



**PUBLIC HEARING  
2024 PROPOSED BUDGET  
&  
REGULAR  
BOARD OF DIRECTORS MEETING**

**June 22, 2023**

# **MEETING NOTICE & AGENDA**

**NOTICE OF PUBLIC HEARING  
and  
NOTICE OF REGULAR MEETING**

**FILED**

6/15/2023 11:30:16 AM

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

**BOARD OF DIRECTORS  
of the  
COLLIN CENTRAL APPRAISAL DISTRICT  
  
(CONDUCTED ONSITE & TELEPHONICALLY)**

Notice is hereby given that on the 22<sup>nd</sup> day of June 2023, at 7:00 a.m., the Board of Directors of the Collin Central Appraisal District will hold a Public Hearing on the 2024 Proposed Budget and 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 Conference ID: 478 194 259#. 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. On this 15<sup>th</sup> day of June 2023, this notice was filed with the County Clerk of Collin County, Texas.



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Marty Wright  
Chief Appraiser  
Phone: (469) 742-9200

**AGENDA**  
**BOARD OF DIRECTORS**  
**COLLIN CENTRAL APPRAISAL DISTRICT**

**2024 BUDGET HEARING AND**  
**REGULAR MEETING - Conducted at**  
**CENTRAL APPRAISAL DISTRICT OFFICE**  
**250 Eldorado Parkway, Dr. Leo Fitzgerald Board Room**  
**McKinney, Texas 75069**

**7:00 a.m. Thursday, June 22, 2023**

**I. 2024 BUDGET HEARING**

<b>ITEM #</b>	<b>SUB #</b>	<b>ITEM DESCRIPTION</b>
<b>A.</b>		<b>Call to order: 7:00 a.m.</b>
	1	Announcement by presiding officer whether the public hearing has been posted in the manner required by law.
	2	Roll call: Announcement by presiding officer whether a quorum is present.
<b>B.</b>		<b>Conduct 2024 BUDGET HEARING</b>
<b>C.</b>		<b>Adjourn 2024 BUDGET HEARING</b>

**II. REGULAR MEETING**

<b>ITEM #</b>	<b>SUB #</b>	<b>ITEM DESCRIPTION</b>
<b>A.</b>		<b>Call to order: Immediately Following Budget Workshop</b>
	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.

## **AGENDA**

### **BOARD OF DIRECTORS COLLIN CENTRAL APPRAISAL DISTRICT**

#### **B. Executive Session**

- 1 Consultation with attorney regarding pending or contemplated litigation. Pursuant to Texas Open Meetings Act, Section 551.071. Discuss potential 2023 litigation to be filed by the District on Property ID 2857463, 2581255, 2705540.
- 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.*

#### **D. Approval of minutes from May 25, 2023 regular meeting.**

#### **E. Review of May 2023 bills.**

#### **F. Review of May 2023 financial reports.**

#### **G. Review and sign checks for approved purchases requiring Board signature.**

#### **H. Review report of May 2023 checks and electronic transfers greater than \$25,000.**

#### **END OF CONSENT AGENDA**

**AGENDA**  
**BOARD OF DIRECTORS**  
**COLLIN CENTRAL APPRAISAL DISTRICT**

- I. Discuss final draft of the 2024 budget from the Public Hearing and vote on approval of the 2024 budget.**
- J. Receive recommendation and vote on adopting the 2024 employer contribution rate to the Texas County District Retirement System (TCDRS).**
- K. Receive recommendation and vote on not granting a 2024 retiree COLA.**
- L. Receive recommendation and vote on remitting budget funds to the Texas County District Retirement System (TCDRS) to offset future COLA costs and Unfunded Actuarial Accrued Liability (UAAL).**
- M. Receive recommendation and vote on the designation of reserve funds, based on the year-end 2022 audit.**
- N. Receive recommendation and vote on adopting a Resolution under 41.12 of the Property Tax Code, allowing the Appraisal Review Board to approve the Appraisal Records with 10% of protests not determined.**
- O. Receive recommendation and vote on authorizing the chief appraiser to file 2023 litigation on Property IDs 2857463, 2581255, 2705540.**
- P. Receive recommendation and vote on new District 2-year depository contract.**
- Q. Receive recommendation and vote on authorizing the chief appraiser to enter into a contract with Valley View Consulting for Investment Advisory services.**



**AGENDA**  
**BOARD OF DIRECTORS**  
**COLLIN CENTRAL APPRAISAL DISTRICT**

**R. Reports**

- 1 Taxpayer Liaison Officer Report
- 2 Taxpayer Liaison Officer TDLR Report
- 3 PVS Update Report

**S. Chief Appraiser's Report**

- 1 2023 Protest and Appraisal Roll certification update
- 2 General Comments

**III. AUDIENCE**

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

**IV. ANNOUNCEMENT OF NEXT REGULAR SCHEDULED MEETING**

**V. ADJOURNMENT**

# **2024 BUDGET HEARING**

BUDGET HEARING

BUDGET HEARING



AFFIDAVIT OF PUBLICATION

STATE OF TEXAS

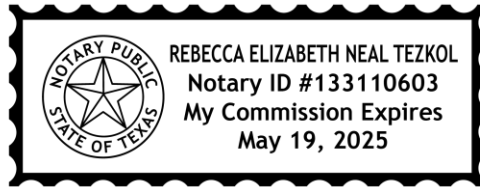
COUNTY OF DALLAS

Before me, a Notary Public in and for Dallas County, this day personally appeared Mert Tezkol, advertising Representative for The Dallas Morning News, being duly sworn by oath, states the attached advertisement of

**COLLIN CENTRAL APPRAISAL DISTRICT AD# 1851065**  
was published in The Dallas Morning News

DATE PUBLISHED

June 9, 2023



A handwritten signature in blue ink, appearing to read "Mert Tezkol".

Mert Tezkol

June 9, 2023

A handwritten signature in blue ink, appearing to read "Rebecca E. Tezkol".

(Notary Public)

DAVE LIEBER

# Consumers left out in the cold in lawmakers’ energy plans

Continued from Page 1B

gook.

The (p)UC must provide information about the electric grid, capacity and demand “in plain language that is readily understandable by a person with limited knowledge of the electric industry.”

*Well, I’ll drink to that!* (Yeah, another *Laugh-In* expression.)

How do you feel about giving taxpayer money to companies that don’t necessarily need it or want it?

In the Nov. 7 election, you’ll get a chance to answer that. The ballot question for a state constitutional amendment will ask you to vote yes or no “for the creation of the Texas Energy Fund to support the construction, maintenance, modernization, and operation of electric generating facilities.”

The new fund of \$5 billion (which could grow to \$10 billion) will be run by the (p)UC and provide low-interest loans (3%) over 20 years and also — this is worrisome — grants, too, that do not need to be repaid. The cost for this is taxpayer-funded but it won’t be tacked on to your monthly bill.

The money is supposed to

go to electric generating facilities that serve as backup power sources. The advisory committee for the fund is made up of lawmakers.

Sandra Haverlah, president of the Texas Consumer Association, told me: “I just want to say that I find it really outrageous that they can accomplish that, yet teachers didn’t get a dime out of this.”

She said early on there was talk by some lawmakers of using some of the record surplus funds to help give electricity bill relief to all of us. They could have paid off some of the bonds whose costs are added to our bills.

“Instead,” she said, “they gave low-interest loans to multibillion-dollar companies that didn’t need the money.”

## (p)UC almost shut down

It was little noticed that the future of the entire (p)UC was on the chopping block. If lawmakers hadn’t approved House Bill 1500 in the final days of the session, the (p)UC would have ceased to exist.

State agencies go under “sunset” review every few years. If lawmakers close down an agency, they sunset it. This was the (p)UC’s time to shine.

A 2022 sunset report on the (p)UC, urged the (p)UC to update its 20-year-old rules to catch up to the modern world. It also said the (p)UC staff should read all monthly transmission project reports it receives. That wasn’t happening, the report stated.

As a follow-up, House Bill 1500 keeps the (p)UC in business. The bill goes well past the minimum required and creates new policy in its vast 78 pages.

A sample: it gives greater oversight of the grid to lawmakers and requires more transparency through a requirement for more detailed reports by the (p)UC and ERCOT, which runs the grid.

The bill requires all (p)UC commissioners to undergo a lengthy training and education program after their appointment and before they vote. (They didn’t already?)

More reporting on the causes of blackouts is required.

## (p)UC regulation

The Watchdog unknowingly stepped into a food fight of sorts between the (p)UC and the Texas Consumer Association.

The consumers’ group tipped me off that Senate Bill 1015 will make it easier for transmission and distribution companies like Oncor, which own and operate the power lines, to gain an advantage raising rates.

Instead of coming once a year for a rate adjustment before the (p)UC, Oncor and some other electric utilities can come in twice a year.

This is no small thing. Oncor charges can reach up to 50% of a customer’s bill, TCA says. The bill gives the (p)UC 60 days to handle rate requests, which isn’t a lot of time,

especially when it takes time to galvanize the public to protest.

Oncor announced last month that it plans to spend \$19 billion over the next four years installing and upgrading its equipment, following (p)UC approval of the increase. (That’s about \$4.33 more a month on your bill.)

Oncor spokesperson Kerri Dunn told me the (p)UC will continue to have full regulatory oversight for all Oncor rates. There’s no change in the rule that utilities like Oncor must come in every four years for a full comprehensive rate case.

(p)UC spokesperson Ellie Breed told me, “It would be premature for us to comment on legislation until it becomes law.” (These bills await Gov.

Greg Abbott’s signature.)

So who is right? Oncor or the consumers association?

Energy expert Doug Lewin of Austin says they’re both right.

More frequent rate requests “will make it easier for utilities to cover costs and, in turn, make more profits.”

“It’s good for their bottom line. Wall Street will like this bill,” he said.

Since they don’t have to wait a full year for a request, “profits will go up.”

The (p)UC still has its regulatory powers and can still disallow rate increases, he said. “But in practice that’s hardly ever done.”

## Consumers get what?

Lewin says consumers did not get rewarded during the session, unlike the oil and gas lobby which did well, as usual.

There was little talk of weatherization of power plants, buildings and homes, the true cause of the mayhem in the February 2021 freezeout.

Consumer advocate Haverlah said there was no action on energy efficiency or consumer rebates either.

No, the session was not consumer-oriented.

As Flip Wilson said on *Laugh-In*, “The devil made me do it.”

Twitter: @DaveLieber



2022 File Photo/Juan Figueroa

**Oncor would be** among the big winners if Senate Bill 1015 becomes law. The bill would enable electric distributors to file for rate hikes twice a year instead of once.

## NOTICE OF PUBLIC HEARING ON COLLIN CENTRAL APPRAISAL DISTRICT BUDGET

The Collin Central Appraisal District will hold a public hearing on a proposed budget for the 2024 fiscal year.

The public hearing will be held on June 22, 2023 at 7:00 AM at the Central Appraisal District office, 250 Eldorado Pkwy., McKinney, Texas.

A summary of the Appraisal District budget follows:

The total amount of the proposed budget is **\$29,794,600.**

The total amount of increase over the current year's budget is **\$1,695,600.**

The number of employees compensated under the proposed budget will be: 165 full-time, 0 part-time.

The number of employees compensated under the current budget is: 158 full-time, 0 part-time.

The Collin Central Appraisal District is supported solely by payments from the local taxing units served by the Appraisal District.

If approved by the Collin Central Appraisal District Board of Directors at the public hearing, this proposed budget will take effect automatically unless disapproved by the governing bodies of the county, school districts, cities, and towns served by the Collin Central Appraisal District.

A copy of the proposed budget is available for public inspection in the office of each of those governing bodies. The proposed budget may also be viewed at the Collin Central Appraisal District office.

DN-1851065-01

### NOTICE OF PUBLIC MEETING TO DISCUSS BUDGET AND PROPOSED TAX RATE

The Dallas Independent School District will hold a public meeting at 5:45PM, Thursday, June 22, 2023, in Turney W. Leonard Governance and Training Center,

5151 Samuell Blvd., Dallas, TX. **The purpose of this meeting is to discuss the school district’s budget that will determine the tax rate that will be adopted. Public participation in the discussion is invited.**

The tax rate that is ultimately adopted at this meeting or at a separate meeting at a later date may not exceed the proposed rate shown below unless the district publishes a revised notice containing the same information and comparisons set out below and holds another public meeting to discuss the revised notice.

<b>Maintenance Tax</b>	\$ <u>0.942900</u> /\$100 (Proposed rate for maintenance and operations)
<b>School Debt Service Tax</b>	
<b>Approved by Local Voters</b>	\$ <u>0.242035</u> /\$100 (Proposed rate to pay bonded indebtedness)

#### Comparison of Proposed Budget with Last Year’s Budget

The applicable percentage increase or decrease (or difference) in the amount budgeted in the preceding fiscal year and the amount budgeted for the fiscal year that begins during the current tax year is indicated for each of the following expenditure categories:

Maintenance and operations	<u>7.91</u>	% increase	or	<u></u>	% (decrease)
Debt service	<u>7.55</u>	% increase	or	<u></u>	% (decrease)
Total expenditures	<u>7.85</u>	% increase	or	<u></u>	% (decrease)

#### Total Appraised Value and Total Taxable Value (as calculated under Tax Code Section 26.04)

	Preceding Tax Year	Current Tax Year
Total appraised value* of all property	\$ <u>212,311,830,000</u>	\$ <u>238,153,184,693</u>
Total appraised value* of new property**	\$ <u>3,475,684,663</u>	\$ <u>4,893,525,916</u>
Total taxable value*** of all property	\$ <u>162,911,964,185</u>	\$ <u>182,858,443,576</u>
Total taxable value*** of new property**	\$ <u>3,423,214,801</u>	\$ <u>4,849,285,595</u>

\* “Appraised value” is the amount shown on the appraisal roll and defined by Tax Code Section 1.04(8).  
\*\* “New property” is defined by Tax Code Section 26.012(17).  
\*\*\* “Taxable value” is defined by Tax Code Section 1.04(10).

#### Bonded Indebtedness

Total amount of outstanding and unpaid bonded indebtedness\* \$ 3,697,445,000

\* Outstanding principal.

#### Comparison of Proposed Rates with Last Year’s Rates

	Maintenance & Operations	Interest & Sinking Fund*	Total	Local Revenue Per Student	State Revenue Per Student
<b>Last Year’s Rate</b>	\$ <u>0.942900</u>	\$ <u>0.242035</u> *	\$ <u>1.184935</u>	\$ <u>15,155</u>	\$ <u>787</u>
<b>Rate to Maintain Same Level of Maintenance &amp; Operations Revenue &amp; Pay Debt Service</b>	\$ <u>0.917046</u>	\$ <u>0.242035</u> *	\$ <u>1.159081</u>	\$ <u>14,056</u>	\$ <u>1,772</u>
<b>Proposed Rate</b>	\$ <u>0.942900</u>	\$ <u>0.242035</u> *	\$ <u>1.184935</u>	\$ <u>14,196</u>	\$ <u>826</u>

\* The Interest & Sinking Fund tax revenue is used to pay for bonded indebtedness on construction, equipment, or both. The bonds, and the tax rate necessary to pay those bonds, were approved by the voters of this district.

#### Comparison of Proposed Levy with Last Year’s Levy on Average Residence

	Last Year	This Year
Average Market Value of Residences	\$ <u>388,639</u>	\$ <u>393,401</u>
Average Taxable Value of Residences	\$ <u>285,904</u>	\$ <u>299,857</u>
Last Year’s Rate Versus Proposed Rate per \$100 Value	\$ <u>1.184935</u>	\$ <u>1.184935</u>
Taxes Due on Average Residence	\$ <u>3,388</u>	\$ <u>3,553</u>
Increase (Decrease) in Taxes		\$ <u>165</u>

**Under state law, the dollar amount of school taxes imposed on the residence homestead of a person 65 years of age or older or of the surviving spouse of such a person, if the surviving spouse was 55 years of age or older when the person died, may not be increased above the amount paid in the first year after the person turned 65, regardless of changes in tax rate or property value.**

**Notice of Voter-Approval Rate: The highest tax rate the district can adopt before requiring voter approval at an election is 1.184935. This election will be automatically held if the district adopts a rate in excess of the voter-approval rate of 1.184935.**

#### Fund Balances

The following estimated balances will remain at the end of the current fiscal year and are not encumbered with or by a corresponding debt obligation, less estimated funds necessary for operating the district before receipt of the first state aid payment:

Maintenance and Operations Fund Balance(s)	\$ <u>513,303,460</u>
Interest & Sinking Fund Balance(s)	\$ <u>209,678,214</u>

A school district may not increase the district’s maintenance and operations tax rate to create a surplus in maintenance and operations tax revenue for the purpose of paying the district’s debt service.

Visit [Texas.gov/PropertyTaxes](https://www.texas.gov/PropertyTaxes) to find a link to your local property tax database on which you can easily access information regarding your property taxes, including information about proposed tax rates and scheduled public hearings of each entity that taxes your property.

The 86th Texas Legislature modified the manner in which the voter-approval tax rate is calculated to limit the rate of growth of property taxes in the state.

# NOTICE OF PUBLIC HEARING ON COLLIN CENTRAL APPRAISAL DISTRICT BUDGET

The Collin Central Appraisal District will hold a public hearing on a proposed budget for the 2024 fiscal year.

The public hearing will be held on June 22, 2023 at 7:00 AM at the Central Appraisal District office, 250 Eldorado Pkwy., McKinney, Texas.

A summary of the Appraisal District budget follows:

The total amount of the proposed budget is  
\$29,794,600.

The total amount of increase over the current  
year's budget is \$1,695,600.

The number of employees compensated under  
the proposed budget will be:  
165 full-time, 0 part-time.

The number of employees compensated under  
the current budget is:  
158 full-time, 0 part-time.

The Collin Central Appraisal District is supported solely by payments from the local taxing units served by the Appraisal District.

If approved by the Collin Central Appraisal District Board of Directors at the public hearing, this proposed budget will take effect automatically unless disapproved by the governing bodies of the county, school districts, cities, and towns served by the Collin Central Appraisal District.

A copy of the proposed budget is available for public inspection in the office of each of those governing bodies. The proposed budget may also be viewed at the Collin Central Appraisal District office.



# Collin Central Appraisal District

June 1, 2023

«FNAME» «LNAME», «TITLE»  
«COMPANY»  
«ADRS2»  
«ADRS3»  
«CITY», «ST» «ZIP»«ZIP1»

Dear «SALUTE»:

Please find enclosed a copy of our proposed 2024 budget, including a list showing the estimated share of the budget for each of our seventy-three taxing jurisdictions. A copy of the proposed budget should be maintained for public inspection at your principal administrative office.

State law requires that the Central Appraisal District be funded by all taxing jurisdictions in Collin County, based on a calculation of each jurisdiction's tax levy as it compares to the amount of taxes levied by all jurisdictions in total. The estimated share of the budget for each jurisdiction was calculated utilizing the '2023 Certified Estimate of Value' provided to you on April 29, 2023 and your 2022 tax rate.

Your estimated share for the 2024 Proposed Budget is \$«NUM1».

Please keep in mind that the estimated share listed above is a projection for planning purposes. As a general rule, the primary reasons your actual share could increase above the estimated share would be if your entity's 2023 appraisal roll and/or your 2023 tax rate increases more than the overall trend for all taxing entities combined, therefore changing your levy position when compared to other taxing entities. Also, non-school district entities should anticipate a small shift in funding from school districts to non-school districts due to the potential compression of school district Maintenance & Operations (M&O) tax rates, as mandated by our Legislature. As required by the Tax Code, I must provide each entity with their "estimated share". The estimate above utilizes your 2022 actual tax rate, since I do not know where the 2023 tax rates will settle in after new taxable values, new exemptions, more tax freeze loss, the calculation of debt rates and after potential school rate reductions caused by compression. The "estimated share" calculation is made even more difficult since I must use the Certified Estimate of Taxable Value from April 29, 2023.

For budgeting purposes, I would recommend that school districts use the higher of the estimate above or your 2023 payment total. For all non-school district entities I would use the estimate above, with 2.00% to 3.00% added to account for the potential shift caused by the compression of school district M&O tax rates.

Your actual share of the 2024 budget will not be available until the 2023 appraisal roll is certified and all taxing jurisdictions adopt their 2023 tax rate. Once these two events occur, we will calculate the actual share for each taxing entity and generate a billing notice outlining your 2024 amount due, along with quarterly billing amounts. Quarterly payments will be due in equal installments before January 1, April 1, July 1, and October 1, 2024.

A public Hearing on the 2024 Proposed Budget will be conducted at the District's office located at 250 Eldorado Pkwy, McKinney, TX on June 22, 2023 at 7:00 am.

Please contact me at your earliest convenience should you have questions or comments concerning the 2024 Proposed Budget.

Sincerely,

A handwritten signature in black ink, appearing to read 'Marty Wright', with a stylized flourish at the end.

Marty Wright, CCA, RPA  
Chief Appraiser

# BUDGET SUMMARY



# Collin Central Appraisal District

June 22, 2023

TO: Board of Directors

FROM: Marty Wright, Chief Appraiser

A handwritten signature in black ink, appearing to read "Marty Wright".

RE: 2024 Proposed Budget - Public Hearing

The following bullet points summarize the proposed budget key changes for 2024. The attached budget will provide a line-item comparison of the 2024 proposed budget to the current budget.

- Seven new full-time staff positions.
  - On the "Payroll" page you will see a difference in the 2023 count and proposed 2024 count.
  - Administration for 2023 budget started out with seven staff members. Four staff members from AEL (Abatements, Exemptions & Litigation) are being moved to Admin under the leadership of Mr. Swanson. AEL will increase by one staff member for 2024, so the total in Admin will increase from seven + four + one to a total of twelve.
  - Support Services will increase by one, from twenty-two to twenty-three staff members.
  - Appraisal Department for 2023 budget started out with sixty-nine staff members. Subtracting the four staff members from AEL that were transfers under Admin makes sixty-five. Residential appraisal staff will increase by two new staff members. The commercial appraisal staff will increase by one new staff member, making the total of appraisal at sixty-eight.
  - Customer Service will increase by two, from twenty-four to twenty-six staff members.
  - On that same page under Part-Time, Seasonal Temps, last year's budget number was \$330,500. For 2024 that number will need to increase to \$598,600. The reason is for 2022 a line-item adjustment was made to cover the overages in this category mainly due to seasonal temps. With the continuing need for seasonal temps now and in the future, I expect that same line-item adjustment will also be required for 2023. With the increase in the 2024 budget for this line-item, an adjustment should not be required.

- I am recommending to the Board to approve salary and wage increases based on a combination of cost of living and annual performance reviews. In prior years all salary and wages were reviewed annually based on performance.
  - In 2021 we experienced a 7.0% inflation rate in Dec 2021, the highest annual rate since 1982. As of April 2023, inflation has decrease to 4.9%, but well above the average 2% that we might normally see. (Attachement 1)
  - According to U.S. Bureau of Labor Statistics, as of April 2023 release, for the last 12 months the Consumer Price Index for the "all items" index increased 4.9% before seasonal adjustment with shelter being the largest contributor to the "all items" increase. The "all items" less food and energy index rose 5.5% over the last 12 months. The energy index decreased 5.1% for the last 12 months and the food index increased 7.7% over the last year. (Attachment 2)
  - Last year the Board of Directors approved a combination of Cost of Living and annual performance increases. I believe in doing that again for 2024, we will give our staff the added financial assistance that is needed, and help in the hiring of new staff.
  - In the 2024 Proposed Budget, I am requesting a base Cost of Living adjustment of 3.0%, plus performance adjustments from 0 to 2.5%, as appropriate.
  
- The "Overtime" line-item is being proposed at \$140,000, which is a \$20,000 increase compared to the current budget. Based on our workload and continued vacancies, I anticipate our overtime cost to increase.
  
- Group Insurance premium decrease projections. (Attachment 3 & 4)
  - I am attaching the summary of our 2023 insurance cost, based on the results of an RFP and negotiations in the fall of 2022.
  - Our projected 2023 cost, based on 158 employees, is \$2,447,523, net of insurance agent fees and wellness program costs.
  - The medical portion of our insurance cost decreased 7% from 2022 to 2023.
  - \$2,447,523 times an estimated increase factor of 1.10 = \$2,692,275 before our insurance agent contract fees and wellness cost.
  - The 2024 Proposed Budget for this line-item is \$2,877,000, which includes the insurance agent fees, wellness cost and seven extra staff members.
  
- Employer Contribution to TCDRS.
  - For 2023, the District is contributing 13.25%with a funded ratio of 101.3%
  - The minimum rate as calculated by TCDRS was 9.99 %.
  - The Board has typically adopted a contribution rate 2% to 3% above the minimum rate to help stabilize our funded ratio.



- Our 2024 minimum rate from TCDRS is 11.00% and the funded ratio is currently at 98.9% according to our latest 2024 Plan Assessment. (Attachment 5)
  - Our 2024 Plan Customizer (Attachment 6) indicates that by maintaining the 13.25% contribution rate with the additional employer contribution of \$400,000 and with no COLA our funded ratio would increase to 99.6% from our current ratio of 98.9%. That is my proposal to the Board at this time.
- The proposed budget includes an increase in anticipated litigation cost of \$100,000, which brings the line item to \$2,200,000.
  - Contingency line item will have increase of \$25,000. With increased volatility in costs, including legal, supplies, volume of ARB hearings and insurance, it is important to increase this item.
  - The overall Proposed Budget increase, before a buy down, is \$1,695,600 which represents an increase of 6.03%. I am attributing 76.26% of the overall increase to property growth. Net of the increase attributed to new property growth, the calculated year-over-year increase is 1.43%.
    - These calculations are shown at the bottom of the 'Budget History' page of the Proposed Budget. (Page 12)
  - I am proposing utilizing \$3,700,000 from reserves to refund to our entities, in the form of a budget buy down, making the funded increase to our entities 3.14%. (Page 11)
  - Budgeted Reserve Funds (below-the-line)
    - These funds are designated by the board, based on the prior year-end audit report. The year-end 2022 audit was the second agenda item at the April 2023 meeting.
    - The Net Position (unrestricted funds) for the 2022 year-end audit is \$25,794,442 found on page 4 of the audit.
    - Our TCDRS Cease of Operations analysis increased from \$1,306,000 in 2021 to \$3,147,000 for 2023. (Attachments 7, 8 & 9)
    - Our TCDRS Pension 2.50% of Liabilities Reserve is currently \$1,307,525 from last year's adopted budget. Our latest TCDRS Plan Assessment, based on December 31, 2022, shows a liability of \$55,615,773 and asset

value of \$55,003,121, which calculates to a Funded Ratio of 98.9%. At 2.5% of liabilities, I am proposing increasing the reserve to \$1,400,000.

