

EL PASO CENTRAL APPRAISAL



2017/2018 BUDGET

ADOPTED

May 18, 2017

**Dinah L. Kilgore, R.P.A.
EXECUTIVE DIRECTOR/CHIEF APPRAISER
5801 TROWBRIDGE
EL PASO, TEXAS 79925
(915) 780-2000**



STATE OF TEXAS

COUNTY OF EL PASO

EL PASO CENTRAL APPRAISAL DISTRICT

RESOLUTION

**ADOPTING THE 2017/2018 OPERATING BUDGET FOR THE
EL PASO CENTRAL APPRAISAL DISTRICT**

BE IT RESOLVED by the Board of Directors of the El Paso Central Appraisal District that the District Operating Budget for the year **2017/2018** be adopted and approved in the total amount of **\$14,954,128.86**. The Board hereby adopts the attached Budget detail with the understanding that the assignment of funds by the Budget Categories or Budget Accounts are estimates only. Funds may be used between categories or accounts on an as-needed basis, with the exception of the contingency account, which requires Board approval prior to allocation of funds from said contingency account as per prior Board action.

BE IT FURTHER RESOLVED that this Budget for the year **2017/2018** be allocated to the taxing entities participating in the El Paso Central Appraisal District, based on each entity's most current levy for the year in which the Budget was prepared - **2017**.

ADOPTED this 18th day of May, 2017.

**Mr. Jerry Romero, Chairman
El Paso Central Appraisal District
Board of Directors**

**Vincent Perez, Secretary
El Paso Central Appraisal District
Board of Directors**



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SECTION A

INTRODUCTION



INTRODUCTION

The primary function of the El Paso Central Appraisal District is **to provide a timely and accurate appraisal roll to the taxing entities of El Paso while providing quality service to the taxpayers of El Paso in the most cost effective manner possible.** The El Paso Central Appraisal District (EPCAD) has received two awards from the International Association of Assessment Officers: the Public Information Program Award in 2011 and the Certificate of Excellence for Assessment Administration in 2012. The Certificate of Excellence allows EPCAD to bypass some of the Texas Comptroller requirements through the Methods and Assistance Program (MAP). EPCAD has received a perfect score (100% rating) for the 2011, 2013 and 2015 MAP reviews.

The El Paso Central Appraisal District is supported entirely by the participating taxing entities of El Paso County.

The **2017/2018 Proposed Budget** reflects a **4.73% increase** over the **2016/2017 Adopted Budget**. Payroll and all related expenses project a **2.96% increase**. Operating expenses project a **3.22% increase**.

The overall summary by account for the **2017/2018 Proposed Budget** includes a breakdown of each EPCAD department.

5010 – Salaries & Wages

This account has **increased by 2.85%** or **\$208,248.26** from the current year's budget. The percentage of **Overtime** is **2.47%** of Salaries and Wages or **\$185,686.93**. The 2017/2018 Budget includes a **Market Adjustment** of **\$140,737.38** and a **Competency Increase** of **\$143,552.12**. EPCAD strives to keep overtime to a minimum; however, 2018 is a reappraisal year and EPCAD must consider a "worst case" situation, when anticipating the number of protests filed. The Texas Property Tax Code requires that extended hours including after hours, Saturday and Sunday hearings be available for property owners to appeal their value.

5020 – Payroll Related Expenses

Competitive rates for employee dental and EPCAD's self-funded health care has helped limit the **increase** in payroll related expenses to **\$30,034.26**. Coverage for dependents is 100% employee responsibility. Vision is optional for employees to purchase.

5021 – Texas County and District Retirement System (TCDRS)

The 2017/2018 budget separates the TCDRS contributions from the Payroll Related Expenses. The TCDRS contribution is an estimated **increase** of **\$35,212.79**. TCDRS actuarial studies and budgeted wages and salaries determine the contribution.

5025 – Payroll Taxes/Obligations

The 2017/2018 budget separates the Payroll Taxes from the Payroll Related Expenses. Payroll Taxes **increased \$29,337.73**. The increase is due to the budgeted wages and salaries.

5030 – Computer Expense

This account **increased \$1,000.00**. The increase is the result of the estimated cost of toner for the plotters used by GIS/Mapping, Commercial and Residential Departments and the cost of maintenance parts and supplies. The plotters are essential to produce maps and construction drawings for field inspections.

5035 – Software – Support & Licensing

This account **increased \$52,198.10**. The change is primarily due to the increased cost in CAMA Maintenance, the Microsoft Enterprise Agreement and the purchase of new HR Software.

5055 – Vehicle Insurance

Vehicle insurance **increased \$1,300.00**. The change is due to the potential addition of three vehicles. The fleet would increase from 22 to 25 vehicles.

5060 – Gas/Oil/Maintenance (Vehicle)

This account **increased \$1,500.00**. The change is due to the potential addition of three vehicles. The fleet would increase from 22 to 25 vehicles

5070 - Utilities

This account **decreased \$13,376.00**. Adjustments to the HVAC system and a comprehensive effort to minimize utility costs have proven beneficial. The two previous years have indicated significant savings.

5072 – Building Maintenance

This account **decreased \$5,733.00**. Building maintenance costs have remained stable based on historical costs. The maintenance staff has made an effective effort in managing costs.

5075 – Janitorial

This account is **unchanged** for the 2017/2018 budget. EPCAD no longer out-sources this service and continues to benefit from the use of in-house janitorial staff.

1610 – Fixed Assets

This account **decreased \$4,700.00**. The 2017/2018 Budget includes fixed assets in four departments; Administration, Litigation, IT and Research. This line item eliminates the \$7,000.00 fixed assets reported in the previous budget for the Statistics Department.

5090 – F/E Lease

This account **increased by \$31,402.24**. The increase is primarily due to the cost of leasing enhanced PC's for the GIS Department, a storage device and power generator for the IT Department, and new mail machine in the Records Department. Leasing allows EPCAD to acquire new product and keep up with new technology without having to dispose of outdated equipment.

5100 – F/E Maintenance

This account **decreased \$28,445.11**. The IT Department was able to drop maintenance on some outdated equipment.

5109 – Small Furniture & Equipment

This account **increased by \$3,895.00**. This account consists of small equipment purchases and miscellaneous furniture, which requires replacement because of wear and tear.

5110 – Paper, Supplies

This account **decreased \$7,038.00**. Supplies are a constant requirement and this account is subject to yearly fluctuation.

5111 – Printing

This account **decreased \$2,636.00**. This line item was adjusted based on historical printing costs.

5112 – Advertising

This account **increased by \$5,540.00**. EPCAD publishes quarter page ads in **local newspapers** several times a year, as **mandated** by the Property Tax Code. As part of the Public Relations Plan, EPCAD also utilizes radio advertising by scheduling extended public service announcements alerting property owners of coming deadlines.

5120 – Postage & Mailing

This account is **unchanged** for the 2017/2018 budget. This line item remains balanced based on historical postage and mailing costs.

5130 – Education, Dues

This account is **unchanged** for the 2017/2018 budget. The bulk of this account are for the training and registration of appraisers. All appraisers register with the Texas Department of Licensing and Regulation (TDLR). TDLR mandates the recertification of all registrants every two years (24 months). Section 5.04 (b) of the Texas Property Tax Code stipulates an appraisal district reimburse an employee for any costs associated with courses or training programs sponsored or approved by TDLR.

Since **2008**, and whenever possible, EPCAD hosts in-house courses. EPCAD opens these in-house courses to other appraisal districts as well as the local taxing entities such as the City of El Paso. EPCAD has obtained TDLR teacher certification for several senior members of staff in order to save on increasing travel costs. However, when in-house training is not available, travel is required.

The account also includes statutory training for ARB members provided by the Office of the Comptroller (Section 5.041, Texas Property Tax Code).

Please note, that since TDLR assumed the role of licensing for appraisers, the shift towards the International Association of Assessing Officers (IAAO) classes is becoming more of a reality. Appraisers and appraisal districts must now adhere to IAAO Standards. Because IAAO courses are costly, EPCAD has hosted 1 to 2 courses annually to save on travel costs. Four staff members are near completion of the required course work to obtain the AAS and CAE designation through IAAO.

5140 – Bonding & Insurance

This account is **unchanged** for the 2017/2018 budget. Texas Municipal League (TML) is the carrier for EPCAD's Liability Insurance and subject to the rates established by claims incurred by the pool. Over the last few years, EPCAD has received rebates from TML based on the overall performance of the pool. This account also includes the cost of public notaries.

5150 – Audit Fee & Consultation

This account is **unchanged** for the 2017/2018 budget. The Audit Fee and Consultation account is budgeted exclusively for the mandated yearly financial audit of the El Paso Central Appraisal District.

