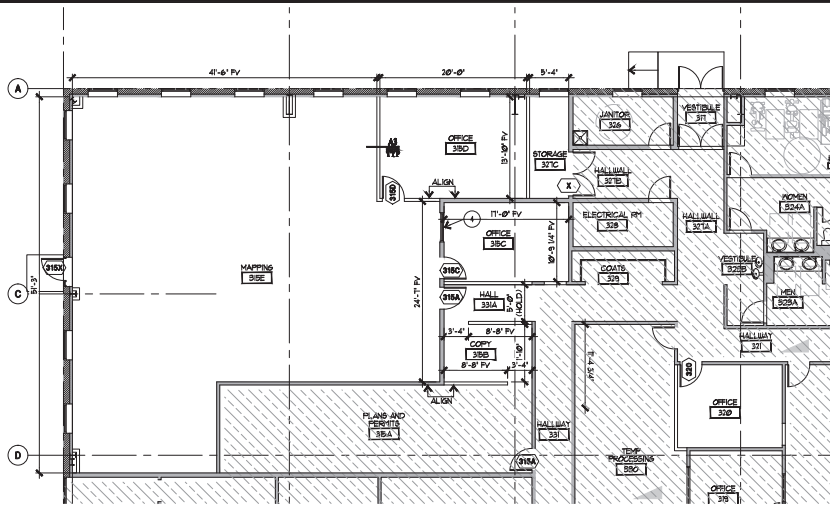
NO.	DESCRIPTION	DATE
1	ISSUED FOR BID AND PERMIT	01/10/2021

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PURPOSE, WITHOUT PRIOR WRITTEN CONSENT FROM
GSO ARCHITECTS, INC.



JOB NO.: 21-074
DATE: 08/10/2021
SCALE: AS NOTED

SHEET NO.
A1.0
KEY PLAN



02 PROPOSED FLOOR PLAN AT MAPPING

1/8" = 1'-0"



NOTE:

- SEE COVER SHEET FOR GENERAL NOTES.
- G.C. SHOULD EXPECT THAT ACTUAL CONDITIONS MAY VARY FROM THESE CONSTRUCTION DOCUMENTS. THE G.C. SHALL DETERMINE ANY AREAS THAT VARY AND REVIEW THEM WITH THE ARCHITECT AND OWNER FOR RESOLUTION.
- ANY NEW WALL BUILT AS A PART OF OR ADJACENT TO AN EXISTING WALL SHALL BE CONSTRUCTED TO MATCH THE EXISTING ADJACENT WALL (INCLUDING FINISHES).
- ALL CEILINGS ARE AT 9'-0" A.F.F. U.N.O.
- INTERIOR WALLS AND CEILING FINISHES (OTHER THAN TEXTILES) SHALL BE CLASS C.
- G.C. TO ALLOW FOR ADDITIONAL CEILING/GRID DEMOLITION AND REPLACEMENT DUE TO MECHANICAL WORK REQUIRED IN PLENUM, REFER TO MEP.
- AFFECTED EXISTINGS AREAS WITH NEW CONSTRUCTION AND/OR DEMOLITION WILL FACILITATE THE REMOVAL AND REPLACEMENT OF EXISTING RECESSED FLUORESCENT LIGHTS, REFER TO MEP.
- REFER TO SHEET A0.4 FOR WALL TYPES
- PROVIDE ALL NECESSARY WOOD FRAMING, BRACING, BLOCKING, NAILERS AND SHIMS REQUIRED TO INSTALL ALL DOOR FRAMES, MEP WORK, MILLWORK ACCESSORIES OR DEMOLITION WORK.
- THE CONTRACTOR SHALL PROVIDE STRUCTURAL SUPPORT TO ALL EXISTING CONSTRUCTION WHEN REQUIRED TO INSTALL NEW WORK OR DEMOLITION WORK.
- ALL FLOORING MATERIALS SHALL BE REMOVED TO SLAB. SLAB TO BE SCRAPPED AND CLEANED IN PREPARATION FOR INSTALLATION OF NEW FLOORING MATERIAL.
- ALL CEILING GRID AND TILES ARE TO BE PROTECTED DURING CONSTRUCTION. REMOVE ALL DAMAGED CEILING TILES AND NOTE ALL DAMAGED GRID FOR REPAIR DURING CONSTRUCTION.

LEGEND: REFER TO MEP

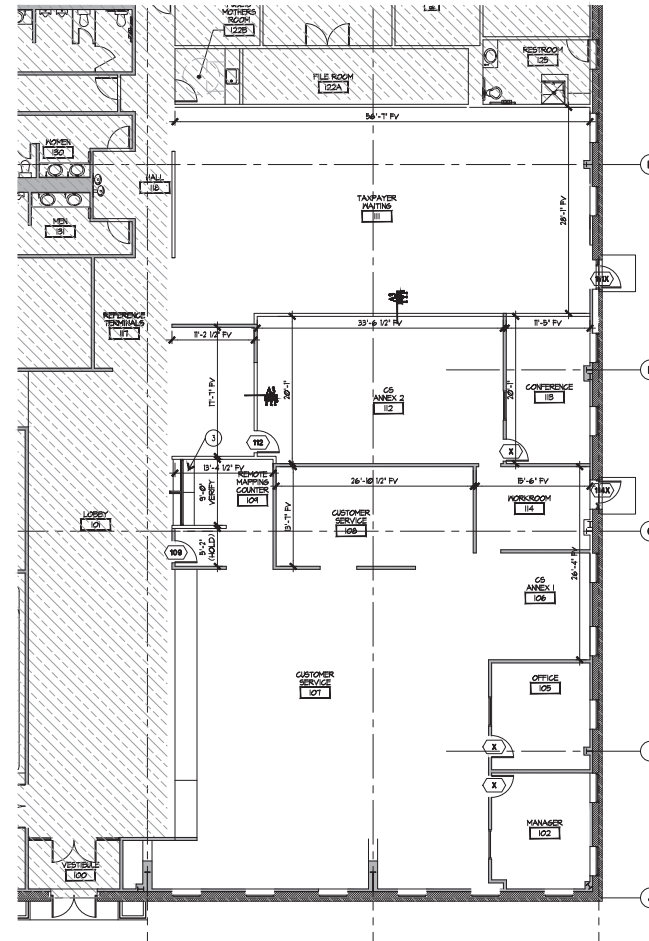
- DEMOLISH WALL
- EXISTING INTERIOR WALL
- EXISTING EXTERIOR WALL
- NEW WALL
- AREA N.L.C.
- 2'X4' LAY-IN CEILING, HEIGHT VARIES
- 2'X4' LIGHT FIXTURE REFER TO MEP FOR EMERGENCY

KEY NOTES:

- EXISTING CEILING GRID TO REMAIN - VERIFY HEIGHTS TO NEW ADJOINING BRACER DO NOT CONFLICT. HOOFY CEILING AND EXISTING HVAC/DUCTWORK AS NECESSARY FOR NEW WALLS.
- G.C. TO NOTIFY OWNER & ARCHITECT IF EXISTING HVAC CONFLICTS W/ NEW PLANS
- RELOCATED MAPPING SERVICE MILLWORK AND TRANSACTION WINDOWS, COORDINATE WITH BUILDING MANAGEMENT. VERIFY DIMENSIONS PRIOR TO CONSTRUCTION. ENSURE ADA COMPLIANCE.
- RELOCATED FIXED WINDOW, REFER TO DEMOLITION NOTES

DEMOLITION KEY NOTES:

- G.C. TO VERIFY WITH OWNER IF EXISTING DOOR TO BE REUSED AND/OR STORED FOR FUTURE USE. PROTECT AND COORDINATE STORAGE IF NEEDED
- G.C. TO VERIFY LOCATION OF EXISTING POWER/DATA AND DEMOLITION WALLS
- WINDOW TO BE REMOVED AND REUSED, REFER TO PROPOSED PLANS, COORDINATE WITH BUILDING MANAGEMENT
- DEMOLISH WALL FOR RELOCATED WINDOW - COORDINATE SIZE AND HEIGHT WITH EXISTING
- EXISTING MILLWORK TO REMAIN





Collin Central Appraisal District

December 9, 2021

TO: Board of Directors

FROM: Bo Daffin, Chief Appraiser

A handwritten signature in black ink that reads "Bo Daffin".

RE: Building Renovations

We are continuing to work with our architect, construction manager and staff to complete an estimated construction and occupancy cost for the following renovations. We will update you prior to the board meeting as information is received.

1. Mapping/GIS new office:
 - a. Relocate to space in northeast corner of the building, occupying approximately 2,700 SFT that is current shell space.
2. Workroom/Plotter room:
 - a. A new workroom and plotter area to be utilized by Mapping/GIS and Plans & Permit department. The space is approximately 110 SFT.
3. Expansion of Customer Service department by taking in approximately 970 SFT once Mapping/GIS move.
 - a. This would include an emergency exit door being installed on the south exterior of the building.
4. New waiting room:
 - a. The remaining space from the existing Mapping/GIS department, after the 970 SFT taken into Customer Service, would become a new taxpayer waiting room. This would become the centralized waiting room for use by all departments.
 - b. The new taxpayer waiting room will be approximately 1,950 SFT.
 - c. It is located immediately across the hall from the public restrooms and next door to the "mother's room" provided for the public.
 - d. Prior to Covid-19 the ARB would utilize the audience area in each panel room as the "waiting area" for those property owners assigned to that panel room. There is not an audience area in the panel rooms due to reconfigurations caused by Covid.
5. The estimated SFT for phase one, as outlined above, is 5,730 SFT.
6. Due to time constraints, we would complete the renovation and reconfiguration of the ARB Services department after we certify the 2022 appraisal roll, calling it phase two. This would include expansion of the workroom, taking in the existing taxpayer waiting room and relocating the ARB service counter, which would position it closer to the new taxpayer waiting room.

J.

**Policy # 1007 Report
TCDRS Retirement System**

Special Note Regarding 2022 Plan Assessments

TCDRS' long-term outlook anticipates that rates and returns will remain below historical norms. The forecasts show decreased returns across all asset classes. Soundness requires synchronizing assumptions with expectations. Thus, the TCDRS board reduced the investment return assumption to 7.5%. A reduction in the assumption was consistent with the recommendation of Milliman, our consulting actuaries. The investment return assumption is important as it determines how much benefit funding is expected to come from investments versus employer contributions. In addition, the inflation assumption has also been decreased to 2.5% which impacts wage growth and payroll growth.

These assumptions are reflected in this valuation and most employers will see increases in their required contribution rates for 2022. Supporting employers through this transition is TCDRS' most important investment. The board has used a portion of system reserves and re-amortized liabilities to help mitigate the increases. In addition, one of TCDRS' strengths is that employers have the ability to annually adjust benefits based on local needs and budgets. If employers need to reduce costs, TCDRS staff is available to help you understand your options.



Plan Assessment for Plan Year 2022

Collin County Central Appraisal District – 457

Participation Date – 11/1/1980

It's that time of year again — time to look at your TCDRS retirement plan and decide whether or not your benefits are adequate and affordable. This plan assessment will give you an overview of the benefits you provide as well as how much it will cost to provide these benefits in the upcoming plan year.