- At this time there are no changes in the Budgeted Reserve Funds for Litigation, Litigation fees, Technology or Disaster Recovery.

DESIGNATED FUND DESCRIPTION	FUND AMOUNT
Building Capital	\$10,100,000
Litigation	\$1,700,000
Litigation (Court Ordered Attorney Fees)	\$350,000
Technology (Hardware, Software & Cloud)	\$1,000,000
Ongoing Operations & Disaster Recovery	\$1,200,000
Insurance	\$350,000
TCDRS Pension Liability, Cease of Operations	\$3,147,000
TCDRS Pension 2.5% of Actuarial Liability	\$1,400,000
2023 Budget Buy Down	\$2,800,000
2024 Budget Buy Down	\$3,700,000
<b>DESIGNATED FUNDS, INCLUDING FUNDS FOR BUDGET BUY DOWN &amp; PENSION LIABILITY</b>	<b>\$25,747,000</b>
<i>UNDESIGNATED FUNDS</i>	<i>\$47,442</i>
<b>GRAND TOTAL RESERVE FUNDS, PENSION LIABILITY FUNDS &amp; BUDGET BUY DOWN FUNDS</b>	<b>\$25,794,442</b>

- The largest proposed increase in Reserves is the Building Capital line item. That increase is \$2,100,000.
  - We plan to begin discussions with architects about expanding building space on the excess land situated on the north side of this property.
  - We are debt free, having paid off our building several years early.
  - Having cash in reserve to offset much of the cost to add a 30,000 to 40,000 SQFT building is a favorable budget position to be in going forward.

#### Addendum

1. 2022/2023 & 2021/2022 Group Insurance Analysis
2. Group Insurance Summary 2018-2023
3. 2024 TCDRS Plan Assessment
4. 2023 TCDRS Cease of Operations Retirement Liability
5. 2021/2023 TCDRS Cease of Operations "Unfunded Amount" change explained



**2024  
PROPOSED BUDGET**

**PUBLIC HEARING  
June 22, 2023**

**2024**  
**PROPOSED BUDGET - PUBLIC HEARING**  
**COLLIN CENTRAL APPRAISAL DISTRICT**

<b>CATEGORIES</b>	<b>2023 BUDGET</b>	<b>2024 BUDGET</b>	<b>\$ CHANGE</b>
- SALARIES (FULL-TIME)	\$12,815,600	\$13,950,900	\$1,135,300
- SALARIES (PART-TIME & SEASONAL TEMPS)	\$330,500	\$598,600	\$268,100
-FICA TAX	\$192,400	\$213,000	\$20,600
-WORKER'S COMPENSATION	\$70,000	\$70,000	\$0
-EMPLOYEE GROUP INSURANCE	\$3,016,000	\$2,877,000	(\$139,000)
-EMPLOYEE RETIREMENT	\$1,757,800	\$1,946,400	\$188,600
-RETIREMENT, UNFUNDED LIABILITY & RETIREE COLA FUNDING	\$400,000	\$400,000	\$0
-UNEMPLOYMENT COMPENSATION	\$50,000	\$50,000	\$0
-OVERTIME	\$120,000	\$140,000	\$20,000
-AUTO ALLOWANCE	\$822,800	\$855,800	\$33,000
-BUILDING LOAN AMORTIZATION	\$0	\$0	\$0
-LEGAL (INCLUDING COURT ORDERED ATTORNEY FEES)	\$2,100,000	\$2,200,000	\$100,000
-ACCOUNTING & AUDIT	\$16,000	\$20,000	\$4,000
-GENERAL INSURANCE	\$60,000	\$80,000	\$20,000
-LEGAL NOTICES & ADVERTISING	\$37,000	\$37,000	\$0
-APPRAISAL REVIEW BOARD EXPENSES	\$810,000	\$810,000	\$0
-TELEPHONE, INTERNET & DATA CLOUD SERVICES	\$350,000	\$300,000	(\$50,000)
-UTILITIES	\$141,900	\$141,900	\$0
-EQUIPMENT MAINTENANCE	\$52,000	\$52,000	\$0
-POSTAGE	\$520,000	\$520,000	\$0
-SUPPLIES AND MATERIALS	\$570,000	\$570,000	\$0
-AERIAL PHOTOGRAPHY (PICTOMETRY)	\$445,000	\$445,000	\$0
-REGISTRATION AND DUES	\$45,000	\$45,000	\$0
-TRAVEL AND EDUCATION	\$175,000	\$125,000	(\$50,000)
-BOARD OF DIRECTORS MEETINGS	\$7,000	\$7,000	\$0
-PROFESSIONAL SERVICES	\$250,000	\$250,000	\$0
-CONTRACT SERVICES	\$150,000	\$150,000	\$0
-SECURITY	\$165,000	\$165,000	\$0
-COMPUTER SOFTWARE LICENSING & SUBSCRIPTIONS	\$650,000	\$650,000	\$0
-SOFTWARE DEVELOPMENT	\$200,000	\$200,000	\$0
-COMPUTER SOFTWARE MAINTENANCE	\$325,000	\$325,000	\$0
-COMPUTER HARDWARE & COMPUTER EQUIPMENT	\$350,000	\$350,000	\$0
-COMPUTER HARDWARE MAINTENANCE	\$50,000	\$50,000	\$0
-EQUIPMENT LEASE/RENT	\$115,000	\$115,000	\$0
-OFFICE FURNITURE	\$75,000	\$75,000	\$0
-BUILDING REPAIR/MODIFICATIONS	\$400,000	\$500,000	\$100,000
-BUILDING MAINTENANCE	\$240,000	\$260,000	\$20,000
-CONTINGENCY	\$225,000	\$250,000	\$25,000
<b>TOTAL BUDGET</b>	<b>\$28,099,000</b>	<b>\$29,794,600</b>	<b>\$1,695,600</b>
<b>DESIGNATED RESERVE FUNDS FOR BUDGET BUY DOWN:</b>	<b>(\$2,800,000)</b>	<b>(\$3,700,000)</b>	
<b>GRAND TOTAL FUNDED</b>	<b>\$25,299,000</b>	<b>\$26,094,600</b>	<b>\$795,600</b>
<b>BUDGETED RESERVE FUNDS</b>			
<b>DESIGNATED FUND DESCRIPTION</b>	<b>FUND AMT.</b>		
Building Capital	\$10,100,000	<i>*Note: Planning for potential building expansion</i>	
Litigation	\$1,700,000		
Litigation (Court Ordered Attorney Fees)	\$350,000		
Technology (Hardware, Software & Cloud)	\$1,000,000		
Ongoing Operations & Disaster Recovery	\$1,200,000		
Insurance	\$350,000		
TCDRS Pension Liability, Cease of Operations	\$3,147,000		
TCDRS Pension 2.50% of Actuarial Liability	\$1,400,000		
2023 Budget Buy Down	\$2,800,000		
2024 Budget Buy Down	\$3,700,000		
DESIGNATED FUNDS, INCLUDING FUNDS FOR BUDGET BUY DOWN & PENSION LIABILITY	\$25,747,000		
UNDESIGNATED FUNDS	\$47,442		
<b>GRAND TOTAL RESERVE FUNDS, PENSION LIABILITY FUNDS &amp; BUDGET BUY DOWN FUNDS</b>	<b>\$25,794,442</b>		
<b>GRAND TOTAL RESERVE FUNDS AVAILABLE FOR EXPENDITURE, WITH BOARD APPROVAL</b>	<b>\$14,747,442</b>	<b>Net of TCDRS pension liability line items, 2023 budget buy down and 2024 budget buy down</b>	

**COLLIN CENTRAL APPRAISAL DISTRICT  
BUDGET SUMMARY  
2024**

<b><u>BUDGET EXPENDITURES</u></b>	<b><u>2023</u></b>	<b><u>2024</u></b>
TOTAL SALARIES & WAGES	\$13,266,100	\$14,689,500
EMPLOYEE INSURANCE, RETIREMENT & BENEFITS	\$5,486,200	\$5,556,400
AUTO ALLOWANCES	\$822,800	\$855,800
PROFESSIONAL & CONTRACT SERVICES	\$641,000	\$665,000
OPERATIONAL SERVICES	\$2,405,900	\$2,305,900
DEBT SERVICE EXPENSE	\$0	\$0
MAINTENANCE EXPENSES	\$1,067,000	\$1,187,000
APPRAISAL REVIEW BOARD	\$810,000	\$810,000
LEGAL EXPENSES	\$2,100,000	\$2,200,000
CAPITAL OUTLAY	\$1,275,000	\$1,275,000
CONTINGENCY	\$225,000	\$250,000
	-----	-----
<b>TOTAL</b>	<b>\$28,099,000</b>	<b>\$29,794,600</b>
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<b>DESIGNATED FUNDS FOR BUDGET BUY DOWN:</b>	<b>(\$2,800,000)</b>	<b>(\$3,700,000)</b>
<b>GRAND TOTAL</b>	<b>\$25,299,000</b>	<b>\$26,094,600</b>
	=====	=====

**COLLIN CENTRAL APPRAISAL DISTRICT  
BUDGET FUNDS  
2023 AND 2024**

ACCOUNT	DESCRIPTION	2023	ACCOUNT TOTAL	2024	ACCOUNT TOTAL	DIFFERENCE
<b>SALARIES</b>						
5000	Full-time	\$12,815,600		\$13,950,900		\$1,135,300
5020	Part-Time/Temp	\$330,500		\$598,600		\$268,100
5060	Overtime	\$120,000		\$140,000		\$20,000
<b>TOTAL SALARIES &amp; WAGES</b>			<b>\$13,266,100</b>		<b>\$14,689,500</b>	<b>\$1,423,400</b>
<b>AUTO ALLOWANCES</b>						
5080	Auto Allowance	\$822,800		\$855,800		\$33,000
<b>TOTAL AUTO ALLOWANCE</b>			<b>\$822,800</b>		<b>\$855,800</b>	<b>\$33,000</b>
<b>EMPLOYEE INSURANCE, RETIREMENT &amp; BENEFITS</b>						
5100	Worker's Compensation	\$70,000		\$70,000		\$0
5110	Employee Group Insurance	\$3,016,000		\$2,877,000		(\$139,000)
5130	FICA	\$192,400		\$213,000		\$20,600
5140	Employee Retirement	\$1,757,800		\$1,946,400		\$188,600
5145	Retirement, UAAL Buy Down & Retiree COLA Funding	\$400,000		\$400,000		\$0
5150	Unemployment Tax	\$50,000		\$50,000		\$0
<b>TOTAL EMPLOYEE GROUP INSURANCE &amp; BENEFITS</b>			<b>\$5,486,200</b>		<b>\$5,556,400</b>	<b>\$70,200</b>
<b>PROFESSIONAL &amp; CONTRACT SERVICES</b>						
5200	Legal	\$2,100,000		\$2,200,000		\$100,000
5220	Accounting & Audit	\$16,000		\$20,000		\$4,000
5250	General Insurance	\$60,000		\$80,000		\$20,000
5600	Contract Services	\$150,000		\$150,000		\$0
5620	Professional Services (Other)	\$250,000		\$250,000		\$0
5635	Security	\$165,000		\$165,000		\$0
<b>TOTAL PROFESSIONAL &amp; CONTRACT SERVICES</b>			<b>\$2,741,000</b>		<b>\$2,865,000</b>	<b>\$124,000</b>
<b>OPERATIONAL SERVICES</b>						
5270	Legal Notices & Advertising	\$37,000		\$37,000		\$0
5300	Appraisal Review Board	\$810,000		\$810,000		\$0
5320	Telephone	\$350,000		\$300,000		(\$50,000)
5340	Utilities	\$141,900		\$141,900		\$0
5360	Equipment Rent	\$115,000		\$115,000		\$0
5400	Postage	\$520,000		\$520,000		\$0
5450	Aerial Photography (Pictometry)	\$445,000		\$445,000		\$0
5500	Supplies and Materials	\$570,000		\$570,000		\$0
5550	Registration & Dues	\$45,000		\$45,000		\$0
5560	Travel & Education	\$175,000		\$125,000		(\$50,000)
5570	Board of Directors Meetings	\$7,000		\$7,000		\$0
<b>TOTAL OPERATIONAL SERVICES</b>			<b>\$3,215,900</b>		<b>\$3,115,900</b>	<b>(\$100,000)</b>
<b>DEBT SERVICE EXPENSE</b>						
5690	Building Debt Service	\$0		\$0		\$0
<b>TOTAL DEBT SERVICE EXPENSE</b>			<b>\$0</b>		<b>\$0</b>	<b>\$0</b>
<b>MAINTENANCE EXPENSES</b>						
5370	Equipment Maintenance	\$52,000		\$52,000		\$0
5640	Building Maintenance	\$240,000		\$260,000		\$20,000
5660	Building Repair/Modifications	\$400,000		\$500,000		\$100,000
5750	Computer Hardware Maintenance	\$50,000		\$50,000		\$0
5780	Computer Software Maintenance	\$325,000		\$325,000		\$0
<b>TOTAL MAINTENANCE EXPENSES</b>			<b>\$1,067,000</b>		<b>\$1,187,000</b>	<b>\$120,000</b>

**COLLIN CENTRAL APPRAISAL DISTRICT  
BUDGET FUNDS  
2023 AND 2024**

ACCOUNT	DESCRIPTION	2023	ACCOUNT TOTAL	2024	ACCOUNT TOTAL	DIFFERENCE
<b>CAPITAL OUTLAY</b>						
5700	Computer Equipment	\$350,000		\$350,000		\$0
5740	Furniture & Equipment	\$75,000		\$75,000		\$0
5760	Software Development	\$200,000		\$200,000		\$0
5770	Computer Software	\$650,000		\$650,000		\$0
<b>TOTAL CAPITAL OUTLAY</b>			<b>\$1,275,000</b>		<b>\$1,275,000</b>	<b>\$0</b>
<b>CONTINGENCY</b>						
7000	CONTINGENCY	\$225,000		\$250,000		\$25,000
<b>TOTAL CONTINGENCY</b>			<b>\$225,000</b>		<b>\$250,000</b>	<b>\$25,000</b>
<b>TOTAL OPERATING BUDGET</b>			<b>\$28,099,000</b>		<b>\$29,794,600</b>	
<b>LESS: FUNDS FOR BUDGET BUY DOWN</b>			<b>(\$2,800,000)</b>		<b>(\$3,700,000)</b>	
<b>TOTAL ENTITY SUPPORT</b>			<b>\$25,299,000</b>		<b>\$26,094,600</b>	
<b>BUDGETED RESERVE FUNDS</b>						
<b>DESIGNATED FUND DESCRIPTION</b>			<b>FUND AMT.</b>			
Building Capital			\$10,100,000			
Litigation			\$1,700,000			
Litigation (Court Ordered Attorney Fees)			\$350,000			
Technology (Hardware, Software & Cloud)			\$1,000,000			
Ongoing Operations & Disaster Recovery			\$1,200,000			
Insurance			\$350,000			
TCDRS Pension Liability, Cease of Operations			\$3,147,000			
TCDRS Pension 2.50% of Actuarial Liability			\$1,400,000			
2023 Budget Buy Down			\$2,800,000			
2024 Budget Buy Down			<u>\$3,700,000</u>			
DESIGNATED FUNDS, INCLUDING FUNDS FOR BUDGET BUY DOWN & PENSION LIABILITY			<b>\$25,747,000</b>			
UNDESIGNATED FUNDS			\$47,442			
<b>GRAND TOTAL RESERVE FUNDS, PENSION LIABILITY FUNDS &amp; BUDGET BUY DOWN FUNDS</b>			<b>\$25,794,442</b>			
			Net of TCDRS pension liability line items, 2023 budget buy down and 2024 budget buy down			
<b>GRAND TOTAL RESERVE FUNDS AVAILABLE FOR EXPENDITURE, WITH BOARD APPROVAL</b>			<b>\$14,747,442</b>			
<b>RESERVE FUNDS AVAILABLE, STATED AS % OF TOTAL BUDGET</b>			<b>49.50%</b>			

**COLLIN CENTRAL APPRAISAL DISTRICT  
PAYROLL SUMMARY  
2024**

	<u><b>CALCULATED BUDGET</b></u>	<u><b>ROUNDED BUDGET</b></u>
<b>ADMINISTRATIVE</b>	\$1,488,481	<b>\$1,488,500</b>
<b>SUPPORT SERVICES</b>	\$1,467,425	<b>\$1,467,400</b>
<b>APPRAISAL</b>	\$6,121,519	<b>\$6,121,500</b>
<b>CUSTOMER SERVICE</b>	\$1,463,466	<b>\$1,463,500</b>
<b>ARB, AGENT AND RESEARCH SERVICES</b>	\$937,370	<b>\$937,400</b>
<b>GIS/MAPPING</b>	\$1,138,943	<b>\$1,138,900</b>
<b>TECHNOLOGY (IST)</b>	\$1,019,575	<b>\$1,019,600</b>
<b>SICK LEAVE PAY</b>	\$198,500	<b>\$198,500</b>
<b>LONGEVITY PAY</b>	\$108,600	<b>\$108,600</b>
<b>PART-TIME SALARIES</b>	\$588,352	<b>\$588,400</b>
<b>OVERTIME SALARIES</b>	\$140,000	<b>\$140,000</b>
<b>PROMOTIONS/REASSIGNMENTS</b>	\$10,000	<b>\$10,000</b>
<b>LUMP SUM SALARY REVIEWS</b>	\$10,000	<b>\$10,000</b>
<b>GRAND TOTAL</b>	\$14,692,231	<b>\$14,692,300</b>



**2024  
BUDGET  
COLLIN CENTRAL APPRAISAL DISTRICT**

**PAYROLL**

<b><u>POSITION OR DEPARTMENT:</u></b>	<b><u>2023 COUNT</u></b>	<b><u>2024 COUNT</u></b>	<b><u>2023 BUDGET</u></b>	<b><u>2024 CALC. BUDGET</u></b>	<b><u>2024 BUDGET</u></b>
CHIEF APPRAISER	1	1	\$221,200	\$221,114	\$221,200
ADMINISTRATION	7	12	\$769,800	\$1,309,861	\$1,309,900
SUPPORT SERVICES	22	23	\$1,326,300	\$1,500,020	\$1,500,200
APPRAISAL DEPARTMENT	69	68	\$6,087,800	\$6,240,565	\$6,240,600
CUSTOMER SERVICE	24	26	\$1,402,300	\$1,494,622	\$1,494,800
ARB, AGENT AND RESEARCH SERVICES	11	11	\$874,400	\$958,130	\$958,400
INFORMATION SERVICES TECHNOLOGY	9	9	\$1,026,200	\$1,042,274	\$1,042,300
MAPPING/GIS	15	15	\$1,088,000	\$1,164,309	\$1,164,300
PROMOTIONS/REASSIGNMENTS			\$10,000	\$10,000	\$10,000
LUMP SUM SALARY REVIEWS			\$10,000	\$10,000	\$10,000
<b>TOTAL FULL-TIME SALARIES &amp; WAGES</b>	<b>158</b>	<b>165</b>	<b>\$12,815,600</b>	<b>\$13,950,895</b>	<b>\$13,950,900</b>
PART-TIME, SEASONAL TEMPS	0	0	\$330,500	\$598,697	\$598,600
OVERTIME			\$120,000	\$140,000	\$140,000
<b>GRAND TOTAL SALARIES &amp; WAGES</b>			<b>\$13,266,100</b>	<b>\$14,689,592</b>	<b>\$14,689,600</b>
FICA		1.45%	\$192,400	\$213,000	\$213,000
DISTRICT'S RETIREMENT CONTRIBUTION	<b>2024</b>	<b>13.25%</b>	\$1,757,800	\$1,946,400	\$1,946,400
	2023	13.25%			
<b>GRAND TOTAL PAYROLL</b>			<b>\$15,216,300</b>	<b>\$16,848,992</b>	<b>\$16,849,000</b>

**NOTES:**

PART-TIME EMPLOYEE COUNT IS FOR PERMANENT PART-TIME STAFF ONLY BUT BUDGET AMOUNT INCLUDES SUMMER TEMP EMPLOYEES FOR APPRAISAL REVIEW BOARD PROCESS, BUSINESS PERSONAL PROPERTY (BPP) RENDITION PROCESSING, AND CONTRACT TO HIRE STAFF.

**COLLIN CENTRAL APPRAISAL DISTRICT**  
**SIX YEAR BUDGET COMPARISON**

	<u>2024</u>	<u>2023</u>	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>
SALARIES FULL-TIME	\$13,950,900	\$12,815,600	\$11,689,400	\$10,742,400	\$10,362,100	\$9,642,500
SALARIES PART-TIME	\$598,600	\$330,500	\$167,600	\$167,600	\$196,200	\$181,900
FICA TAX	\$213,000	\$192,400	\$173,100	\$159,000	\$153,900	\$143,300
WORKMANS COMPENSATION	\$70,000	\$70,000	\$60,000	\$40,000	\$40,000	\$40,000
EMPLOYEE GROUP INSURANCE	\$2,877,000	\$3,016,000	\$2,585,000	\$2,515,000	\$2,196,000	\$2,060,000
EMPLOYEE RETIREMENT	\$1,946,400	\$1,757,800	\$1,641,400	\$1,425,100	\$1,299,800	\$1,185,200
RETIREMENT, UNFUNDED BUY DOWN	\$400,000	\$400,000	\$400,000	\$400,000	\$300,000	\$300,000
UNEMPLOYMENT COMPENSATION	\$50,000	\$50,000	\$25,000	\$18,000	\$18,000	\$18,000
OVERTIME	\$140,000	\$120,000	\$80,000	\$52,000	\$52,000	\$52,000
AUTO ALLOWANCE	\$855,800	\$822,800	\$812,000	\$768,000	\$758,000	\$725,000
BUILDING LOAN AMORTIZATION	\$0	\$0	\$0	\$0	\$490,000	\$490,000
LEGAL	\$2,200,000	\$2,100,000	\$1,900,000	\$1,800,000	\$1,800,000	\$1,250,000
ACCOUNTING AND AUDIT	\$20,000	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000
GENERAL INSURANCE	\$80,000	\$60,000	\$50,000	\$45,000	\$45,000	\$45,000
LEGAL NOTICES & ADVERTISING	\$37,000	\$37,000	\$37,000	\$37,000	\$37,000	\$33,000
APPRAISAL REVIEW BOARD	\$810,000	\$810,000	\$650,000	\$650,000	\$625,000	\$575,000
TELEPHONE	\$300,000	\$350,000	\$350,000	\$350,000	\$325,000	\$250,000
UTILITIES	\$141,900	\$141,900	\$160,900	\$160,900	\$160,900	\$156,900
EQUIPMENT MAINTENANCE	\$52,000	\$52,000	\$50,000	\$45,000	\$45,000	\$45,000
POSTAGE	\$520,000	\$520,000	\$500,000	\$450,000	\$450,000	\$450,000
SUPPLIES AND MATERIALS	\$570,000	\$570,000	\$510,000	\$425,000	\$400,000	\$350,000
AERIAL PHOTOGRAPHY (PICTOMETRY)	\$445,000	\$445,000	\$430,000	\$430,000	\$300,000	\$250,000
REGISTRATION & DUES	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000	\$45,000
TRAVEL AND EDUCATION	\$125,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000
BOARD OF DIRECTORS MEETING	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000
PROFESSIONAL SERVICES	\$250,000	\$250,000	\$250,000	\$170,000	\$140,000	\$140,000
CONTRACT SERVICES	\$150,000	\$150,000	\$115,000	\$90,000	\$90,000	\$90,000
SECURITY	\$165,000	\$165,000	\$165,000	\$165,000	\$165,000	\$150,000
COMPUTER SOFTWARE	\$650,000	\$650,000	\$600,000	\$600,000	\$550,000	\$450,000
SOFTWARE DEVELOPMENT	\$200,000	\$200,000	\$200,000	\$300,000	\$300,000	\$300,000
COMPUTER HARDWARE MAINT.	\$50,000	\$50,000	\$50,000	\$42,000	\$42,000	\$40,000
SOFTWARE SUPPORT & MAINT.	\$325,000	\$325,000	\$325,000	\$325,000	\$285,000	\$260,000
COMPUTER HARDWARE & EQUIPMENT	\$350,000	\$350,000	\$300,000	\$250,000	\$235,000	\$195,000
OFFICE FURNITURE & EQUIPMENT LEASE	\$190,000	\$190,000	\$160,000	\$160,000	\$160,000	\$153,000
BUILDING REPAIRS/MODIFICATIONS	\$500,000	\$400,000	\$320,000	\$170,000	\$170,000	\$135,000
BUILDING MAINTENANCE	\$260,000	\$240,000	\$195,000	\$125,000	\$125,000	\$95,000
CONTINGENCY	\$250,000	\$225,000	\$200,000	\$200,000	\$200,000	\$200,000
<b>GRAND TOTAL</b>	<b>\$29,794,600</b>	<b>\$28,099,000</b>	<b>\$25,394,900</b>	<b>\$23,520,500</b>	<b>\$22,759,400</b>	<b>\$20,694,300</b>
BUY DOWN FROM DESIGNATED FUNDS	(\$3,700,000)	(\$2,800,000)	(\$1,700,000)	(\$1,761,100)	(\$1,000,000)	(\$1,000,000)
TOTAL FUNDED AFTER BUY DOWN	\$26,094,600	\$25,299,000	\$23,694,900	\$21,759,400	\$21,759,400	\$19,694,300
PARCELS	440,000	426,000	412,500	403,000	392,000	385,000
COST PER PARCEL	\$67.72	\$65.96	\$61.56	\$58.36	\$58.06	\$53.75
COST PER PARCEL AFTER BUY DOWN	\$59.31	\$59.39	\$57.44	\$53.99	\$55.51	\$51.15

## SIX YEAR BUDGET COMPARISON

COMPARISONS PER PARCEL						
	2024	2023	2022	2021	2020	2019
PROPOSED BUDGET COST PER PARCEL	\$67.72	\$65.96	\$61.56	\$58.36	\$58.06	\$53.75
PROPOSED COST PER PARCEL AFTER BUY DOWN	\$59.31	\$59.39	\$57.44	\$53.99	\$55.51	\$51.15
6 YEAR AVG PER PARCEL	\$33.24					
6 YR AVG PER PARCEL AFTER BUY DOWN	\$30.63					
COST PER PARCEL % INCREASE, YEAR OVER YEAR	2.66%	7.14%	5.48%	0.52%	8.02%	
COST PER PARCEL % INCREASE, AFTER BUY DOWN	-0.14%	3.39%	6.39%	-2.73%	8.51%	
INCREASE IN PARCEL COUNT	14,000	13,500	9,500	11,000	7,000	
% INCREASE IN PARCEL COUNT	3.29%	3.27%	2.36%	2.81%	1.82%	
SIX YEAR PARCEL COMPARISONS						
2024 COMPARED TO 2019 COST PER PARCEL	TOTAL	FUNDED				
INCREASE--->	\$13.96	\$8.15				
AVERAGE ANNUAL INCREASE--->	4.76%	3.08%				
THE EFFECT OF PARCEL GROWTH ON YEAR OVER YEAR BUDGET INCREASE						
	2024	2023				
TOTAL BUDGET AMOUNT	\$29,794,600	\$28,099,000				
OVERALL BUDGET INCREASE, BEFORE BUY DOWN	\$1,695,600					
OVERALL BUDGET PERCENT INCREASE	6.03%					
2024 INCREASE IN PARCELS	14,000		2023 Rate	2023 Factored Rate for New Props = 2022 x 1.4		
2024 INCREASE IN PARCELS @ 2023 COST PER PARCEL x 1.4 (ROUNDED)	\$1,293,000	(see note below)	\$65.96	\$92.34		
PROJECTED RATE PER NEW PARCEL	\$92.34					
% OF OVERALL INCREASE ATTRIBUTED TO PARCEL GROWTH	76.26%					
OVERALL BUDGET INCREASE LESS INCREASE DUE TO PARCEL GROWTH	\$402,600					
% OF OVERALL BUDGET INCREASE NOT RELATED DIRECTLY TO PARCEL GROWTH	23.74%					
CALCULATED BUDGET INCREASE IF PARCEL COUNT REMAINED THE SAME YEAR-OVER-YEAR	1.43%					
Note: To recognize the initial cost associated with adding new properties to the appraisal roll, a factor is being applied to the prior year cost per parcel, when calculating the effects of growth on the total budget. This calculation acknowledges the additional expense for adding new property records and processing first time exemptions, ag-filings, rendition filings, ARB hearings, one to several field inspections, and general operating costs.						