5160 – Chief Appraiser Education, Dues

This account is **unchanged** for the 2017/2018 budget. The Executive Director's contract encourages the Executive Director to maintain active attendance and participation in appropriate professional meetings at the local, regional and state levels. This includes dues, memberships and registrations associated with the position of Executive Director/Chief Appraiser. **The Chief Appraiser must be a Registered Professional Appraiser (RPA)** and take specific chief appraiser courses to recertify every 24 months.

5165 – Board of Directors Education, Dues

This account is **unchanged** for the 2017/2018 budget.

5170 – Books, Publications, Subscriptions

This account **decreased \$2,651.00**. EPCAD maintains a library of professional textbooks and publications that are available to staff. EPCAD also subscribes to services that provide necessary sales and income information. EPCAD must purchase the updated Texas Property Tax Code and Texas Property Tax Law books, which reflect the changes made by the 2017 legislative session.

5180 – Legal Services

This account **increased \$135,000.00**. Generally, the increase is primarily due to the higher cost of litigation and the use of expert witnesses. Specifically, the Appraisal Review Board (ARB) has experienced increased legal cost due to training, consultation and the use of subpoena power. In the event that the cost of legal services exceeds the budget, with approval by the Board of Directors (BOD), EPCAD may utilize monies in the Litigation Reserve. Property owners are increasingly filing lawsuits under the equity provision of the Property Tax Code Section 42.26. This section allows property owners to bypass the market value argument. An equity lawsuit involves expensive litigation.

5182 – Arbitration

This account **decreased \$5,000.00**. The occurrence of property owners filing for binding arbitration in lieu of filing a lawsuit in district court has lessened.

5190 – Appraisal Review Board

This account **increased \$9,115.00**. EPCAD will be conducting a countywide reappraisal in 2018, which will affect the number of protests filed by property owners. The anticipated increase in protests will require the scheduling of more ARB members for more days.

5199 – Liaison Services

This account **decreased \$450.00**. Section 6.052 of the Texas Property Tax Code establishes this position for counties with a population greater than 120,000. The TLO assists the public at large for any dispute not involving matters protested under Section 41.41. The TLO provides information and materials to the public, reports at each Board of Directors Meeting all suggestions and comments filed with the officer, and provides clerical assistance to the local administrative district judge.

5200 – Professional Services

This account **decreased by \$55,561.24**. The primary reason for the decrease is the conclusion of the Homestead Verification Service.

5210 Supplemental Help/Temps

This account **increased \$4,646.40**. Additional help will be required due to the 2018 countywide reappraisal. The cost for supplemental help has increased from \$12.60/hr. to \$15.00/hr. EPCAD continues to support Vocational Occupational Education (VOE) training programs.

5225 – Interest

This account is **\$0** for the 2016/2017 budget.

5250 Contingency

Appraisal Districts cannot carry over fund balances. At the end of the fiscal year, the taxing entities receive unused funds in the form of a credit towards the next quarterly payment. Section 6.06(j) of the Texas Property Tax Code states; *If the total amount of the payments made or due to be made by the taxing units participating in a appraisal district exceeds the amount actually spent or obligated to be spent during the fiscal year for which the payments were made, the chief appraiser shall credit the excess amount against each taxing unit's allocated payments for the following year in proportion to the amount of each unit's budget allocation for the fiscal year for which the payments were made.* The 2017/2018 Budget has a contingency fund based on **10%** of the operating expenses. The contingency **increased \$12,000.64**. The 10% contingency provides protection against unexpected maintenance or repairs and emergency circumstances.

Any funds taken from contingency **require** approval by the Board of Directors. The Board of Directors posts the date of the meeting that will discuss the contingency request. In **emergencies**, the use of contingency funds **requires** approval by the Chairman of the Board and affirmation by full Board in subsequent meeting.

Strategic Plan for Real Property and Vehicles

This is a new budgeted line item. Based on the strategic plan, the 2017/2018 Budget estimates a need of **\$240,000.00**.

Parking Lot Resurfacing	\$20,000.00
Bathroom Remodel	\$70,000.00
Vehicles (Replace 5 fleet vehicles)	\$150,000.00 (\$30,000 each)

Projected Interest/Miscellaneous Income

The projected **\$50,000** in interest and miscellaneous income is an estimated amount. This amount offsets the cost of the total budget to the participating taxing entities. This account includes the Rendition Penalties collected by and received from the Consolidated Tax Office and charges for record requests under the Open Records Act/Texas Public Information Act. This amount is subject to yearly fluctuations.

Encumbered Funds

The El Paso Central Appraisal District Board of Directors in accordance with Section 6.06 (j), of the Texas Property Tax Code and AG Opinion GA-1040 obligated revenue excess to the following reserves:

Litigation Reserve

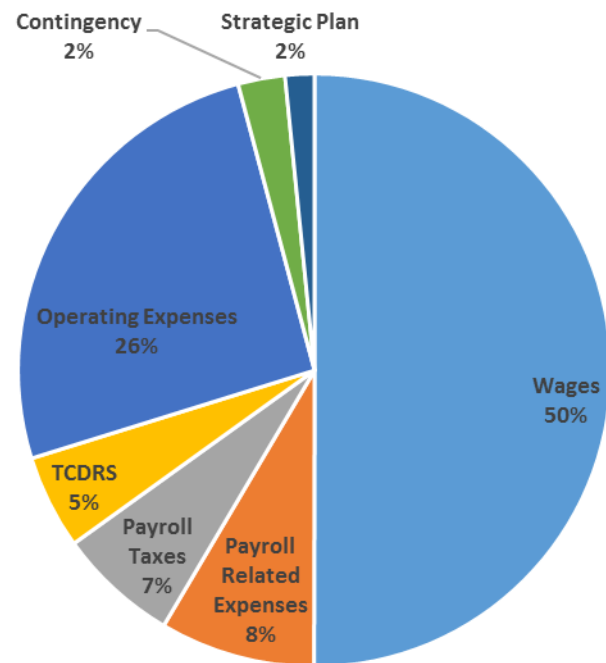
2015/2016: September 09, 2016 Encumbered **\$450,000.00**