	2022 Plan
Basic Plan Options	
Employee Deposit Rate	7%
Employer Matching	250%
Prior Service Credit	No Employees Eligible
Retirement Eligibility	
Age 60 (Vesting)	8 years of service
Rule of	75 years total age + service
At Any Age	30 years of service
Optional Benefits	
Partial Lump Sum	Yes
Group Term Life	None
Retirement Plan Funding	
Total Normal Cost Rate	18.04%
Employee Deposit Rate	<u>-7.00%</u>
Employer-Paid Normal Cost Rate	11.04%
UAAL / (OAAL) Rate	<u>0.57%</u>
Required Rate	11.61%
Elected Rate	13.00%
Total Contribution Rate	
Retirement Plan Rate	13.00%
(greater of required and elected rate)	
Group Term Life Rate	<u>N/A</u>
Total Contribution Rate	13.00%
Valuation Results (Dec. 31, 2020)	
Actuarial Accrued Liability	\$48,655,913
Actuarial Value of Assets	<u>\$47,830,945</u>
Unfunded / (Overfunded) AAL	\$824,968
Funded Ratio	98.3%

CCAD Note:

As projected in March 2021, before our Elected Rate was increased to 13.75% during the 2022 budget process.

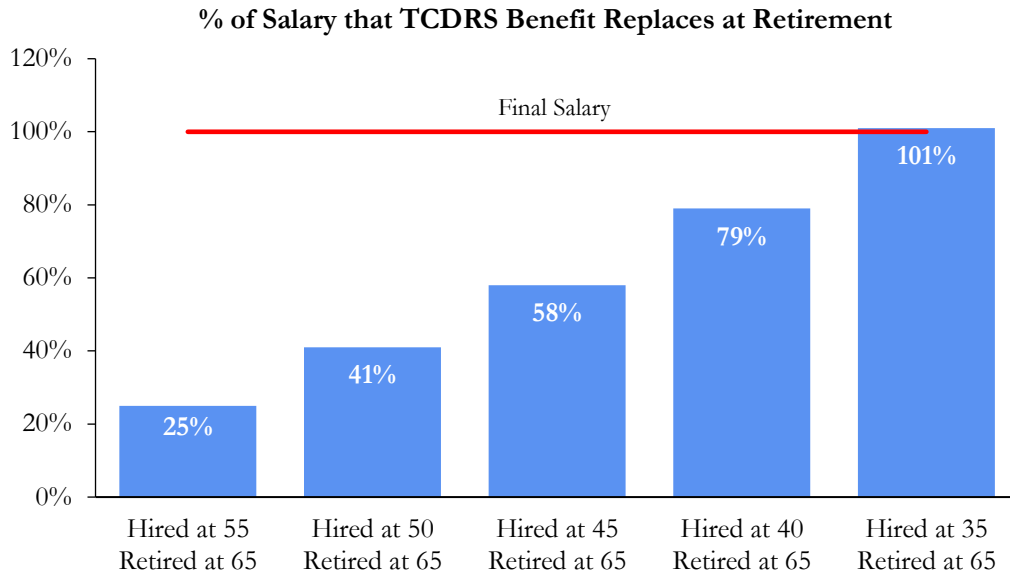
Notes:

Buyback adopted: 2000

Last COLA: 2019

What You Are Providing

The TCDRS benefit is based on employee deposits, which earn 7% compound interest each year, and employer matching at retirement. The following chart shows the estimated TCDRS benefit as a percentage of final salary prior to retirement for a new hire:

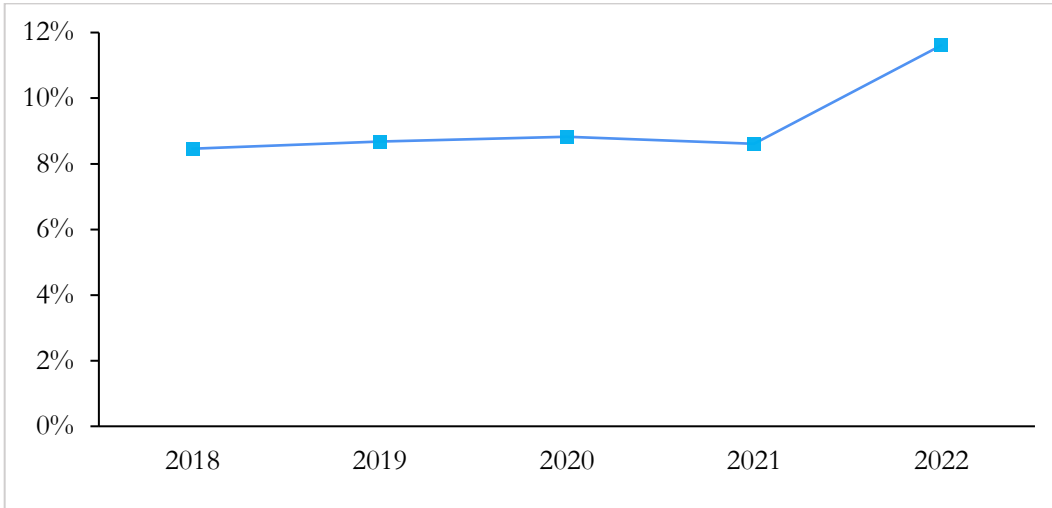


Assumptions

- Employees are new hires and will work for you until retirement.
- Your current plan provisions will remain in effect through an employee's retirement.
- Current laws governing TCDRS will continue as they are.
- Graded salary scales give bigger raises early in careers, with smaller raises later in careers (see Summary Valuation Report at TCDRS.org/Employer).
- Based on Single Life benefit.

Reasons for Rate Change

Below is a record of your required rate history for your retirement plan over the last five years.



Reasons for Rate Change	2018-2019	2019-2020	2020-2021	2021-2022
Beginning Rate	8.46%	8.68%	8.82%	8.61%
Plan Changes Adopted	0.24%	0.00%	0.00%	N/A
Investment Return	0.16%	0.77%	0.03%	0.04%
Elected Rate/Lump Sum	-0.57%	-0.55%	-0.50%	-0.29%
Demographic/Other Changes	0.30%	-0.08%	0.26%	0.07%
Assumptions/Methods ⁽¹⁾	<u>0.09%</u>	<u>0.00%</u>	<u>0.00%</u>	<u>3.18%</u>
Ending Rate	8.68%	8.82%	8.61%	11.61%
Valuation Year	2017	2018	2019	2020
Funded Ratio	100.8%	100.5%	101.2%	98.3%

1. 2021-2022: Includes reductions to the investment return and inflation assumptions, and method adjustments designed to mitigate the impact of the reductions.

A complete Summary Valuation Report for the Dec. 31, 2020 valuation will be available mid-May at TCDRS.org/Employer.

Next Steps

If you are interested in making plan changes, please contact your Employer Services Representative at 800-651-3848. Your benefit selections are due by Dec. 15, 2021.



PLAN CUSTOMIZER SUMMARY FOR PLAN YEAR 2022

Collin County Central Appraisal District

CURRENT PLAN AND PROPOSED PLAN(S)

	Current Plan	13.75% 400K
Basic Plan Options	2021	2022
Employee Deposit Rate	7.00%	7.00%
Employer Matching	250%	250%
Application of Matching	Past & Future	Past & Future
Prior Service Credit	150%	150%
Retirement Eligibility		
Age 60 (Vesting)	8 yrs of service	8 yrs of service
Rule Of	75 yrs total age + service	75 yrs total age + service
At Any Age	30 yrs of service	30 yrs of service
Optional Benefits		
Partial Lump-Sum Payment at Retirement	Yes	Yes
Group Term Life	NONE	NONE
COLA	N/A	N/A
Retirement Plan Funding		
Normal Cost Rate	11.04%	11.04%
UAAL/(OAAL) Rate	0.57%	0.24%
Required Rate	11.61%	11.28%
Elected Rate	13.00%	13.75%
Additional Employer Contribution	\$0.00	\$400,000.00
Total Contribution Rate		
Retirement Plan Rate	13.00%	13.75%
Group Term Life Rate	0.00%	0.00%
Total Contribution Rate	13.00%	13.75%
Valuation Results		
Actuarial Accrued Liability	\$48,655,913	\$48,655,913
Actuarial Value of Assets	\$47,830,945	\$48,203,038
Unfunded/(Overfunded) Actuarial Liability	\$824,968	\$452,875
Funded Ratio	98.3%	99.1%



Plan Agreement for Plan Year 2022
Collin County Central Appraisal District – 457
Effective as of Jan. 1, 2022

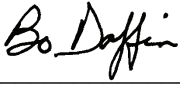
Basic Plan Options	
Employee Deposit Rate:	7%
Employer Matching:	250%
Prior Service Credit:	150%
Retirement Eligibility	
At 60 (Vesting)	8 years of service
Rule of	75 years total age + service
At Any Age	30 years of service
Optional Benefits	
Partial Lump-sum Payment at Retirement:	Yes
Group Term Life:	None
Retirement Plan Funding	
Elected Rate:	13.75%
2021 Additional Employer Contribution:	\$400,000.00
Total Contribution Rate	
Retirement Plan Rate:	13.75%
Group Term Life Rate:	N/A
Total Contribution Rate:	13.75%

Rates are contingent on receiving the additional employer contribution by Dec. 31, 2021.

Certification

I certify that the plan agreement for the participation of Collin County Central Appraisal District in TCDRS for the 2022 plan year truly and accurately reflects the official action taken during properly posted and noticed meeting on 06/24/21 (mm/dd/yy) by the Governing Board and such action is recorded in the official minutes.

Printed Name: Bo Daffin Title: Chief Appraiser

Authorized Signature:  Digitally signed by Bo Daffin
Date: 2021.10.12 14:55:04
-05'00'

Date: 10/11/21

Bo Daffin

From: erika@tcdrs.org
Sent: Wednesday, October 20, 2021 3:50 PM
To: Bo Daffin; Toni Bryan
Subject: We've received your 2022 TCDRS Plan Agreement

Thank you for submitting your TCDRS Plan Agreement. Jan 1, 2022 is this plan's effective date. The options below confirm your benefit selections and cost.

Basic Plan Options

- Employee Deposit Rate: 7%
- Employer Matching: 250%
 - Application of Matching: Past and Future
- Prior Service Credit: 150%

Retirement Eligibility

- At 60 (Vesting) and 8 years of service
- Rule of 75
- At Any Age and 30 years of service

Optional Benefits

- Partial Lump-sum Payment at Retirement: Yes
- Group Term Life: None

Retirement Plan Funding

- Elected Rate (%): 13.75
- 2021 Additional Employer Contribution: \$400,000.00

2022 Total Contribution Rate

- Retirement Plan Rate (%): 13.75
- Group Term Life Rate (%): N/A
- Total Contribution Rate (%): 13.75

These rates are contingent on receiving your lump-sum contribution. Dec 31, 2021 is the due date for your lump-sum contribution.

If you have any questions, please call me at 800-651-3848 ext.+1 (512) 637-3264 or visit www.tcdrs.org/employer.