**COLLIN CENTRAL APPRAISAL DISTRICT  
2024 BUDGETED SALARY AND WAGE DETAIL**

<u>POSITION CATEGORY</u>	<u>EXEMPT OR NON-EXEMPT</u>	<u>BUDGETED SALARY OR HOURLY WAGE, FOR CATEGORY</u>	<u>BUDGETED SALARY OR HOURLY WAGE RANGE</u>	<u>COUNT</u>	<u>*BUDGETED COST OF BENEFITS, PER EACH</u>	<u>BUDGETED COST OF BENEFITS FOR CATEGORY</u>	<u>AUTO ALLOWANCE COUNT</u>	<u>BUDGETED AUTO ALLOWANCE, PER EACH</u>	<u>**AUTO ALLOWANCE, FOR CATEGORY</u>	<u>BUDGETED MEDIAN SALARY OR WAGE, PER CATEGORY</u>
Chief Appraiser	Exempt	\$221,200	\$221,200	1	\$17,436	\$17,436	1	\$10,800	\$10,800	N/A
Deputy Chief Appraisers	Exempt	\$755,900	\$183,400 to \$197,500	4	\$17,436	\$69,745	4	\$10,800	\$43,200	\$185,400
Department Directors (Excl. IST)	Exempt	\$1,363,400	\$117,600 to \$151,000	10	\$17,436	\$174,364	5	\$10,800	\$54,000	\$134,900
Mid-Level Managers & Chief's Admin Staff	Exempt	\$813,700	\$52,900 to \$116,400	11	\$17,436	\$191,800	0	\$10,800	\$0	\$85,300
Appraisal Managers & Senior Appraisers	Exempt	\$960,400	\$92,000 to \$125,300	9	\$17,436	\$156,927	9	\$10,800	\$97,200	\$105,600
Residential Appraisers	Exempt	\$1,817,900	\$57,300 to \$94,600	24	\$17,436	\$418,473	24	\$10,800	\$259,200	\$74,000
Commercial Appraisers	Exempt	\$1,113,500	\$67,100 to \$133,700	12	\$17,436	\$209,236	12	\$10,800	\$129,600	\$87,200
Land Appraisers	Exempt	\$506,000	\$69,800 to \$103,300	6	\$17,436	\$104,618	6	\$10,800	\$64,800	\$76,750
Business Personal Property Appraisers	Exempt	\$597,800	\$69,100 TO \$97,300	7	\$17,436	\$122,055	7	\$10,800	\$75,600	\$88,750
Appraisal Data Collectors	Non-Exempt	\$320,300	\$18.80 to \$32.9 per hr.	5	\$17,436	\$87,182	5	\$13,200	\$66,000	\$24.90
Information Services Technology (including Directors)	Non-Exempt & Exempt	\$812,300	\$75,700 to \$146,700	8	\$17,436	\$139,491	0	\$0	\$0	\$91,800
GIS / Mapping Techs	Non-Exempt	\$746,800	\$19.20 to \$33.50 per hr.	11	\$17,436	\$191,800	0	\$0	\$0	\$24.70
Customer Service & Departmental Support	Non-Exempt	\$3,488,000	\$19.40 to \$29.25 per hr.	57	\$17,436	\$993,873	0	\$0	\$0	\$24.50
Subtotal Full-time Salary & Wages		\$13,517,200		165		\$2,877,000	73		\$800,400	
Full-time Sick Leave Buyback		\$198,500								
Full-time Longevity		\$108,600								
Full-time Promotion & Transfer Reviews		\$126,600								
<b>Full-time Grand Total Salary &amp; Wages</b>		<b>\$13,950,900</b>								

<u>POSITION CATEGORY</u>	<u>EXEMPT OR NON-EXEMPT</u>	<u>BUDGETED HOURLY WAGE, FOR CATEGORY</u>	<u>BUDGETED HOURLY WAGE RANGE</u>	<u>***COUNT</u>	<u>**BUDGETED COST OF BENEFITS, PER EACH</u>	<u>BUDGETED COST OF BENEFITS FOR CATEGORY</u>	<u>AUTO ALLOWANCE COUNT</u>	<u>BUDGETED AUTO ALLOWANCE, PER EACH</u>	<u>BUDGETED AUTO ALLOWANCE, FOR CATEGORY</u>	<u>BUDGETED MEDIAN WAGE, PER CATEGORY</u>
Part-time and Seasonal Temp Staff	Non-Exempt	\$585,800	\$15.00 to 17.00 per hr.	Upto 25	N/A	N/A	N/A	N/A	N/A	\$16.00
Part-time Sick Leave Buyback		\$5,600								
Part-time Longevity		\$4,200								
Part-time Promotion & Transfer Reviews		\$3,000								
<b>Part-time Grand Total Salary &amp; Wages</b>		<b>\$598,600</b>								

\*Full-time Employee benefits paid by District: Medical, Dental, Vision, Life and Long-term Care Insurance, Short and Long-term Disability and Identity Protection. Amount listed is projected "worst case" for budgeting purposes but actual amount of insurance benefit may be different based on age and health of individual employee for such items as life and long-term care insurance.

\*\*Variance in auto allowance, comparing the \$800,400 listed above to the \$855,800 on the face of the budget, is to provide an option of bringing in new staff appraisers, from the 2024 budget in the latter part of calendar year 2023. Also, to account for the potential of converting a non-appraisal position to appraisal.

\*\*\*Count is for seasonal temporary help, primarily during protest period, varies based on timeframe.

**COLLIN CENTRAL APPRAISAL DISTRICT**  
**2024**

ESTIMATED PERCENT OF BUDGET (BASED ON 2023 CERTIFIED ESTIMATE OF VALUE AND 2022 ACTUAL TAX RATE)

*\*See Note Below*

TAXING ENTITIES	% OF 2023 BUDGET	EST % OF 2024 BUDGET	2023 AMOUNT PAID	2024 EST. AMOUNT DUE
ALLEN CITY	2.03235%	1.97996%	\$514,165	\$516,664
ALLEN ISD	6.70574%	6.47416%	\$1,696,485	\$1,689,406
ANNA CITY	0.35076%	0.39608%	\$88,740	\$103,355
ANNA ISD	1.03034%	1.13469%	\$260,667	\$296,093
BLAND ISD	0.00672%	0.00665%	\$1,701	\$1,735
BLUE MEADOW MUD#1 (Not Taxing)	0.00000%	0.00000%	\$0	\$0
BLUE RIDGE CITY	0.00948%	0.00952%	\$2,399	\$2,484
BLUE RIDGE ISD	0.17222%	0.17353%	\$43,571	\$45,283
CARROLLTON CITY	0.02180%	0.02091%	\$5,516	\$5,457
CELINA CITY	0.63156%	0.71095%	\$159,779	\$185,519
CELINA ISD	1.07770%	1.19808%	\$272,646	\$312,633
COLLIN COLLEGE DISTRICT	4.16926%	4.16310%	\$1,054,780	\$1,086,345
COLLIN COUNTY	7.82714%	7.79955%	\$1,980,189	\$2,035,262
COLLIN COUNTY MUD #1	0.29435%	0.33314%	\$74,466	\$86,933
COLLIN COUNTY MUD #2	0.05746%	0.09466%	\$14,536	\$24,702
COLLIN COUNTY MUD #4	0.00314%	0.00575%	\$795	\$1,500
COLLIN COUNTY MUD #5 (Not Taxing)	0.00000%	0.00000%	\$0	\$0
COLLIN COUNTY MUD CR412	0.00220%	0.00475%	\$557	\$1,238
COLLIN COUNTY WCID#3	0.16356%	0.19837%	\$41,378	\$51,765
COMMUNITY ISD	0.78467%	0.82749%	\$198,514	\$215,930
DALLAS CITY	1.30363%	1.26604%	\$329,806	\$330,368
EAST COLLIN CO MUD#1 (Not Taxing)	0.00000%	0.00000%	\$0	\$0
EAST FORK FWSD#1 WEF1A	0.00033%	0.01137%	\$84	\$2,968
ELEVON MUD#1A WEM1A	0.00276%	0.01300%	\$699	\$3,393
FAIRVIEW TOWN	0.22271%	0.22339%	\$56,343	\$58,293
FARMERSVILLE CITY	0.07960%	0.08085%	\$20,137	\$21,099
FARMERSVILLE ISD	0.37368%	0.36838%	\$94,538	\$96,127
FRISCO CITY	3.08602%	3.11545%	\$780,731	\$812,964
FRISCO ISD	12.80745%	12.51998%	\$3,240,156	\$3,267,039

**NOTE:** THE 2024 AMOUNT DUE AND CALCULATED PERCENTAGE SHARE FOR EACH TAXING ENTITY WILL BE BASED ON THE 2023 CERTIFIED TAXABLE VALUE AND 2022 ACTUAL TAX RATE. THE BUDGET IS ALLOCATED BASED ON LEVY GENERATED BY AN INDIVIDUAL ENTITY COMPARED TO THE SUM OF LEVY GENERATED BY ALL ENTITIES. **AT THE TIME OF THE BUDGET HEARING, TO PROVIDE A PROJECTED SHARE FOR EACH ENTITY, WE ARE UTILIZING THE CERTIFIED ESTIMATE OF TAXABLE VALUE PROVIDED ON APRIL 29, 2023 AND THE 2022 ACTUAL TAX RATE.**

**COLLIN CENTRAL APPRAISAL DISTRICT**  
**2024**

ESTIMATED PERCENT OF BUDGET (BASED ON 2023 CERTIFIED ESTIMATE OF VALUE AND 2022 ACTUAL TAX RATE)

*\*See Note Below*

TAXING ENTITIES	% OF 2023 BUDGET	EST % OF 2024 BUDGET	2023 AMOUNT PAID	2024 EST. AMOUNT DUE
GARLAND CITY	0.00618%	0.00614%	\$1,562	\$1,601
JOSEPHINE CITY	0.02672%	0.02913%	\$6,759	\$7,602
LAKEHAVEN MUD WLHM	0.00073%	0.00505%	\$184	\$1,317
LAVON CITY	0.07930%	0.09591%	\$20,063	\$25,027
LEONARD ISD	0.00673%	0.00631%	\$1,702	\$1,646
LOVEJOY ISD	1.38610%	1.33340%	\$350,669	\$347,945
LOWRY CROSSING CITY	0.00965%	0.00973%	\$2,443	\$2,538
LUCAS CITY	0.13279%	0.13394%	\$33,595	\$34,951
MAGNOLIA POINTE MUD#1	0.07862%	0.09075%	\$19,891	\$23,680
MCKINNEY CITY	3.87968%	3.93115%	\$981,521	\$1,025,818
MCKINNEY ISD	7.65764%	7.54267%	\$1,937,306	\$1,968,228
MCKINNEY MUD#1	0.21574%	0.21909%	\$54,581	\$57,171
MCKINNEY MUD#2	0.03910%	0.05625%	\$9,892	\$14,677
MELISSA CITY	0.29683%	0.34590%	\$75,094	\$90,261
MELISSA ISD	1.12714%	1.25674%	\$285,156	\$327,941
MURPHY CITY	0.37971%	0.38103%	\$96,063	\$99,429
NEVADA CITY	0.00987%	0.01025%	\$2,497	\$2,674
NEW HOPE CITY	0.00461%	0.00469%	\$1,167	\$1,223
PARKER CITY	0.12790%	0.13371%	\$32,357	\$34,890
PLANO CITY	5.46170%	5.55132%	\$1,381,755	\$1,448,594
PLANO ISD	21.98563%	21.47630%	\$5,562,145	\$5,604,816
PRINCETON CITY	0.34262%	0.38702%	\$86,679	\$100,991
PRINCETON ISD	1.22427%	1.37179%	\$309,728	\$357,964
PROSPER TOWN	0.76271%	0.77815%	\$192,957	\$203,055
PROSPER ISD	5.21833%	5.42230%	\$1,320,186	\$1,414,928
RICHARDSON CITY	1.45043%	1.43111%	\$366,943	\$373,443
RIVERFIELD MUD #1	0.00000%	0.00029%	\$0	\$76
ROCKWALL ISD	0.00034%	0.00039%	\$87	\$102
ROYSE CITY	0.04465%	0.04865%	\$11,297	\$12,696
ROYSE CITY ISD	0.10840%	0.11852%	\$27,424	\$30,929

NOTE: THE 2024 AMOUNT DUE AND CALCULATED PERCENTAGE SHARE FOR EACH TAXING ENTITY WILL BE BASED ON THE 2023 CERTIFIED TAXABLE VALUE AND 2022 ACTUAL TAX RATE. THE BUDGET IS ALLOCATED BASED ON LEVY GENERATED BY AN INDIVIDUAL ENTITY COMPARED TO THE SUM OF LEVY GENERATED BY ALL ENTITIES. AT THE TIME OF THE BUDGET HEARING, TO PROVIDE A PROJECTED SHARE FOR EACH ENTITY, WE ARE UTILIZING THE CERTIFIED ESTIMATE OF TAXABLE VALUE PROVIDED ON APRIL 29, 2023 AND THE 2022 ACTUAL TAX RATE.

# COLLIN CENTRAL APPRAISAL DISTRICT

2024

ESTIMATED PERCENT OF BUDGET (BASED ON 2023 CERTIFIED ESTIMATE OF VALUE AND 2022 ACTUAL TAX RATE)

*\*See Note Below*

TAXING ENTITIES	% OF 2023 BUDGET	EST % OF 2024 BUDGET	2023 AMOUNT PAID	2024 EST. AMOUNT DUE
SACHSE CITY	0.23244%	0.23115%	\$58,806	\$60,318
SEIS LAGOS W.D.	0.01906%	0.01959%	\$4,821	\$5,112
ST. PAUL CITY	0.01081%	0.01086%	\$2,736	\$2,835
TRAILS OF BLUE RIDGE	0.00227%	0.00232%	\$573	\$606
TRENTON ISD	0.00760%	0.00743%	\$1,923	\$1,938
UPTOWN MUD#1 WUM1	0.00042%	0.00599%	\$108	\$1,563
VAN ALSTYNE CITY	0.00001%	0.00001%	\$3	\$3
VAN ALSTYNE ISD	0.03246%	0.03153%	\$8,212	\$8,228
VAN ALSTYNE MUD #2	0.00135%	0.00125%	\$341	\$325
VAN ALSTYNE MUD #3 (Not Taxing)	0.00000%	0.00000%	\$0	\$0
WESTON CITY	0.00635%	0.01122%	\$1,606	\$2,929
WHITEWRIGHT ISD	0.00324%	0.00304%	\$820	\$793
WYLIE CITY	0.96790%	0.98084%	\$244,870	\$255,946
WYLIE ISD	3.43532%	3.38728%	\$869,101	\$883,898
	100.00%	100.00%	\$25,299,000	\$26,094,600

**NOTE:** THE 2024 AMOUNT DUE AND CALCULATED PERCENTAGE SHARE FOR EACH TAXING ENTITY WILL BE BASED ON THE 2023 CERTIFIED TAXABLE VALUE AND 2022 ACTUAL TAX RATE. THE BUDGET IS ALLOCATED BASED ON LEVY GENERATED BY AN INDIVIDUAL ENTITY COMPARED TO THE SUM OF LEVY GENERATED BY ALL ENTITIES. **AT THE TIME OF THE BUDGET HEARING, TO PROVIDE A PROJECTED SHARE FOR EACH ENTITY, WE ARE UTILIZING THE CERTIFIED ESTIMATE OF TAXABLE VALUE PROVIDED ON APRIL 29, 2023 AND THE 2022 ACTUAL TAX RATE.**

# BUDGET OVERVIEW



# 2024 PROPOSED BUDGET OVERVIEW

## 2024 COMPARISON TO 2023

<b>2024 PROPOSED BUDGET</b>	<b>\$29,794,600</b>
2024 INCREASE OVER THE 2023 BUDGET	\$1,695,600
2024 PROPOSED BUDGET, AFTER BUY DOWN	\$26,094,600
2024 FUNDED INCREASE OVER THE 2023 BUDGET	\$795,600
2024 PARCEL COUNT	440,000
2024 COST PER PARCEL	\$67.72
2024 PERCENT INCREASE OVER 2023 BUDGET	6.03%
2024 PERCENT INCREASE IN COST PER PARCEL	2.66%
2024 PERCENT INCREASE IN PARCEL COUNT	3.29%
 <b>2023 BUDGET</b>	 <b>\$28,099,000</b>
2023 BUDGET, AFTER BUY DOWN	\$25,299,000
2023 PARCEL COUNT	426,000
2023 COST PER PARCEL	\$65.96

## PARCEL GROWTH HISTORY

	<u>2024</u>	<u>2023</u>	<u>2022</u>	<u>2021</u>	<u>2020</u>	<u>2019</u>
PARCELS	440,000	426,000	412,500	400,000	392,000	385,000
GROWTH	14,000	13,500	12,500	8,000	7,000	
% CHANGE	3.29%	3.27%	3.13%	2.04%	1.82%	

## THE EFFECT OF PARCEL GROWTH

14,000 PARCELS @ \$92.34 PER PARCEL = \$1,293,000  
(rounded)

% Of Overall Budget Increase Attributed To New Parcels: 76.26%

The budget increase attributed to new parcels is based on the effective price per new parcel as calculated below:

2023	*New Parcel	*2023 Projected Cost Per New Parcel, Using
Parcel Cost	Factor	2022 Cost, Times New Parcel Factor
\$65.96	1.40	\$92.34

*\*Note: To recognize the initial cost associated with adding new properties to the appraisal roll, a factor is being applied to the prior year cost per parcel, when calculating the effects of growth on the total budget. This calculation acknowledges the additional expense for adding new property records and processing first time exemptions, ag-filings, rendition filings, ARB hearings, one to several field inspections and general operating costs.*

# BUDGET ANALYSIS

**Agenda Item Reference: 2024 Budget Analysis**

**Report Title**

**Cost of Budget to Tax Levy Generated**

**COLLIN CENTRAL APPRAISAL DISTRICT BUDGET TO TAX LEVY ANALYSIS**  
**2019 - 2024**

<u>YEAR</u>			BUDGET	
			TOTAL AS % OF <u>LEVY</u>	FUNDED AS % OF <u>LEVY</u>
2019	Taxes Levied	\$3,020,000,000		
2019	Operating Budget	\$20,694,300	0.69%	
2019	Funded Budget	\$19,694,300		0.65%
2020	Taxes Levied	\$3,278,000,000		
2020	Operating Budget	\$22,759,400	0.69%	
2020	Funded Budget	\$21,759,400		0.66%
2021	Taxes Levied	\$3,272,943,198		
2021	Operating Budget	\$23,520,500	0.72%	
2021	Funded Budget	\$21,759,400		0.66%
2022	Taxes Levied	\$3,414,949,434		
2022	Operating Budget	\$25,394,900	0.74%	
2022	Funded Budget	\$23,694,900		0.69%
2023	Estimated Taxes Levied	\$3,600,000,000		
2023	Operating Budget	\$28,099,000	0.78%	
2023	Funded Budget	\$25,299,000		0.70%
2024	Estimated Taxes Levied	\$3,900,000,000		
<b>2024</b>	<b>Proposed Operating Budget</b>	<b>\$29,794,600</b>	<b>0.76%</b>	
<b>2024</b>	<b>Proposed Funded Budget</b>	<b>\$26,094,600</b>		<b>0.67%</b>

**AVERAGE COMBINED LEVY PER PARCEL COMPARED TO COMBINED COST PER PARCEL**

	Calculated Avg Levy	Funded Parcel Cost		Calculated Avg Levy	Funded Parcel Cost
Collin County	\$773.00	\$4.93	Collin County	\$773.00	\$4.93
College District	\$412.60	\$2.63	College District	\$412.60	\$2.63
Plano ISD	\$7,682.01	\$49.03	Frisco ISD	\$8,156.12	\$52.06
City of Plano	<u>\$2,466.45</u>	<u>\$15.74</u>	City of Frisco	<u>\$2,927.84</u>	<u>\$18.69</u>
<b>Total Per Parcel</b>	<b>\$11,334.06</b>	<b>\$72.34</b>	<b>Total Per Parcel</b>	<b>\$12,269.56</b>	<b>\$78.31</b>
	Calculated Avg Levy	Funded Parcel Cost		Calculated Avg Levy	Funded Parcel Cost
Collin County	\$773.00	\$4.93	Collin County	\$773.00	\$4.93
College District	\$412.60	\$2.63	College District	\$412.60	\$2.63
Allen ISD	\$6,773.25	\$43.23	McKinney ISD	\$5,627.34	\$35.92
City of Allen	<u>\$2,139.72</u>	<u>\$13.66</u>	City of McKinney	<u>\$2,253.87</u>	<u>\$14.39</u>
<b>Total Per Parcel</b>	<b>\$10,098.57</b>	<b>\$64.46</b>	<b>Total Per Parcel</b>	<b>\$9,066.81</b>	<b>\$57.87</b>
	Calculated Avg Levy	Funded Parcel Cost		Calculated Avg Levy	Funded Parcel Cost
Collin County	\$773.00	\$4.93	Collin County	\$773.00	\$4.93
College District	\$412.60	\$2.63	College District	\$412.60	\$2.63
Wylie ISD	\$4,510.60	\$28.79	Farmersville ISD	\$2,110.16	\$13.47
City of Wylie	<u>\$1,978.34</u>	<u>\$12.63</u>	City of Farmersville	<u>\$1,432.21</u>	<u>\$9.14</u>
<b>Total Per Parcel</b>	<b>\$7,674.54</b>	<b>\$48.99</b>	<b>Total Per Parcel</b>	<b>\$4,727.97</b>	<b>\$30.18</b>
	Calculated Avg Levy	Funded Parcel Cost		Calculated Avg Levy	Funded Parcel Cost
Collin County	\$773.00	\$4.93	Collin County	\$773.00	\$4.93
College District	\$412.60	\$2.63	College District	\$412.60	\$2.63
Prosper ISD	\$7,357.81	\$46.96	Celina ISD	\$4,629.49	\$29.55
Town of Prosper	<u>\$2,831.80</u>	<u>\$18.08</u>	City of Celina	<u>\$2,657.27</u>	<u>\$16.96</u>
<b>Total Per Parcel</b>	<b>\$11,375.21</b>	<b>\$72.61</b>	<b>Total Per Parcel</b>	<b>\$8,472.36</b>	<b>\$54.08</b>
	Calculated Avg Levy	Funded Parcel Cost		Calculated Avg Levy	Funded Parcel Cost
Collin County	\$773.00	\$4.93	Collin County	\$773.00	\$4.93
College District	\$412.60	\$2.63	College District	\$412.60	\$2.63
Princeton ISD	\$3,159.37	\$20.17	Melissa ISD	\$4,770.95	\$30.45
City of Princeton	<u>\$1,548.46</u>	<u>\$9.88</u>	City of Melissa	<u>\$1,743.25</u>	<u>\$11.13</u>
<b>Total Per Parcel</b>	<b>\$5,893.44</b>	<b>\$37.62</b>	<b>Total Per Parcel</b>	<b>\$7,699.80</b>	<b>\$49.15</b>

Note: Calculated Average Levy is based on the 2023 Certified Estimated Taxable value, times the 2022 tax rate.