2014/2015: September 17, 2015 Encumbered **\$200,000.00**

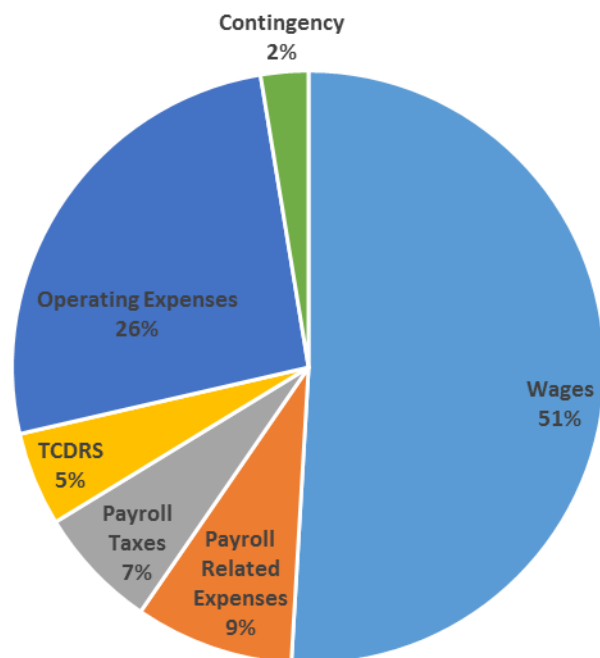
Strategic Plan Reserve

2015/2016: September 09, 2016 Encumbered **\$200,000.00**

2017/2018 Budget Distribution



2016/2017 Budget Distribution



SECTION B

THREE-YEAR (PAST, CURRENT & PROPOSED) LINE ITEM COMPARISON: 2015/2016, 2016/2017, 2017/2018

EL PASO CENTRAL APPRAISAL DISTRICT
BUDGET COMPARISON
2015/2016 - 2016/2017 - 2017/2018

	2015/2016 APPROVED BUDGET	2015/2016 ACTUAL EXPENSES	2016/2017 APPROVED CURRENT BUDGET	2017/2018 PROPOSED BUDGET	Increase/Decrease %	amt
Salaries & Wages	7,024,497.10	6,826,947.06	7,298,596.97	7,506,845.23	2.85%	208,248.26
Payroll Related Expenses	1,084,274.50	1,169,592.55	1,241,013.41	1,271,047.67	2.42%	30,034.26
TCDRS	716,011.96	683,129.97	734,238.85	769,451.64	4.80%	35,212.79
Fed, State Payroll Taxes,etc (mandate)	858,916.52	807,858.50	957,232.84	986,570.57	3.06%	29,337.73
Total	9,683,700.08	9,487,528.08	10,231,082.07	10,533,915.11	2.96%	302,833.04
OPERATING EXPENSES	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -
Computer Expense	5,000.00	6,612.34	7,000.00	8,000.00	14.29%	1,000.00
Software - Support & Licensing	556,840.50	627,101.15	566,585.00	618,783.10	9.21%	52,198.10
Vehicle :	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -
Insurance	7,500.00	7,647.92	8,300.00	9,600.00	15.66%	1,300.00
Gas/Oil/Maintenance	41,000.00	61,656.47	56,500.00	58,000.00	2.65%	1,500.00
Building :	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -
Utilities	284,050.00	192,992.19	263,970.00	250,594.00	-5.07%	(13,376.00)
Maintenance	125,500.00	100,067.34	125,733.00	120,000.00	-4.56%	(5,733.00)
Janitorial	6,800.00	6,180.87	6,800.00	6,800.00	0.00%	0.00
Furniture & Equipment :	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -	- - - - -
Assets	18,700.00	89,443.87	42,900.00	38,200.00	-10.96%	(4,700.00)
Lease	117,449.00	136,694.27	145,460.52	176,862.76	21.59%	31,402.24
Maintenance	175,693.00	145,402.49	192,315.11	163,870.00	-14.79%	(28,445.11)
Small Furn & Equip	59,200.00	36,498.94	49,925.00	53,820.00	7.80%	3,895.00
Paper, Supplies	83,964.00	54,657.27	83,000.00	75,962.00	-8.48%	(7,038.00)
Printing	41,808.50	11,462.60	37,636.00	35,000.00	-7.00%	(2,636.00)
Advertising	40,000.00	45,538.56	50,000.00	55,540.00	11.08%	5,540.00
Postage/Mailing	135,750.00	92,844.65	174,185.00	174,185.00	0.00%	0.00
Education, Dues	134,130.00	115,084.55	131,335.00	131,335.00	0.00%	0.00
Bonding/General Insurance	18,944.00	15,929.02	19,409.00	19,409.00	0.00%	0.00
Audit & Consultation	24,100.00	15,575.00	24,100.00	24,100.00	0.00%	0.00
Chief Appraiser Education, Dues	12,000.00	9,903.17	18,500.00	18,500.00	0.00%	0.00
Board of Directors Education	4,800.00	5,429.67	6,000.00	6,000.00	0.00%	0.00
Publications, Subscriptions	16,563.00	10,727.96	16,441.00	13,790.00	-16.12%	(2,651.00)
Legal Services	330,000.00	848,393.52	330,000.00	465,000.00	40.91%	135,000.00
Arbitration	40,500.00	7,050.00	20,250.00	15,250.00	-24.69%	(5,000.00)
Appraisal Review Board	296,820.00	250,730.00	300,885.00	310,000.00	3.03%	9,115.00
Liaison Services	35,000.00	34,143.33	48,150.00	47,700.00	-0.93%	(450.00)
Professional Services	684,540.00	653,709.26	973,909.24	918,348.00	-5.70%	(55,561.24)
Supplemental Help/Temps	23,742.40	62,204.62	26,353.60	31,000.00	17.63%	4,646.40
Encumbered Funds	0.00	650,000.00	0.00			0.00
Health Reserve		(100,000.00)				0.00
Litigation Reserve		(450,000.00)				0.00
TOTAL OPERATING EXPENSES	3,320,394.40	3,743,681.03	3,725,642.47	3,845,648.86	3.22%	120,006.39
Contingency Fund	332,039.44	0.00	372,564.25	384,564.89	3.22%	12,000.64
Strategic Plan for Real Property				240,000.00		
GRAND TOTAL EXPENSES	13,336,133.91	13,231,209.11	14,329,288.79	15,004,128.86	4.71%	674,840.07
Projected Interest/Misc. Income	(50,000.00)		(50,000.00)	(50,000.00)		
Budget amount billable to Taxing Entities	13,286,133.91	7.48%	14,279,288.79	14,954,128.86	4.73%	674,840.07

**EL PASO CENTRAL APPRAISAL DISTRICT
BUDGET FOR FISCAL YEAR 2015/2016
October 1, 2017 - September 30, 2018**

14

5010 - Salaries & Wages

7,506,845.23

A listing of positions and salary ranges is in Section "D" of this report.

Administration	980,408.00
Litigation	575,972.80
Appraisal Review Board	334,089.60
Deeds	501,321.60
Records/Archives	229,257.60
Business Personal Property	630,011.20
Commercial	643,281.60
Residential	1,494,771.20
Statistics	300,580.80
Geographical Information System	452,628.80
Information Technology	333,340.80
Research	561,204.80
sub-total	<u>7,036,868.80</u>
Proposed over time	185,686.93
Proposed Salary Adjustment	140,737.38
Proposed Competency	143,552.12
TOTAL	<u><u>7,506,845.23</u></u>

5020 - Payroll Related Expenses

1,271,047.67

	Budget <u>2015/2016</u>	Approved <u>2016/2017</u>	Proposed <u>2017/2018</u>
Health	1,018,322.40	1,159,200.00	1,189,440.00
Vision	0.00	0.00	0.00
Dental	33,600.00	48,720.00	48,720.00
Life	9,200.00	9,180.00	9,180.00
Disability	20,144.90	20,906.21	20,700.47
Employee Assistance Program, misc	3,007.20	3,007.20	3,007.20
TOTAL	<u>1,084,274.50</u>	<u>1,241,013.41</u>	<u>1,271,047.67</u>

Payroll Related Expenses by Department

Administration	127,867.11
Litigation	82,058.49
Appraisal Review Board	72,441.18
Deeds	108,662.30
Records/Archives	54,271.03
Business Personal Property	126,899.47
Commercial	117,998.91
Residential	290,209.72
Statistics	45,533.54
Geographic Information System	90,649.84
Information Technology	63,501.24
Research	90,954.84

1,271,047.67

SECTION C

BUDGET DETAIL

<u>ADMINISTRATION</u>		CURRENT BUDGET
5010 - Salaries & Wages	1,035,735.15	1,100,531.46
5020 - Payroll Related Expenses	127,867.11	133,825.78
5021- TCDRS	106,162.85	110,713.46
5025 - Payroll Taxes/mandatory	410,980.42	411,229.26
5030 - Computer Expense	0.00	0.00
5035 - Software - Support & Licensing	40,656.60	25,800.00
5055 - Vehicle Insurance	9,600.00	8,300.00
5060 - Gas/Oil/Maintenance	58,000.00	56,500.00
5070 - Utilities	231,800.00	246,950.00
5072 - Building - Maintenance	120,000.00	125,733.00
5075 - Janitorial	6,800.00	6,800.00
5080 - Building Improvements	0.00	0.00
1610... Fixed Assets	2,000.00	1,300.00
5090 - F/E Lease	7,835.00	9,075.00
5100 - F/E Maintenance	12,700.00	15,063.00
5109 - Small Furn & Equipment	9,000.00	9,800.00
5110 - Paper, Supplies	24,450.00	24,476.00
5111 - Printing	3,000.00	5,000.00
5112 - Advertising	55,540.00	50,000.00
5120 - Postage & Mailing	38,230.00	58,250.00
5130 - Education, Dues	36,600.00	42,700.00
5140 - Bonding/Insurance	18,899.00	18,984.00
5150 - Audit Fees & Consultation	24,100.00	24,100.00
5160 - Chief Appraiser - Education, Dues	18,500.00	18,500.00
5165 - BOD - Education	6,000.00	6,000.00
5170 - Books, Publications, Subscriptions	1,900.00	3,000.00
5180 - Legal Fees	7,000.00	7,000.00
5182 - Arbitration	0.00	0.00
5190 - Appraisal Review Board	0.00	0.00
5199 - Liaison Expense	0.00	0.00
5200 - Professional Services	111,775.00	122,800.00
5210 - Supplemental Help	31,000.00	26,353.60
5225 - Interest	0.00	0.00
5250 - Contingency	384,564.89	372,564.25
Strategic Plan for Real Property	240,000.00	0.00
TOTAL		3,180,696.01 3,041,348.80