Sincerely,

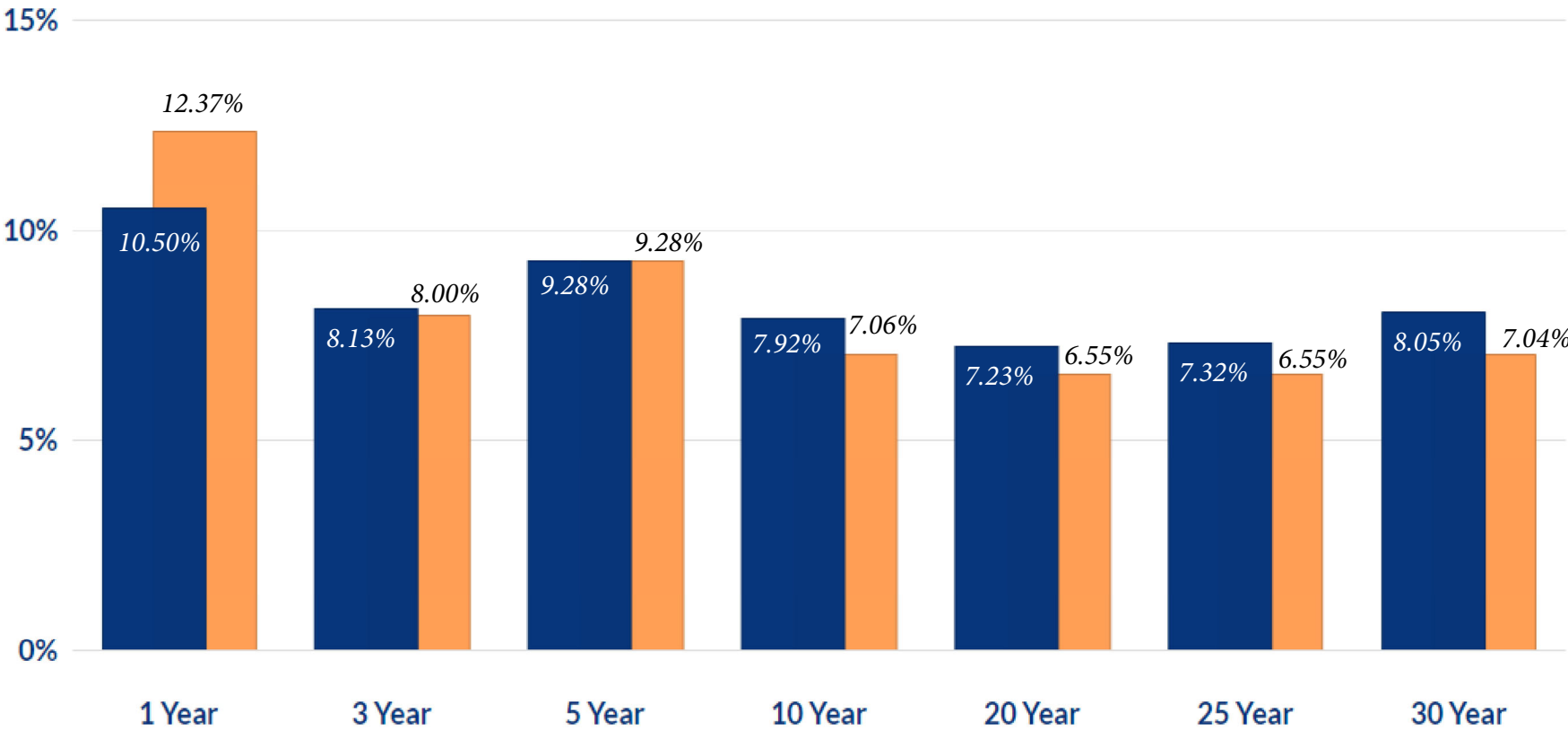
Erika Aguirre
Employer Services Representative

AS OF YEAR END

2020



We are proud of the results our investments have earned for our members. Explore the interactive chart below for more details.



NET OF ALL FEES AS OF DEC. 31, 2020

J.9



Total Fund Return

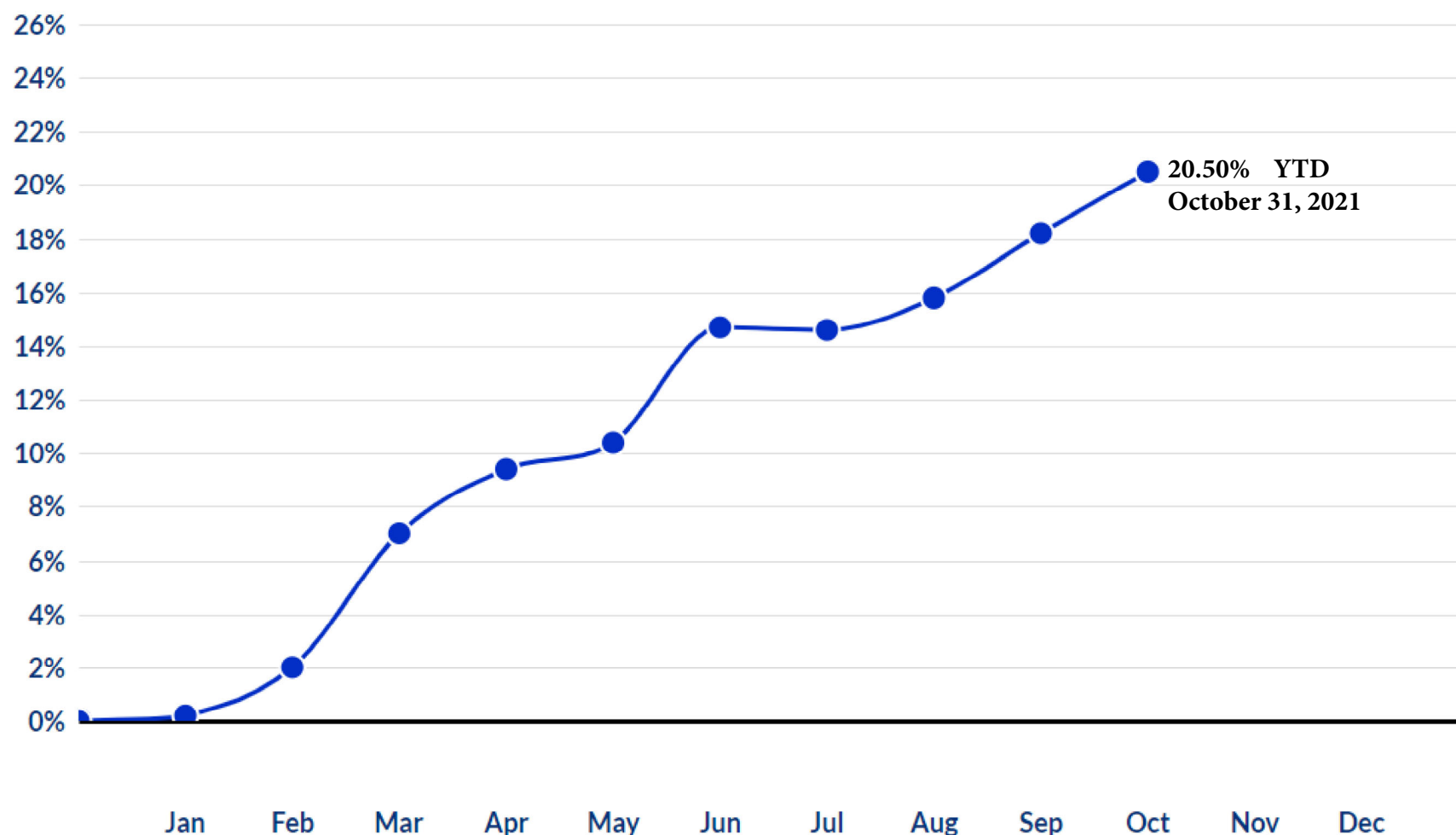


Benchmark

Benchmark:

To measure the performance of our portfolio as a whole, we use a policy benchmark portfolio. This hypothetical portfolio is made up of individual asset class benchmarks that are weighted to reflect our target asset class allocation. (Source TCDRS website)

At TCDRS, we like to take a long-term view of our investment returns, but we also keep a sharp eye on the short term. Here are our returns so far for the year.



This chart of our net-of-fee performance during the year requires the use of estimated returns for several asset classes whose returns we only receive quarterly. Here we report the estimated performance for the year as of the end of each calendar month.

J.10

Results for the private asset classes (private equity, distressed debt, direct lending and private real estate) are included on a one-quarter-end lagged basis because results are not available until two months following quarter end. This is consistent with performance reporting by other institutional investors.

K.

**Amend Policy # 1007
Annual Terms For
Retiree Advisory Panel**



Collin Central Appraisal District

December 9, 2021

TO: Board of Directors

FROM: Bo Daffin, Chief Appraiser *Bo Daffin*

RE: Retirement System Policy 1007

The sole purpose of the recommended change to the Policy is to change the appointment term from two years to one year, for Retiree Advisory Panel membership.

You will find the recommended change on page 8 of the enclosed copy of the Policy.



Collin Central Appraisal District

POLICY NUMBER: 1007

**POLICY NAME: Retirement System Management, Qualified 415
Replacement Benefit Arrangement & Retiree COLA
Implementation**

It is the policy of the Collin Central Appraisal District ("CCAD", "District") to annually review the District's financial ability to provide a COLA to retirees through the Texas County District Retirement System ("TCDRS").

The Board of Directors will review data and receive a recommendation from the Chief Appraiser, during the budget process each year, regarding whether a retiree COLA should be given in the following calendar year.

It must be acknowledged and understood that the funding of a retiree COLA is solely at the expense of the District. Active employees save toward their fixed retirement annuity, but active employees do not contribute to their future retiree COLA. It must be acknowledged and understood that any 415 Replacement Benefit Arrangement must be of no extra cost to the District, when balanced with the contributions made by the District to TCDRS, on behalf of affected retirees.

It must be clearly understood that the Board of Directors, at its sole discretion, even if all of the performance guidelines set forth below are met, may choose to limit or eliminate the COLA for any year(s).

INTENT

This policy is intended to provide instruction and guidance to the District. and It will establishes the business rules for governing the process of providing a periodic cost-of-living adjustment (COLA) to the District's retirees and for creating a 415 Replacement Benefit Arrangement with TCDRS that is neutral in cost to the District, while providing for payment to retirees for the difference in Unrestricted and Restricted Benefits, as calculated by TCDRS under the adopted Qualified Replacement Benefit Arrangement. Proper management of the retiree COLA and § 415 is of utmost importance, to stabilize the ongoing cost to the District and to provide for our retirees.

GOAL

The goal is to provide for our retirees with a periodic COLA to help offset a portion of the effects of inflation on a retiree's future purchasing power, without creating an unsustainable future liability for the District. The baseline goal will be to offset 50% of the effects of inflation by implementing periodic 50% CPI COLAS on a schedule that properly aligns with GASB68. The goal of the 415 Replacement Benefit Arrangement is to provide for retirees by ensuring that the retiree receives 100% of their calculated TCDRS retirement benefit.