**Agenda Item Reference: 2024 Budget Analysis**

**Report Title**

**Cost of Budget Per Parcel**

## COLLIN CENTRAL APPRAISAL DISTRICT PARCEL ANALYSIS 2019 - 2024

<u>YEAR</u>	<u>PARCELS</u>	<u>BUDGET &amp; VALUE</u>	<u>COST</u>
2019	385,000	\$20,694,300 / 385,000 = \$181,300,000,000 Certified Market Value	\$53.75 per parcel
2020	392,000	\$22,759,400 / 392,000 = \$189,300,000,000 Certified Market Value 4.41% Market Value % Change	\$58.06 per parcel
2021	400,000	\$23,520,500 / 400,000 = \$201,000,000,000 Certified Market Value 6.18% Market Value % Change	\$58.80 per parcel
2022	412,500	\$25,394,900 / 412,500 = \$241,600,000,000 Certified Market Value 20.20% Market Value % Change	\$61.56 per parcel
2023 ESTIMATED	426,000	\$28,099,000 / 426,000 = \$265,400,000,000 Estimated Market Value 9.85% Estimated Market Value % Change	\$65.96 per parcel
<b>2024 PROJECTED</b>	<b>440,000</b>	<b>\$29,794,600 / 440,000 =</b> \$287,000,000,000 Projected Market Value 8.14% Projected Market Value Change	<b>\$67.72 per parcel</b>

PRICE PER PARCEL HAS INCREASED 25.98% FROM 2019

AVG. PRICE PER PARCEL INCREASE OVER PAST 5 YRS. 4.76% ANNUALLY

MARKET VALUE INCREASED 58.30% FROM 2019

NUMBER OF PARCELS HAS INCREASED 14.29% FROM 2019

**Agenda Item Reference: 2024 Budget Analysis**

**Report Title**

**Parcels Per Appraiser**



## 2024 PROPOSED BUDGET

### APPRAISAL STAFFING PER PARCEL

#### REAL PROPERTY & BUSINESS PERSONAL PROPERTY (BPP)

<u>YEAR</u>	<u>TOTAL PARCELS</u>	<u>BPP &amp; REAL EST. APPRAISERS*</u>	<u>PARCELS PER EACH</u>
<b>2024</b>	<b>440,000</b>	<b>56</b>	<b>7,857</b>
2023	426,000	52	8,192
2022	412,500	51	8,088
2021	400,000	50	8,000
2020	392,000	47	8,340
2019	385,000	45	8,556

#### REAL PROPERTY

<u>YEAR</u>	<u>REAL ESTATE PARCELS</u>	<u>REAL ESTATE APPRAISERS*</u>	<u>PARCELS PER EACH</u>
<b>2024</b>	<b>405,000</b>	<b>49</b>	<b>8,265</b>
2023	391,500	46	8,511
2022	379,000	45	8,422
2021	365,000	44	8,295
2020	359,000	41	8,756
2019	348,000	40	8,700

#### BUSINESS PERSONAL PROPERTY

<u>YEAR</u>	<u>BPP PARCELS</u>	<u>BPP APPRAISERS*</u>	<u>PARCELS PER EACH</u>
<b>2024</b>	<b>35,000</b>	<b>7</b>	<b>5,000</b>
2023	34,500	7	4,929
2022	33,500	6	5,583
2021	35,000	6	5,833
2020	33,000	6	5,500
2019	37,000	5	7,400

\* Appraiser count excludes Appraisal Department Directors and Managers


*Note: The 2024 parcel counts are projected and the 2024 appraiser counts are based on proposed staffing.*

# BUDGET ADDENDUM

BUDGET ADDENDUM

BUDGET ADDENDUM

# **COLLIN CENTRAL APPRAISAL DISTRICT 2022 GROUP INSURANCE SUMMARY CALCULATIONS**

2021 CALCULATED INSURANCE COST:			2022 PROJ. COST BUDGETED INCREASE:			2022 PROJECTED COST, AS NEGOTIATED:		
ITEM	MONTHLY	ANNUAL	RENEW FACTOR	PROJ. MONTHLY	PROJ. ANNUAL	RENEW FACTOR	PROJ. MONTHLY	PROJ. ANNUAL
Medical (BCBS)	\$653.73	\$7,844.76	44.00%	\$941.37	\$11,296.45	34.00%	\$876.00	\$10,511.98
Dental (BCBS)	\$41.97	\$503.64	5.00%	\$44.07	\$528.82	5.00%	\$46.27	\$555.26
Vision (SUPERIOR)	\$7.82	\$93.84	5.00%	\$8.21	\$98.53	0.00%	\$8.21	\$98.53
Long-term care (Unum)	\$9.30	\$111.60	0.00%	\$9.30	\$111.60	0.00%	\$9.30	\$111.60
First Stop Health, Teledoc	\$8.20	\$98.40	0.00%	\$8.20	\$98.40	0.00%	\$8.20	\$98.40
*Life / Disability (BCBS)	\$54.89	<u>\$658.68</u>	15.00%	\$63.12	<u>\$757.48</u>	15.00%	\$72.59	<u>\$871.10</u>
IDShield	<u>\$9.95</u>	<u>\$119.40</u>	<u>0.00%</u>	<u>\$9.95</u>	<u>\$119.40</u>	<u>0.00%</u>	<u>\$9.95</u>	<u>\$119.40</u>
SubTotal	\$785.86	\$9,430.32		\$1,074.27	\$12,891.29		\$1,020.57	\$12,246.88
HSA/Medical Reimbursements	<u>\$300.00</u>	<u>\$3,600.00</u>		<u>\$304.16</u>	<u>\$3,649.92</u>		<u>\$304.16</u>	<u>\$3,649.92</u>
Grand Total (Per Employee)	\$1,085.86	\$13,030.32		\$1,378.43	\$16,541.21		\$1,324.73	\$15,896.80
Number of Employees Budgeted	144	144		152	152		152	152
Projected Grand Total Cost	\$156,363.84	\$1,876,366.08		\$209,522.00	\$2,514,263.98		\$201,359.44	\$2,416,313.27
Line-Item Budget (less Agent & Wellness)		<u>\$2,445,000.00</u>			<u>\$2,515,000.00</u>			<u>\$2,515,000.00</u>
Projected Line-Item Balance Y.E.		\$568,633.92	Projected Line-Item Balance Y.E.	\$736.02			Proj. Line-Item Balance Y.E.	\$98,686.73
Annual Budget Per Employee		\$16,979.17	Annual Budget Per Employee	\$16,546.05			Annual Budget Per Employee	\$16,546.05
			Blue shaded fields are estimated to show maximum increases allowed without exceeded the budget.			* The Life Insurance and Short-Term Disability have \$0 premium increases. The Long-Term Disability has a 15% increase.		
Color Codes: Yellow = Current 2021 Projected Cost. Gray = 2022 Initial Renewal Rates. Orange = 2022 Adjusted Renewal Rates after RFP. Blue= Maximun Rates Possible While Remaining Under 2022 Budget. Green = Negotiated Rates Being Recommended for 2022.								

## COLLIN CENTRAL APPRAISAL DISTRICT 2023 GROUP INSURANCE SUMMARY CALCULATIONS

2022 CALCULATED INSURANCE COST:			2023 PROJECTED COST AT RENEWAL:			2023 PROJECTED COST, AS NEGOTIATED:		
ITEM	MONTHLY	ANNUAL	RENEW FACTOR	PROJ. MONTHLY	PROJ. ANNUAL	RENEW FACTOR	PROJ. MONTHLY	PROJ. ANNUAL
Medical (BCBS)	\$877.37	\$10,528.44	2.90%	\$902.81	\$10,833.76	-7.00%	\$815.95	\$9,791.45
Dental (BCBS)	\$44.04	\$528.48	5.00%	\$46.24	\$554.90	5.00%	\$46.24	\$554.90
Vision (SUPERIOR)	\$7.82	\$93.84	0.00%	\$7.82	\$93.84	0.00%	\$7.82	\$93.84
Long-term care (Unum)*	\$9.30	\$111.60	0.00%	\$9.30	\$111.60	0.00%	\$9.30	\$111.60
First Stop Health, Teledoc	\$8.20	\$98.40	0.00%	\$8.20	\$98.40	0.00%	\$8.20	\$98.40
*Life / Disability (BCBS)	\$72.59	\$871.10	0.00%	\$72.59	\$871.10	0.00%	\$72.59	\$871.10
IDSshield	<u>\$9.95</u>	<u>\$119.40</u>	<u>0.00%</u>	<u>\$9.95</u>	<u>\$119.40</u>	<u>0.00%</u>	<u>\$9.95</u>	<u>\$119.40</u>
Subtotal	\$1,029.27	\$12,351.26		\$1,056.92	\$12,683.01		\$970.06	\$11,640.70
HSA/Medical Reimbursements	<u>\$304.16</u>	<u>\$3,650</u>		<u>\$320.83</u>	<u>\$3,850</u>		<u>\$320.83</u>	<u>\$3,850</u>
Grand Total (Per Employee)	\$1,333.43	\$16,001.18		\$1,377.75	\$16,532.97		\$1,290.89	\$15,490.66
Number of Employees Budgeted	152	152		158	158		158	158
Projected Grand Total Cost	\$202,681.67	\$2,432,180.01		\$217,684.15	\$2,612,209.74		\$203,960.32	\$2,447,523.89
Line-Item Budget (less Agent & Wellness)		<u>\$2,520,000.00</u>			<u>\$2,951,000.00</u>			<u>\$2,951,000.00</u>
Projected Line-Item Balance Y.E.		\$87,819.99		Projected Line-Item Balance Y.E.	\$338,790.26		Projected Line-Item Balance Y.E.	\$503,476.12
Annual Budget Per Employee		\$16,578.95		Annual Budget Per Employee	\$18,677.22		Annual Budget Per Employee	\$18,677.22

Color Codes: Yellow = Current 2022 Projected Cost. Gray = 2023 Initial Renewal Rates. Green = Negotiated Rates for 2023.

*\* The Texas Department of Insurance has approved the Unum request for a rate adjustment for employee purchased plans with inflation adjustments to benefits to be paid. The plan premium was changed on all clients that selected the inflation adjusted benefits at their initial enrollment. The employee can choose to avoid their premium increase by waiving the inflation adjustment to their benefit. The District's cost per employee will not change, since it is a fixed benefit, without inflation adjustment. Our initial coverage began in 2009 and our premiums have not changed since our initial enrollment.*

**ATTACHMENT 2**

**COLLIN CENTRAL APPRAISAL DISTRICT  
GROUP INSURANCE SIX YEAR AVERAGE INCREASE/DECREASE**

	2023 GROUP INSURANCE COST	2022 GROUP INSURANCE COST	2021 GROUP INSURANCE COST	2020 GROUP INSURANCE COST	2019 GROUP INSURANCE COST	2018 GROUP INSURANCE COST	6 YR AVG
	RENEW FACTOR	RENEW FACTOR	RENEW FACTOR	RENEW FACTOR	RENEW FACTOR	RENEW FACTOR	
Medical (BCBS)	-7.00%	34.00%	-10.00%	6.56%	0.00%	8.00%	5.26%
Dental (BCBS)	5.00%	5.00%	5.00%	23.17%	0.00%	3.36%	6.92%
Vision (SUPERIOR)	0.00%	0.00%	0.00%	0.00%	0.00%	4.00%	0.66%
Long-term care (Unum)	0.00%	0.00%	0.00%	0.00%	31.00%	0.00%	5.16%
First Stop Health, Teledoc	12.20%	0.00%	-3.53%	0.00%	-10.50%	0.00%	-0.30%
*Life / Disability (BCBS)	0.00%	15.00%	9.80%	0.00%	42.00%	0.00%	11.13%
IDShield	0.00%	0.00%	start July 2021	N/A	N/A	N/A	0.00%



**Plan Assessment for Plan Year 2024**  
**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.

	2024 Plan
<b>Basic Plan Options</b>	
Employee Deposit Rate	7%
Employer Matching	250%
<b>Retirement Eligibility</b>	
Age 60 (Vesting)	8 years of service
Rule of	75 years total age + service
At Any Age	30 years of service
<b>Optional Benefits</b>	
Partial Lump Sum	Yes
Group Term Life	None
<b>Retirement Plan Funding</b>	
Total Normal Cost Rate	17.68%
Employee Deposit Rate	-7.00%
Employer-Paid Normal Cost Rate	10.68%
UAAL / (OAAL) Rate	0.32%
Required Rate	11.00%
Elected Rate	13.25%
<b>Total Contribution Rate</b>	
Retirement Plan Rate	13.25%
(greater of required and elected rate)	
Group Term Life Rate	N/A
Total Contribution Rate	13.25%
<b>Valuation Results (Dec. 31, 2022)</b>	
Actuarial Accrued Liability	\$55,615,773
Actuarial Value of Assets	\$55,003,121
Unfunded / (Overfunded) AAL	\$612,652
Funded Ratio	98.9%

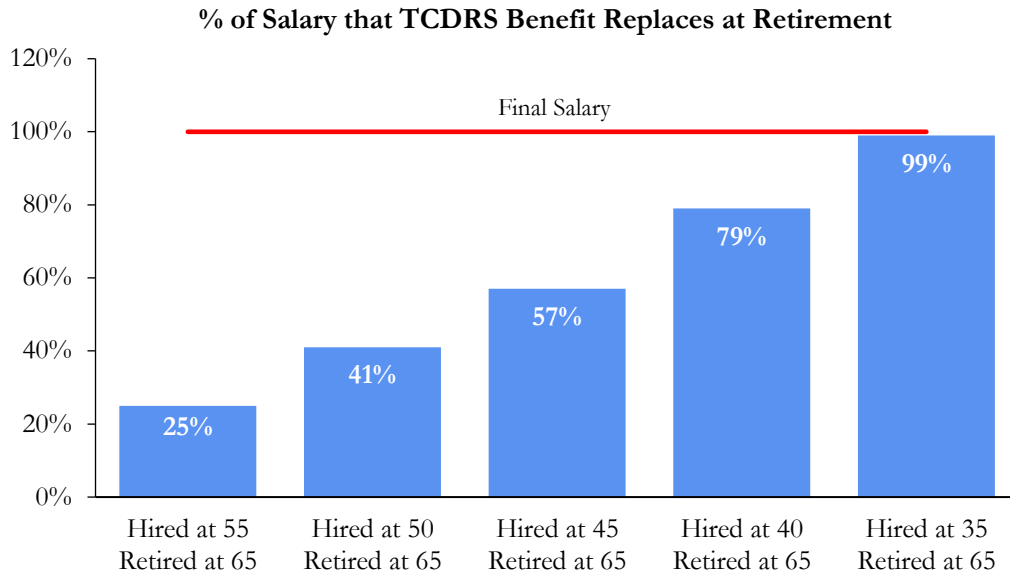
**Notes:**

Buyback adopted: 2000

Last COLA: 2023

## 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:

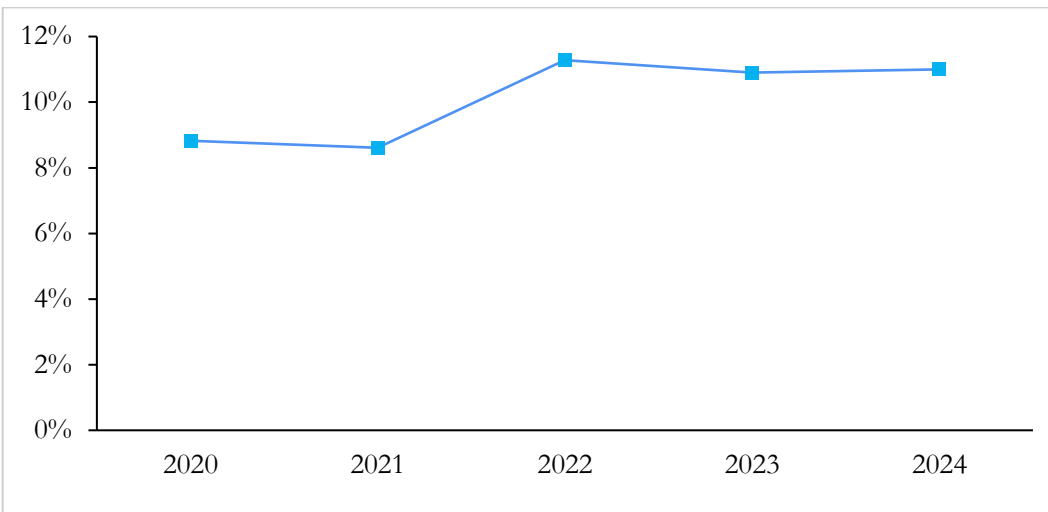


### Assumptions

- 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](https://www.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	2020-2021	2021-2022	2022-2023	2023-2024
Beginning Rate	8.82%	8.61%	11.28%	10.90%
Plan Changes Adopted	0.00%	0.00%	1.36%	N/A
Investment Return	0.03%	0.04%	-0.19%	0.32%
Elected Rate/Lump Sum	-0.50%	-0.62%	-0.60%	-0.25%
Demographic/Other Changes	0.26%	0.07%	-0.49%	0.03%
Assumptions/Methods	<u>0.00%</u>	<u>3.18%</u>	<u>-0.46%</u>	<u>0.00%</u>
Ending Rate	8.61%	11.28%	10.90%	11.00%
Valuation Year	2019	2020	2021	2022
Funded Ratio	101.2%	99.1%	99.2%	98.9%

A complete Summary Valuation Report for the Dec. 31, 2022 valuation will be available mid-May at [TCDRS.org/Employer](https://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, 2023.





April 27, 2023

Barton Oaks Plaza IV, Ste. 500  
 901 S. MoPac Expy.  
 Austin, TX 78746  
 (512) 328-8889  
 800-823-7782  
 Fax: (512) 328-8887  
[www.TCDRS.org](http://www.TCDRS.org)

Mr. Brian Swanson  
 Deputy Chief Appraiser – Operations & Compliance  
 Collin County Central Appraisal District  
 250 Eldorado Pkwy  
 McKinney, TX 75069

Dear Mr. Swanson,

Thank you for contacting Texas County & District Retirement System (TCDRS) to ask about the funded status of your retirement plan. We have reviewed the information in aggregate for reasonableness; however, it has not been audited and may be subject to correction.

We have shown below your plan's estimated funding status as of January 1, 2023 on both an ongoing and a plan termination basis. The results are based on the same participant and asset information used in the December 31, 2022 actuarial valuation. The results will change over time as plan experience occurs.

**Plan Funding Status as of January 1, 2023**

	<b><u>Plan Liabilities</u></b>	<b><u>Plan Assets</u></b>	<b><u>Unfunded Amount (Liabilities – Assets)</u></b>	<b><u>Funding Ratio (Assets / Liabilities)</u></b>
<b>Ongoing Basis</b>	\$ 55,615,773	\$ 55,003,121	\$ 612,652	98.9%
<b>Estimated Plan Termination Basis</b>	\$ 56,577,000	\$ 53,430,000	\$ 3,147,000	94%

Your plan funding status on a termination basis is different from that of an on-going plan in several ways. In a termination, asset gains and losses are recognized immediately. In contrast, an on-going plan recognizes gains and losses on a smoothed basis in order to keep rates more stable from year to year. In addition, in a termination it is assumed that there will be no additional contributions made to the plan. Finally, when a plan terminates, all members become immediately vested and entitled to receive employer matching and other employer provided benefit credits.

If your plan were to terminate, the district would be required to fully fund the plan on a termination basis. In the event the district could not fully fund the liabilities, there would be a one-time reduction in benefits. Surplus plan assets, if any, would be refunded to the district after termination.

We are providing you with this information pursuant to your request and to assist you in performing your official duties. This data should be used only for the purposes intended (as stated above). No third party

Trustees

Mary Louise Nicholson  
*Chair*

Deborah M. Hunt  
*Vice-Chair*

Tammy Biggar  
 Chris Davis

Sammy Farias  
 Susan Fletcher

Kara Sands  
 Chris Taylor

Holly Williamson

Mr. Brian Swanson  
Page 2  
April 27, 2023

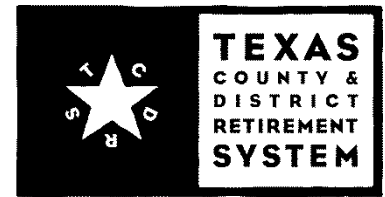
should rely on this work product as this data is specific to the particular circumstances of Collin County Central Appraisal District. Third parties should not use this information to draw conclusions with respect to their own particular circumstances. Such third parties should engage TCDRS for information appropriate to their own specific needs.

Please contact us if you have any questions. We would be happy to assist you.

Sincerely,

A handwritten signature in black ink that reads "Erika Aguirre". The signature is fluid and cursive, with the first name "Erika" being more prominent than the last name "Aguirre".

Erika Aguirre  
Employer Services Representative



May 16, 2023

Mr. Brian Swanson  
Deputy Chief Appraiser – Operations & Compliance  
Collin County Central Appraisal District  
250 Eldorado Pkwy.  
McKinney, TX 75069

Barton Oaks Plaza IV, Ste. 500  
901 S. MoPac Expy.  
Austin, TX 78746  
(512) 328-8889  
800-823-7782  
Fax: (512) 328-8887  
www.TCDRS.org

Dear Mr. Swanson,

Thank you for contacting Texas County & District Retirement System (TCDRS) to ask for an explanation of the differences in the termination funding results for the studies conducted in 2021 and 2023.

The Unfunded Amount included in both studies is a leveraged number, so it is subject to a substantial relative change from year to year. As you can see in the table below, even relatively modest differences between the percentage changes in your assets and liabilities can cause a much greater percentage change in your Unfunded Amount.

Plan Termination Funding	1/1/2021 [A]	1/1/2023 [B]	Percent Change [(B/A)-1]
[1] Liabilities	\$ 49,016,000	\$ 56,577,000	15%
[2] Assets	\$ 47,710,000	\$ 53,430,000	12%
Unfunded Amount [Line 1–Line 2]	\$ 1,306,000	\$ 3,147,000	141%

The primary reason why your Unfunded Amount increased was that investment allocations to your plan were less than assumed. The assumed rate of return is 7.5% annually, but your plan assets were allocated 10% earnings for 2021 and 2% earnings for 2022. This caused assets to increase by approximately 3% less than liabilities over the two-year period. There were many other lesser factors that caused your Unfunded Amount to change, but they almost completely offset each other in the aggregate.

This data should be used only for the purposes intended (as stated above). No third party should rely on this work product as this data is specific to the particular circumstances of Collin County Central Appraisal District. Third parties should not use this information to draw conclusions with respect to their own particular circumstances. Such third parties should engage TCDRS for information appropriate to their own specific needs.

Trustees

Mary Louise Nicholson  
*Chair*

Deborah M. Hunt  
*Vice-Chair*

Tammy Biggar  
Chris Davis

Sammy Farias  
Susan Fletcher

Kara Sands  
Chris Taylor

Holly Williamson

Please contact me at 800-651-3848 if you have any questions. I would be happy to assist you.

Sincerely,

A handwritten signature in black ink that reads "Erika Aguirre". The signature is written in a cursive, flowing style with a large initial "E" and a long, sweeping tail.

Erika Aguirre  
Employer Services Representative

# BOARD MEETING

BOARD MEETING

BOARD MEETING

# CONSENT AGENDA

# **D. MINUTES**

**May 25, 2023**

**MINUTES**  
**BOARD OF DIRECTORS**  
**COLLIN CENTRAL APPRAISAL DISTRICT**  
**Thursday, May 25, 2023**

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

**MEMBERS PRESENT:** Ron Carlisle, Ronald Kelley, Brian Mantzey, Ken Maun, Gary Rodenbaugh and Carson Underwood

**MEMBERS ABSENT:**

**APPROVAL OF MINUTES:** \_\_\_\_\_  
Chairman Secretary

**NATURE OF BUSINESS**

**I. 2024 BUDGET WORKSHOP**

ITEM #	SUB #	ITEM DESCRIPTION
A.		
	1	Announcement by presiding officer whether the public hearing has been posted in the manner required by law.
	2	Roll call: Announcement by presiding officer whether a quorum is present.
B.		Conducted 2024 BUDGET WORKSHOP, which began at 7:00 a.m.
C.		Adjourned 2024 BUDGET WORKSHOP, which concluded at 7:18 a.m.

**II. REGULAR MEETING**

ITEM #	SUB #	ITEM DESCRIPTION
A.		<b>Call to Order 7:18 a.m.</b>
	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.
B.		<b>Executive Session</b>
		There was no need for an executive session.



**MINUTES**  
**BOARD OF DIRECTORS**  
**COLLIN CENTRAL APPRAISAL DISTRICT**

**C. Action on items discussed in executive session**

- 1 N/A
- 2 N/A
- 3 N/A

**CONSENT AGENDA**

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

- D.** Action taken: Board approved minutes from April 27, 2023 regular meeting.

- E.** Action taken: Board reviewed the April 2023 bills.

- F.** Action taken: Board reviewed and accepted the April 2023 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 April 2023 report of checks and electronic transfers greater than \$25,000.

**END OF CONSENT AGENDA**

- I.** There was no further discussion regarding the 2024 Proposed Budget. The Board agreed there would be no need for a third budget workshop. Ron Carlisle motioned to hold the Public Hearing for the 2024 Proposed Budget on June 22, 2023. Ronald Kelley seconded the motion. Motion carried.

**J. Reports**

- 1 Chris Nickell, Taxpayer Liaison Officer, presented the Monthly TLO Reports which included the following items.
  - 1) There were no new complaints to be brought before the Board.
  - 2) Customer Service Survey cards were up 50% in comparison to this time one year ago. Taxpayer customer service satisfaction continues to be highly rated.
  - 3) Update on HB 1285 with regard to the TLO of an appraisal district.Mr. Nickell Concluded with the Monthly TDLR Status Report, stating there were no new issues received and no ongoing cases since the last report to the Board of Directors on April 27, 2023.

## MINUTES

### BOARD OF DIRECTORS COLLIN CENTRAL APPRAISAL DISTRICT

- 2 Stephanie Cave-Bernal, Deputy Chief Appraiser of ARB, Customer Service, & Research, addressed the Board with a 2023 Protest Report providing an overview of protests received to date and the seasons anticipated schedule.
- 3 Ms. Cave-Bernal presented the 2023 1st Quarter Arbitration Report.
- 4 Brian Swanson, Deputy Chief of Business Operations and Compliance, provided an update to the Board reporting on the 2022 School District Property Value Study (SDPVS).
- 5 The Retirement System Management report, as required by Policy #1007, was presented by Deputy Chief, Brian Swanson.
- 6 Mr. Swanson also addressed the Board with a report detailing the completion of the building renovations and remodel.

#### K. Chief Appraiser's Report

- 1 Mr. Wright presented a report on the 2023 Certified Estimate of Taxable Value.
- 2 General Comments

## II.

### AUDIENCE

- A. There were no public comments made at this meeting.