ADMINISTRATION**DETAIL**

<u>5010</u>	<u>000-000</u>	<u>Salaries & Wages</u>		1,035,735.15
<u>5020</u>	<u>000-000</u>	<u>Payroll Related Expenses</u>		127,867.11
<u>5021</u>	<u>000-000</u>	<u>TCDRS</u>		106,162.85
<u>5025</u>	<u>000-000</u>	<u>Payroll Taxes/Mandatory</u>		410,980.42
		State, Federal, etc	410,980.42	
<u>5030</u>	<u>000-000</u>	<u>Computer Expense</u>		0.00
<u>5035</u>	<u>000-000</u>	<u>Software Support & Licensing</u>		40,656.60
	Acctg	SolutionTech- MS Dynamics accounting software support	3,950.00	
	Acctg	Sage Software - fixed assets & inventory maint & upgrade	5,000.00	
	Acctg	Sierra CompSol - timemaster maint	2,600.00	
	Acctg	Max Q - check writer maintenance, support	450.00	
	Acctg	DynamicTech-Microsoft dynamic customization & training	10,500.00	
	HR	Bamboo HR program annual support	15,657.60	
	HR	Bamboo HR implementation (one time)	2,499.00	
<u>5055</u>	<u>000-000</u>	<u>Vehicle Insurance</u>		9,600.00
		25 vehicle fleet	9,600.00	
<u>5060</u>	<u>000-000</u>	<u>Gas/Oil/Maintenance</u>		58,000.00
		25 vehicle fleet	52,000.00	
		KD vehicle allow	6,000.00	

ADMINISTRATIONDETAIL

<u>5070</u>	<u>000-000</u>	<u>Utilities</u>		231,800.00
		Electric	130,000.00	
		Water	10,500.00	
		Gas	10,000.00	
		Internet Transtelco -CAD (300MBPS)	25,000.00	
		Cable - Time Warner	1,000.00	
		ATT -fire,fax,burglary,911,elev phones,DSL backup	19,300.00	
		TW Telecom - long distance	15,000.00	
		Repairs, communication, etc.	21,000.00	
<u>5072</u>	<u>000-000</u>	<u>Building - Maintenance</u>		120,000.00
		El Paso Disposal	7,650.00	
		PC Automated - HVAC maint & repairs	62,000.00	
		Elevator Repair & Maint.	8,400.00	
		Pest control	1,080.00	
		Stanley - security monitoring	10,300.00	
		Stanley - bldg security access	5,100.00	
		General maintenance & inspections	25,470.00	
<u>5075</u>	<u>000-000</u>	<u>Janitorial</u>		6,800.00
		Janitorial supplies	6,800.00	
<u>5080</u>	<u>000-000</u>	<u>Building Improvements</u>		0.00
<u>Fixed Assets</u>				2,000.00
	adm	Replacements	2,000.00	
<u>5090</u>	<u>000-000</u>	<u>F/E Lease</u>		7,835.00
	acctg	Canon C350iF bc7508 + property tax	1,015.00	
	appr rm	Ricoh MP7502SP bc7530 + property tax	4,120.00	
	adm	Replacement + property tax	2,700.00	

ADMINISTRATIONDETAIL

<u>5100</u>	<u>000-000</u>	<u>F/E Maintenance</u>		12,700.00
		acctng Canon C350iF bc7508	1,300.00	
		appr rm Ricoh MP7502SP bc7530	700.00	
		adm Replacement	5,200.00	
		hr AlphaCard - ID system bc7595	500.00	
		Misc equipment	5,000.00	
<u>5109</u>	<u>000-000</u>	<u>Small Furn & Equipment</u>		9,000.00
		Chair replacements (4)	1,000.00	
		Replacements -staplers, date mach,scanners, printers, etc	7,000.00	
		Janitorial	1,000.00	
<u>5110</u>	<u>000-000</u>	<u>Paper, Supplies</u>		24,450.00
		First aid supplies/kitchen	1,600.00	
		Boxes letter paper	3,800.00	
		Boxes legal paper	200.00	
		Kitchen/cleaning supplies, BOD	4,500.00	
		Bank charges, toner for fax machine	1,500.00	
		Coffee, sugar, cream, cups, towels	5,500.00	
		HR Employee recognition, Service Awards, etc	1,950.00	
		DK BOD approved expenses	2,400.00	
		Misc supplies @ \$25x10x12 mos	3,000.00	
<u>5111</u>	<u>000-000</u>	<u>Printing</u>		3,000.00
		Letterhead, business cards	2,000.00	
		Checks, misc forms	1,000.00	
<u>5112</u>	<u>000-000</u>	<u>Advertising</u>		55,540.00
		Bids, job notifications, public/taxpayer information, etc. :		
		Newspaper	25,540.00	
		PSA	30,000.00	

ADMINISTRATIONDETAIL

<u>5120</u>	<u>000-000</u>	<u>Postage & Mailing</u>		38,230.00
		Regular mail/certified mail	30,000.00	
		Overnight mail	2,000.00	
		US Postmaster business reply permit fee #70000	230.00	
		US Postmaster business reply maint fee #70001	750.00	
		US Postmaster reply postage permit #2855	250.00	
		Replenish reply postage permit #2855	5,000.00	
<u>5130</u>	<u>000-000</u>	<u>Education, Dues</u>		36,600.00
		Administrative workshops, seminars, dues, required memberships (organization/individuals) CPE's - CEU's	24,000.00	
		HR Membership, training, etc.	7,600.00	
		Acctng Membership, training, etc. -acctng	3,500.00	
		Adm Materials for classes	1,500.00	
<u>5140</u>	<u>000-000</u>	<u>Bonding/Insurance</u>		18,899.00
		Errors & Omissions	8,100.00	
		General Liability	4,275.00	
		Crime employee dishonesty	700.00	
		Crime forgery	146.00	
		Crime theft, destruction	300.00	
		Crime computer fraud	175.00	
		Real & Personal Property	5,203.00	
		Notary Bond renewals	0.00	
<u>5150</u>	<u>000-000</u>	<u>Audit Fees & Consultation</u>		24,100.00
		Audit	17,100.00	
		Consultation	7,000.00	
<u>5160</u>	<u>000-000</u>	<u>Chief Appraiser - Education, Dues</u>		18,500.00
<u>5165</u>	<u>000-000</u>	<u>Board of Directors - Education</u>		6,000.00
		BOD 2 X 1 conferences @ \$2,000	4,000.00	
		BOD 1 X 1 conferences @ \$2,000	2,000.00	

ADMINISTRATIONDETAIL

<u>5170</u>	<u>000-000</u>	<u>Publications, Subscriptions</u>		1,900.00
		Texas Comptrollers -Code Law Books (7 sets)	175.00	
		El Paso Times / El Paso Inc subscription/ WTC, etc	500.00	
		Cox Austin Newspaper	125.00	
		Misc subscriptions/course,review books/manuals	1,100.00	
<u>5180</u>	<u>000-000</u>	<u>Legal Fees</u>		7,000.00
		Administrative (H.R., Contracts)	7,000.00	
<u>5182</u>	<u>000-000</u>	<u>Arbitration</u>		0.00
<u>5190</u>	<u>000-000</u>	<u>Appraisal Review Board</u>		0.00
<u>5199</u>	<u>000-000</u>	<u>Taxpayer Liaison Expense</u>		0.00
<u>5200</u>	<u>000-000</u>	<u>Professional Services</u>		111,775.00
		Police service - 52 weeks (2 officers hearings days)	95,600.00	
		Other (Employee testing,background, interpreting, etc.) &		
		TX co-op membership fee & resume site	2,700.00	
		PayScale	13,475.00	
<u>5210</u>	<u>000-000</u>	<u>Supplemental Help</u>		31,000.00
		2 person X 16 days X 8 hrs X 6 mos @\$15.00	23,000.00	
		VOE Program part time temps (all depts)		
		Additional cost for part time temps	8,000.00	
<u>5225</u>	<u>000-000</u>	<u>Interest</u>		0.00