UNDERSTANDING COST OF LIVING ADJUSTMENTS

TWO TYPES OF COLAS

➤ CPI-based COLA

- A retiree's benefit payments increase by a percentage based on the increase in the Consumer Price Index for All Urban Consumers (CPI-U). A CPI-based COLA is based on the retiree's original benefit payment amount and how much inflation has occurred since they started receiving the benefit.
 - The District has the option to establish 100% CPI, or a lower percentage, based on budget and policy constraints.
 - This policy of the board of directors establishes a maximum of 50% CPI.

➤ Flat-rate COLA

- Benefit payments increase by a percentage you choose within the limit set by the TCDRS Board of Trustees each year. All your retirees get the same percentage increase. However, a flat-rate COLA may not adequately address a retiree's loss of buying power.
 - The flat rate increase is applied to a retiree's current benefit payment but does not look back at inflation.
 - This policy of the board of directors establishes a maximum flat-rate COLA of 3.00%.

COLAS IMPACT ON EMPLOYER CONTRIBUTION RATES:

- Unless contributions are made in advance of granting a COLA, the cost of a COLA is spread across the next 15 years.
 - This will create a “stairstep” add-on where the next round of COLA starts a new 15 year period.
- The District’s Budget and this Policy call for payments in advance of granting a COLA to eliminate or greatly decrease the “stairstep” effect on future employer contribution rates.

PERFORMANCE GUIDELINES

1. One or both of the following investment performance tests must be met before a flat-rate or CPI COLA can be considered for the entire 3 year or longer period.
 - a. The 7.50% annualized investment return target was met for three of the four years immediately preceeding the COLA year.

OR

 - b. The average annualized investment return over the four years immediately preceeding the COLA year was $\geq 7.50\%$.
2. If the average annualized investment return over the four years immediately preceeding the COLA year was $< 7.50\%$, the flat-rate or CPI COLA will be factored down to account for missing the investment target. If none of the years in the period meet the investment target, a COLA cannot be given.
 - a. Refer to Addendums 3 and 4 to see how the factor will be calculated.
3. The CCAD current year budget ~~and or the Designated Reserves Funds below the line~~ must have funds to contribute to TCDRS during the current year to help offset the future effects the granting of a retiree COLA will have on UAAL.
4. The District’s current employees, based on the current budget, are eligible to receive performance reviews with wage/salary increases that would begin in the same year the retiree COLA would apply. If current employees’ wages/salaries are frozen across the general employee population, retirees will not be eligible for a COLA.

5. If for any reason the Board of Directors determines that a retiree COLA is not feasible or is not financially prudent, even if the Performance Guidelines are met, a retiree COLA will not be given for the year(s) under review.

COLA IMPLEMENTATION GUIDELINES

6. A COLA will not be given more than once in a three-year period and cannot be given twice in a four-year period or three times in a six-year period. This schedule will keep the District from receiving the label of “repeating COLA District” under GASB68, which is very important in the calculation of the District’s pension liability under GASB 68.
7. At least once every three years, during the annual budget process, the chief appraiser will request a cost estimate from TCDRS to grant a 50% CPI COLA. The information is to be utilized in projecting the appropriate amount for the “Retirement, Unfunded Liability & Retiree COLA Funding” line item in the Proposed Budget.
8. The Board of Directors, at their sole discretion, will first determine if a COLA should be granted and whether the COLA will be based on CPI or a flat-rate.
 - a. If TCDRS investments during the preceeding 4 year period averages at least 7.50%, and the District meets the requirement of an average of \$275,000 budgeted for COLA and UAAL offset, and the District’s “Funded Ratio” percentage calculation based on the TCDRS Plan Customizer is at least 90%, the Board of Directors will give preference to a 50% CPI COLA versus a flat-rate COLA.
9. The Board of Directors, based on information provided by the chief appraiser, will utilize inflation data from the Urban Consumer Price Index (CPI-U) and/or TCDRS to determine the appropriate level of flat-rate or CPI COLA if a retiree COLA is approved by the Board of Directors.
 - a. In a year where a retiree COLA is possible under the guidelines of this Policy, the chief appraiser will compile a report of annual inflation, utilizing the year-over-year change in CPI-U. The report will be in the following format.

TCDRS INVESTMENT PERFORMANCE YEAR	TCDRS INVESTMENT <7.50% is Did not Meet. 7.50% is Met. >7.50% is Exceeded Target	CALCULATED INFLATION RATE	BUDGET YEAR IMPACTED
1 ST Investment Year	Investment Return %	% Rate	2 Years after investment year
2 nd Investment Year	Investment Return %	% Rate	2 Years after investment year
3 rd Investment Year	Investment Return %	% Rate	2 Years after investment year
Additional investment years, as appropriate for period under consideration	Investment Return %	% Rate	2 years after investment year

10. The Board of Directors will determine the flat-rate percentage or percentage of CPI to utilize, based on the “sum of inflation %” calculation for the three-year, or longer, period prior to budget year that would be affected by COLA, to offset a portion of the effects of inflation on retirees.
11. The base guideline is 50% CPI COLA or 50% of inflation for the period via a flat-rate with a maximum flat-rate COLA of 3%. Therefore, the range of COLAS will be from 0% to a maximum of 3.00% for a flat-rate adjustment and 0% to a maximum of a 50% CPI COLA. Both will utilize CPI-U inflation determined under this Policy in conjunction with information and reporting from TCDRS.
- If the calculated flat-rate average inflation contains a two digit decimal less than .75, the flat-rate will be rounded down to the next lower whole percentage. If the calculated flat-rate average inflation contains a two digit decimal greater than .75, the flat-rate will be rounded up to the next higher whole percentage. TCDRS only allows whole percentage increments.
 - To grant up to 3.00% flat-rate or up to 50% CPI COLA, the District’s line item for “Retirement, Unfunded Liability & Retiree COLA Funding” must have averaged at least \$275,000 for the three budget years immediately prior to the year the COLA is granted.
 - If the budget average is less than \$275,000, the flat-rate or CPI COLA percentage must be factored to the actual average, divided by \$275,000.
12. During the annual budget process, typically April – June, the chief appraiser will seek authority to remit a lump-sum payment to TCDRS to minimize the effect of future COLAS on the District’s retirement account with TCDRS. Before finally remitting the lump-sum payment to TCDRS in the 4th quarter of the year, the chief appraiser will bring the item to the Board of Directors, in public session, for approval to execute the electronic transfer of funds or to execute a check. The lump-sum payment will be

taken from the current year budget line item titled “Retirement, Unfunded Liability & retiree COLA Funding” and/or from Designated Fund Reserves for TCDRS Retiree COLA Prepay.

- a. Funds in the current budget to offset the effects of a COLA on UAAL that are not contributed to TCDRS will be designated to the District’s Designated Reserves, below the line, specifically for TCDRS Retiree COLA Prepay.

13. In the 4th quarter of the year immediately preceding the year for which a COLA is effective, the chief appraiser will update the required TCDRS plan revision documents and submit the required documents to the Board of Directors in a public session. Once approved by the Board, the chief appraiser will submit the documents to TCDRS in a timely manner.

QUALIFIED REPLACEMENT BENEFIT ARRANGEMENT

14. Section 113.1 of the Administrative Code for the Texas County and District Retirement System establishes a qualified governmental excess benefit program in accordance with Section 415(m) of the Internal Revenue Code and as authorized under Section 845.504, Government Code. The program, entitled as the “Texas County and District Retirement System Qualified Replacement Benefit Arrangement”, is maintained solely for the purpose of providing for the payment of that portion of the annual retirement benefits that had been accrued by and would otherwise be payable with respect to a member of the Texas County and District Retirement System but for the limitation on the payment of benefits under Section 415(b) of the Internal Revenue Code of 1986, as amended.

15. The establishment of a Replacement Benefit Arrangement for any current or future retirees must be cost neutral to the District regarding a retiree’s benefit payment, by reducing the employer’s annual contribution to TCDRS by the amount paid to the retiree under the 415 Benefit Arrangement.

16. Administrative fees charged by TCDRS to the District, if any, must be necessary to maintain the arrangement and reasonable regarding their cost relative to the services provided.

17. The 415 Benefit Arrangement must fully comply with the appropriate provisions of the Internal Revenue Service and TCDRS.

18. The 415 Benefit Arrangement must be reviewed by the Board of Directors annually, during the 4th quarter, to determine whether to continue or terminate the Arrangement for the next calendar year.

PROHIBITED ACTIONS

- 19. The granting of a flat-rate or % of CPI COLA unless all “Performance Guidelines” are met.**
- 20. The granting of a flat-rate COLA that exceeds 3.00%.**
- 21. The granting of a CPI COLA that exceeds 50% CPI COLA.**
- 22. The granting of a Flat-rate or % of CPI retiree COLA when current budget funds and/or designated reserve funds are not available to contribute to offset the cost of granting the COLA.**
- 23. Paying for medical coverage, reimbursing medical premiums or medical expenses to retirees.**
- 24. The adoption of a 415 Replacement Benefit Arrangement that is not neutral to the District, when balanced against the reduction of contributions made to TCDRS for the affected retirees.**
- 25. Under no circumstance will the District or Board adopt a policy that grants an “automatic” or “guaranteed repeating” retiree COLA, as defined under GASB 68.**
 - GASB 68 guidelines for determining if a district is a repeating COLA district.**
 - i. More often than once in three years. OR**
 - ii. Two of four years. OR**
 - iii. Three of six years.**

RETIREE ADVISORY PANEL

26. The chief appraiser, during the fourth quarter report required by this policy, will provide a list of 2 to 5 retirees recommended to serve on a “Retiree Advisory Panel”.

- a. If at least two retirees agree to serve, a panel will be formed with members being appointed for a period of **one budget year**. Advisory Panel Members can be appointed to additional terms based on the chief appraiser’s recommendation, with approval given by the Board of Directors.**
 - i. If formed, the panel will meet at least once annually during the budget process, with an optional meeting(s) in the fourth quarter as a part of the review of this Policy.**
- b. The Retiree Advisory Panel will work directly with the chief appraiser and/or administrative staff as determined by the chief appraiser.**
- c. The Retiree Advisory Panel will not report directly to the Board of Directors unless requested by the chief appraiser to assist with specific recommendations or reports.**
- d. Participation by retirees will be on a volunteer, non-paid, basis. Members of the Retiree Advisory Panel are not employees of the District.**
- e. The District will pay Panel members per diem travel expenses using the same guidelines followed for active employees, with a maximum round trip mileage of 100 miles per day.**
 - i. The chief appraiser is authorized to purchase meals in conjunction with a work session conducted by the chief appraiser.**
- f. If a Panel cannot be seated, the chief appraiser will continue the implementation of this Policy.**

ADDENDUM 1

KEY TERMS AND DEFINITIONS

- TCDRS: Texas County District Retirement System.
- District: Collin Central Appraisal District (ID in TCDRS #457).
- Pension Plan: TCDRS is a defined benefits pension plan.
 - Savings based plan, with employee and employer contributing funds annually.
 - Does not receive funds from the State of Texas.
- Target Investment Performance: $5\% \text{ return} + 2.50\% \text{ inflation} = 7.50\% \text{ annual investment return target}$.
- Investment Return to employee/retiree: 7%
- Investment Return to employer: 8.50%
- TCDRS management fee: under 0.30%
- COLA: Cost of Living Adjustment for retirees
- CPI COLA: Utilizes CPI-U (urban consumer price index) to establish inflation calculation for a period of time.
- % of CPI COLA: District can opt to cover from 10% to 100% of CPI-U.
 - Looks at each individual retiree based on retiree date, and brings them forward with 10% to 100% of inflation offset.
- Flat-Rate COLA: A percent increase in one percent increments that applies flat-rate percentage, but does not have the “catch-up” mechanism of the CPI COLA.
- GASB: Governmental Accounting Standards Board
 - 68 is the Statement Number dealing with accounting and financial reporting for pensions, effective for us in 2015.