#### CCAD staff in attendance:

Marty Wright  
Tamera Glass  
Toni Bryan  
Valerie Hyden  
Brian Swanson  
Ryan Matthews  
Stephanie Cave-Bernal  
Phil Greaux  
Brad Richards  
Dana Wilson  
Elliot Bensend  
Jason Harris  
Paula Bensend  
Eric Grusendorf  
Shane Cheek  
Shawn Tilley  
Wendy Gilliland  
Cindy Smith  
Sam Tharp  
Erin Van Gundy

**MINUTES**  
**BOARD OF DIRECTORS**  
**COLLIN CENTRAL APPRAISAL DISTRICT**

Jamie Worth  
Robert Wood  
Chris Nickell  
Taylor Hamilton  
Kaleb Blount  
Troy Ingold

- III.** The next meeting is to be held on the date and at the time listed below.  
The meeting will be held at 250 Eldorado Pkwy., Dr. Leo Fitzgerald  
Board Room, McKinney, Texas.  
Thursday, June 22, 2023  
7:00 a.m.
- IV.** Chairman, Gary Rodenbaugh announced that the Board had concluded  
its business and the meeting was adjourned. The meeting adjourned at  
7:50 a.m.

**E.**  
**BILLS**  
**PAID**

**May 2023**

BILLS PAID

BILLS PAID

**COLLIN CENTRAL APPRAISAL DISTRICT**  
**Board of Directors Check Detail Report**  
**May 2023**

Num	Date	Name	Amount
<b>May 23</b>			
ACH	05/08/2023	CARD SERVICE CENTER	-10,000.00
ACH	05/15/2023	TCDRS	-150,545.36
ACH	05/23/2023	CARD SERVICE CENTER	-14,398.97
ACH	05/02/2023	PITNEY BOWES RESERVE ACCOUNT	-20,000.00
ACH	05/05/2023	ADP INC	-3,444.02
9607	05/10/2023	HUBBARD, STEVEN L.	-270.00
9608	05/10/2023	MORGAN, DAVID R.	-412.00
9609	05/23/2023	ARCELLANA, CRISTINA M	-757.86
9610	05/23/2023	AUGUSTINE, JUDITH S	-838.24
9611	05/23/2023	BITTNER, NANCY M.	-1,127.86
9612	05/23/2023	BRANHAM, ALLAN B	-757.86
9613	05/23/2023	CHOLLAR JR, GEORGE W	-4,272.86
9614	05/23/2023	CHOWDHURY, NASIMA	-757.86
9615	05/23/2023	CURFMAN, LAWRENCE A	-757.86
9616	05/23/2023	DIVIRGILIO, RICHARD	-1,534.86
9617	05/23/2023	DODSON, MICHAEL	-757.86
9618	05/23/2023	FALTYS, DIANNE	-2,829.86
9619	05/23/2023	FERGUSON, VICTOR L.	-757.86
9620	05/23/2023	FERRILL, LAWRENCE R	-757.86
9621	05/23/2023	FORD-BERGERON, CORINA	-757.86
9622	05/23/2023	HANSON, THOMAS D	-905.86
9623	05/23/2023	HARDIN, MARILYN CARLEEN	-252.62
9624	05/23/2023	HARTMAN, BETTY	-37.00
9625	05/23/2023	HAWKINS, YOLANDA	-757.86
9626	05/23/2023	HUBBARD, STEVEN L.	-757.86
9627	05/23/2023	JARZABEK, DOROTA	-757.86
9628	05/23/2023	JAYE, OLIN	-1,090.86
9629	05/23/2023	KLICKMAN, JOHN MICHAEL	-979.86
9630	05/23/2023	LASHER, DON W.	-757.86
9631	05/23/2023	LEATCH, BERT J.	-632.86
9632	05/23/2023	MAHER, KEVIN M	-757.86
9633	05/23/2023	MAJZNER, CHARLOTTE	-757.86
9634	05/23/2023	McANDREW, THOMAS	-757.86
9635	05/23/2023	MCGEE, BEVERLY J	-757.86
9636	05/23/2023	MOLINA, ESTELA	-757.86
9637	05/23/2023	MORGAN, DAVID R.	-757.86
9638	05/23/2023	MORTENSON, GEORGE R.	-757.86
9639	05/23/2023	MUNDER, GWENDOLYN	-757.86
9640	05/23/2023	PARKER, CHRISTI CRUMP	-505.24
9641	05/23/2023	PERRY, CRAIG N.	-1,127.86
9642	05/23/2023	PHILLIPS, KATHRYN H	-757.86
9643	05/23/2023	PORTER, DAVID S.	-757.86
9644	05/23/2023	PRYOR, JACK R	-831.86
9645	05/23/2023	RICHARD, DAVID G.	-757.86
9646	05/23/2023	ROBINS, JANICE M.	-757.86
9647	05/23/2023	ROGERS, FLOYD E	-757.86
9648	05/23/2023	SADLER, BRADLEY J	-505.24
9649	05/23/2023	SMITH JR, FLOYD W	-757.86
9650	05/23/2023	SODERSTROM, DEAN C	-2,926.86
9651	05/23/2023	SWEGLES, DONALD	-757.86
9652	05/23/2023	TON, AZALIAH S W	-757.86
9653	05/23/2023	TRAN, HUONG (RACHEL)	-1,201.86
9654	05/23/2023	TREWIN, JAMES	-1,053.86

**COLLIN CENTRAL APPRAISAL DISTRICT**  
**Board of Directors Check Detail Report**  
**May 2023**

<b>Num</b>	<b>Date</b>	<b>Name</b>	<b>Amount</b>
9655	05/23/2023	TURANO, LOUIS R	-1,534.86
9656	05/23/2023	TURNER, KENT M	-757.86
9657	05/23/2023	WARD, FORREST	-868.86
9658	05/23/2023	WELBORN, JANET HOLBART	-757.86
9659	05/23/2023	WHITT, NORMAN J	-905.86
9660	05/23/2023	WOLFSON, LEWIS H	-757.86
9661	05/23/2023	WYSASKI, JOHN	-1,571.86
9662	05/23/2023	YARBOROUGH, DANA	-252.62
9663	05/23/2023	ZACHMANN, MICHAEL	-757.86
9664	05/23/2023	ZINN, THOMAS G	-757.86
9665	05/30/2023	ARCELLANA, CRISTINA M	-884.00
9666	05/30/2023	BITTNER, NANCY M.	-1,387.00
9667	05/30/2023	BRANHAM, ALLAN B	-1,498.00
9668	05/30/2023	CHOLLAR JR, GEORGE W	-1,646.00
9669	05/30/2023	CHOWDHURY, NASIMA	-1,191.00
9670	05/30/2023	CURFMAN, LAWRENCE A	-1,228.00
9671	05/30/2023	DIVIRGILIO, RICHARD	-1,117.00
9672	05/30/2023	DODSON, MICHAEL	-884.00
9673	05/30/2023	FALTYS, DIANNE	-1,683.00
9674	05/30/2023	FERGUSON, VICTOR L.	-1,191.00
9675	05/30/2023	FERRILL, LAWRENCE R	-1,154.00
9676	05/30/2023	FORD-BERGERON, CORINA	-1,191.00
9677	05/30/2023	HANSON, THOMAS D	-1,387.00
9678	05/30/2023	HARTMAN, BETTY	-1,191.00
9679	05/30/2023	HAWKINS, YOLANDA	-1,117.00
9680	05/30/2023	HUBBARD, STEVEN L.	-1,191.00
9681	05/30/2023	JARZABEK, DOROTA	-884.00
9682	05/30/2023	JAYE, OLIN	-1,424.00
9683	05/30/2023	KLICKMAN, JOHN MICHAEL	-1,080.00
9684	05/30/2023	LASHER, DON W.	-1,191.00
9685	05/30/2023	LEATCH, BERT J.	-1,498.00
9686	05/30/2023	MAHER, KEVIN M	-1,191.00
9687	05/30/2023	MAJZNER, CHARLOTTE	-1,498.00
9688	05/30/2023	McANDREW, THOMAS	-1,191.00
9689	05/30/2023	MCGEE, BEVERLY J	-884.00
9690	05/30/2023	MOLINA, ESTELA	-884.00
9691	05/30/2023	MORGAN, DAVID R.	-1,191.00
9692	05/30/2023	MORTENSON, GEORGE R.	-1,387.00
9693	05/30/2023	MUNDER, GWENDOLYN	-1,461.00
9694	05/30/2023	PARKER, CHRISTI CRUMP	-884.00
9695	05/30/2023	PERRY, CRAIG N.	-1,228.00
9696	05/30/2023	PHILLIPS, KATHRYN H	-577.00
9697	05/30/2023	PORTER, DAVID S.	-1,498.00
9698	05/30/2023	PRYOR, JACK R	-1,191.00
9699	05/30/2023	RICHARD, DAVID G.	-1,461.00
9700	05/30/2023	ROBINS, JANICE M.	-1,191.00
9701	05/30/2023	ROGERS, FLOYD E	-1,191.00
9702	05/30/2023	SADLER, BRADLEY J	-921.00
9703	05/30/2023	SMITH JR, FLOYD W	-1,424.00
9704	05/30/2023	SODERSTROM, DEAN C	-1,609.00
9705	05/30/2023	SWEGLES, DONALD	-1,461.00
9706	05/30/2023	TON, AZALIAH S W	-1,191.00
9707	05/30/2023	TRAN, HUONG (RACHEL)	-1,461.00
9708	05/30/2023	TREWIN, JAMES	-1,498.00

**COLLIN CENTRAL APPRAISAL DISTRICT**  
**Board of Directors Check Detail Report**  
**May 2023**

<b>Num</b>	<b>Date</b>	<b>Name</b>	<b>Amount</b>
9709	05/30/2023	TURANO, LOUIS R	-1,387.00
9710	05/30/2023	TURNER, KENT M	-1,461.00
9711	05/30/2023	WARD, FORREST	-1,117.00
9712	05/30/2023	WELBORN, JANET HOLBART	-1,191.00
9713	05/30/2023	WHITT, NORMAN J	-1,228.00
9714	05/30/2023	WYSASKI, JOHN	-1,387.00
9715	05/30/2023	YARBOROUGH, DANA	-614.00
9716	05/30/2023	ZACHMANN, MICHAEL	-1,498.00
9717	05/30/2023	ZINN, THOMAS G	-614.00
55013	05/02/2023	ARMSTRONG, WILLIAM	-425.00
55014	05/02/2023	DAVIS, MARISA	-450.00
55015	05/02/2023	HENRY, JAMES	-900.00
55016	05/02/2023	JEFFCOAT, JARROD	0.00
55017	05/02/2023	NEVAREZ, ALEJANDRO	-522.50
55018	05/02/2023	VENABLE, JOHNATHAN	-462.50
55019	05/02/2023	AFFILIATED COM-NET, INC.	-1,525.90
55020	05/02/2023	DIAZ, TIFFANY	-543.60
55021	05/02/2023	HAYNES LANDSCAPE & MAINTENANCE, INC	-1,229.47
55022	05/02/2023	MC PURE CLEANING, LLC	-9,575.00
55023	05/02/2023	PROSTAR SERVICES, INC	-996.80
55024	05/02/2023	SAUNDERS & WALSH, PLLC	-79,949.60
55025	05/02/2023	SHRED-IT USA LLC	-148.38
55026	05/02/2023	TRUE PRODIGY TECH SOLUTIONS LLC	-1,025.00
55027	05/02/2023	VALBRIDGE PROPERTY ADVISORS	-12,000.00
55028	05/02/2023	VARIVERGE LLC	-57,613.12
55029	05/02/2023	QUALITY PERSONNEL SERVICE	-21,180.02
55030	05/03/2023	TAAO	-15.00
55031	05/03/2023	TDLR	-100.00
55032	05/03/2023	AT&T (MAIN LOCAL)	-1,866.22
55033	05/03/2023	AIRPAC, INC	-99.50
55034	05/03/2023	AT&T (FIBER)	-2,029.21
55035	05/03/2023	AT&T (MAIN LOCAL)	-239.53
55036	05/03/2023	PROSTAR SERVICES, INC	-511.47
55037	05/03/2023	SENA, RANDAL	-457.50
55038	05/03/2023	TAAD	-1,000.00
55039	05/03/2023	UBISTOR, INC.	-4,942.40
55040	05/03/2023	WASTE CONNECTIONS OF TEXAS	-310.74
55041	05/03/2023	COLLIN COUNTY COMMUNITY COLLEGE DISTRICT	-2,390.00
55042	05/04/2023	SAM'S CLUB	-1,031.44
55043	05/08/2023	DAVIS, MARISA	-900.00
55044	05/08/2023	DIAZ, STEPHEN ERIK	-912.50
55045	05/08/2023	JEFFCOAT, JARROD	-450.00
55046	05/08/2023	JOHNSTON, CURTIS	-422.50
55047	05/08/2023	NEVAREZ, ALEJANDRO	-422.50
55048	05/08/2023	REDWINE, RODNEY D	-550.00
55049	05/08/2023	THIGPEN, LESLIE MICHAEL	-422.50
55050	05/08/2023	VENABLE, JOHNATHAN	-550.00
55051	05/08/2023	ACTIVE SHOOTER PREVENTION PROJECT, LLC	-2,000.00
55052	05/08/2023	AFFILIATED COMMUNITIONS, INC.	-5,649.00
55053	05/08/2023	DEX IMAGING	-1,979.59
55054	05/08/2023	DIAZ, TIFFANY	-489.24
55055	05/08/2023	GRIFFITH JR BOBBY	-450.00
55056	05/08/2023	GRIFFITH JR BOBBY	-450.00
55057	05/08/2023	IN BLOOM	0.00

**COLLIN CENTRAL APPRAISAL DISTRICT**  
**Board of Directors Check Detail Report**  
**May 2023**

<b>Num</b>	<b>Date</b>	<b>Name</b>	<b>Amount</b>
55058	05/08/2023	PLANO PEST CONTROL	-450.00
55059	05/08/2023	SWINGLE COLLINS & ASSOCIATES	-6,000.00
55060	05/08/2023	TEXAS ARCHIVES	-98.02
55061	05/08/2023	VARIVERGE LLC	-1,057.84
55062	05/08/2023	WEX HEALTH INC	-154.25
55063	05/09/2023	MONA LISA MOVING CO	-793.75
55064	05/09/2023	QUALITY PERSONNEL SERVICE	0.00
55065	05/09/2023	QUALITY PERSONNEL SERVICE	-25,218.64
55066	05/09/2023	HERITAGE BROKERAGE SERVICES	-12,500.00
55067	05/10/2023	JEFFCOAT, JARROD	-1,000.00
55068	05/10/2023	JOPLIN'S	-218.75
55069	05/10/2023	COMPUNETIX, INC.	-24,553.75
55070	05/10/2023	INTEX ELECTRICAL CONTRACTORS, INC	-2,880.00
55071	05/10/2023	JOPLIN'S	-156.25
55072	05/10/2023	PITNEY SUPPLIES	-1,105.00
55073	05/10/2023	PROSTAR SERVICES, INC	-2,814.26
55074	05/10/2023	SENA, RANDAL	-180.00
55075	05/10/2023	SHI GOVERNMENT SOLUTIONS	-1,144.40
55076	05/10/2023	SUPERIOR VISION OF TEXAS	-1,428.50
55077	05/10/2023	WILSON & FRANCO, LLC	-750.00
55078	05/12/2023	BLUECROSS BLUESHIELD (LIFE&STLT)	-9,850.39
55079	05/12/2023	COSTAR REALTY INFORMATION INC	-4,990.25
55080	05/12/2023	GREAT AMERICA FINANCIAL SERVICES	-1,963.00
55081	05/12/2023	HAYNES LANDSCAPE & MAINTENANCE, INC	-1,302.95
55082	05/12/2023	LEGAL SHIELD / ID SHIELD	-1,472.95
55083	05/12/2023	MEDIUM GIANT COMPANY, INC	-2,155.00
55084	05/12/2023	PROSTAR SERVICES, INC	-2,266.99
55085	05/17/2023	QUALITY PERSONNEL SERVICE	-24,750.73
55086	05/18/2023	ARMSTRONG, WILLIAM	-450.00
55087	05/18/2023	DAVIS, MARISA	-462.50
55088	05/18/2023	DIAZ, STEPHEN ERIK	-900.00
55089	05/18/2023	GILL, SHERRILLE	-450.00
55090	05/18/2023	NEVAREZ, ALEJANDRO	-562.50
55091	05/18/2023	THIGPEN, LESLIE MICHAEL	-912.50
55092	05/18/2023	VENABLE, JOHNATHAN	-350.00
55093	05/18/2023	ZEGADLO, MARC	-550.00
55094	05/18/2023	AT&T (FIBER)	-55.83
55095	05/18/2023	CARENOW	-120.00
55096	05/18/2023	COLORIT GRAPHICS SERVICES	-332.00
55097	05/18/2023	COSTAR REALTY INFORMATION INC	-6,349.54
55098	05/18/2023	DELL MARKETING	-2,749.00
55099	05/18/2023	DSS	-959.37
55100	05/18/2023	DSS FIRE INC	-6,135.00
55101	05/18/2023	FIRST STOP HEALTH	-1,232.80
55102	05/18/2023	HERITAGE BROKERAGE SERVICES	-4,500.00
55103	05/18/2023	HOLT CAT	-785.26
55104	05/18/2023	INTEX ELECTRICAL CONTRACTORS, INC	-3,859.85
55105	05/18/2023	JOPLIN'S	-14,863.50
55106	05/18/2023	KERBY & KERBY PLLC	-250.00
55107	05/18/2023	MCMOBERTS & COMPANY	-10,000.00
55108	05/18/2023	METRO COUNCIL OF APPRAISAL DISTRICTS	-100.00
55109	05/18/2023	NICHOLS, CODY	-200.00
55110	05/18/2023	PAPERTONE ENTERPRISES LLC	-317.88
55111	05/18/2023	PROSTAR SERVICES, INC	-3,128.41



**COLLIN CENTRAL APPRAISAL DISTRICT**  
**Board of Directors Check Detail Report**  
**May 2023**

<b>Num</b>	<b>Date</b>	<b>Name</b>	<b>Amount</b>
55112	05/18/2023	SENA, RANDAL	-270.00
55113	05/18/2023	STRATEGIC EQUIPMENT LLC	-3,841.63
55114	05/18/2023	TOTAL BEVERAGE SYSTEMS	-510.00
55115	05/18/2023	VARIVERGE LLC	-3,805.72
55116	05/19/2023	AT&T MOBILITY	-1,311.66
55117	05/19/2023	BLUECROSS BLUESHIELD OF TEXAS	-122,717.72
55118	05/19/2023	CITY OF MCKINNEY	-705.30
55119	05/19/2023	DSS	-8,188.00
55120	05/19/2023	IN BLOOM	-123.00
55121	05/19/2023	JOPLIN'S	-1,651.50
55122	05/19/2023	ROCKIN G DRYWALL & CONSTRUCTION	-4,042.00
55123	05/19/2023	SENA, RANDAL	-255.00
55124	05/19/2023	SERVICE FIRST	-210.00
55125	05/19/2023	UNUM LIFE INSURANCE CO OF AMERICA	-1,160.60
55126	05/19/2023	MICHAELS, LEA	-645.00
55127	05/23/2023	ARMSTRONG, WILLIAM	-425.00
55128	05/23/2023	BORTON, BRIAN K	-850.00
55129	05/23/2023	DIAZ, STEPHEN ERIK	-450.00
55130	05/23/2023	POLK, MATTHEW	-412.50
55131	05/23/2023	THIGPEN, LESLIE MICHAEL	-425.00
55132	05/23/2023	AFLAC	-5,170.19
55133	05/23/2023	CHOLLAR JR, GEORGE W	-324.10
55134	05/23/2023	DEX IMAGING	-3,395.96
55135	05/23/2023	DIAZ, TIFFANY	-883.35
55136	05/23/2023	ROCKIN G DRYWALL & CONSTRUCTION	-28,538.95
55137	05/23/2023	SODERSTROM, DEAN C	-129.84
55138	05/23/2023	QUALITY PERSONNEL SERVICE	-31,820.13
55139	05/23/2023	SENA, RANDAL	-450.00
55140	05/25/2023	CINTAS FIRST AID	-178.25
55141	05/25/2023	INTEX ELECTRICAL CONTRACTORS, INC	-8,401.10
55142	05/25/2023	NICKELL, CHRISTOPHER	-800.00
55143	05/25/2023	SHELL ENERGY SOLUTIONS	-5,507.99
55144	05/25/2023	VARIVERGE LLC	-931.64
55145	05/30/2023	HENRY, JAMES	-1,087.50
55146	05/30/2023	NEVAREZ, ALEJANDRO	-475.00
55147	05/30/2023	THIGPEN, LESLIE MICHAEL	-500.00
55148	05/30/2023	ZEGADLO, MARC	-500.00
55149	05/30/2023	DIAZ, TIFFANY	-475.65
55150	05/30/2023	PERDUE, BRANDON, FIELDER, COLLINS & MOTT	-250.00
55151	05/30/2023	SENA, RANDAL	-180.00
55152	05/30/2023	TRANE US INC	-1,569.25
55153	05/30/2023	VARIVERGE LLC	0.00
55154	05/31/2023	QUALITY PERSONNEL SERVICE	-33,750.95
55155	05/31/2023	TEXAS SECRETARY OF STATE	-21.00
55156	05/31/2023	AT&T (U-VERSE)	-170.35
55157	05/31/2023	BATTERIES PLUS	-779.10
55158	05/31/2023	INTEX ELECTRICAL CONTRACTORS, INC	-733.00
55159	05/31/2023	VALBRIDGE PROPERTY ADVISORS	-15,000.00
55160	05/31/2023	VARIVERGE LLC	-10,406.79
55161	05/31/2023	CINTAS MAT SERVICE	-453.28
55162	05/31/2023	CINTAS SANI CLEAN	-2,857.64
55163	05/31/2023	PLANO OFFICE SUPPLY	-4,264.11
55164	05/31/2023	SAM'S CLUB	-3,311.02
55165	05/31/2023	STAPLES BUSINESS CREDIT	-1,599.26

**COLLIN CENTRAL APPRAISAL DISTRICT**  
**Board of Directors Check Detail Report**  
May 2023

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<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Amount</u>
55166	05/31/2023	CARD SERVICE CENTER	-2,971.88
<b>May 23</b>			<b><u>-1,047,762.56</u></b>

# **F. FINANCIAL REPORTS**

**May 2023**

# 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

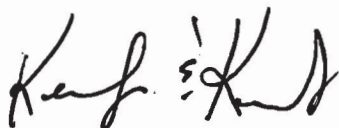
Management is responsible for the accompanying financial statements of the business-type activities of CENTRAL APPRAISAL DISTRICT OF COLLIN COUNTY (a political subdivision of the State of Texas), which comprise the statement of net position as of May 31, 2023 and the related statement of revenue, expenses, 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  
June 14, 2023

**CENTRAL APPRAISAL DISTRICT OF COLLIN COUNTY**

**Statement Of Assets, Liabilities And Fund Balance - Cash Basis**

**May 31, 2023**

**ASSETS**

**CURRENT ASSETS**

American National Bank -Oper	\$	8,387,158.73
American National Bank -ARB		8,782.73
Accounts Receivable - Retirees		(926.16)
Certificates of Deposit		18,209,848.62
Accrued Interest Income		19,121.92
Prepaid Expenses		52,616.74
Right of Use Assets (lease)		186,909.00
ROU Assets - Accum Depreciation		<u>(38,726.00)</u>

**TOTAL CURRENT ASSETS** \$ **26,824,785.58**

**PROPERTY AND EQUIPMENT**

Furniture and Equipment-Assets	431,834.09
Telephone Equipment-Assets	92,016.23
Computer Equipment-Assets	972,063.88
Computer Software-Assets	797,859.15
Building-Assets	8,022,172.86
Land-Assets	<u>1,387,232.00</u>
<b>Total Property And Equipment</b>	<b>11,703,178.21</b>
Less Accumulated Depreciation	<u>(4,205,294.83)</u>

**NET PROPERTY AND EQUIPMENT** **7,497,883.38**

**OTHER ASSETS**

Net Pension Asset	10,231,137.00
Deferred Resource Outflows	<u>3,689,443.00</u>

**TOTAL OTHER ASSETS** **13,920,580.00**

**TOTAL ASSETS** \$ **48,243,248.96**

**CENTRAL APPRAISAL DISTRICT OF COLLIN COUNTY**  
**Statement Of Assets, Liabilities And Fund Balance - Cash Basis**  
**May 31, 2023**

**LIABILITIES AND FUND BALANCE**

**CURRENT LIABILITIES**

All Current Liabilities	\$	936,626.36
-------------------------	----	------------

<b>TOTAL CURRENT LIABILITIES</b>	<b>\$</b>	<b>936,626.36</b>
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**LONG-TERM LIABILITIES**

Deferred Resources Inflows		<u>7,318,193.00</u>
----------------------------	--	---------------------

<b>TOTAL LONG-TERM LIABILITIES</b>		<u><b>7,318,193.00</b></u>
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<b>TOTAL LIABILITIES</b>		<b>8,254,819.36</b>
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**FUND BALANCE**

Fund Balance(CashBasisRelated)	6,182,688.50
Fund Balance-Designated	19,663,526.00
Fund Balance-Undesignated	(425,392.00)
Fund Bal-Cap Assets Less Debt	7,606,287.00
Year To Date Increase or Decrease	<u>6,961,320.10</u>

<b>TOTAL DESIGNATED / UNDESIGNATED FUND BALANCE</b>	<u><b>39,988,429.60</b></u>
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<b>TOTAL LIABILITIES AND FUND BALANCE</b>	<u><b>\$ 48,243,248.96</b></u>
---	--------------------------------

**CENTRAL APPRAISAL DISTRICT OF COLLIN COUNTY**  
**Statement Of Revenue, Expenses And Change In Fund Balance - Cash Basis**  
**1 And 5 Months Ended May 31, 2023**