ADMINISTRATIONDETAIL5250 000-000 Contingency

10% of operating expenses

384,564.89

 Total Operating Expenses 875,385.60

Strategic Plan for Real Property

240,000.00

Parking Lot \$20,000

Bathroom remodel \$70,000

Replace 5 vehicles \$150,000

Total Wages and Payroll Related Exp 1,163,602.25

Total Payroll Taxes Mandatory 410,980.42

TCDRS 106,162.85

Contingency 384,564.89

 Total Administration 3,180,696.01

		CURRENT BUDGET
<u>LITIGATION</u>		
5010 - Salaries & Wages	608,820.97	525,673.67
5020 - Payroll Related Expense	82,058.49	71,208.30
5021- TCDRS	62,404.15	52,882.77
5025 - Payroll Taxes/Mandatory	52,763.45	44,919.97
5030 - Computer Expense	0.00	0.00
5035 - Software - Support & Licensing	1,422.00	1,300.00
5055 - Vehicle Insurance	0.00	0.00
5060 - Gas/Oil/Maintenance	0.00	0.00
5070 - Utilities	1,200.00	1,310.00
5072 - Building - Maintenance	0.00	0.00
5075 - Janitorial	0.00	0.00
5080 - Building Improvements	0.00	0.00
1610... Fixed Assets	3,200.00	1,600.00
5090 - F/E Lease	1,365.00	1,325.00
5100 - F/E Maintenance	1,600.00	1,512.80
5109 - Small Furn & Equipment	4,000.00	2,000.00
5110 - Paper, Supplies	2,400.00	5,384.00
5111 - Printing	0.00	479.00
5112 - Advertising	0.00	0.00
5120 - Postage & Mailing	0.00	0.00
5130 - Education, Dues	11,700.00	10,500.00
5140 - Bonding/Insurance	0.00	0.00
5150 - Audit Fees & Consultation	85.00	0.00
5160 - Chief Appraiser - Education, Dues	0.00	0.00
5165 - BOD - Education	0.00	0.00
5170 - Books, Publications, Subscriptions	72.00	0.00
5180 - Legal Fees	423,000.00	288,000.00
5182 - Arbitration	15,250.00	20,250.00
5190 - Appraisal Review Board	0.00	0.00
5199 - Liaison Expense	0.00	0.00
5200 - Professional Services	0.00	0.00
5210 - Supplemental Help	0.00	0.00
5225 - Interest	0.00	0.00
5250 - Contingency	0.00	0.00

TOTAL

1,271,341.06 **1,028,345.51**

LITIGATIONDETAIL

<u>5010</u>	<u>275-000</u>	<u>Salaries & Wages</u>			608,820.97
<u>5020</u>	<u>275-000</u>	<u>Payroll Related Expenses</u>			82,058.49
<u>5021</u>	<u>275-000</u>	<u>TCDRS</u>			62,404.15
<u>5025</u>	<u>275-000</u>	<u>Payroll Taxes/Mandatory</u>			52,763.45
<u>5030</u>	<u>275-000</u>	<u>Computer Expense</u>			0.00
<u>5035</u>	<u>275-000</u>	<u>Software Support & Licensing</u>			1,422.00
		Marshall & Swift - Commercial Estimator		1,422.00	
<u>5055</u>	<u>275-000</u>	<u>Vehicle Insurance</u>			0.00
<u>5060</u>	<u>275-000</u>	<u>Gas/Oil/Maintenance</u>			0.00
<u>5070</u>	<u>275-000</u>	<u>Utilities</u>			1,200.00
		Auto communication (2)	2	600.00	1,200.00
<u>5072</u>	<u>275-000</u>	<u>Building - Maintenance</u>			0.00
<u>5075</u>	<u>275-000</u>	<u>Janitorial</u>			0.00
<u>5080</u>	<u>275-000</u>	<u>Building Improvements</u>			0.00
<u>Fixed Assets</u>					3,200.00
		2 Tablets Surface Pro4 w/keyboard			3,200.00

LITIGATIONDETAIL

<u>5090</u>	<u>275-000</u>	<u>F/E Lease</u>		1,365.00
		Copier Ricoh C350iF bc7511 & property tax	1,365.00	
<u>5100</u>	<u>275-000</u>	<u>F/E Maintenance</u>		1,600.00
		Copier Ricoh C350iF bc7511	1,600.00	
<u>5109</u>	<u>275-000</u>	<u>Small Furn & Equipment</u>		4,000.00
		Chairs 2 (replacement)	500.00	
		Misc. furniture replacement	3,500.00	
<u>5110</u>	<u>275-000</u>	<u>Paper, Supplies</u>		2,400.00
		Misc supplies @ \$25x8x12mos	2,400.00	
<u>5111</u>	<u>275-000</u>	<u>Printing</u>		0.00
<u>5112</u>	<u>275-000</u>	<u>Advertising</u>		0.00
<u>5120</u>	<u>275-000</u>	<u>Postage & Mailing</u>		0.00
<u>5130</u>	<u>275-000</u>	<u>Education, Dues</u>		11,700.00
		Texas A&M Legal seminar -5 & conferences, dues, courses	11,700.00	
<u>5140</u>	<u>275-000</u>	<u>Bonding/Insurance</u>		85.00
		Notary renewals	85.00	

LITIGATIONDETAIL

<u>5150</u>	<u>275-000</u>	<u>Audit Fees & Consultation</u>					0.00
<u>5160</u>	<u>275-000</u>	<u>Chief Appraiser - Education, Dues</u>					0.00
<u>5165</u>	<u>275-000</u>	<u>Board of Directors - Education</u>					0.00
<u>5170</u>	<u>275-000</u>	<u>Publications, Subscriptions</u>					72.00
		State Comptroller - Code/Law books (4sets)				72.00	
<u>5180</u>	<u>275-000</u>	<u>Legal Fees</u>					423,000.00
		Litigation				423,000.00	
<u>5182</u>	<u>275-000</u>	<u>Arbitration</u>					15,250.00
		Arbitration 34 cases @ 450	34	450.00		15,250.00	
<u>5190</u>	<u>275-000</u>	<u>Appraisal Review Board</u>					0.00
<u>5199</u>	<u>275-000</u>	<u>Taxpayer Liaison Expense</u>					0.00
<u>5200</u>	<u>275-000</u>	<u>Professional Services</u>					0.00
<u>5210</u>	<u>275-000</u>	<u>Supplemental Help</u>					0.00
<u>5225</u>	<u>275-000</u>	<u>Interest</u>					0.00

LITIGATIONDETAIL

<u>5250</u>	<u>275-000</u>	<u>Contingency</u>	0.00
			<hr/>
Total Operating Expenses			465,294.00
Total Wages and Payroll Related Exp			690,879.46
Total Payroll Taxes Mandatory			52,763.45
TCDRS			62,404.15
Total Litigation			<hr/> 1,271,341.06 <hr/>

APPRAISAL REVIEW BOARDCURRENT
BUDGET

5010 - Salaries & Wages	357,974.17	341,357.00
5020 - Payroll Related Expense	72,441.18	70,710.65
5021- TCDRS	36,692.35	34,340.51
5025 - Payroll Taxes/Mandatory	31,319.18	29,734.49
5030 - Computer Expense	0.00	0.00
5035 - Software - Support & Licensing	0.00	0.00
5055 - Vehicle Insurance	0.00	0.00
5060 - Gas/Oil/Maintenance	0.00	0.00
5070 - Utilities	0.00	0.00
5072 - Building - Maintenance	0.00	0.00
5075 - Janitorial	0.00	0.00
5080 - Building Improvements	0.00	0.00
1610... Fixed Assets	0.00	0.00
5090 - F/E Lease	0.00	0.00
5100 - F/E Maintenance	0.00	0.00
5109 - Small Furn & Equipment	3,250.00	2,500.00
5110 - Paper, Supplies	4,680.00	4,820.00
5111 - Printing	2,794.00	4,974.00
5112 - Advertising	0.00	0.00
5120 - Postage & Mailing	13,280.00	16,020.00
5130 - Education, Dues	1,500.00	1,500.00
5140 - Bonding/Insurance	255.00	85.00
5150 - Audit Fees & Consultation	0.00	0.00
5160 - Chief Appraiser - Education, Dues	0.00	0.00
5165 - BOD - Education	0.00	0.00
5170 - Books, Publications, Subscriptions	338.00	338.00
5180 - Legal Fees	35,000.00	35,000.00
5182 - Arbitration	0.00	0.00
5190 - Appraisal Review Board	310,000.00	300,885.00
5199 - Liaison Expense	47,700.00	48,150.00
5200 - Professional Services	600.00	600.00
5210 - Supplemental Help	0.00	0.00
5225 - Interest	0.00	0.00
5250 - Contingency	0.00	0.00

TOTAL**917,823.89 891,014.66**

APPRAISAL REVIEW BOARDDETAIL

<u>5010</u>	<u>100-000</u>	<u>Salaries & Wages</u>	357,974.17
<u>5020</u>	<u>100-000</u>	<u>Payroll Related Expenses</u>	72,441.18
<u>5021</u>	<u>100-000</u>	<u>TCDRS</u>	36,692.35
<u>5025</u>	<u>100-000</u>	<u>Payroll Taxes/Mandatory</u>	31,319.18
<u>5030</u>	<u>100-000</u>	<u>Computer Expense</u>	0.00
<u>5035</u>	<u>100-000</u>	<u>Software Support & Licensing</u>	0.00
<u>5055</u>	<u>100-000</u>	<u>Vehicle Insurance</u>	0.00
<u>5060</u>	<u>100-000</u>	<u>Gas/Oil/Maintenance</u>	0.00
<u>5070</u>	<u>100-000</u>	<u>Utilities</u>	0.00
<u>5072</u>	<u>100-000</u>	<u>Building - Maintenance</u>	0.00
<u>5075</u>	<u>100-000</u>	<u>Janitorial</u>	0.00
<u>5080</u>	<u>100-000</u>	<u>Building Improvements</u>	0.00
		<u>Fixed Assets</u>	0.00
<u>5090</u>	<u>100-000</u>	<u>F/E Lease</u>	0.00