ADDENDUM 2

INVESTMENT AND COLA HISTORY

INVESTMENT YEAR	POLICY 1007 PERFORMANCE GUIDELINES LISTED ABOVE MET	COLA %, IF PERFORMANCE MET	BUDGET YEAR AFFECTED
2001	No 2.91%	3.00% Flat Rate	2003
2002	No 1.29%	None	2004
2003	Yes 20.14%	4% Flat Rate	2005
2004	Yes 12.72%	100% CPI	2006
2005	No 7.24%	100% CPI	2007
2006	Yes 13.93%	100% CPI	2008
2007	No 7.94%	2.00% Flat Rate	2009
2008	No -29.00%	50% CPI	2010
2009	Yes 26.54%	30% CPI	2011
2010	Yes 12.64%	None	2012
2011	No -1.15%	1.00% Flat Rate	2013
2012	Yes 12.63	1.00% Flat Rate	2014
2013	Yes 16.39%	1.00% Flat Rate	2015
2014	No 6.84%	None	2016
2015	No -0.66%	None	2017
2016	No 7.00%	None	2018
2017	Yes 14.72%	40% CPI	2019
2018	No -1.86%	None	2020
2019	Yes 16.57%	None	2021
2020	Yes 9.70%	None	2022

Notes: 2011 was first budget to have UAAL buy down as line item.

Policy 1007 was adopted in October 2013, utilized to determine that a 1.00% flat-rate COLA would be given for budget year 2014.

ADDENDUM 3
EXAMPLE FOR INDIVIDUAL YEAR(S) MEETING INVESTMENT GOAL,
BUT NOT OVERALL FOR PERIOD

TCDRS INVESTMENT PERFORMANCE YEAR	TCDRS INVESTMENT <7.5% is "Did not Meet". 7.5% is "Met". >7.5% is "Exceeded Target"	CALCULATED INFLATION RATE for INVESTMENT YR.	BUDGET YEAR EFFECTED	ANNUAL MET? OVERALL MET?
2013	6.84%	1.50%	2015	No
2014	-0.66%	1.6%	2016	No
2015	7.00 %	0.01%	2017	No
2016	14.72%	1.3%	2018	Yes
	3 of the 4 years missed the target and the overall average for the 4 year period was 7.39%	Overall inflation for 4 year period 4.41%.		1 year exceeded, but overall did not meet

Flat-rate: The calculated rate for the 4 year period was 4.41%, which is multiplied times 50% inflation offset baseline, equals 2.20%. 7.39% investment return divided by 7.50% target is 98.5%. The 2.20% inflation offset, times 98.5% investment return compared to investment target, equals 2.17%. Since TCDRS only allows flat-rate adjustments based on whole percentage amounts, the flat-rate would be 2.00%.

Factoring down from the adopted baseline of 50% of inflation for CPI COLA:

CPI-U: 4.41% inflation for the 4 year period. 7.39% investment return divided by 7.50% target is 98.5%. The baseline CPI COLA of 50% times 98.50% = 49.25% CPI COLA calculation. Since TCDRS only allows increments of 10% in their sliding scale of CPI COLAS, the 49.25% would round to equal the baseline of 50% CPI COLA.

ADDENDUM 4
EXAMPLE FOR INVESTMENT GOAL BEING MET FOR OVERALL
PERIOD, BUT SOME INDIVIDUAL YEARS DID NOT MEET

TCDRS INVESTMENT PERFORMANCE YEAR	TCDRS INVESTMENT <7.5% is "Did not Meet". 7.5% is "Met". >7.5% is "Exceeded Target"	CALCULATED INFLATION RATE for INVESTMENT YR.	BUDGET YEAR AFFECTED	ANNUAL MET? OVERALL MET?
2014 2017	14.72%	2.1%	2019	Yes
2015 2018	-1.86%	2.4%	2020	No
2016 2019	16.57%	1.8%	2021	Yes
2017 2020	9.70%	1.2%	2022	Yes
	Under this example 1 year missed, but the overall avg. for the 4 year period was 9.78%	Overall inflation for 4 year period was 7.50%.		Overall Meets

Flat-rate: The calculated rate for the 4 year period was 7.5%, which is multiplied times 50% inflation offset baseline, equals 3.75%. The maximum flat-rate under this policy is 3.00%. The 9.78% investment return is greater than the target investment rate, therefore the 3.00% would not be factored down.

CPI-U: 7.50% inflation for the 4 year period. The 9.78% investment return is above the target of 7.50%, therefore the baseline CPI COLA of 50% would not be factored down.

Date Adopted: October 24, 2013

Resolution #: 2013-1034

Date Amended: June 22, 2017

Resolution #: 2017-1060

Date Amended: December 19, 2019

Resolution #: 2019-1079

Date Amended: June 24, 2021

Resolution #: 2021-1098

Date Amended: December 16, 2021

Resolution #: 2021-1104



Collin Central Appraisal District

BOARD OF DIRECTORS

Gary Rodenbaugh, Chairman
Ron Carlisle, Secretary
Earnest R. Burke
Brian Mantzey
Kenneth Maun

CHIEF APPRAISER

Bo Daffin

BOARD OF DIRECTORS RESOLUTION # 2021-1104

The Collin Central Appraisal District Board of Directors met in open session on December 16, 2021. The Board, with a quorum present, by a vote of _____ (for) and _____ (against) adopted the following resolution:

Be it resolved that the Collin Central Appraisal District Board of Directors hereby adopts Policy # 1007 regarding management of the District's retirement system with the Texas County District Retirement System (TCDRS).

In witness whereof, I have hereunto set my hand as an Officer of Collin Central Appraisal District Board of Directors, this _____ day of _____, 2021.

Ron Carlisle, Secretary

(and/or)

Gary Rodenbaugh, Chairman

L.

2022 Appointments

Retiree Advisory Panel



Collin Central Appraisal District

December 7, 2021

TO: Board of Directors

FROM: Bo Daffin, Chief Appraiser *Bo Daffin*

RE: Retiree Advisory Panel

It is my recommendation, in accordance with Policy # 1007 regarding management of the District's retirement system with the Texas County District Retirement System (TCDRS), that the following Collin CAD retirees are appointed to the advisory panel for 2022.

NAME	RETIREMENT YEAR	WORK YEARS IN TCDRS	CURRENT MEMBER OF PANEL
Marcia Rohloff	2014	>20	Yes
Frank Price	2003	>20	Yes
John Silverwise	2008	>25	Yes
Kelly Lintner	2021	>25	No
Robert Burns	2019	>30	No

Note: The years of membership in TCDRS includes employment with other appraisal districts that are members of TCDRS.

M.

2021 Line-Item Transfers



Collin Central Appraisal District

December 8, 2021

TO: Board of Directors

FROM: Bo Daffin, Chief Appraiser *Bo Daffin*

RE: 2021 budget line-item transfer

FUND #	2021 BUDGET	ACTUAL ANNUAL COST	CURRENT BALANCE	PROJECTED LINE-ITEM SHORTFALL	ADJUSTED LINE ITEM TOTAL REQUESTED (rounded)
5250 Insurance Property & General Liability	\$45,000	\$51,000	-\$6,000	\$6,000	\$51,000
				FUNDS NEEDED	CONTINGENCY BALANCE
7000 Contingency	\$200,000	\$0	\$96,100*	\$6,000	\$90,100

Note: Our carrier TML made a rate adjustment at our annual renewal on October 1, 2021.

- The \$96,100 balance in our contingency fund is after \$103,900 was utilized to complete line-item transfers in November 2021.



Collin Central Appraisal District

BOARD OF DIRECTORS

Gary Rodenbaugh, Chairman
Ron Carlisle, Secretary
Earnest R. Burke
Brian Mantzey
Kenneth Maun

CHIEF APPRAISER

Bo Daffin

BOARD OF DIRECTORS RESOLUTION # 2021-1105

The Collin Central Appraisal District Board of Directors met in open session on December 16, 2021. The Board, with a quorum present, by a vote of _____ (for) and _____ (against) adopted the following resolution:

Be it resolved that the Collin Central Appraisal District Board of Directors hereby approves the line-item transfer within the 2021 budget, as listed on the following page, effective immediately.

In witness whereof, I have hereunto set my hand as an Officer of Collin Central Appraisal District Board of Directors, this _____ day of _____, 2021.

Ron Carlisle, Secretary

(and/or)

Gary Rodenbaugh, Chairman

**2021 LINE-ITEM TRANSFERS
DECEMBER 16, 2021**

FUND #	2021 BUDGET	ACTUAL ANNUAL COST	CURRENT BALANCE	PROJECTED LINE-ITEM SHORTFALL	ADJUSTED LINE ITEM TOTAL REQUESTED (rounded)
5250 Insurance Property & General Liability	\$45,000	\$51,000	-\$6,000	\$6,000	\$51,000
				FUNDS NEEDED	CONTINGENCY BALANCE
7000 Contingency	\$200,000	\$0	\$96,100*	\$6,000	\$90,100

N.

**2022 ARB Legal Counsel
Budget Allocation**



Collin Central Appraisal District

December 8, 2021

TO: Board of Directors

FROM: Bo Daffin, Chief Appraiser

A handwritten signature in black ink that reads "Bo Daffin".

RE: ARB's legal expense allocation - 2022

The Texas Property Tax Code, beginning in 2012, requires the ARB to have independent legal counsel. The Board of Directors, in accordance with the Tax Code and the Independent Professional Services section of its Policy #1008, allocated \$30,000 for the ARB's 2021 legal counsel expenses. The Board must annually review and allocate budget funds to cover the cost of the ARB's legal expenses.

History of ARB Legal Expenses:

YEAR	EXPENSE
2021 YTD	15,015
2020	\$7,574
2019	\$8,311
2018	\$17,433
2017	\$16,398
2016	\$13,291
2015	\$11,172
2014	\$11,895

I am requesting that the ARB legal expense allocation be maintained at \$30,000, for budget year 2022.

O.

Policy # 115

Taxpayer Liaison Officer (TLO)

Proposed Amendments



Collin Central Appraisal District

POLICY NUMBER: 115 (PROPOSED UPDATED POLICY DECEMBER 2021)

POLICY NAME: TAXPAYER LIAISON OFFICER

The Board of Directors shall appoint a Taxpayer Liaison Officer (TLO) to perform the following functions, as described in the Texas Property Tax Code Section 6.052. The Board of Directors, at its sole discretion, may choose to appoint a Deputy Taxpayer Liaison Officer (DTLO) to assist the TLO with the requirements of the office, including reporting to the Board of Directors in the TLO's absence.