	2023 Budget	1 month ended May 31, 2023	Year to date ended May 31, 2023	% of Budget	Remaining Budget
<b>REVENUE</b>					
Entity Support Revenue	\$ 25,299,000.00	\$ 1,782,746.00	\$ 15,199,219.75	60.08 %	10,099,780.25
Interest-Bank Accts/Investments	0.00	42,615.79	204,878.39		(204,878.39)
BPP Rendition Penalty Revenue	0.00	0.00	53,629.99		(53,629.99)
Misc Revenue	0.00	707.50	3,008.30		(3,008.30)
<b>TOTAL REVENUE</b>	<b>25,299,000.00</b>	<b>1,826,069.29</b>	<b>15,460,736.43</b>	<b>61.11 %</b>	<b>9,838,263.57</b>
<b>OPERATING EXPENSES</b>					
Salaries Full Time	12,815,600.00	745,683.74	3,726,479.33	29.08 %	9,089,120.67
Salaries Part Time/Temp	330,500.00	141,784.64	223,354.66	67.58 %	107,145.34
ARB Remodel	0.00	56,837.95	435,866.04		(435,866.04)
Offsite Storage	0.00	1,985.40	5,526.48		(5,526.48)
Temp-Administration	0.00	0.00	542.50		(542.50)
Overtime	120,000.00	18,661.08	38,471.90	32.06 %	81,528.10
Auto Allowance	822,800.00	56,584.02	284,498.40	34.58 %	538,301.60
Worker's Compensation	70,000.00	3,358.05	12,910.25	18.44 %	57,089.75
Employee Group Insurance	3,016,000.00	170,978.02	964,002.17	31.96 %	2,051,997.83
FICA Tax	192,400.00	11,926.45	59,381.52	30.86 %	133,018.48
Employee Retirement	1,757,800.00	100,858.85	498,147.18	28.34 %	1,259,652.82
Retirement-UAAL Buy Down	400,000.00	0.00	0.00	0.00 %	400,000.00
Unemployment Compensation	50,000.00	0.00	0.00	0.00 %	50,000.00
Legal	2,100,000.00	135,849.60	661,198.22	31.49 %	1,438,801.78
Accounting & Audit	16,000.00	250.00	20,078.65	125.49 %	(4,078.65)
Insurance	60,000.00	4,345.16	21,846.61	36.41 %	38,153.39
Legal Notices & Advertising	37,000.00	2,155.00	7,386.00	19.96 %	29,614.00
Appraisal Review Board	810,000.00	123,311.90	223,653.21	27.61 %	586,346.79
Telephone, Internet, Data Cloud	350,000.00	9,303.63	71,587.09	20.45 %	278,412.91
Utilities	141,900.00	6,842.76	39,237.78	27.65 %	102,662.22
Equipment Rent	115,000.00	1,963.00	18,749.63	16.30 %	96,250.37
Equipment Maintenance	52,000.00	4,433.55	9,860.95	18.96 %	42,139.05
Postage	520,000.00	35,016.09	270,720.48	52.06 %	249,279.52
Aerial Photography	445,000.00	0.00	0.00	0.00 %	445,000.00
Supplies	570,000.00	102,195.29	230,636.33	40.46 %	339,363.67
Registration & Dues	45,000.00	1,405.00	3,511.32	7.80 %	41,488.68
Travel & Education	175,000.00	4,142.71	24,660.83	14.09 %	150,339.17
Board of Directors Meetings	7,000.00	48.00	375.30	5.36 %	6,624.70
Contract Services	150,000.00	983.56	10,980.79	7.32 %	139,019.21
Professional Services	250,000.00	4,611.15	35,720.23	14.29 %	214,279.77
Security	165,000.00	18,152.50	51,077.50	30.96 %	113,922.50
Building Maintenance	240,000.00	19,780.34	68,517.67	28.55 %	171,482.33
Building Repair/Modifications	400,000.00	34,953.71	80,966.74	20.24 %	319,033.26
Depreciation	0.00	21,680.59	108,402.95		(108,402.95)
Furniture & Equipment	75,000.00	0.00	14,655.00	19.54 %	60,345.00
ComputerHardware&Computer Equip	350,000.00	2,749.00	7,439.00	2.13 %	342,561.00
ComputerSoftwareLicens&Subscrip	650,000.00	27,347.17	139,980.36	21.54 %	510,019.64
Computer Hardware Maintenance	50,000.00	0.00	0.00	0.00 %	50,000.00
Software Development	200,000.00	10,333.75	10,333.75	5.17 %	189,666.25
Computer Software Maintenance	325,000.00	2,292.00	118,659.51	36.51 %	206,340.49
Contingency	225,000.00	0.00	0.00	0.00 %	225,000.00
<b>TOTAL OPERATING EXPENSES</b>	<b>28,099,000.00</b>	<b>1,882,803.66</b>	<b>8,499,416.33</b>	<b>30.25 %</b>	<b>19,599,583.67</b>
<b>EXCESS(DEFICIT) INCOME &amp; EXPENS</b>	<b>\$ (2,800,000.00)</b>	<b>\$ (56,734.37)</b>	<b>6,961,320.10</b>	<b>(248.62)%</b>	<b>(9,761,320.10)</b>
<b>BEGINNING FUND BALANCE</b>			<b>33,027,109.50</b>		
<b>ENDING FUND BALANCE</b>			<b>\$ 39,988,429.60</b>		



# CENTRAL APPRAISAL DISTRICT OF COLLIN COUNTY

## Supplemental Schedules

May 31, 2023

### ACCUMULATED DEPRECIATION

Accum Depr-Furniture & Equip	\$	(309,006.05)
Accum Depr-Telephone Equipment		(80,855.48)
Accum Depr-Computer Equipment		(624,186.29)
Accum Depr-Computer Software		(625,581.39)
Accum Depr-Building		<u>(2,565,665.62)</u>

**TOTAL ACCUMULATED DEPRECIATION** **\$** **(4,205,294.83)**

### OTHER CURRENT LIABILITIES

Credit Card-TIB Mastercard	4,119.52
Credit Card-Sam's Wholesale	167.54
Employee Savings	8,543.34
Lease Liability	148,183.00
Accrued Wages Payable	198,353.06
Accrued Other Curr Liabilities - Other	72,500.00
Employee Payable	(8,415.99)
Retiree Payable	104.00
Retirement Payable	154,140.13
Compensated Absences Payable	<u>358,931.76</u>

**TOTAL OTHER CURRENT LIABILITIES** **\$** **936,626.36**



**G.**

## **FUNDED ITEMS**

***BOARD OFFICER'S SIGNATURE REQUIRED***

**May 2023**



# Collin Central Appraisal District

Date: 6/15/2023

To: Board of Directors

From: Marty Wright, Chief Appraiser

A handwritten signature in black ink, appearing to read "Marty Wright".

Subject: Budgeted expenditures requiring signature of Board Officer

ITEM	DESCRIPTION	\$ AMOUNT
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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***

**May 2023**



# Collin Central Appraisal District

Date: 6/15/2023

To: Board of Directors

From: Marty Wright, Chief Appraiser

A handwritten signature in black ink, appearing to read "Marty Wright", is written over the "From:" line.

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

For: May 2023

ITEM	DATE	DESCRIPTION	\$ AMOUNT
Ck #55024	5/2/23	Sanders & Walsh	\$79,949.60
Ck #55028	5/2/23	Variverge	\$57,613.12
ACH	5/5/23	ADP (payroll and taxes)	\$420,451.67
Ck #55065	5/9/23	Quality Personnel	\$25,218.64
ACH	5/15/23	TCDRS	\$150,545.36
Ck #55117	5/19/23	Blue Cross & Blue Shield	\$122,717.72
ACH	5/19/23	ADP (payroll and taxes)	\$376,189.01
Ck #55136	5/23/23	Rockin G Drywall	\$28,538.95
Ck #55138	5/23/23	Quality Personnel	\$31,820.13
Ck #55154	5/31/23	Quality Personnel	\$33,750.95

**I.**

**Resolution Adopting  
2024 Budget**



# Collin Central Appraisal District

## BOARD OF DIRECTORS

Gary Rodenbaugh, Chairman  
Brian Mantzey, Secretary  
Ronald Carlisle  
Ronald Kelley  
Kenneth Maun  
Carson Kincaid Underwood

## CHIEF APPRAISER

Marty Wright

### **BOARD OF DIRECTORS RESOLUTION # 2023-79**

The Collin Central Appraisal District Board of Directors met in open session on June 22, 2023. 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 the 2024 Budget, in the total amount of \$ \_\_\_\_\_, after conducting a Public Hearing on June 22, 2023. The budget takes effect January 1, 2024.***

In witness whereof, I have hereunto set my hand as an Officer of Collin Central Appraisal District Board of Directors, this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Brian Mantzey, Secretary

(and/or)

\_\_\_\_\_  
Gary Rodenbaugh, Chairman

**J.**

**2024 Employer  
Contribution Rate  
TCDRS**



# Collin Central Appraisal District

June 22, 2023

TO: Board of Directors

FROM: Marty Wright, Chief Appraiser

A handwritten signature in black ink, appearing to read "Marty Wright".

RE: Employer 2024 TCDRS Contribution Rate

Based on reporting to the Board during the 2024 budget workshops and the attached Plan Customizer summary from Texas County District Retirement System website, it is my recommendation that the Board adopt an employer contribution rate of 13.25% for 2024. For reference, the 2023 employer contribution rate is 13.25%.





# PLAN CUSTOMIZER SUMMARY FOR PLAN YEAR 2024

Collin County Central Appraisal District

ATTACHMENT 6

## CURRENT PLAN AND PROPOSED PLAN(S)

	Current Plan	COLA 50% CPI	COLA 40% CPI	NO COLA
<b>Basic Plan Options</b>				
Employee Deposit Rate	7.00%	7.00%	7.00%	7.00%
Employer Matching	250%	250%	250%	250%
Application of Matching	Past & Future	Past & Future	Past & Future	Past & Future
Prior Service Credit	150%	150%	150%	150%
<b>Retirement Eligibility</b>				
Age 60 (Vesting)	8 yrs of service	8 yrs of service	8 yrs of service	8 yrs of service
Rule Of	75 yrs total age + service	75 yrs total age + service	75 yrs total age + service	75 yrs total age + service
At Any Age	30 yrs of service	30 yrs of service	30 yrs of service	30 yrs of service
<b>Optional Benefits</b>				
Partial Lump-Sum Payment at Retirement	Yes	Yes	Yes	Yes
Group Term Life	NONE	NONE	NONE	NONE
COLA	N/A	50% CPI	40% CPI	N/A
<b>Retirement Plan Funding</b>				
Normal Cost Rate	10.68%	10.68%	10.68%	10.68%
UAAL/(OAAL) Rate	0.32%	0.75%	0.20%	0.01%
Required Rate	11.00%	11.43%	10.88%	10.69%
Elected Rate	13.25%	13.25%	13.25%	13.25%
Additional Employer Contribution	\$0.00	\$400,000.00	\$400,000.00	\$400,000.00
<b>Total Contribution Rate</b>				
Retirement Plan Rate	13.25%	13.25%	13.25%	13.25%
Group Term Life Rate	0.00%	0.00%	0.00%	0.00%
Total Contribution Rate	13.25%	13.25%	13.25%	13.25%
<b>Valuation Results</b>				
Actuarial Accrued Liability	\$55,615,773	\$56,405,707	\$55,846,263	\$55,615,773
Actuarial Value of Assets	\$55,003,121	\$55,375,214	\$55,375,214	\$55,375,214
Unfunded/(Overfunded) Actuarial Liability	\$612,652	\$1,030,493	\$471,049	\$240,559
Funded Ratio	98.9%	98.2%	99.2%	99.6%



# Collin Central Appraisal District

## BOARD OF DIRECTORS

Gary Rodenbaugh, Chairman  
Brian Mantzey, Secretary  
Ron Carlisle  
Ronald Kelley  
Kenneth Maun  
Carson Kincaid Underwood

## CHIEF APPRAISER

Marty Wright

### **BOARD OF DIRECTORS RESOLUTION # 2023-1121**

The Collin Central Appraisal District Board of Directors met in open session on June 22, 2023. 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 a 2024 employer contribution rate of 13.25%, for the Texas County District Retirement System (TCDRS), effective January 1, 2024.***

In witness whereof, I have hereunto set my hand as an Officer of Collin Central Appraisal District Board of Directors, this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

(and/or) \_\_\_\_\_  
Brian Mantzey, Secretary  
\_\_\_\_\_  
Gary Rodenbaugh, Chairman

**K.**

**2024 Retiree COLA**



# Collin Central Appraisal District

June 22, 2023

TO: Board of Directors

FROM: Marty Wright, Chief Appraiser

A handwritten signature in black ink, appearing to read "Marty Wright".

RE: Retiree COLA

It is my recommendation, based on the guidelines found in Policy 1007, that the Board should not grant a retiree COLA for budget year 2024.

The guidelines in Policy 1007 were formed to keep the District from receiving a "repeating COLA" district label under GASB 68. Being designated a repeating COLA district drastically increases GASB 68 pension liability.

**L.**

**\$400,000 TCDRS Payment to  
Offset Future COLA Costs &  
Pension Liability**



# Collin Central Appraisal District

## BOARD OF DIRECTORS

Gary Rodenbaugh, Chairman  
Brian Mantzey, Secretary  
Ron Carlisle  
Ronald Kelley  
Kenneth Maun  
Carson Kincaid Underwood

## CHIEF APPRAISER

Marty Wright

### **BOARD OF DIRECTORS RESOLUTION # 2023-1122**

The Collin Central Appraisal District Board of Directors met in open session on June 22, 2023. 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 authorizes the chief appraiser to make a lump sum payment in the amount of \$400,000 to the Texas County District Retirement System (TCDRS), during the fourth quarter of 2023. The purpose of the payment is to offset future COLA costs and Unfunded Actuarial Accrued Liability (UAAL).***

In witness whereof, I have hereunto set my hand as an Officer of Collin Central Appraisal District Board of Directors, this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Brian Mantzey, Secretary  
(and/or)  
\_\_\_\_\_  
Gary Rodenbaugh, Chairman

**M.**

## **Designation of Reserve Funds**



# Collin Central Appraisal District

June 22, 2023

TO: Board of Directors  
FROM: Marty Wright, Chief Appraiser  
RE: Designation of Budget Reserve Funds

Based on discussions during the budget process and information from our year-end 2022 Audit, the following is my recommendation for the designation of reserve funds below the line.

<b>DESIGNATED FUNDS</b>	<b>\$ AMOUNT</b>
Building Capital	\$10,100,000
Litigation	\$1,700,000
Litigation (Court Ordered Attorney Fees)	\$350,000
Technology (Hardware, Software & Cloud)	\$1,000,000
Ongoing Operations & Disaster Recovery	\$1,200,000
Insurance	\$350,000
TCDRS Pension Liability, Cease of Operations	\$3,147,000
TCDRS Pension 2.50% of Actuarial Liability	\$1,400,000
2023 Budget Buy Down	\$2,800,000
2024 Budget Buy Down	\$3,700,000
<b>TOTAL DESIGNATED FUNDS</b>	<b>\$25,747,000</b>
<b>TOTAL UNDESIGNATED FUNDS</b>	<b>\$47,442</b>
<b>GRAND TOTAL RESERVE, (SUM OF DESIGNATED AND UNDESIGNATED FUNDS)</b>	<b>\$25,794,442</b>
<b>Committed Funds: TCDRS Pension Liability, 2023 Budget Buy Down and 2024 Budget Buy Down</b>	<b>-\$11,047,000</b>
<b>GRAND TOTAL RESERVE FUNDS AVAILABLE FOR EXPENDITURE, WITH BOARD APPROVAL</b>	<b>\$14,747,442</b>

Attachment: Net Position summary from year-end 2022 Audit, page 4, showing Net Position Unrestricted of \$25,794,442.



**Notes to the Financial Statements.** The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements. The notes to the financial statements can be found on pages 13-21 of this report.

**Other Information.** The individual fund statement provides a budgetary comparison statement for the proprietary fund. This statement can be found on pages 23-24 of this report.

### **Government-Wide Financial Analysis**

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of the District, assets exceeded liabilities by \$33,400,728 at the close of the most recent fiscal year.

A portion of the District's net position (23 percent) reflects its investment in capital assets (e.g. computers, furniture, and equipment) less any related debt used to acquire those assets that is still outstanding. The District uses these capital assets to provide services to citizens; consequently, these assets are not available for future spending. The remaining balance of *unrestricted net position* \$25,794,442 may be used to meet the governments ongoing obligations to citizens and creditors.

At the end of the current fiscal year, the District is able to report positive balances in both categories of net position for the government as a whole.

#### **COLLIN CENTRAL APPRAISAL DISTRICT – Net Position**

	2022	2021
Current & Other Assets	\$ 36,495,665	\$ 24,278,246
Capital Assets	7,754,469	7,147,810
Total Assets	44,250,134	31,426,056
Deferred Outflows of Resources	3,689,443	4,142,807
Other Liabilities	855,691	816,999
Total Liabilities	949,843	816,999
Deferred Inflows of Resources	13,589,006	7,907,443
Net Position:		
Net Investment in Capital Assets	7,606,286	7,147,810
Unrestricted	25,794,442	19,696,611
Total Net Position	<u>\$ 33,400,728</u>	<u>\$ 26,844,421</u>



# Collin Central Appraisal District

## BOARD OF DIRECTORS

Gary Rodenbaugh, Chairman  
Brian Mantzey, Secretary  
Ronald Carlisle  
Ronald Kelley  
Kenneth Maun  
Carson Kincaid Underwood

## CHIEF APPRAISER

Marty Wright

## **BOARD OF DIRECTORS RESOLUTION # 2023-1123**

The Collin Central Appraisal District Board of Directors met in open session on June 22, 2023. 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 designates the following budget reserve funds below the line, as individually listed below, effective June 22, 2023.***

<b><u>DESIGNATED FUNDS</u></b>	<b><u>\$ AMOUNT</u></b>
Building Capital	\$10,100,000
Litigation	\$1,700,000
Litigation (Court Ordered Attorney Fees)	\$350,000
Technology (Hardware, Software & Cloud)	\$1,000,000
Ongoing Operations & Disaster Recovery	\$1,200,000
Insurance	\$350,000
TCDRS Pension Liability, Cease of Operations	\$3,147,000
TCDRS Pension 2.50% of Actuarial Liability	\$1,400,000
2023 Budget Buy Down	\$2,800,000
2024 Budget Buy Down	\$3,700,000
<b>TOTAL DESIGNATED FUNDS</b>	<b>\$25,747,000</b>
<b>TOTAL UNDESIGNATED FUNDS</b>	<b>\$47,442</b>
<b>GRAND TOTAL RESERVE, (SUM OF DESIGNATED AND UNDESIGNATED FUNDS)</b>	<b>\$25,794,442</b>

<b>Committed Funds: TCDRS Pension Liability, 2023 Budget Buy Down and 2024 Budget Buy Down</b>	<b>-\$11,047,000</b>
<b>GRAND TOTAL RESERVE FUNDS AVAILABLE FOR EXPENDITURE, WITH BOARD APPROVAL</b>	<b>\$14,747,442</b>

In witness whereof, I have hereunto set my hand as an Officer of Collin Central Appraisal District Board of Directors, this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Brian Mantzey, Secretary

(and/or)

\_\_\_\_\_  
Gary Rodenbaugh, Chairman

**N.**

**Property Tax Code 41.12**

**10% Under Protest Resolution**

**ARB Approve Appraisal Records**



# Collin Central Appraisal District

## BOARD OF DIRECTORS

Gary Rodenbaugh, Chairman  
Brian Mantzey, Secretary  
Ronald Carlisle  
Ronald Kelley  
Kenneth Maun  
Carson Kincaid Underwood

## CHIEF APPRAISER

Marty Wright

### **BOARD OF DIRECTORS RESOLUTION # 2023-1124**

The Collin Central Appraisal District Board of Directors met in open session on June 22, 2023. 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 a Resolution pursuant to Section 41.12 of the Property Tax Code, as set forth on the following page, to enable the Appraisal Review Board to approve the 2023 Appraisal Records when 10%, or less, of appraised value remains under protest.***

In witness whereof, I have hereunto set my hand as an Officer of Collin Central Appraisal District Board of Directors, this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Brian Mantzey, Secretary

(and/or)

\_\_\_\_\_  
Gary Rodenbaugh, Chairman

**COLLIN CENTRAL APPRAISAL DISTRICT  
RESOLUTION 2023-1124**

**A RESOLUTION AUTHORIZING ARB APPROVAL OF APPRAISAL RECORDS  
UNDER SECTION 41.12( c) (2) OF THE PROPERTY TAX CODE**

**WHEREAS**, on or before July 20, 2023 the Collin County Appraisal Review Board (ARB) is required to approve the appraisal records for Collin County, Texas for the tax year 2023; and

**WHEREAS**, the ARB must have completed hearing substantially all timely filed protests and may not approve the records on that date if the sum of the appraised values, as determined by the Chief Appraiser, on which a protest has been filed, but not determined, exceeds more than five percent (5%) of the total appraised value of all other taxable properties in Collin County; and,

**WHEREAS**, due to the volume of protests filed for tax year 2023 and the potential inability the ARB hear all filed protests on or before July 20, 2023 to meet the five percent (5%) threshold required for the ARB to timely approve the appraisal record; and,

**WHEREAS**, the Texas Property Tax Code allows the Board of Directors of an appraisal district in counties with a population of at least one million residents to provide that the ARB may approve the appraisal records if the sum of the appraised values, as determined by the Chief Appraiser, of all properties on which a protest has been file, but not determined, does not exceed ten percent (10%) of the total appraised values of all the properties in the county; and,

**NOW, THEREFORE, BE IT RESOLVED BY THE COLLIN COUNTY CENTRAL APPRAISAL DISTRICT BOARD OF DIRECTORS:**

1. Due to the possible inability of the ARB to schedule and resolve substantially all of the timely filed protests for tax year 2023 in order to meet the five percent (5%) threshold of unresolved protests required by Section 41.12(b) of the Property Tax Code it is in the best interest of the District to provide that the ARB may approve the records of the Collin County Central Appraisal District if the unresolved protests are less than ten percent (10%) as set forth in Section 41.12 (c )(2) of the Code.
2. The Collin County ARB is hereby authorized to approve the appraisal records for Collin County, Texas for the tax year 2023 provided that the sum of the appraised values, as determined by the Chief Appraiser, of all properties on which a protest has been filed but not determined does not exceed ten percent (10%) of the total appraised value of all other taxable properties in the County.

**RESOLVED BY THE BOARD OF DIRECTORS OF THE COLLIN COUNTY  
CENTRAL APPRAISAL DISTRICT ON THIS \_\_\_\_\_ DAY OF JUNE 2023.**

\_\_\_\_\_  
**Secretary**

\_\_\_\_\_  
**Chairman**

**O.**

**CCAD Litigation Filing**



# Collin Central Appraisal District

June 22, 2023

TO: Board of Directors

FROM: Marty Wright, Chief Appraiser

RE: Request to file Litigation

A handwritten signature in black ink, appearing to read "Marty Wright".

I am requesting permission to file litigation on the following properties for the 2023 tax year. It is my belief that the market value decision made by the Appraisal Review Board was significantly incorrect and should be challenged in District Court.

The property descriptions are listed below.

- PID 2857463 is a Lifetime Fitness facility located at 7100 Preston Rd, Plano.
- PID 2705540 is a Lifetime Fitness facility located at 7100 Preston Rd, Plano.
- PID 2581255 is a Lifetime Fitness facility located at 971 State Hwy 121, Allen.

It is my concern that the final market value established by the Appraisal Review Board is incorrect and will cause equity issues with similar properties.

I have met the Tax Code requirement by filing the necessary intent to file suit paperwork with the Appraisal Review Board Chairman.



**P.**

**New District 2-year  
Depository Contract**



June 12, 2023

Ms. Toni Bryan  
Director of Operations and Finance  
Collin Central Appraisal District  
250 Eldorado Parkway  
McKinney, Texas 75069

Dear Ms. Bryan:

We sincerely appreciated and welcomed the opportunity to assist the Collin Central Appraisal District (the “District”) with this Primary Depository Services Request for Proposals (the “RFP”) project.

The objective of this engagement was to select a primary depository for a new two-year initial contract which, when approved, will commence on September 1, 2023, and terminate on August 31, 2025. At the option of the District, the contract may be extended for one (1) additional two-year period under the same terms and conditions.

### **Procedure**

The project began with the establishment of a calendar of events to ensure that the required project steps were performed in a timely and sequential manner.

The process for selecting a Primary Depository is governed by the State of Texas Local Government Codes: Section 6.09, Texas Property Tax Code; Chapter 2256, Texas Government Code, “Public Funds Investment Act” as amended; Chapter 2257, Texas Government Code, “Public Funds Collateral Act” as amended; Collin CAD adopted Investment Policy; and Chapter 131, Sub-chapter Z, Sec. 131.903, Conflict of Interest, Texas Local Government Code, “Finances”.

In addition to complying with these State statutory requirements, it was necessary to understand and comply with the District’s financial and purchasing policies and Investment Policy.

The RFP project was conducted as follows:

1. Analyzed historical bank service usage and balance records.
2. Reviewed the minimum banking services and potential additional services.
3. Developed a list of the financial institutions located within Collin County, which number 37 institutions. Those banks were:

- a. Alliance Bank

- b. Amegy Bank of Texas
  - c. American National Bank of Texas
  - d. Bank of America, N.A.
  - e. Bank OZK
  - f. Benchmark Bank
  - g. Bank of Texas
  - h. Cadence Bank
  - i. Capital One, N.A.
  - j. City Bank
  - k. Commercial Bank of Texas, N.A.
  - l. East West Bank
  - m. Encore Bank
  - n. First Guaranty Bank
  - o. First Horizon Bank
  - p. First National Bank Texas
  - q. First United Bank and Trust Company
  - r. Frost Bank
  - s. Happy State Bank
  - t. Independent Financial
  - u. JPMorgan Chase Bank, N.A.
  - v. Liberty National Bank
  - w. Origin Bank
  - x. PNC Bank, N.A.
  - y. Prosperity Bank
  - z. Regions Bank
  - aa. Simmons Bank
  - bb. Southwestern National Bank
  - cc. Texas Capital Bank
  - dd. Third Coast Bank
  - ee. Truist Bank
  - ff. Valliance Bank
  - gg. Veritex Community Bank
  - hh. Washington Federal Bank
  - ii. Wells Fargo Bank, N.A.
  - jj. Woodforest National Bank
- 4. Contacted the financial institutions to confirm distribution information, describe the process, and identify the designated recipient.
  - 5. Drafted the RFP for District review and approval.
  - 6. Posted the notice and advertised the RFP in the *McKinney Courier-Gazette* and the *Dallas Morning News*.
  - 7. Distributed RFPs to the identified financial institutions.
  - 8. Held a non-mandatory pre-application conference, attended by the following banks:
    - a. American National Bank & Trust
    - b. Bank OZK

- c. Cadence Bank
- d. Encore Bank
- e. First Guaranty Bank
- f. Independent Financial
- g. Liberty National Bank
- h. Origin Bank
- i. Texas Capital Bank
- j. Third Coast Bank, SSB
- k. Valliance Bank
- l. Veritex Bank

9. By the closing deadline, applications were received from:

- a. American National Bank of Texas (Incumbent)
- b. Bank OZK
- c. Cadence Bank
- d. Encore Bank
- e. Origin Bank
- f. Independent Financial
- g. Liberty National Bank
- h. Texas Capital Bank
- i. Third Coast Bank
- j. Veritex Community Bank

The evaluation of the applications was based on, but not limited to, the following criteria, in no particular order of priority:

- 1. Ability of applicant to perform and provide the required and requested services;
- 2. References provided and quality of services;
- 3. Cost of services;
- 4. Transition cost, retention and transition offers, and incentives;
- 5. Interest rates on interest bearing accounts and deposits;
- 6. Earnings credit rate on compensating balances;
- 7. Previous service relationship with the District;
- 8. Convenience of location(s);
- 9. Completeness of application and agreement to points outlined in the RFP; and
- 10. Financial strength and stability of the institution.