APPRAISAL REVIEW BOARDDETAIL

<u>5100</u>	<u>100-000</u>	<u>F/E Maintenance</u>		0.00
<u>5109</u>	<u>100-000</u>	<u>Small Furn & Equipment</u>		3,250.00
		Chairs 2 (replacements)	500.00	
		Replacements -staplers, date mach,scanners, etc	1,500.00	
		Chairs 3 (replacements) panel rooms	450.00	
		Printers 2 (replacements)	800.00	
<u>5110</u>	<u>100-000</u>	<u>Paper, Supplies</u>		4,680.00
		20 Boxes paper letter	660.00	
		Misc supplies @ \$25x7x12mos	2,100.00	
		125-000 Misc supplies @ \$5x32x12mos ARB members	1,920.00	
<u>5111</u>	<u>100-000</u>	<u>Printing</u>		2,794.00
		12 Boxes ARB window envelopes	300.00	
		2 Boxes regular envelopes	104.00	
		5 Boxes ARB letterhead	50.00	
		2 Boxes letterhead bond	140.00	
		5,000 Notice of Protest	265.00	
		3,000 Motion to Correct 25/25c	90.00	
		3,000 Motion to Correct 25/25d	90.00	
		15,000 ARB Rules & Taxpayer Information	436.00	
		15,000 Rights & Remedies - folded	625.00	
		10,000 Notice of Right to Arbitration - folded	550.00	
		Business cards - salaried	97.00	
		Business cards - regular	47.00	
<u>5112</u>	<u>100-000</u>	<u>Advertising</u>		0.00
<u>5120</u>	<u>100-000</u>	<u>Postage & Mailing</u>		13,280.00
		6,000 mailings @ .42 (GD)	0.42 6,000	2,520.00
		2,730 Certified mail @ 3.45 + postage 0.49 (GD)		10,760.00

APPRAISAL REVIEW BOARDDETAIL

<u>5130</u>	<u>100-000</u>	<u>Education, Dues</u>		1,500.00
		ARB department coordinator & staff	1,500.00	
<u>5140</u>	<u>100-000</u>	<u>Bonding/Insurance</u>		255.00
		Notary renewal	255.00	
<u>5150</u>	<u>100-000</u>	<u>Audit Fees & Consultation</u>		0.00
<u>5160</u>	<u>100-000</u>	<u>Chief Appraiser - Education, Dues</u>		0.00
<u>5165</u>	<u>100-000</u>	<u>Board of Directors - Education</u>		0.00
<u>5170</u>	<u>100-000</u>	<u>Publications, Subscriptions</u>		338.00
		State Comptrollers - Tax books (16 sets)	288.00	
		State Comptrollers - Code books (5)	50.00	
<u>5180</u>	<u>125-000</u>	<u>Legal Fees</u>		35,000.00
		Legal services	35,000.00	
<u>5182</u>	<u>100-000</u>	<u>Arbitration</u>		0.00

APPRAISAL REVIEW BOARDDETAIL

<u>5190</u>	<u>100-000</u>	<u>Appraisal Review Board</u>	<u>memb</u>	<u>days</u>			310,000.00
		Chair person 98 days @ \$200/day	1	98	200.00	19,600.00	
		ARB secretary 98 days @ \$200/day	1	98	200.00	19,600.00	
		<u>OCTOBER</u> 12 members x 4 days @ \$150/day	12	4	150.00	7,200.00	
		<u>NOVEMBER TO MAY</u> 18 members x 25 days @ \$150/day	18	25	150.00	67,325.00	
		<u>JUNE TO AUGUST</u> 21 members x 51 days @ \$150/day	21	51	150.00	162,500.00	
		<u>SEPTEMBER</u> 15 members x 6 days @ \$150/day	15	6	150.00	13,500.00	
		<u>Training & Orientation ARB Atty</u>					
		Training by ARB Attorney				3,800.00	
		State Compt-continued education	35	1	50.00	1,750.00	
		State Comptroller - new members fees	8	1	50.00	400.00	
		<u>Special Meetings</u>					
		35 members x 2 days @ \$150/day	35	2	150.00	10,500.00	
		8 members x 1 day @ \$150/day	8	1	150.00	1,200.00	
		35 members x 1/2 day @ \$75/1/2day	35	1	75.00	2,625.00	
<u>5199</u>	<u>100-000</u>	<u>Taxpayer Liaison Expense</u>	<u>memb</u>	<u>days</u>			47,700.00
		225 days @ \$200 Hearings/Sessions	1	225	200.00	45,000.00	
		Education travel				2,500.00	
		Business cards, parking, etc				200.00	
<u>5200</u>	<u>125-000</u>	<u>Professional Services</u>					600.00
		Background checks -new Board members				600.00	
<u>5210</u>	<u>100-000</u>	<u>Supplemental Help</u>					0.00
<u>5225</u>	<u>100-000</u>	<u>Interest</u>					0.00

APPRAISAL REVIEW BOARDDETAIL5250 100-000 Contingency

0.00

Total Operating Expenses 419,397.00

Total Wages and Payroll Related Exp 430,415.35

Total Payroll Taxes Mandatory 31,319.18

TCDRS 36,692.35

Total Appraisal Review Board 917,823.89

<u>DEEDS</u>		CURRENT BUDGET
5010 - Salaries & Wages	535,642.07	566,356.61
5020 - Payroll Related Expense	108,662.30	114,936.26
5021- TCDRS	54,903.31	56,975.47
5025 - Payroll Taxes/Mandatory	46,878.80	49,515.33
5030 - Computer Expense	0.00	0.00
5035 - Software - Support & Licensing	0.00	0.00
5055 - Vehicle Insurance	0.00	0.00
5060 - Gas/Oil/Maintenance	0.00	0.00
5070 - Utilities	0.00	0.00
5072 - Building - Maintenance	0.00	0.00
5075 - Janitorial	0.00	0.00
5080 - Building Improvements	0.00	0.00
1610... Fixed Assets	0.00	0.00
5090 - F/E Lease	1,140.00	2,400.00
5100 - F/E Maintenance	1,200.00	2,400.00
5109 - Small Furn & Equipment	0.00	975.00
5110 - Paper, Supplies	5,250.00	5,800.00
5111 - Printing	2,120.00	1,811.00
5112 - Advertising	0.00	0.00
5120 - Postage & Mailing	3,780.00	4,620.00
5130 - Education, Dues	2,455.00	2,455.00
5140 - Bonding/Insurance	170.00	340.00
5150 - Audit Fees & Consultation	0.00	0.00
5160 - Chief Appraiser - Education, Dues	0.00	0.00
5165 - BOD - Education	0.00	0.00
5170 - Books, Publications, Subscriptions	455.00	380.00
5180 - Legal Fees	0.00	0.00
5182 - Arbitration	0.00	0.00
5190 - Appraisal Review Board	0.00	0.00
5199 - Liaison Expense	0.00	0.00
5200 - Professional Services	0.00	180,000.00
5210 - Supplemental Help	0.00	0.00
5225 - Interest	0.00	0.00
5250 - Contingency	0.00	0.00
TOTAL	762,656.48	988,964.67

DEEDSDETAIL

<u>5010</u>	<u>400-000</u>	<u>Salaries & Wages</u>	535,642.07
<u>5020</u>	<u>400-000</u>	<u>Payroll Related Expenses</u>	108,662.30
<u>5021</u>	<u>400-000</u>	<u>TCDRS</u>	54,903.31
<u>5025</u>	<u>400-000</u>	<u>Payroll Taxes/Mandatory</u>	46,878.80
<u>5030</u>	<u>400-000</u>	<u>Computer Expense</u>	0.00
<u>5035</u>	<u>400-000</u>	<u>Software Support & Licensing</u>	0.00
<u>5055</u>	<u>400-000</u>	<u>Vehicle Insurance</u>	0.00
<u>5060</u>	<u>400-000</u>	<u>Gas/Oil/Maintenance</u>	0.00
<u>5070</u>	<u>400-000</u>	<u>Utilities</u>	0.00
<u>5072</u>	<u>400-000</u>	<u>Building - Maintenance</u>	0.00
<u>5075</u>	<u>400-000</u>	<u>Janitorial</u>	0.00
<u>5080</u>	<u>400-000</u>	<u>Building Improvements</u>	0.00
		<u>Fixed Assets</u>	0.00