The Chief Appraiser or any staff performing appraisals will not be considered or appointed to either position. Anyone, whether District staff or contractor involved in the appraisal or legal functions for the District, or for a property owner, will not be considered for appointment to either position.

Perform duties outlined in Texas Property Tax Code Section 6.052 (a), (b), (c), and (f), including the following:

1. Administration of the public access functions required by Sections 6.04(d), (e) and (f), and the Board's Policies #103, #104 and #105.
2. Resolve disputes for matters that cannot be protested to the Appraisal Review Board (ARB) under Section 41.41.
3. Receive and compile a list of comments and suggestions filed concerning matters listed in Section 5.103(b).

4. Provide information and materials designed to assist property owners in understanding the appraisal process, protest procedures, and the procedures for filing comments, suggestions, and complaints.
5. Receive applications to serve on the ARB and deliver the applications to the local administrative district judge.
6. Provide clerical assistance to the local administrative district judge in the selection of ARB members.
7. Perform other duties as requested by the local administrative district judge.
8. The TLO will report to the Board of Directors at each board meeting regarding the status of all written complaints filed with the Board of Directors, as well as the status of all comments and suggestions filed with the TLO.
9. In addition to the reporting required by Section 6.04, the TLO will report to the Board of Directors quarterly regarding the status of all active, concluded or dismissed complaints filed with the Texas Department of Licensing and Regulation (TDLR) against the Chief Appraiser or staff licensed through the TDLR.

Property Tax Code Section: 6.052

Date Adopted: September 24, 2009

Resolution #: 2009-16

Date Amended: December 16, 2021

Resolution #: 2021-67



Collin Central Appraisal District

BOARD OF DIRECTORS

Gary Rodenbaugh, Chairman
Ron Carlisle, Secretary
Earnest R. Burke
Brian Mantzey
Kenneth Maun

CHIEF APPRAISER

Bo Daffin

BOARD OF DIRECTORS RESOLUTION # 2021-67

The Collin Central Appraisal District Board of Directors met in open session on December 16, 2021. The Board, with a quorum present, by a vote of _____ (for) and _____ (against) adopted the following resolution:

Be it resolved that the Collin Central Appraisal District Board of Directors hereby adopts its Taxpayer Liaison Officer Policy #115 as amended on December 16, 2021. The amended policy is effective immediately.

In witness whereof, I have hereunto set my hand as an Officer of Collin Central Appraisal District Board of Directors, this _____ day of _____, 2021.

Ron Carlisle, Secretary

(and/or)

Gary Rodenbaugh, Chairman



Collin Central Appraisal District

POLICY NUMBER: 115

CURRENT POLICY ADOPTED IN 2009

POLICY NAME: TAXPAYER LIAISON OFFICER

The Board of Directors shall appoint a Taxpayer Liaison Officer (TLO) from the District's staff. The Chief Appraiser or any staff performing appraisals will not be considered or appointed to the position. The District staff member holding the position Director of Customer Service or other non-appraisal manager shall be considered for appointment as the District's TLO. The TLO shall administer public access to the Board of Directors, based on the requirements of Sections 6.04(d), (e) and (f) of the Property Tax Code and the Boards statutory policies #103, #104 and #105. The TLO is responsible for resolving disputes not involving matters that may be protested to the Appraisal Review Board (ARB), under Section 41.41 of the Property Tax Code. The TLO is authorized, to the extent practicable, to provide information and materials to taxpayers concerning the appraisal process, protest procedures and related matters. The TLO shall report to the Board of Directors at each board meeting on the status of all written complaints filed with the Board of Directors under Section 6.04(g).

Property Tax Code Section: 6.052

Date Adopted: September 24, 2009

Resolution #: 2009-16

P.

**Appointment Of
Taxpayer Liaison Officer (TLO)**



Collin Central Appraisal District

December 9, 2021

TO: Board of Directors

FROM: Bo Daffin, Chief Appraiser *Bo Daffin*

RE: Taxpayer Liaison Officer (TLO)

I have been notified by Ms. Michele Lake, your current TLO, that her retirement date is December 15, 2021. Based on this news the Board must appoint a new TLO.

It is my recommendation that the Board appoint Mr. Chris Nickell as its TLO, effective immediately, as outlined below.

Collin ARB and Collin CAD service history:

Mr. Nickell was appointed to the Appraisal Review Board (ARB) in 2016. During his five-year tenure on the ARB, he served as Vice Chairman in 2019 and Chairman in 2020. During his time as an officer to the ARB he met on numerous occasions with property owners/agents to discuss the process, answer questions and to review complaints. As the ARB Chairman he also appeared before the board of directors to present reports.

In January 2021 I engaged Mr. Nickell as an advisor to me and the District as we undertook the renovations of nine ARB panel rooms.

It is my request that the Board make all future appointments to the office of TLO as "temporary" appointments, with the duration of one calendar year. During the fourth quarter of each following year the Board would need to consider the appointment for the next calendar year.

- I recommend that the Board appoint Mr. Nickell to serve the remainder of 2021, beginning immediately.
- I recommend that the Board appoint Mr. Nickell to serve during calendar year 2022.

If the Board adopted the recommended changes to Policy #115 in the previous agenda item, allowing for the appointment of a Deputy Taxpayer Liaison Officer (DTLO), it is my recommendation that the DTLO position remain vacant for now.

Q.

**2020 Property Value Study
Farmersville ISD**



GLENN HEGAR TEXAS COMPTROLLER OF PUBLIC ACCOUNTS

December 6, 2021

Via EMAIL and FIRST-CLASS MAIL

Board of Directors
Collin Central Appraisal District
250 Eldorado Pkwy
McKinney, Texas 75069

In Re: 2020 Property Value Study Invalid Findings

Dear Board Members:

Government Code Section 403.302(k) requires the Texas Comptroller of Public Accounts to notify you that the school districts listed below received an invalid finding in the 2020 Property Value Study.

Some invalid school districts are eligible for the statutory grace period provided by Government Code Section 403.302(l), under which our office certifies local value to the Texas Education Agency for school funding purposes for up to two years. We have indicated whether each invalid school district received state or local value and, if applicable, which year of the grace period the school district is entering.

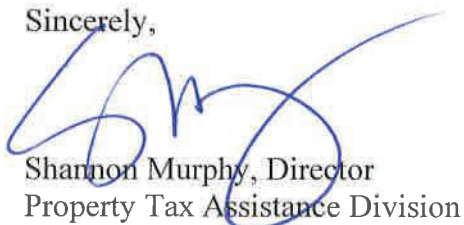
If any school district is invalid for three consecutive years, our office must conduct an additional review of the appraisal district under the Methods and Assistance Program (MAP) in the form of a Targeted MAP review. We have indicated the number of consecutive year(s) each ISD has been invalid.

<u>School District</u>	<u>State or Local Value</u>	<u>Consecutive Year</u>
Farmersville ISD	Local – Year 1 Grace	First

Government Code Section 403.302(k) also requires the appraisal district board of directors to hold a public meeting to discuss receipt of this notice.

Contact our office at ptad.cpa@cpa.texas.gov or 800-252-9121 (press 2) with any questions or concerns.

Sincerely,



Shannon Murphy, Director
Property Tax Assistance Division

cc: Bo Daffin, Chief Appraiser

Texas Government Code

§ 403.302

Determination of School District Property Values

- (a)** The comptroller shall conduct a study using comparable sales and generally accepted auditing and sampling techniques to determine the total taxable value of all property in each school district. The study shall determine the taxable value of all property and of each category of property in the district and the productivity value of all land that qualifies for appraisal on the basis of its productive capacity and for which the owner has applied for and received a productivity appraisal. The comptroller shall make appropriate adjustments in the study to account for actions taken under Chapter 49 (Options for Local Revenue Levels in Excess of Entitlement), Education Code.
- (a-1)** The comptroller shall conduct a study:

 - (1)** at least every two years in each school district for which the most recent study resulted in a determination by the comptroller that the school district's local value was valid; and
 - (2)** each year in a school district for which the most recent study resulted in a determination by the comptroller that the school district's local value was not valid.
- (a-2)** If in any year the comptroller does not conduct a study, the school district's local value for that year is considered to be valid.
- (b)** In conducting the study, the comptroller shall determine the taxable value of property in each school district:

 - (1)** using, if appropriate, samples selected through generally accepted sampling techniques;
 - (2)** according to generally accepted standard valuation, statistical compilation, and analysis techniques;
 - (3)** ensuring that different levels of appraisal on sold and unsold property do not adversely affect the accuracy of the study; and
 - (4)** ensuring that different levels of appraisal resulting from protests determined under Section 41.43 (Protest of Determination of Value or Inequality of Appraisal), Tax Code, are appropriately adjusted in the study.
- (c)** If after conducting the study the comptroller determines that the local value for a school district is valid, the local value is presumed to represent taxable value for the school district. In the absence of that presumption, taxable value for a school district is the state value for the school district determined by the comptroller under Subsections (a) and (b) unless the local value exceeds the state value, in which case the taxable value for the school district is the district's local value. In determining whether the local value for a school district is valid, the comptroller shall use a margin of error that does not exceed five percent unless the

comptroller determines that the size of the sample of properties necessary to make the determination makes the use of such a margin of error not feasible, in which case the comptroller may use a larger margin of error.

- (c- 1)** This subsection applies only to a school district whose central administrative office is located in a county with a population of 9,000 or less and a total area of more than 6,000 square miles. If after conducting the study for a tax year the comptroller determines that the local value for a school district is not valid, the comptroller shall adjust the taxable value determined under Subsections (a) and (b) as follows:

- (1)** for each category of property sampled and tested by the comptroller in the school district, the comptroller shall use the weighted mean appraisal ratio determined by the study, unless the ratio is more than four percentage points lower than the weighted mean appraisal ratio determined by the comptroller for that category of property in the immediately preceding study, in which case the comptroller shall use the weighted mean appraisal ratio determined in the immediately preceding study minus four percentage points;
- (2)** the comptroller shall use the category weighted mean appraisal ratios as adjusted under Subdivision (1) to establish a value estimate for each category of property sampled and tested by the comptroller in the school district; and
- (3)** the value estimates established under Subdivision (2), together with the local tax roll value for any categories not sampled and tested by the comptroller, less total deductions determined by the comptroller, determine the taxable value for the school district.