### **Application Analysis**

The application analysis began with an overall review of each financial institution's general financial strength and ability to provide the services necessary to meet the District's current and future service needs. All of the applicants considered as finalists exhibited acceptable financial strength and the ability to provide the services the District requested.

Each financial institution's fee schedule was analyzed based on the District's banking service needs and estimated activity levels.

### Financial Comparison

The first table below is a summary of several key metrics as proposed by the responding institutions:

- 1) Interest Rate Option,
- 2) The basis for the rate, and
- 3) The effective interest rate as of the date of submission (4/25/23)

Bank	Interest Rate Option	Rate Basis	Interest Rate (4/25/23)
<b>Independent Financial</b>	Sweep to Bank Interest Bearing Account(s)	FFTR Upper Range Floor 0.25%	5.00%
<b>Texas Capital Bank</b>	Money Market Savings Account (Subject to limit of 6 debits per month?)	Fed Funds Effective Rate minus 0.10% No Floor	4.73%
<b>Third Coast Bank</b>	IB DDA	Bank Managed - Fixed Rate for 24 months	4.50%
<b>Liberty National Bank</b>	DDA/Sweep Using IntraFi	4 week T-Bill 4.56% minus 0.25% Floor 0.10%	4.31%
<b>Bank OZK</b>	IB Checking/ICS	FFTR (Upper) minus 1.00% Floor 0.25%	4.00%
<b>Cadence Bank</b>	NIB to overnight Treasury Repo Sweep	FFTR (Upper) minus 1.50% Floor 0.05%	3.50%
<b>American National Bank of Texas (Incumbent)</b>	IB Checking	Bank Managed (No Floor)	3.15%
<b>Veritex Community Bank</b>	Hybrid Checking	Bank Managed Preferred Rate No Floor	2.50%
<b>Origin Bank</b>	Interest Bearing Accounts	Bank Managed Floor 1.00%	1.00%
<b>Encore Bank</b>	Option not quoted		

The table below is a summary of the total estimated income for both the two (2) year initial contract term, and the full four (4) year term allowing for the one (1) allowed two-year extensions at the option of the District. The numbers below represent the net result of bank fee services, and interest earned on balances, based on the District's average balance over the preceding twelve months, which was an average of \$18.4 million.

<b>Bank</b>	<b>Two Year Income</b>	<b>Four Year Income</b>
<b>Independent Financial</b>	<b>1,835,337</b>	<b>3,669,119</b>
<b>Texas Capital Bank</b>	<b>1,706,488</b>	<b>3,408,097</b>
<b>Third Coast Bank</b>	<b>1,656,000</b>	<b>3,312,000</b>
<b>Liberty National Bank</b>	<b>1,586,080</b>	<b>3,172,160</b>
<b>Bank OZK</b>	<b>1,462,493</b>	<b>2,924,985</b>
<b>Cadence Bank</b>	<b>1,272,764</b>	<b>2,545,528</b>
<b>American National Bank of Texas (Incumbent)</b>	<b>1,001,700</b>	<b>2,003,400</b>
<b>Veritex Community Bank</b>	<b>909,194</b>	<b>1,818,389</b>
<b>Origin Bank</b>	<b>368,000</b>	<b>736,000</b>
<b>Encore Bank</b>	<b>0</b>	<b>0</b>

### **Interviews and References**

Based on the financial analysis the District invited the top two candidates to meet with District staff to discuss their proposals and any questions that the staff might have for the banks. The staff also contacted the references provided and received positive feedback from all of the references. The staff believes that both Independent Financial and Texas Capital Bank would provide the services and customer service level necessary to serve the District well. One distinction to note between the two is that Independent Financial is offering an Interest-Bearing account with unlimited withdrawals, whereas Texas Capital Bank is offering a Money Market Savings Account (MMA). Currently, there are no restrictions on

MMA withdrawals, but historically they have been limited to six withdrawals per month, so if that limit were reinstituted, it could impact the analysis.

Based on the financial analysis, the feedback from references, and the interviews with Independent Financial and Texas Capital Bank, the District's financial team would be comfortable with either bank and would like to allow the Board to determine the final recommendation based on the information provided, and authorize the Deputy Chief Appraiser-Business of Operations and Compliance / or the Director of Operations and Finance, to negotiate and execute the necessary contracts and documents to complete the new depository contract.

Please contact Tom Ross, E. K. Hufstedler, Dick Long or me to discuss any questions or additional information needs. Thank you for this opportunity to provide the Collin Central Appraisal District with our depository consulting services.

Sincerely,



Tim Pinon  
Valley View Consulting, L.L.C.



The RFP project was conducted as follows:

1. Analyzed historical bank service usage and balance records.
2. Reviewed the minimum banking services and potential additional services.



### 3. Developed a list of the 37 financial institutions located within Collin County:

a. Alliance Bank	s. Happy State Bank
b. Amegy Bank of Texas	t. Independent Financial
c. American National Bank of Texas	u. JPMorgan Chase Bank, N.A.
d. Bank of America, N.A.	v. Liberty National Bank
e. Bank OZK	w. Origin Bank
f. Benchmark Bank	x. PNC Bank, N.A.
g. Bank of Texas	y. Prosperity Bank
h. Cadence Bank	z. Regions Bank
i. Capital One, N.A.	aa. Simmons Bank
j. City Bank	bb. Southwestern National Bank
k. Commercial Bank of Texas, N.A.	cc. Texas Capital Bank
l. East West Bank	dd. Third Coast Bank
m. Encore Bank	ee. Truist Bank
n. First Guaranty Bank	ff. Valliance Bank
o. First Horizon Bank	gg. Veritex Community Bank
p. First National Bank Texas	hh. Washington Federal Bank
q. First United Bank and Trust Company	ii. Wells Fargo Bank, N.A.
r. Frost Bank	jj. Woodforest National Bank

Contacted the financial institutions to identify the correct recipient.

4. Drafted the RFP

5. Posted the notice and advertised the RFP in the *McKinney Courier-Gazette* and the *Dallas Morning News*.

6. Distributed RFPs to the banks.

7. Held a non-mandatory pre-application conference, attended by the following banks:

- a. American National Bank & Trust
- b. Bank OZK
- c. Cadence Bank
- d. Encore Bank
- e. First Guaranty Bank
- f. Independent Financial
- g. Liberty National Bank
- h. Origin Bank
- i. Texas Capital Bank
- j. Third Coast Bank, SSB
- k. Valliance Bank
- l. Veritex Bank

8. By the closing deadline, ten applications were received from:

- a. American National Bank of Texas (Incumbent)
- b. Bank OZK
- c. Cadence Bank
- d. Encore Bank
- e. Origin Bank
- f. Independent Financial
- g. Liberty National Bank
- h. Texas Capital Bank
- i. Third Coast Bank
- j. Veritex Community Bank

Evaluation was based on, but not limited to, the following criteria, in no particular order of priority:

1. Ability to perform and provide the required and requested services;
2. References provided and quality of services;
3. Cost of services;
4. Transition cost, retention and transition offers, and incentives;
5. Interest rates on interest bearing accounts and deposits;
6. Earnings credit rate on compensating balances;
7. Previous service relationship with the District;
8. Convenience of location(s);
9. Completeness of application and agreement to points outlined in the RFP; and
10. Financial strength and stability of the institution.

## Financial Comparison

The first table below is a summary of several key metrics as proposed by the responding institutions:

Bank	Interest Rate Option	Rate Basis	Interest Rate (4/25/23)
Independent Financial	Sweep to Bank Interest Bearing Account(s)	FFTR Upper Range Floor 0.25%	5.00%
Texas Capital Bank	Money Market Savings Account (Subject to limit of 6 debits per month?)	Fed Funds Effective Rate minus 0.10% No Floor	4.73%
Third Coast Bank	IB DDA	Bank Managed - Fixed Rate for 24 months	4.50%
Liberty National Bank	DDA/Sweep Using IntraFi	4 week T-Bill 4.56% minus 0.25% Floor 0.10%	4.31%
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Veritex Community Bank	Hybrid Checking	Bank Managed Preferred Rate No Floor	2.50%
Origin Bank	Interest Bearing Accounts	Bank Managed Floor 1.00%	1.00%
Encore Bank	Option not quoted		

Table below represents estimated income for both 2- and 4-year terms, net bank fees, based on \$18.4 Million average balance

Bank	Two Year Income	Four Year Income
Independent Financial	1,835,337	3,669,119
Texas Capital Bank	1,706,488	3,408,097
Third Coast Bank	1,656,000	3,312,000
Liberty National Bank	1,586,080	3,172,160
Bank OZK	1,462,493	2,924,985
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American National Bank of Texas (Incumbent)	1,001,700	2,003,400
Veritex Community Bank	909,194	1,818,389
Origin Bank	368,000	736,000
Encore Bank	0	0

## **Interviews and References**

Based on the financial analysis:

- District invited the top two candidates to
  - Meet with District staff
  - Discuss their proposals
  - Answer staff questions
- Staff contacted the references provided,
  - Received positive feedback from all references.
- Staff believes both Independent Financial and Texas Capital Bank would provide the services and customer service level necessary to serve the District well.
- One distinction to note between the two:
  - Independent Financial is offering an Interest-Bearing account with unlimited withdrawals, whereas
  - Texas Capital Bank is offering a Money Market Savings Account (MMA).
  - Currently, there are no restrictions on MMA withdrawals, but historically they have been limited to six withdrawals per month, so if that limit were reinstituted, it could impact the analysis.

## **Conclusion:**

Based on the financial analysis, the feedback from references, and the interviews with Independent Financial and Texas Capital Bank, the District's financial team would be comfortable with either bank and would like to allow the Board to determine the final recommendation based on the information provided, and authorize the Deputy Chief Appraiser-Business of Operations and Compliance / or the Director of Operations and Finance, to negotiate the necessary contracts and documents to complete the new depository contract.





# Collin Central Appraisal District

## BOARD OF DIRECTORS

Gary Rodenbaugh, Chairman  
Brian Mantzey, Secretary  
Ronald Carlisle  
Ronald Kelley  
Kenneth Maun  
Carson Kincaid Underwood

## CHIEF APPRAISER

Marty Wright

### **BOARD OF DIRECTORS RESOLUTION # 2023-1125**

The Collin Central Appraisal District Board of Directors met in open session on June 22, 2023. The Board, with a quorum present, by a vote of \_\_\_\_\_ (for) and \_\_\_\_\_ (against) adopted the following resolution:

***“Be it resolved, in accordance with the Texas Property Tax Code, Section 6.09 and Board Policy #109, that the Collin Central Appraisal District Board of Directors hereby designates Independent Financial Bank as the District’s bank depository and authorizes the Chief Appraiser to execute the agreements and documents necessary to implement the contract. American National Bank of Texas will serve as the District’s depository for a two-year term, from September 1, 2023 to August 31, 2025, with an option to extend the contract for one two-year term under the same terms and conditions, upon signing of a final depository agreement between the parties.”***

In witness whereof, I have hereunto set my hand as an Officer of Collin Central Appraisal District Board of Directors, this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Brian Mantzey, Secretary  
(and/or)

\_\_\_\_\_  
Gary Rodenbaugh, Chairman



# Collin Central Appraisal District

## BOARD OF DIRECTORS

Gary Rodenbaugh, Chairman  
Brian Mantzey, Secretary  
Ronald Carlisle  
Ronald Kelley  
Kenneth Maun  
Carson Kincaid Underwood

## CHIEF APPRAISER

Marty Wright

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***“Be it resolved, in accordance with the Texas Property Tax Code, Section 6.09 and Board Policy #109, that the Collin Central Appraisal District Board of Directors hereby designates Texas Capital Bank as the District’s bank depository and authorizes the Chief Appraiser to execute the agreements and documents necessary to implement the contract. American National Bank of Texas will serve as the District’s depository for a two-year term, from September 1, 2023 to August 31, 2025, with an option to extend the contract for one two-year term under the same terms and conditions, upon signing of a final depository agreement between the parties.”***

In witness whereof, I have hereunto set my hand as an Officer of Collin Central Appraisal District Board of Directors, this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Brian Mantzey, Secretary

(and/or)

\_\_\_\_\_  
Gary Rodenbaugh, Chairman

**Q.**

**Valley View Consulting for  
Investment Advisory Services**




# Collin Central Appraisal District

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June 15, 2023

TO: Board of Directors

FROM: Brian Swanson, Deputy Chief of Business Operations and Compliance 

RE: Valley View Consulting Investment Advisory Proposal

Valley View Consulting LLC, has been the depository RFP consultant for Collin Central Appraisal District for the last two RFP's. Ms. Bryan and I have had multiple discussions with the staff at Valley View in the past few months, and mentioned that we would like a better way to access the interest rates for investment opportunities. It was discussed informally with Valley View and they sent us an Investment Advisory proposal that follows this narrative.

After internal discussions with Mr. Wright and Ms. Bryan, our recommendation to the Board is to engage Valley View Consulting, LLC to a two year contract as we believe this will greatly benefit the District for multiple reasons.

- Valley View has assisted staff with the depository RFP process for a second consecutive time, and they've done an outstanding job. Any time there are questions that we have, it only takes a quick email to Valley View's representatives to get an answer. They are prompt, exceptionally professional, and highly knowledgeable.
- Valley View has established relationships with multiple financial institutions. Their access to the most current interest rates for CD's or money market accounts, far outweighs what we can do on our own, and will allow CCAD to invest our monies with the highest rate of return. Often times when we cold call a bank asking for interest rates, we are not going to receive their best rate if they don't know us. Valley View has the name recognition to allow for the best quoted rates with multiple maturity date options. Even a small increase in the interest rate of 0.1% (10 basis points), will offset the fee associated with this contract.
- Valley View has quoted their services to review our internal investment policies to ensure that they are the most current. They will be able to review the Public Funds Investment Act (PFIA) in conjunction with our own polices ensuring that we continue to make the most sound investment of taxpayer dollars with maximum security. Any changes deemed necessary will be brought before this Board for review.

The fee structure is \$13,300 annually based on CCAD's \$19,000,000 average book value. Anything above \$20,000,000 and the fee goes down slightly. The RFP cost of \$7,500 that we will incur for 2023, would be included in this fee. This two-year contract will take us up to the next RFP process, or renewal of the current depository should we decide to renew for two additional years.

Again, it is the recommendation of CCAD staff that we engage Valley View Consulting, LLC for their investment advisory services starting July 1, 2023 through June 30, 2025.



## **Proposal for Investment Advisory Services**

**May 10, 2023**



*Valley View Consulting, L.L.C.*

Richard G. Long, Manager  
2428 Carters Mill Rd.  
Huddleston, VA 24104-4003  
540.297.3419 (Office)  
[www.valleyviewconsultingllc.com](http://www.valleyviewconsultingllc.com)  
[rglong@valleyviewconsultingllc.com](mailto:rglong@valleyviewconsultingllc.com)



May 10, 2023

Collin Central Appraisal District  
Toni Bryan, Director of Operations and Finance  
250 Eldorado Parkway  
McKinney, TX 75069

Thank you for this opportunity to present Valley View's credentials as a cash and investment advisor for the District. Attached are Valley View's qualifications, experiences, philosophies, and capabilities related to Texas public funds investing.

In a nutshell, we believe an investment advisor should function as an extension of your staff – managing the portfolio in compliance with the Public Funds Investment Act (the "PFIA") and the District's Investment Policy. We monitor the markets on the District's behalf and develop and implement investment strategies to safely optimize the District's interest income.

The current economic environment requires strategic investment suggestions designed to enhance or hedge interest income within the District's risk/return criteria. Speculation is prohibited by the PFIA and is not part of this plan.

Our overall investment advisory services could include:

- Oversight and compliance with the PFIA and the District policy,
- Investment policy review,
- Development of historical cash flow model for all non-CIP funds,
- Project management assistance to model probable CIP draw schedules,
- Strategic advice to achieve the District's investment objectives,
- Complete analysis of authorized investment types,
- Implementation of competitive solicitations,
- Thorough communication, reporting, and training,
- Management of investment providers and required documentation, and
- Long range portfolio strategy.

Cash and investment management services would be performed as non-discretionary functions, working to assist the District through:

- Risk/Return Assessment – managing the District's funds requires thorough risk/return objective development. Increasing risk increases the potential return. It also increases potential negative outcomes or concerns. Valley View will assist the District in

analyzing various PFIA-eligible alternatives highlighting the range of possible “returns” and “risks.”

- Flexible Strategy and Product Mix – evolving markets (both product and yield curve) create varying opportunities. Valley View monitors all District authorized options and probable market adjustments to position the District for enhanced strategy implementation.
- Independence – analyzing all strategies broadens the options eligible for review and consideration. There is no promotional advantage to any choice, nor hidden agendas or back door marketing efforts to jeopardize recommendations.
- Dedicated Team and Managed Client Commitment – developing client-specific investment strategies and making each client feel as if they are our only client; an attention to detail by a stable and experienced team, undistracted from alternative service requirements.

Providing value added services for a reasonable and appropriate fee is Valley View’s objective, and the service list and associated fee are flexible and open to negotiation. Our standard contract aligns with the PFIA two-year period, with a 30-day no-cause District cancellation clause. Fees will adjust with the District’s investment portfolio Book Value and will be billed quarterly, in arrears. Since the District is utilizing our Primary Depository selection services, that \$7,500 fee will be credited against the initial Investment Advisory charges.

Valley View has grown primarily by favorable client and finance officer references, and currently has approximately 60+ full investment advisory clients with over \$10 billion under management (as of 12/31/2022). Our client base is built on long-term relationships and we blend in new clients to the same customer service standards.

The attached information is designed to ease your decision to select Valley View as investment advisor. Please call me at (540) 297-3419 if there are any questions or to discuss moving forward.

Sincerely,



Richard G. Long, Jr.  
Manager, Valley View Consulting, L.L.C.



# Introduction to Valley View Consulting, L.L.C.

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## *Organization*

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Valley View Consulting, L.L.C. is a Securities and Exchange Commission (“SEC”) registered investment advisory firm serving public entities in a variety of cash and investment management and consulting roles. Valley View provides completely independent advice and consultation and is not affiliated with any investment pool, mutual fund, broker/dealer, financial institution, or investment provider.

Valley View was founded in the fall of 1998 and registered with the SEC as an investment advisor firm effective January 1999. Richard G. Long, Jr. wholly owns the firm. To fully address the complete spectrum of client needs, Mr. Long has teamed with Benjamin F. Day, Julie S. Gerhardt, Oscar Gomez, Jamie D. Hobbs, E.K. Hufstедler, M. Teresa Mendoza, Johnny L. Phifer, Timothy D. Pinon, Thomas H. Ross, and Emily A. Upshaw. These affiliations assure that our clients will receive comprehensive and individually designed services related to the financial programs of government investors.

The collective experience of the individuals within the Valley View team exceeds 200 years. The team specializes in assessing the needs of the District, examining current cash management policies and practices, monitoring depository bank contracts, reviewing bond covenants, and developing effective and comprehensive investment strategies.

Valley View functions as a “team” with limited “classification” or specific duty labeling. As described throughout, some members may have primary responsibility for a certain activity, but their broad talents are always available for other client needs. Therefore, our whole team will play an integral role in providing their expertise to fulfill the contract objectives of the District.

Our team members have extensive Texas local government experience providing cash and investment management in conformance with the PFIA. Ms. Mendoza, Mr. Phifer, and Mr. Ross have served significant portions of their careers working for Texas governmental entities and have an intimate knowledge of the inner workings of government finance departments.

Although Valley View’s office of registration is in Virginia, it is fully registered with the State of Texas and has personnel located in the Austin and Dallas/Fort Worth areas. All services provided to the District will be seamless from any physical address.

Additionally, Valley View and its professionals perform other substantial consulting activities that include cash and investment-related projects, but do not meet the definition of investment advisory service. These activities have direct beneficial application to the District’s service requirements.



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## *Investment Philosophy*

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Public funds require a different approach and carry additional levels of responsibility to adequately judge appropriate risk/return opportunities. The District has essential functions to effectively service their citizens and investing is sometimes considered a secondary activity. Our services ensure the level of attention and commitment to effectively manage public funds. We believe in the principles stressed by the Public Funds Investment Act (“PFIA”):

- Safety of Principal
- Maintenance of Adequate Liquidity
- Risk-appropriate Yield

The management of public funds is more closely scrutinized and requires more transparency than private sector fund management functions; therefore, great care is required in assessing and addressing risks on multiple levels to ensure due diligence in minimizing risk exposure.

**Credit Risk** - The PFIA specifically manages and restricts the exposure to credit risk. Assuming large amounts (some would argue any amount) of credit risk is inconsistent with the PFIA’s main objectives to “primarily emphasize safety of principal and liquidity.” All securities contain incremental credit risk, although the markets believe certain security issuers have little or no real credit risk. The PFIA does allow specific securities with true credit risk, but generally restricts that risk based on measurements of nationally recognized credit rating agencies. The mission of the public funds investor is to determine what level of credit risk is appropriate for the organization and to develop policies and procedures to ensure that established risk parameters are maintained.

The PFIA allows options with real credit risk (e.g., commercial paper) for direct or indirect purchase. Prior to investment, accurate identification of the individual issuer’s or pool/fund’s investment criteria, and analysis of the historical risk/return relationship, will determine if the District will potentially receive adequate return for any increased risk.

**Market/Opportunity Risk** - The restriction of most credit risks focuses portfolio management on controlling market risk and opportunity risk. Working with the yield curve, issuer yield spreads, and cash flow requirements manages these two risks.

Appropriate yield curve positioning, with limited interest rate cycle timing, provides the most effective and consistent yield enhancement. Our services will include the research and analysis necessary to assist the District in formulating strategy recommendations and we will participate in any presentation (formal or informal) designed to gain approval to implement the desired strategy.

Since the PFIA specifically prohibits extension for speculative purposes, cash flow forecasting must be incorporated into the investment process. The District’s confidence in its estimates will determine the composition of any subsequent strategy.



**Liquidity Risk** - No matter the objective or funding source of the portfolio, cash flow predictability creates the baseline for investment strategy development. Valley View will work with the District to develop forecasts that will guide the investment strategy to ensure the appropriate mix of liquidity and longer-term asset allocation.

The resulting cash flow forecast and analysis will help identify the appropriate investment strategy and help control risks. Our assistance to the District would combine the following steps to achieve the District's portfolio objectives:

- Actively managing the portfolio to maintain appropriate cash levels,
- Conservatively estimating cash flows and minimum cash balances,
- Appropriately diversifying maturity and investment mix,
- Utilizing timely and regular market interaction to smooth price fluctuations,
- Maintaining minimum positions in highly liquid investment types, and
- Strictly adhering to the prohibition of speculative maturity extension.

Regular review of proper procedures and internal controls complete the process. Portfolio risk is managed by proper strategy selection and sector/maturity diversification. Procedures and controls help to mitigate fraud, lost funds or securities, broker/dealer/financial institution failure and many other non-securities related risks.

Combining all these concepts into active portfolio management will enhance portfolio return over the long run.

**Operating Funds** - For the operating portion of the portfolio, Valley View will:

- Review and recommend modifications to the District's Investment Policy,
- Assist in cash flow forecasting,
- Analyze available products (individual products and pool/fund options) and institutions,
- Interpret market conditions and trends,
- Determine appropriate asset allocations,
- Advise on long-range strategy selection,
- Implement strategy within a competitive pricing environment,
- Prepare appropriate calculations, accruals and reports,
- Provide independent sources for investment market valuations,
- Comply with Investment Policy and state and federal regulations,
- Review procedures and documentation for management procedures and investment alternatives,
- Monitor broker/dealer, custodian, and safekeeping relationships,
- Attend meetings as requested, and
- Educate District staff on pertinent investment topics.

Combining all of these concepts into active portfolio management will enhance portfolio return over the long run. Whether the District invests operating or other funds, the fundamental considerations and principles stressed above will be the same.

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## *Investment Approach*

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As explained throughout, we believe focusing on cash flow-based laddering, with judicious maximum maturity limitations, reduces the “market” risk of early redemption or loss on sale. We also believe that increasing “credit” risk to increase yield is generally not prudent.

The initial phase of this project, concentrating on policy/procedure and cash flow analysis, will provide the insight necessary to more accurately estimate current-market yield enhancement, workload, and other non-tangible items.

As a non-discretionary investment advisor, we will work with the District to invest funds with the District’s direct oversight and approval. We develop the portfolio to be consistent with the constraints of the District’s Investment Policy (maturity, investment selection, etc.) while utilizing the cash flow model to forecast when cash will be needed to cover obligations. Valley View takes the time to explain all aspects of the investment strategy to the client, to educate them and make them comfortable with the process and expectations. This extra step allows the client to understand and feel confident in their decision to follow through with the recommendation of the advisor.

As a PFIA-oriented investment advisor, we believe providing a dependable and stable investment structure is a key objective. Market speculation does not factor into this strategy.

**Maturity Distribution** – Analyzing the District’s draw down schedule and building an appropriate ladder can be handled several ways. The current slope of the yield curve, and potential for interest rate increases, encourages investing in shorter ladder rungs building towards the strategic goal. The District’s cash flow analysis and market conditions at decision time will influence the selected implementation plan and timing.

**Adjusting to Market Movements** – Current yields have risen significantly as the markets anticipate the Federal Open Market Committee implements tightening policies. Therefore, targeted implementation of portfolio strategy hedges the portfolio against interest rate uncertainty and allows the portfolio to build towards its optimum long-term yield curve position. At the same time, the portfolio’s weighted average maturity can be strategically adjusted to anticipate and accommodate economic market movements. Valley View will work with the District to identify the appropriate maturity allocation during any given market environment.