DEEDSDETAIL

<u>5090</u>	<u>400-000</u>	<u>F/E Lease</u>		1,140.00
		Canon copier C350iF bc7509 + property tax	1,140.00	
<u>5100</u>	<u>400-000</u>	<u>F/E Maintenance</u>		1,200.00
		Canon copier C350iF bc7509	1,200.00	
<u>5109</u>	<u>400-000</u>	<u>Small Furn & Equipment</u>		0.00
		Chairs replacement (0)	0.00	
<u>5110</u>	<u>400-000</u>	<u>Paper, Supplies</u>		5,250.00
		50 Boxes paper letter	1,650.00	
		Misc supplies @ \$25x12x12mos	3,600.00	
<u>5111</u>	<u>400-000</u>	<u>Printing</u>		2,120.00
		18 Boxes envelopes window-Homestead exemption	594.00	
		6 Boxes envelopes regular	312.00	
		10 Boxes envelopes window #10 w/permit	210.00	
		12,500 Exemption slips	78.00	
		2 Boxes letterhead bond	140.00	
		Business cards salaried (2)	194.00	
		Business cards (11)	517.00	
		Receipt forms	75.00	
<u>5112</u>	<u>400-000</u>	<u>Advertising</u>		0.00

DEEDSDETAIL

<u>5120</u>	<u>400-000</u>	<u>Postage & Mailing</u>				3,780.00
		9,000 Homestead exemptions	0.42	9,000	3,780.00	
		@ .42 (GD)				
<u>5130</u>	<u>400-000</u>	<u>Education, Dues</u>				2,455.00
		TAAO, TDLR membership, TDLR Law rule updates,				
		workshops, etc			2,455.00	
<u>5140</u>	<u>400-000</u>	<u>Bonding/Insurance</u>				170.00
		Notary renewals			170.00	
<u>5150</u>	<u>400-000</u>	<u>Audit Fees & Consultation</u>				0.00
<u>5160</u>	<u>400-000</u>	<u>Chief Appraiser - Education, Dues</u>				0.00
<u>5165</u>	<u>400-000</u>	<u>Board of Directors - Education</u>				0.00
<u>5170</u>	<u>400-000</u>	<u>Publications, Subscriptions</u>				455.00
		Polk City Directory book			380.00	
		State Comptrollers - Code/Law books (3sets)			75.00	
<u>5180</u>	<u>400-000</u>	<u>Legal Fees</u>				0.00
<u>5182</u>	<u>400-000</u>	<u>Arbitration</u>				0.00
<u>5190</u>	<u>400-000</u>	<u>Appraisal Review Board</u>				0.00

DEEDSDETAIL

<u>5199</u>	<u>400-000</u>	<u>Taxpayer Liaison Expense</u>	0.00
<u>5200</u>	<u>400-000</u>	<u>Professional Services</u>	0.00
<u>5210</u>	<u>400-000</u>	<u>Supplemental Help</u>	0.00
<u>5225</u>	<u>400-000</u>	<u>Interest</u>	0.00
<u>5250</u>	<u>400-000</u>	<u>Contingency</u>	0.00

Total Operating Expenses	16,570.00
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Total Wages and Payroll Related Exp	644,304.36
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Total Payroll Taxes Mandatory	46,878.80
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TCDRS	54,903.31
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Total Deeds	762,656.48
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RECORDS/ARCHIVES**CURRENT
BUDGET**

5010 - Salaries & Wages	244,544.27	235,746.18
5020 - Payroll Related Expense	54,271.03	52,978.25
5021- TCDRS	25,065.79	23,716.07
5025 - Payroll Taxes/Mandatory	21,549.68	20,672.25
5030 - Computer Expense	0.00	0.00
5035 - Software - Support & Licensing	0.00	0.00
5055 - Vehicle Insurance	0.00	0.00
5060 - Gas/Oil/Maintenance	0.00	0.00
5070 - Utilities	600.00	0.00
5072 - Building - Maintenance	0.00	0.00
5075 - Janitorial	0.00	0.00
5080 - Building Improvements	0.00	0.00
1610... Fixed Assets	0.00	0.00
5090 - F/E Lease	7,380.00	4,000.00
5100 - F/E Maintenance	2,500.00	2,625.00
5109 - Small Furn & Equipment	2,100.00	500.00
5110 - Paper, Supplies	4,760.00	4,640.00
5111 - Printing	251.00	301.00
5112 - Advertising	0.00	0.00
5120 - Postage & Mailing	17,841.50	24,315.00
5130 - Education, Dues	275.00	210.00
5140 - Bonding/Insurance	0.00	0.00
5150 - Audit Fees & Consultation	0.00	0.00
5160 - Chief Appraiser - Education, Dues	0.00	0.00
5165 - BOD - Education	0.00	0.00
5170 - Books, Publications, Subscriptions	10.00	0.00
5180 - Legal Fees	0.00	0.00
5182 - Arbitration	0.00	0.00
5190 - Appraisal Review Board	0.00	0.00
5199 - Liaison Expense	0.00	0.00
5200 - Professional Services	1,485.00	1,536.00
5210 - Supplemental Help	0.00	0.00
5225 - Interest	0.00	0.00
5250 - Contingency	0.00	0.00

TOTAL

382,633.27 371,239.76

RECORDS/ARCHIVESDETAIL

<u>5010</u>	<u>200-000</u>	<u>Salaries & Wages</u>	244,544.27
<u>5020</u>	<u>200-000</u>	<u>Payroll Related Expenses</u>	54,271.03
<u>5021</u>	<u>200-000</u>	<u>TCDRS</u>	25,065.79
<u>5025</u>	<u>200-000</u>	<u>Payroll Taxes/Mandatory</u>	21,549.68
<u>5030</u>	<u>200-000</u>	<u>Computer Expense</u>	0.00
<u>5035</u>	<u>200-000</u>	<u>Software Support & Licensing</u>	0.00
<u>5055</u>	<u>200-000</u>	<u>Vehicle Insurance</u>	0.00
<u>5060</u>	<u>200-000</u>	<u>Gas/Oil/Maintenance</u>	0.00
<u>5070</u>	<u>200-000</u>	<u>Utilities</u>	600.00
		Auto communication (1)	600.00
<u>5072</u>	<u>200-000</u>	<u>Building - Maintenance</u>	0.00
<u>5075</u>	<u>200-000</u>	<u>Janitorial</u>	0.00
<u>5080</u>	<u>200-000</u>	<u>Building Improvements</u>	0.00
		<u>Fixed Assets</u>	0.00

RECORDS/ARCHIVESDETAIL

<u>5090</u>	<u>200-000</u>	<u>F/E Lease</u>		7,380.00
		Ricoh copier MPC4503 bc7529 + property tax	2,200.00	
		Mailing machine (Mailing&Shipping Sys)	4,400.00	
		Mail meter	780.00	
<u>5100</u>	<u>200-000</u>	<u>F/E Maintenance</u>		2,500.00
		Ricoh copier MPC4503 bc7529	700.00	
		Mailing & Shipping - mail machines maint.(replacement)	1,800.00	
<u>5109</u>	<u>200-000</u>	<u>Small Furn & Equipment</u>		2,100.00
		Chairs replacement (0)	0.00	
		6 Dual sit-stand converter	2,100.00	
<u>5110</u>	<u>200-000</u>	<u>Paper, Supplies</u>		4,760.00
		20 Boxes letter copy paper	960.00	
		100 Boxes storage	200.00	
		200 Boxes DVD-Rs	1,800.00	
		Misc supplies @ \$25x6x12mos	1,800.00	
<u>5111</u>	<u>200-000</u>	<u>Printing</u>		251.00
		Business cards	97.00	
		2 Boxes envelopes window # 10 w/logo	50.00	
		2 Boxes regular envelopes	104.00	
<u>5112</u>	<u>200-000</u>	<u>Advertising</u>		0.00
<u>5120</u>	<u>200-000</u>	<u>Postage & Mailing</u>		17,841.50
	deeds	3,500 Certified return receipt \$6.25 + postage .49 (LegislativeRequire)	17,391.50	
		Misc. supplies for mail machine-tape, ink, etc	450.00	