- (d)** For the purposes of this section, “taxable value” means the market value of all taxable property less:

- (1)** the total dollar amount of any residence homestead exemptions lawfully granted under Section 11.13 (Residence Homestead)(b) or (c), Tax Code, in the year that is the subject of the study for each school district;
- (2)** one-half of the total dollar amount of any residence homestead exemptions granted under Section 11.13 (Residence Homestead)(n), Tax Code, in the year that is the subject of the study for each school district;
- (3)** the total dollar amount of any exemptions granted before May 31, 1993, within a reinvestment zone under agreements authorized by Chapter 312 (Property Redevelopment and Tax Abatement Act), Tax Code;
- (4)** subject to Subsection (e), the total dollar amount of any captured appraised value of property that:
 - (A)** is within a reinvestment zone created on or before May 31, 1999, or is proposed to be included within the boundaries of a reinvestment zone as the boundaries of the zone and the proposed portion of tax increment paid into the tax increment fund by a school district are described in a written notification provided by the municipality or the board of directors of the zone to the governing bodies of the other taxing units in the manner provided by former Section 311.003 (Procedure for Creating Reinvestment Zone)(e), Tax Code, before May 31, 1999, and within the boundaries of the zone as those boundaries existed on September 1, 1999, including subsequent improvements to the property regardless of when made;

- (B) generates taxes paid into a tax increment fund created under Chapter 311 (Tax Increment Financing Act), Tax Code, under a reinvestment zone financing plan approved under Section 311.011 (Project and Financing Plans)(d), Tax Code, on or before September 1, 1999; and
 - (C) is eligible for tax increment financing under Chapter 311 (Tax Increment Financing Act), Tax Code;
- (5) the total dollar amount of any captured appraised value of property that:
 - (A) is within a reinvestment zone:
 - (i) created on or before December 31, 2008, by a municipality with a population of less than 18,000; and
 - (ii) the project plan for which includes the alteration, remodeling, repair, or reconstruction of a structure that is included on the National Register of Historic Places and requires that a portion of the tax increment of the zone be used for the improvement or construction of related facilities or for affordable housing;
 - (B) generates school district taxes that are paid into a tax increment fund created under Chapter 311 (Tax Increment Financing Act), Tax Code; and
 - (C) is eligible for tax increment financing under Chapter 311 (Tax Increment Financing Act), Tax Code;
- (6) the total dollar amount of any exemptions granted under Section 11.251 (Tangible Personal Property Exempt) or 11.253 (Tangible Personal Property in Transit), Tax Code;
- (7) the difference between the comptroller's estimate of the market value and the productivity value of land that qualifies for appraisal on the basis of its productive capacity, except that the productivity value estimated by the comptroller may not exceed the fair market value of the land;
- (8) the portion of the appraised value of residence homesteads of individuals who receive a tax limitation under Section 11.26 (Limitation of School Tax on Homesteads of Elderly or Disabled), Tax Code, on which school district taxes are not imposed in the year that is the subject of the study, calculated as if the residence homesteads were appraised at the full value required by law;
- (9) a portion of the market value of property not otherwise fully taxable by the district at market value because of action required by statute or the constitution of this state, other than Section 11.311 (Landfill-generated Gas Conversion Facilities), Tax Code, that, if the tax rate adopted by the district is applied to it, produces an amount equal to the difference between the tax that the district would have imposed on the property if the property were fully taxable at market value and the tax that the district is actually authorized to impose on the property, if this subsection does not otherwise require that portion to be deducted;
- (10) the market value of all tangible personal property, other than manufactured homes, owned by a family or individual and not held or used for the production of income;
- (11) the appraised value of property the collection of delinquent taxes on which is deferred under Section 33.06 (Deferred Collection of Taxes on Residence Homestead of Elderly

or Disabled Person or Disabled Veteran), Tax Code;

(12) the portion of the appraised value of property the collection of delinquent taxes on which is deferred under Section 33.065 (Deferred Collection of Taxes on Appreciating Residence Homestead), Tax Code;

(13) the amount by which the market value of a residence homestead to which Section 23.23 (Limitation on Appraised Value of Residence Homestead), Tax Code, applies exceeds the appraised value of that property as calculated under that section; and

(14) the total dollar amount of any exemptions granted under Section 11.35 (Temporary Exemption for Qualified Property Damaged by Disaster), Tax Code.

- (d- 1)** For purposes of Subsection (d), a residence homestead that receives an exemption under Section 11.131, 11.133 (Residence Homestead of Surviving Spouse of Member of Armed Services Killed in Action), or 11.134 (Residence Homestead of Surviving Spouse of First Responder Killed in Line of Duty), Tax Code, in the year that is the subject of the study is not considered to be taxable property.
- (e)** The total dollar amount deducted in each year as required by Subsection (d)(4) in a reinvestment zone created after January 1, 1999, may not exceed the captured appraised value estimated for that year as required by Section 311.011 (Project and Financing Plans)(c)(8), Tax Code, in the reinvestment zone financing plan approved under Section 311.011 (Project and Financing Plans)(d), Tax Code, before September 1, 1999. The number of years for which the total dollar amount may be deducted under Subsection (d)(4) shall for any zone, including those created on or before January 1, 1999, be limited to the duration of the zone as specified as required by Section 311.011 (Project and Financing Plans)(c)(9), Tax Code, in the reinvestment zone financing plan approved under Section 311.011 (Project and Financing Plans)(d), Tax Code, before September 1, 1999. The total dollar amount deducted under Subsection (d)(4) for any zone, including those created on or before January 1, 1999, may not be increased by any reinvestment zone financing plan amendments that occur after August 31, 1999. The total dollar amount deducted under Subsection (d)(4) for any zone, including those created on or before January 1, 1999, may not be increased by a change made after August 31, 1999, in the portion of the tax increment retained by the school district.
- (e- 1)** This subsection applies only to a reinvestment zone created by a municipality that has a population of 70,000 or less and is located in a county in which all or part of a military installation is located. Notwithstanding Subsection (e), if on or after January 1, 2017, the municipality adopts an ordinance designating a termination date for the zone that is later than the termination date designated in the ordinance creating the zone, the number of years for which the total dollar amount may be deducted under Subsection (d)(4) is limited to the duration of the zone as determined under Section 311.017 (Termination of Reinvestment Zone), Tax Code.
- (f)** The study shall determine the values as of January 1 of each year:
- (1)** for a school district in which a study was conducted according to the results of the study; and
 - (2)** for a school district in which a study was not conducted according to the market value determined by the appraisal district that appraises property for the district, less the amounts specified by Subsection (d).

- (g)** The comptroller shall publish preliminary findings, listing values by district, before February 1 of the year following the year of the study. Preliminary findings shall be delivered to each school district and shall be certified to the commissioner of education.
- (h)** On request of the commissioner of education or a school district, the comptroller may audit the total taxable value of property in a school district and may revise the study findings. The request for audit is limited to corrections and changes in a school district's appraisal roll that occurred after preliminary certification of the study findings by the comptroller. Except as otherwise provided by this subsection, the request for audit must be filed with the comptroller not later than the third anniversary of the date of the final certification of the study findings. The request for audit may be filed not later than the first anniversary of the date the chief appraiser certifies a change to the appraisal roll if the chief appraiser corrects the appraisal roll under Section 25.25 (Correction of Appraisal Roll) or 42.41 (Correction of Rolls), Tax Code, and the change results in a material reduction in the total taxable value of property in the school district. The comptroller shall certify the findings of the audit to the commissioner of education.
- (i)** If the comptroller determines in the study that the market value of property in a school district as determined by the appraisal district that appraises property for the school district, less the total of the amounts and values listed in Subsection (d) as determined by that appraisal district, is valid, the comptroller, in determining the taxable value of property in the school district under Subsection (d), shall for purposes of Subsection (d)(13) subtract from the market value as determined by the appraisal district of residence homesteads to which Section 23.23 (Limitation on Appraised Value of Residence Homestead), Tax Code, applies the amount by which that amount exceeds the appraised value of those properties as calculated by the appraisal district under Section 23.23 (Limitation on Appraised Value of Residence Homestead), Tax Code. If the comptroller determines in the study that the market value of property in a school district as determined by the appraisal district that appraises property for the school district, less the total of the amounts and values listed in Subsection (d) as determined by that appraisal district, is not valid, the comptroller, in determining the taxable value of property in the school district under Subsection (d), shall for purposes of Subsection (d)(13) subtract from the market value as estimated by the comptroller of residence homesteads to which Section 23.23 (Limitation on Appraised Value of Residence Homestead), Tax Code, applies the amount by which that amount exceeds the appraised value of those properties as calculated by the appraisal district under Section 23.23 (Limitation on Appraised Value of Residence Homestead), Tax Code.
- (j)** The comptroller shall certify the final taxable value for each school district, appropriately adjusted to give effect to certain provisions of the Education Code related to school funding, to the commissioner of education as provided by the terms of a memorandum of understanding entered into between the comptroller, the Legislative Budget Board, and the commissioner of education.
- (k)** If the comptroller determines in the final certification of the study that the school district's local value as determined by the appraisal district that appraises property for the school district is not valid, the comptroller shall provide notice of the comptroller's determination to the board of directors of the appraisal district. The board of directors of the appraisal district shall hold a public meeting to discuss the receipt of notice under this subsection.
- (k-1)** If the comptroller determines in the final certification of the study that the school district's local value as determined by the appraisal district that appraises property for the school district is not valid for three consecutive years, the comptroller shall conduct an additional review of the appraisal district under Section 5.102 (Review of Appraisal Districts), Tax

Code, and provide recommendations to the appraisal district regarding appraisal standards, procedures, and methodologies. The comptroller may contract with a third party to assist the comptroller in conducting the additional review and providing the recommendations required under this subsection. If the appraisal district fails to comply with the recommendations provided under this subsection and the comptroller finds that the board of directors of the appraisal district failed to take remedial action reasonably designed to ensure substantial compliance with each recommendation before the first anniversary of the date the recommendations were made, the comptroller shall notify the Texas Department of Licensing and Regulation, or a successor to the department, which shall take action necessary to ensure that the recommendations are implemented as soon as practicable. Before February 1 of the year following the year in which the Texas Department of Licensing and Regulation, or a successor to the department, takes action under this subsection, the department, with the assistance of the comptroller, shall determine whether the recommendations have been substantially implemented and notify the chief appraiser and the board of directors of the appraisal district of the determination. If the department determines that the recommendations have not been substantially implemented, the board of directors of the appraisal district must, within three months of the determination, consider whether the failure to implement the recommendations was under the current chief appraiser's control and whether the chief appraiser is able to adequately perform the chief appraiser's duties.

- (l)** If after conducting the study for a year the comptroller determines that a school district is an eligible school district, for that year and the following year the taxable value for the school district is the district's local value.
- (m)** Repealed by Acts 2019, 86th Leg., R.S., Ch. 943 (H.B. 3), Sec. 4.001(b), eff. September 1, 2019.
- (m- 1)** Repealed by Acts 2019, 86th Leg., R.S., Ch. 944 (S.B. 2), Sec. 91(1), eff. January 1, 2020.
- (n)** Repealed by Acts 2019, 86th Leg., R.S., Ch. 944 (S.B. 2), Sec. 91(1), eff. January 1, 2020.
- (o)** The comptroller shall adopt rules governing the conduct of the study after consultation with the comptroller's property tax administration advisory board.