**Adding Potential Returns Through Investment Selection** – Valley View generally prefers diversified investment portfolios and works with each client to establish the optimal mix. However, most of these clients want us to be nimble and flexible enough to adjust this structure to market opportunities or current market risks. As an example, prior to 2008, we focused our clients on U.S. Government securities that were offering attractive returns relative to the other issuers in the marketplace. As their risk/return profile and attractiveness changed, we began to research other opportunities. That research uncovered significant value in direct-placed Certificates of Deposit (“CD”) and other interest-bearing products (Money Market Accounts or “MMA”), and we began to move client monies into those fully insured or enhanced options.



While Valley View continues to selectively see value in bank deposit products, Government Security yields have improved. We would assist the District in establishing a security clearance/safekeeping account to facilitate security purchases. Solicitations will include local and statewide banks for deposit options, and the District's authorized Broker/Dealers (B/Ds) for marketable securities.

As market conditions change, Valley View will adjust the investment choice and selection process. We recognize that the economic and market conditions over the past few years have been extremely challenging and unique. The most important strategy to keep in mind is to ensure that all cash flow needs are covered and that a laddered approach to investing is diligently practiced. Sector selection, while important, becomes a secondary consideration as long as the portfolio invests in instruments allowed by the PFIA and individual client investment policies.

**Financial Institutions** – Embracing a competitive investment environment rewards the District with effective market access and allows integration of local providers. As expressed above, Valley View appreciates the value of local providers, especially financial institutions, and will work with the District to develop a detailed and extensive contact list. Our experience also supports including all potential providers on every solicitation. Financial institution appetites change regularly, and we are routinely, pleasantly surprised by a previously disinterested bank suddenly needing deposits and paying attractive rates.

Additionally, Valley View routinely monitors general financial status and information sources for trends and third-party opinions or ratings. Proper documentation and collateral management provide the main enhancement to FDIC non-insured deposits and warrant focused attention.

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## ***Reporting***

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Valley View will prepare quarterly investment reports in compliance with the PFIA and District Investment Policy. We will also prepare monthly accounting reports, if desired. Both reports allow some flexibility as to content and format. We will work with the District to ensure acceptable reports are provided.

For the monthly accounting reports, Valley View utilizes Tracker portfolio software, a web-based investment reporting system that affords a high degree of flexibility in content and format of reported information. This information can be produced in PDF reports as well as downloaded into Excel worksheet form. District staff can access the data and reports online through the Tracker website.

Valley View provides a brief market overview as a component of the quarterly report and prepares a monthly commentary article, Market Outlook, to review economic updates.

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## *Other Considerations*

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**Primary Depository Bank** – The District has already experienced Valley View’s primary depository bank selection services:

- Analyzing the prior Primary Depository Bank selection process and current operations.
- Developing a calendar of events.
- Defining the acceptable area from which perspective applicants will be considered.
- Establishing the criteria by which the proposals will be evaluated.
- Preparing a list of financial institutions that will be sent the RFA.
- Preparing a draft RFA.
- Finalizing the RFA with District staff.
- Assisting with hosting a pre-proposal conference.
- Analyzing responses for conformance to the RFA requirements and to determine the best relative value based on the evaluation criteria.
- Meeting to review the results of the proposal analysis.
- Assisting with the presentation to the Board for selection of a primary depository bank.

Valley View also provides periodic account analysis comparison to quoted prices and rates, and extension option review and documentation.

**Investment Policy Renewal** – With a primary focus on managing Texas public funds, Valley View regularly assists in the development, modification, and implementation of investment policies, portfolio strategies and other investment-related services. We consider those functions as essential to the effective fulfillment of our contracts and will work with the District in addressing their policy development needs.

Members of the Valley View team review each client investment policy and, as a group, we routinely discuss client-specific needs and strategy ideas. Prior to any new portfolio position purchase, the team routinely checks that all guidelines are achieved. Additional “best practice” components will be considered. The standard procedure provides a thorough review of all documents at the inception of the contract, with annual reviews/adjustments thereafter. Valley View will be available to assist in the presentation, adoption, and implementation of any policy change.

**Managing Broker/Dealer Relationships** – A competitive investment environment rewards the District with effective market access. Multiple, competent brokers provide accurate market information and locate specific securities for strategy implementation. Valley View will assist the District in establishing review, solicitation, and monitoring procedures to create a competitive environment.

Proper broker/dealer selection is crucial to building a competitive environment. Working with the District’s current list or considering new candidates will determine specific follow-up procedures. Recording each broker’s response to solicitations, winning security offerings, and



settlement efficiency will allow the District to track broker performance. That history will validate the establishment of a competitive environment or will highlight needed adjustments.

Generally, three criteria guide Valley View's approach to managing broker/dealer relationships. Broker/dealers must:

- Understand and accept the unique objectives of investing public funds,
- Provide competitive pricing, and
- Respond appropriately to the needs of the District.

Valley View will assist the District in complying with, and/or revising the selection and review criteria as required in the District's Investment Policy. We will assist in the annual review of the selection process and the resulting list of broker/dealers.

**Reviewing Custodial and Safekeeping Agreements** – Properly established custodial and safekeeping agreements are essential to manage the District's funds safely and effectively. Valley View's dedicated focus to public funds investment has involved extensive experience in opening and maintaining acceptable custodian and safekeeping accounts. We will assist the District as necessary in reviewing the current arrangements.

**On-going Communications with the District** – The needs and desires of the District will dictate the optimum schedule for portfolio review and meetings. The following minimum review schedule is consistent with the objectives of many of our clients:

- Quarterly strategy/portfolio review, and
- Annual performance review.

Initially, cash flow analysis, strategy development, mutual fund manager selection and broker/dealer review will require additional interaction with the District staff. Market cycles and the District's cash flow schedule will largely determine appropriate ongoing interaction. Regular communication will focus on:

- Current cash requirements,
- Specific security opportunities,
- Market information,
- Appropriate transaction execution levels,
- Transaction settlement status, and
- Investment Reporting.

Contact and meeting frequency will be based on the ebb and flow of the investment portfolio and other assignments from the District. Certain items are best handled face-to-face, while others can be effectively completed via phone or email. Valley View is committed to effective and timely response to the District's needs, and if additional meetings are necessary, we will be available.



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## ***Experience***

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Valley View specializes in serving public fund investors and recognizes that the challenges facing these clients are significantly different than non-governmental investors. Public fund investors face cash flow constraints, fewer staff resources and limited investment options. Likewise, investment strategies and preferred investment products for the governmental investor can be significantly different. Valley View has successfully navigated through these challenges to develop effective investment programs.

Valley View is pleased to offer a team whose members will each play an integral role in providing their expertise to fulfill the contract objectives of the District.

***Richard G. Long, Jr.***

- Investment industry since 1981
- Valley View Manager
- Registered Investment Advisor Representative
- Public Funds dedication since 1988

***Emily A. Upshaw, CPA***

- Registered Investment Advisor Representative
- Experience in accounting, client service, and facilitating transactions
- Provided market analysis, trading, and fund management
- Joined Valley View in 2016

***Jamie D. Hobbs, CPA***

- Registered Investment Advisor Representative
- Twenty years of 401k plan administration experience
- Accounting and client services background
- Joined Valley View in 2021

***Benjamin F. Day***

- Registered Investment Advisor Representative
- Experience within investment markets since 1984
- Diversified background in sales and trading
- Extensive client-based risk/return analysis experience
- Joined Valley View in 2012

***Thomas H. Ross***

- Registered Investment Advisor Representative
- Retired City of Bedford, Texas Director of Administrative Services
- Public-sector experience since 1992
- Lengthy corporate finance and accounting career
- Joined Valley View in 2010





***Timothy D. Pinon***

- Registered Investment Advisor Representative
- Banking industry since 1987
- Government banking relationship manager
- Depository banking service experience
- Joined Valley View in 2020

***E.K. Hufstedler, III***

- Registered Investment Advisor Representative
- Former Texas-bank regional President
- Banking industry since 1982
- Depository banking service experience
- Joined Valley View in 2016

***Johnny L. Phifer***

- Retired City of Keller, Texas Director of Finance
- Investing public funds since 1985
- Joined Valley View in 2015

***M. Teresa Mendoza***

- Extensive background in Accounting & Finance (since 2007)
- Government experience since 2010
- Joined Valley View in 2020

***Oscar Gomez***

- Experience creating cash flow models, analyzing and preparation of financial statements
- Public Funds Experience since 2018
- Microsoft Office Excel Specialist
- Joined Valley View in 2023

***Julie S. Gerhardt***

- Investment industry since 1993
- Responsible for administration, marketing, website, and organizational issues
- Joined Valley View in 2013

## *References*

Valley View regularly and extensively assists Texas public entities in a variety of investment management and consulting services, similar to those required by the District.

<b>City of Azle</b> Renita Bishop, Finance Director Phone: 817.444.2541 <a href="mailto:rbishop@cityofazle.org">rbishop@cityofazle.org</a> Full investment advisory services since 2004	<b>City of Highland Village</b> Ken Heerman, Assistant City Manager Phone: 972.899.5089 <a href="mailto:kheerman@highlandvillage.org">kheerman@highlandvillage.org</a> Full investment advisory services since 2001
<b>City of Sachse</b> David Baldwin, Director of Finance Phone: 469.429.4775 <a href="mailto:dbaldwin@cityofsachse.com">dbaldwin@cityofsachse.com</a> Full investment advisory services since 2006	<b>Town of Highland Park</b> Karen Kurtin, Deputy CFO Phone: 214.559.9360 <a href="mailto:kkurtin@hptx.org">kkurtin@hptx.org</a> Full investment advisory services since 2015
<b>Greater Texoma Utility Authority</b> Debi Atkins, Finance Office Phone: 903.786.4433 <a href="mailto:debia@gtua.org">debia@gtua.org</a> Full investment advisory services since 2016	<b>City of White Settlement</b> Krystal Crump, Finance Director Phone: 817.246.4971 ext. 851 <a href="mailto:kcrump@wstx.us">kcrump@wstx.us</a> Full investment advisory services since 2012

Additional references available upon request.

Please consider specific client information as confidential and share it selectively.

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## ***Fees***

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Valley View proposes a tiered annual fee based on average quarter end Book Value as reported in the Quarterly Investment Report. The District may incur transactional expenses in the execution of its investment strategy. We will assist the District in minimizing all such transactional expenses, or any other normal business expenses that might be incurred by the District, in the management of its funds.

<u><b>Average Quarter End Book Value</b></u>	<u><b>Annual Fee</b></u>
First \$20 million	0.070% (7 basis points)
Above \$20 million	0.060% (6 basis points)

A \$19 million average Book Value portfolio will calculate to an \$13,300 annual fee.

Said fee shall be prorated and due and payable at the end of each investment quarter. A minimum annual fee of \$10,000 shall apply.

**Value-Added** – Investment advisory services are the rare opportunity for the District to gain “net value” versus “cost for services.” Valley View strives to provide value well in excess of cost. We propose competitive fee structures and routinely review market conditions for reduction opportunities. We believe it important to remain cost-effective. That said, the District will be best served by considering proposed strategy, in addition to cost, when determining “best value” as an effective strategy may well out-earn the low-cost provider.

Sec. 2256.003. AUTHORITY TO INVEST FUNDS; ENTITIES SUBJECT TO THIS CHAPTER. (a) Each governing body of the following entities may purchase, sell, and invest its funds and funds under its control in investments authorized under this subchapter in compliance with investment policies approved by the governing body and according to the standard of care prescribed by Section [2256.006](#):

- (1) a local government;
- (2) a state agency;
- (3) a nonprofit corporation acting on behalf of a local government or a state agency; or
- (4) an investment pool acting on behalf of two or more local governments, state agencies, or a combination of those entities.

(b) In the exercise of its powers under Subsection (a), the governing body of an investing entity may contract with an investment management firm registered under the Investment Advisers Act of 1940 (15 U.S.C. Section 80b-1 et seq.) or with the State Securities Board to provide for the investment and management of its public funds or other funds under its control. A contract made under authority of this subsection may not be for a term longer than two years. A renewal or extension of the contract must be made by the governing body of the investing entity by order, ordinance, or resolution.

(c) This chapter does not prohibit an investing entity or investment officer from using the entity's employees or the services of a contractor of the entity to aid the investment officer in the execution of the officer's duties under this chapter.

Amended by Acts 1995, 74th Leg., ch. 402, Sec. 1, eff. Sept. 1, 1995; Acts 1999, 76th Leg., ch. 1454, Sec. 2, eff. Sept. 1, 1999.



# Collin Central Appraisal District

**POLICY NUMBER: 110**

**POLICY NAME: INVESTMENT OF PUBLIC FUNDS**

It is the policy of Collin Central Appraisal District ("CCAD", "District") to first and foremost, create guiding principles to insure conformance to all statutes, rules, and regulations governing the investment of public funds, in accordance to the Public Funds Investment Act (PFIA).

Additionally, this policy sets guidelines to invest public funds in a manner which will provide maximum security while providing the highest investment return while meeting the daily cash flow demands of the District and conforming to all state statutes governing the investment of public funds. This policy details the standards of care to which the District commits; that of due care, caution, and good judgment in making all its investments.

## **1.0 Scope**

This investment policy applies to all financial assets of Collin Central Appraisal District.

## **2.0 Prudence**

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

## **3.0 Objectives**

The primary objectives, in priority order, of Collin Central Appraisal District shall be:

**Safety:** Safety of principal is the foremost objective of the investment program.

**Liquidity:** CCAD's investment portfolio will remain sufficiently liquid to enable CCAD to meet all operating requirements, which might be reasonably anticipated.

**Return:** CCAD's investment portfolio shall be designed with the objective of attaining a rate of return throughout budgetary and economic cycles, commensurate with CCAD's investment risk constraints and the cash flow characteristics of the portfolio.

#### **4.0 Delegation of Authority**

Authority to manage CCAD's investment program is derived from the Public Funds Investment Act, Chapter 2256 Government Code. The duties of Investment Officer(s) are hereby delegated to the Deputy Chief Appraiser of Operations & Compliance and the Director of Operations, by separate Board of Directors resolution. The investment officers shall establish written investment policies as approved by the Board. Policies should include reference to safekeeping, wire transfer agreements, banking service contracts and collateral/depository agreements. Such policies shall include explicit delegation of authority to persons responsible for investment transactions. No person may engage in an investment transaction except as provided under the terms of this policy established by the Investment Officers. The Investment Officers shall be responsible for all transactions undertaken and shall establish a system of controls to regulate the activities of subordinate officials. The Investment Officers shall consult and report to the Chief Appraiser concerning all of CCAD's investments.

The Investment Officers and any other person so authorized to invest monies of CCAD are required, under §2256.008 Government Code, to: (1) attend at least one, 10 hour, training session within 12 months of assuming duties and (2) attend a 10 hour investment training session not less than once in a two-year period that begins on the first day of the District's fiscal year and consists of the two consecutive fiscal years after that date.

The Chief Appraiser will approve and CCAD will provide periodic training in investments for the investment personnel through courses and

seminars offered by professional organizations and associations in order to insure the quality and capability of the District's investment personnel making investment decisions in compliance with the PFIA.

## **5.0 Ethics and Conflicts of Interest**

An investment officer of CCAD who has a personal business relationship with an entity seeking to sell an investment to the entity shall file a statement disclosing that personal business interest. An investment officer who is related within the second degree by affinity or consanguinity, as determined under Chapter 573 Local Government Code, to an individual seeking to sell an investment to CCAD shall file a statement disclosing that relationship. A statement required under this section must be filed with the Texas Ethics Commission and with the Board of Directors, Collin Central Appraisal District.

## **6.0 Authorized and Suitable Investments**

### **6.1 Obligations of, or guaranteed by Government Entities,** as outlined in §2256.009 of the Government Code

- a.** Obligations, including letters of credit, of the United States or its agencies and instrumentalities;
- b.** Direct obligations of the State of Texas or its agencies and instrumentalities;
- c.** Collateralized mortgage obligations directly issued by a federal agency or instrumentality of the United States, the underlying security for which is guaranteed by an agency or instrumentality of the United States;
- d.** Other obligations, the principal and interest of which are unconditionally guaranteed or insured by, or backed by the full faith and credit of, the state of Texas or the United States or their respective agencies and instrumentalities, including obligations that are fully guaranteed or insured by the Federal Deposit Insurance Corporation.
- e.** Obligations of state, agencies, counties, cities, and other political subdivisions of any state rated as to investment quality by a nationally recognized investment rating firm not less than A or its equivalent.

### **6.2 Certificates of Deposit and Share Certificates.**

A certificate of deposit is an authorized investment if the certificate is issued by a depository institution that has its main office or a branch office in Texas and is guaranteed or insured by the Federal Deposit Insurance Corporation or its successor or the National Credit Union Share Insurance Fund or its successor, is secured by obligations that are described in 6.1 above, including mortgage backed securities directly issued by a federal agency or instrumentality that have a market value of not less than the principal amount of the certificates, but excluding those mortgage backed securities of the nature described in §2256.009(b) Government Code, or secured in any manner and amount provided by law for deposits of the investing entity.

Bids for certificates of deposit may be solicited orally, in writing, electronically, or in any combination of those methods.

### **6.3 Investment Pools.**

Investment pools are eligible if they comply with the requirements of §2256.016 Government Code and have been specifically authorized by the Board of Directors of the Collin Central Appraisal District.

### **6.4 Sweep Accounts.**

The Board of Directors of CCAD may authorize using bank sweep accounts that combine funds from various account deposits daily and invest them collectively as long as these funds are collateralized as required by law and comply with the requirements of §2256.00 Government Code.

## **7.0 Collateralization, Safekeeping and Custody**

Collateralization will be required on all bank deposits, at a minimum level of 103% of market value of deposits and/or investments. Deposits and investments will be secured by obligations described in §2256.009(a) Government Code.

All security transactions, including certificates of deposit, entered into by CCAD shall be conducted on a delivery-versus-payment (DVP) basis.



Securities will be held by a third party custodian and evidenced by clearly marked safekeeping receipts supplied to CCAD.

An independent third party with whom CCAD has a current custodial agreement will always hold collateral. A clearly marked receipt of ownership (safekeeping receipt) must be supplied to CCAD and retained by the Investment Officer.

### **7.05 Authorized Financial Dealers and Institutions**

All investments made by the District will be made through the District's banking services bank, a bank in Texas, or an approved broker/dealer. The District will require a written instrument, executed by a qualified representative of the bank or financial institution, acknowledging that the institution has: 1) received the District's investment policy and 2) implemented reasonable procedures and control in an effort to preclude investment transactions conducted between the District and the bank that are not authorized by the District's investment policy; as required in §2256.005.

### **8.0 Diversification**

Collin Central Appraisal District will diversify its investments by security type and institution. With the exception of funds in CCAD's interest-bearing, operating depository account, U.S. Treasury securities and Certificates of Deposit, no more than 30% of CCAD's investment portfolio will be invested in a single security type or with a single financial institution.

### **9.0 Maximum Maturities**

To the extent possible, CCAD will attempt to match its investments with anticipated cash flow requirements. Unless matched to a specific cash flow, CCAD will not directly invest in securities maturing more than 12 months from the date of purchase.

### **10.0 Internal Management Reports**

Not less than quarterly the Investment Officer(s) shall prepare and submit to the Board of Directors a written report of investment transactions for the current year. The report must describe in detail the investment position of the entity on the date of the report, be prepared

jointly by the investment officers of the District and be signed by each investment officer. Additionally, it must contain a summary statement of each pooled fund group that indicates the beginning and ending market value and fully accrued interest for the period. The report is to state the book value and market value of each separately invested asset at the end of the reporting period by the type of asset and fund type invested. Additionally, it must state the maturity date of each separately invested asset that has a maturity date, state the account or fund or pooled fund from which the asset was acquired and state the compliance of the investment as it relates to the investment strategy expressed in this policy.

### **11.0 Monitoring Rating Changes**

The Investment Officer(s) or investment advisor shall monitor, on no less than a weekly basis, the credit rating on all authorized investments in the portfolio based upon independent information from a nationally recognized rating agency. If any security falls below the minimum rating required by policy, the Investment Officer(s) or advisor shall notify the Chief Appraiser of the loss of rating, conditions affecting the rating and possible loss of principal with liquidation options available, within two weeks after the loss of the required rating. The Board of Directors shall be notified of the loss of rating, conditions affecting the rating and possible loss of principal with liquidation options available at its next regularly scheduled meeting.

### **12.0 Annual Review**

CCAD'S Chief Appraiser or his designee will perform an annual compliance audit of management's control on investments and adherence to its investment policy. An independent auditor must formally review the quarterly investment report at least annually and report to the Board of Directors. The District is exempt from this review if it only invests in money market mutual funds, investment pools or accounts offered by its depository bank in the form of interest-bearing checking accounts, CDs or money market accounts; as outlined in §2256.023.

The Board of Directors of CCAD will review the investment policy and investment strategies not less than annually. The Board shall adopt a

written resolution stating that it has reviewed the investment policy and strategies and shall record any changes made to either the investment policy or strategies.

Government Code: Chapter 2256, Public Funds Investment Act

Date Adopted: September 24, 2009

Resolution #: 2009-11

Date Amended: October 27, 2011

Resolution #: 2011-23

Date Adopted, with no changes: October 31, 2012

Resolution #: 2012-28

Date Adopted, with no changes: October 24, 2013

Resolution #: 2013-29

Date Amended: September 25, 2014

Resolution #: 2014-33

Date Adopted, with no changes: September 24, 2015

Resolution #: 2015-36

Date Adopted, with no changes: September 22, 2016

Resolution #: 2016-39

Date Adopted, with no changes: September 28, 2017

Resolution #: 2017-44

Date Adopted, with no changes: November 29, 2018

Resolution #: 2018-51

Date Adopted, with no changes: November 26, 2019

Resolution #: 2019-54

Date Adopted, with no changes: October 8, 2020  
Resolution #: 2020-58

Date Adopted, with changes: November 18, 2021  
Resolution #: 2021-65

Date Adopted, with changes: September 22, 2022  
Resolution #: 2022-75

**CD rates quoted to CCAD on 6/14/23:**

**ANB**

1.52% - 90 day

3.05% - 180 day

4.05% - 365 day

**Prosperity**

2.00% - 90 day

3.00% - 180 day

3.25% - 365 day

**Valley View Consulting \***

<i>Contact #1:</i>	<i>Contact #2:</i>	<i>Contact #3:</i>
5.46% - 90 day	5.40% - 90 day	5.77% - 90 day
5.48% - 180 day	5.40% - 180 day	5.72% - 180 day
5.47% - 365 day	5.40% - 365 day	5.56% - 365 day

\* All rates quoted at Annual Percentage Yield (APY)

# REPORTS



# Collin Central Appraisal District Taxpayer Liaison Officer

Memo

TO: Board of Directors

FROM: Chris Nickell, Taxpayer Liaison Officer

RE: Monthly Status Report

DATE: June 22, 2023

- 1) We received 2 complaints from the Comptroller's office about their ARB hearing. Because these complaints are confidential, we have no ability to follow up. I have provided copies to the ARB Chairman Deputy Appraiser.
- 2) Customer Service Survey Updates.
- 3) HB 1285 TLO Bill Update, Governor signed June 2, to take effect 1/1/24

Regards,

Chris Nickell  
Taxpayer Liaison Officer



# Collin Central Appraisal District Taxpayer Liaison Officer

Memo

TO: Board of Directors

FROM: Chris Nickell, Taxpayer Liaison Officer

RE: Monthly TDLR Status Report

DATE: June 22, 2023

On 5/25/2023 Mr. Wright, as the Chief Appraiser, received a TDLR complaint from a taxpayer (filed 1/9/2023) stating that he had not received any communication for the hearing of his 2022 filed protest.

With the input of the Chief Appraiser and Deputy for Appraisal we were able to construct a timeline of all mail and communications with the taxpayer. All notices, offers and letters were sent to the property owner at the property address. We show no returned mail.

The taxpayer was a "no show" for his 9/15/2022 hearing which resulted in the case being closed. On December 9, 2022, the taxpayer came to the customer service counter stating he had missed his hearing and would like to discuss value. A note was entered into the record, but no action was taken.

The timeline was submitted to the TDLR on June 6<sup>th</sup> as our response to the complaint. We are awaiting their reply.

Regards,

Chris Nickell  
Taxpayer Liaison Officer

Attached: Timeline, TDLR Complaint #PTP20230007199






# Collin Central Appraisal District

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June 15, 2023

TO: Board of Directors

FROM: Brian Swanson, Deputy Chief of Business Operations and Compliance 

RE: 2022 School District Property Value Study (SDPVS)

The 2022 School District Property Value Study (SDPVS) was released by the Comptroller's office on January 31, 2023. At that time the results were reviewed by CCAD staff and it was determined that of the fourteen (14) major school districts in CCAD there were eleven (11) that fell outside the 5%+/- confidence interval and did not receive local value. The school districts are:

Allen ISD  
Anna ISD  
Celina ISD  
Frisco ISD  
Lovejoy ISD  
McKinney ISD  
Melissa ISD  
Plano ISD  
Princeton ISD  
Prosper ISD  
Wylie ISD

On May 3, 2023, the Property Tax Assistance Division (PTAD) of the Comptroller's office contacted us with their initial findings and recommendations. The emails were sent for each school district's protest with the results and resolution pages attached. Of the eleven (11) districts, three (3) were found to be inside the confidence interval and local value was valid. Those three (3) districts are:

Allen ISD  
McKinney ISD  
Plano ISD

On June 7, 2023, PTAD held a virtual informal conference with CCAD staff prior to referral to the State Office of Administrative Hearings (SOAH). During the virtual conference, PTAD expressed their willingness to look at the time adjustment for the remaining eight (8) school districts. After additional analysis, four (4) more districts are now inside the confidence interval and local value is now valid:

Anna ISD  
Frisco ISD  
Princeton ISD  
Wylie ISD

The remaining school districts that will proceed to the SOAH hearing in Austin are:

Celina ISD  
Lovejoy ISD  
Melissa ISD  
Prosper ISD

After speaking with the PTAD attorney, they informed us that at the conclusion of their remaining informal conferences with other appraisal districts, they will start scheduling the SOAH hearings. Those will likely take place sometime in August or September of this year. With the remaining school districts only protesting category A properties (residential), and our argument and evidence being the same for all, PTAD will request that there be a combined hearing.