Added by Acts 1995, 74th Leg., ch. 260, Sec. 26, eff. May 30, 1995. Amended by Acts 1997, 75th Leg., ch. 592, Sec. 1.07, eff. Sept. 1, 1997; Acts 1997, 75th Leg., ch. 1039, Sec. 44, eff. Jan. 1, 1998; Acts 1997, 75th Leg., ch. 1040, Sec. 63, eff. Sept. 1, 1997; Acts 1997, 75th Leg., ch. 1071, Sec. 27, eff. Sept. 1, 1997; Acts 1999, 76th Leg., ch. 62, Sec. 8.04, eff. Sept. 1, 1999; Acts 1999, 76th Leg., ch. 396, Sec. 3.01(b), eff. Aug. 31, 1999; Acts 1999, 76th Leg., ch. 396, Sec. 1.36, eff. Sept. 1, 1999; Acts 1999, 76th Leg., ch. 983, Sec. 9, 10, eff. June 18, 1999; Acts 1999, 76th Leg., ch. 1467, Sec. 1.19, eff. June 19, 1999; Acts 1999, 76th Leg., ch. 1525, Sec. 1, eff. Sept. 1, 1999; Acts 2001, 77th Leg., ch. 1420, Sec. 9.005, eff. Sept. 1, 2001; Acts 2001, 77th Leg., ch. 1505, Sec. 7, eff. Jan. 1, 2002; Acts 2003, 78th Leg., ch. 411, Sec. 7, eff. Jan. 1, 2004; Acts 2003, 78th Leg., ch. 1183, Sec. 3, eff. June 20, 2003; Acts 2003, 78th Leg., ch. 1276, Sec. 9.004, eff. Sept. 1, 2003; Acts 2003, 78th Leg., 3rd C.S., ch. 10, Sec. 3.01, 3.02, eff. Oct. 20, 2003.

Amended by:

- Acts 2006, 79th Leg., 3rd C.S., Ch. 5 (H.B. 1), Sec. 1.17, eff. May 31, 2006.
- Acts 2007, 80th Leg., R.S., Ch. 19 (H.B. 5), Sec. 4, eff. May 12, 2007.
- Acts 2007, 80th Leg., R.S., Ch. 764 (H.B. 3492), Sec. 1, eff. June 15, 2007.
- Acts 2007, 80th Leg., R.S., Ch. 830 (H.B. 621), Sec. 3, eff. January 1, 2008.
- Acts 2007, 80th Leg., R.S., Ch. 1341 (S.B. 1908), Sec. 1, eff. September 1, 2007.
- Acts 2009, 81st Leg., R.S., Ch. 288 (H.B. 8), Sec. 2, eff. January 1, 2010.
- Acts 2009, 81st Leg., R.S., Ch. 1186 (H.B. 3676), Sec. 13, eff. June 19, 2009.

Acts 2009, 81st Leg., R.S., Ch. 1328 (H.B. 3646), Sec. 80, eff. September 1, 2009.

Acts 2009, 81st Leg., R.S., Ch. 1405 (H.B. 3613), Sec. 1(e), eff. June 19, 2009.

Acts 2011, 82nd Leg., R.S., Ch. 91 (S.B. 1303), Sec. 11.003, eff. September 1, 2011.

Acts 2011, 82nd Leg., R.S., Ch. 91 (S.B. 1303), Sec. 11.004, eff. September 1, 2011.

Acts 2011, 82nd Leg., R.S., Ch. 91 (S.B. 1303), Sec. 27.001(14), eff. September 1, 2011.

Acts 2011, 82nd Leg., R.S., Ch. 350 (H.B. 3465), Sec. 1, eff. September 1, 2011.

Acts 2011, 82nd Leg., R.S., Ch. 1032 (H.B. 2853), Sec. 19, eff. June 17, 2011.

Acts 2011, 82nd Leg., R.S., Ch. 1032 (H.B. 2853), Sec. 20, eff. June 17, 2011.

Acts 2013, 83rd Leg., R.S., Ch. 138 (S.B. 163), Sec. 7, eff. January 1, 2014.

Acts 2013, 83rd Leg., R.S., Ch. 964 (H.B. 1897), Sec. 4, eff. September 1, 2013.

Acts 2015, 84th Leg., R.S., Ch. 408 (H.B. 2293), Sec. 1, eff. January 1, 2016.

Acts 2015, 84th Leg., R.S., Ch. 408 (H.B. 2293), Sec. 2, eff. January 1, 2016.

Acts 2015, 84th Leg., R.S., Ch. 465 (S.B. 1), Sec. 24(a), eff. November 3, 2015.

Acts 2015, 84th Leg., R.S., Ch. 465 (S.B. 1), Sec. 24(b), eff. November 3, 2015.

Acts 2015, 84th Leg., R.S., Ch. 1236 (S.B. 1296), Sec. 21.002(9), eff. September 1, 2015.

Acts 2017, 85th Leg., R.S., Ch. 511 (S.B. 15), Sec. 7, eff. January 1, 2018.

Acts 2019, 86th Leg., R.S., Ch. 943 (H.B. 3), Sec. 1.061, eff. September 1, 2019.

Acts 2019, 86th Leg., R.S., Ch. 943 (H.B. 3), Sec. 3.074, eff. September 1, 2019.

Acts 2019, 86th Leg., R.S., Ch. 943 (H.B. 3), Sec. 4.001(b), eff. September 1, 2019.

Acts 2019, 86th Leg., R.S., Ch. 944 (S.B. 2), Sec. 75, eff. January 1, 2020.

Acts 2019, 86th Leg., R.S., Ch. 944 (S.B. 2), Sec. 91(1), eff. January 1, 2020.

Acts 2019, 86th Leg., R.S., Ch. 1034 (H.B. 492), Sec. 9, eff. January 1, 2020.

Location:https://texas.public.law/statutes/tex._civ._practice_and_remedies_code_section_172.005.

Original Source: § 172.005 — *Date Written Communications Received*, <http://www.statutes.legis.state.tx.us/Docs/CP/htm/CP.172.htm#172.005> (last accessed Jun. 7, 2021).

REPORTS

Legal Expense Summary (by expense code and vendor)
YTD Totals (as of 12/07/21)

LEGAL EXPENSE BY EXPENSE CODE

Name	2021 YTD Total	2021 Budget	2020 Total	2019 Total	2018 Total	2017 Total	2016 Total	2015 Total	2014 Total
LITIGATION	\$1,182,566		\$1,105,332	\$1,053,772	\$970,198	\$571,848	\$451,679	\$367,360	\$546,639
EXPERT/APPRaisal	\$262,511		\$355,794	\$322,846	\$459,799	\$235,102	\$72,545	\$123,219	\$134,619
GENERAL	\$43,554		\$62,511	\$50,107	\$72,190	\$67,453	\$40,736	\$51,384	\$24,185
PERSONNEL	\$23,216		\$12,750	\$647	\$2,058	\$975	\$2,831	\$1,015	\$2,456
ARBITRATION	\$13,800		\$18,500	\$7,300	\$13,450	\$22,400	\$3,850	\$2,250	\$2,716
SUBTOTAL	\$1,525,648	\$1,770,000	\$1,554,886	\$1,434,671	\$1,517,696	\$897,777	\$571,641	\$545,228	\$710,615
ARB RELATED	\$15,015	\$30,000	\$7,574	\$8,311	\$17,433	\$16,398	\$13,291	\$11,172	\$11,895
TOTAL	\$1,540,663	\$1,800,000	\$1,562,460	\$1,442,981	\$1,535,128	\$914,175	\$584,933	\$556,401	\$722,510
	0								

LEGAL EXPENSE BY VENDOR

Name	2021 YTD Total	2020 Total	2019 Total	2018 Total	2017 Total	2016 Total	2015 Total	2014 Total
1 ARBITRATION&SUBPOENA RELATED	\$13,800	\$18,500	\$7,300	\$13,450	\$22,710	\$4,155	\$2,870	\$3,074
2 ARMSTRONG & ARMSTRONG	\$15,015	\$7,574	\$8,311	\$11,080	\$15,898	\$13,291	\$11,172	\$11,605
3 BATEMANWELLS	\$0	\$0	\$0	\$0	\$500	\$0	\$0	\$0
4 BRAXTON HILTON	\$0	\$0	\$0	\$0	\$12,935	\$0	\$0	\$0
5 CAMERON APPRAISAL GROUP	\$0	\$0	\$0	\$0	\$0	\$0	\$5,750	\$1,350
6 COLLATERAL EVALUATION ASSC	\$0	\$0	\$0	\$0	\$0	\$0	\$3,198	\$0
7 CUSHMAN & WAKEFIELD	\$34,000	\$56,500	\$97,900	\$13,500				
8 FANNING & ASSOCIATES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$9,525
9 FISHER & PHILLIPS LLC	\$209	\$203	\$197	\$2,058	\$975	\$2,831	\$1,015	\$2,456
10 FRANK PRICE	\$9,000							
11 GAY, MCCALL, ISAACKS	\$0	\$0	\$0	\$69,603	\$573,737	\$440,692	\$391,580	\$526,213
12 GENE RHODES & ASSOCIATES	\$0	\$0	\$0	\$3,300	\$0	\$0	\$5,000	\$5,000
13 GL ADJUSTMENT	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$7,085
14 HBS REAL ESTATE	\$104,050	\$4,700	\$20,450	\$14,850	\$0	\$0	\$0	\$0
15 INTEGRA REALTY RESOURCES	\$0	\$0	\$14,146	\$12,000	\$0	\$0	\$51,150	\$9,925
16 JLL VALUATION & ADVISORY	\$0	\$0	\$0	\$0	\$25,225	\$0	\$0	\$0
17 KARVEL-HAMILTON	\$0	\$0	\$0	\$0	\$0	\$11,000	\$0	\$0
18 KORY RYAN	\$0	\$0	\$0	\$6,353	\$0	\$0	\$0	\$0
19 MALIN GROUP, THE	\$38,461	\$99,919	\$71,494	\$206,122	\$157,477	\$25,545	\$52,621	\$44,602
20 MCROBERTS AND COMPANY	\$74,500	\$151,175	\$88,856	\$185,019	\$15,000	\$36,000	\$5,500	\$0
21 MICHAEL S COOK & ASSOC, INC	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,000
22 NPV ADVISORS	\$0	\$0	\$0	\$0	\$18,000	\$0	\$0	\$6,478
23 PAUL HORNSBY & CO	\$0	\$0	\$0	\$36,000				
24 PERDUE, BRANDON, FIELDER	\$2,536	\$2,814	\$3,930	\$3,237	\$2,950	\$3,270	\$3,522	\$3,942
25 PHILLIPS MURRAH PC	\$384	\$540	\$450					
26 SAUNDERS & WALSH, PLLC	\$1,237,208	\$1,177,036	\$1,099,948	\$950,502	\$49,368	\$48,148	\$23,022	\$31,804
27 STACY JACKSON	\$0	\$0	\$0	\$0	\$19,400	\$0	\$0	\$0
28 STERLING REPORTING SERVICES	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$1,226
29 VALBRIDGE PROPERTY ADVISORS	\$11,500	\$43,500	\$30,000					
30 TED WHITMER ATTORNEY	\$0	\$0	\$0	\$8,054	\$0	\$0	\$0	\$0
31 THE JAY MASSEY COMPANY	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$43,450
32 TML-IRP	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$474
33 TNT VALUATION GROUP, LLC	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$12,300
TOTAL	\$1,540,663	\$1,562,460	\$1,442,981	\$1,535,128	\$914,175	\$584,933	\$556,401	\$722,510