RECORDS/ARCHIVESDETAIL

<u>5130</u>	<u>200-000</u>	<u>Education, Dues</u>		275.00
		TAAO, TDLR membership, workshop, dues, etc	275.00	
<u>5140</u>	<u>200-000</u>	<u>Bonding/Insurance</u>		0.00
<u>5150</u>	<u>200-000</u>	<u>Audit Fees & Consultation</u>		0.00
<u>5160</u>	<u>200-000</u>	<u>Chief Appraiser - Education, Dues</u>		0.00
<u>5165</u>	<u>200-000</u>	<u>Board of Directors - Education</u>		0.00
<u>5170</u>	<u>200-000</u>	<u>Publications, Subscriptions</u>		10.00
		State Comptrollers - tax book	10.00	
<u>5180</u>	<u>200-000</u>	<u>Legal Fees</u>		0.00
<u>5182</u>	<u>200-000</u>	<u>Arbitration</u>		0.00
<u>5190</u>	<u>200-000</u>	<u>Appraisal Review Board</u>		0.00
<u>5199</u>	<u>200-000</u>	<u>Taxpayer Liaison Expense</u>		0.00
<u>5200</u>	<u>200-000</u>	<u>Professional Services</u>		1,485.00
		Commercial Records rent & service	435.00	
		Paper shredding	300.00	
		Comm Rec - shred records	750.00	

RECORDS/ARCHIVESDETAIL

<u>5210</u>	<u>200-000</u>	<u>Supplemental Help</u>	0.00
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<u>5225</u>	<u>200-000</u>	<u>Interest</u>	0.00
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<u>5250</u>	<u>200-000</u>	<u>Contingency</u>	0.00
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Total Operating Expenses	37,202.50
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Total Wages and Payroll Related Exp	298,815.30
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Total Payroll Taxes Mandatory	21,549.68
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TCDRS	25,065.79
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Total Records/Archives	<u><u>382,633.27</u></u>
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BUSINESS PERSONAL PROPERTYCURRENT
BUDGET

5010 - Salaries & Wages	678,133.19	694,182.51
5020 - Payroll Related Expense	126,899.47	124,005.01
5021- TCDRS	69,508.65	69,834.76
5025 - Payroll Taxes/Mandatory	61,767.51	62,319.04
5030 - Computer Expense	0.00	0.00
5035 - Software - Support & Licensing	3,050.00	2,945.00
5055 - Vehicle Insurance	0.00	0.00
5060 - Gas/Oil/Maintenance	0.00	0.00
5070 - Utilities	1,998.00	2,800.00
5072 - Building - Maintenance	0.00	0.00
5075 - Janitorial	0.00	0.00
5080 - Building Improvements	0.00	0.00
1610... Fixed Assets	0.00	0.00
5090 - F/E Lease	1,900.00	1,900.00
5100 - F/E Maintenance	2,200.00	900.00
5109 - Small Furn & Equipment	2,380.00	2,160.00
5110 - Paper, Supplies	6,180.00	5,782.00
5111 - Printing	2,587.00	6,087.00
5112 - Advertising	0.00	0.00
5120 - Postage & Mailing	16,000.00	21,000.00
5130 - Education, Dues	8,000.00	4,500.00
5140 - Bonding/Insurance	0.00	0.00
5150 - Audit Fees & Consultation	0.00	0.00
5160 - Chief Appraiser - Education, Dues	0.00	0.00
5165 - BOD - Education	0.00	0.00
5170 - Books, Publications, Subscriptions	1,512.00	2,323.00
5180 - Legal Fees	0.00	0.00
5182 - Arbitration	0.00	0.00
5190 - Appraisal Review Board	0.00	0.00
5199 - Liaison Expense	0.00	0.00
5200 - Professional Services	0.00	0.00
5210 - Supplemental Help	0.00	0.00
5225 - Interest	0.00	0.00
5250 - Contingency	0.00	0.00

TOTAL**982,115.82 1,000,738.32**

BUSINESS PERSONAL PROPERTYDETAIL

<u>5010</u>	<u>300-000</u>	<u>Salaries & Wages</u>		678,133.19
<u>5020</u>	<u>300-000</u>	<u>Payroll Related Expenses</u>		126,899.47
<u>5021</u>	<u>300-000</u>	<u>TCDRS</u>		69,508.65
<u>5025</u>	<u>300-000</u>	<u>Payroll Taxes/Mandatory</u>		61,767.51
<u>5030</u>	<u>300-000</u>	<u>Computer Expense</u>		0.00
<u>5035</u>	<u>300-000</u>	<u>Software Support & Licensing</u>		3,050.00
		NADA-online with inventory (includes all)	2,050.00	
		Misc - software	1,000.00	
<u>5055</u>	<u>300-000</u>	<u>Vehicle Insurance</u>		0.00
<u>5060</u>	<u>300-000</u>	<u>Gas/Oil/Maintenance</u>		0.00
<u>5070</u>	<u>300-000</u>	<u>Utilities</u>		1,998.00
		Communication	798.00	
		Auto communication (2)	1,200.00	
<u>5072</u>	<u>300-000</u>	<u>Building - Maintenance</u>		0.00
<u>5075</u>	<u>300-000</u>	<u>Janitorial</u>		0.00
<u>5080</u>	<u>300-000</u>	<u>Building Improvements</u>		0.00

BUSINESS PERSONAL PROPERTYDETAIL

<u>Fixed Assets</u>			0.00
<u>5090</u>	<u>300-000</u>	<u>F/E Lease</u>	1,900.00
		Ricoh copier C4503 bc7334 + property tax	1,900.00
<u>5100</u>	<u>300-000</u>	<u>F/E Maintenance</u>	2,200.00
		Ricoh copier C4503 bc7334	2,200.00
<u>5109</u>	<u>300-000</u>	<u>Small Furn & Equipment</u>	2,380.00
		Chairs replacement (2)	500.00
		Cameras - 2 (replacements)	580.00
		Printer HP LJ M553dn	800.00
		Misc furniture - replacements	500.00
<u>5110</u>	<u>300-000</u>	<u>Paper, Supplies</u>	6,180.00
		60 Boxes letter paper	1,980.00
		Misc Supplies @ \$25x14x12	4,200.00
<u>5111</u>	<u>300-000</u>	<u>Printing</u>	2,587.00
		100 Boxes envelopes window	1,500.00
		10 Boxes envelopes regular	520.00
		Business cards (10)	470.00
		Business cards salaried	97.00

BUSINESS PERSONAL PROPERTYDETAIL

<u>5112</u>	<u>300-000</u>	<u>Advertising</u>					0.00
<u>5120</u>	<u>300-000</u>	<u>Postage & Mailing</u>					16,000.00
		25,000 Renditions @ .42 (GD)	0.42	25,000		10,500.00	
		13,095 Notice of Value @ .42 (GD)	0.42	13,095		5,500.00	
<u>5130</u>	<u>300-000</u>	<u>Education, Dues</u>					8,000.00
		Appraisal workshops, conferences, exams, etc.				8,000.00	
<u>5140</u>	<u>300-000</u>	<u>Bonding/Insurance</u>					0.00
<u>5150</u>	<u>300-000</u>	<u>Audit Fees & Consultation</u>					0.00
<u>5160</u>	<u>300-000</u>	<u>Chief Appraiser - Education, Dues</u>					0.00
<u>5165</u>	<u>300-000</u>	<u>Board of Directors - Education</u>					0.00
<u>5170</u>	<u>300-000</u>	<u>Books, Publications, Subscriptions</u>					1,512.00
		Airpac - Aircraft Value Reference				75.00	
		NADA-Older Used Car guide				85.00	
		VREF Ind - Aircraft listing (online)				80.00	
		State Comptrolers - Code/Law books (4 sets)				72.00	
		Misc publications, etc.				1,200.00	
<u>5180</u>	<u>300-000</u>	<u>Legal Fees</u>					0.00

BUSINESS PERSONAL PROPERTYDETAIL

<u>5182</u>	<u>300-000</u>	<u>Arbitration</u>	0.00
<u>5190</u>	<u>300-000</u>	<u>Appraisal Review Board</u>	0.00
<u>5199</u>	<u>300-000</u>	<u>Taxpayer Liaison Expense</u>	0.00
<u>5200</u>	<u>300-000</u>	<u>Professional Services</u>	0.00
<u>5210</u>	<u>300-000</u>	<u>Supplemental Help</u>	0.00
<u>5225</u>	<u>300-000</u>	<u>Interest</u>	0.00
<u>5250</u>	<u>300-000</u>	<u>Contingency</u>	0.00

Total Operating Expenses 45,807.00

Total Wages and Payroll Related Exp 805,032.66

Total Payroll Taxes Mandatory 61,767.51

TCDRS 69,508.65

Total Business Personal Property 982,115.82

		CURRENT BUDGET
<u>COMMERCIAL</u>		
5010 - Salaries & Wages	692,491.97	694,002.47
5020 - Payroll Related Expense	117,998.91	115,280.90
5021- TCDRS	70,980.43	69,816.65
5025 - Payroll Taxes/Mandatory	63,481.18	62,636.04
5030 - Computer Expense	0.00	0.00
5035 - Software - Support & Licensing	30,394.00	12,770.00
5055 - Vehicle Insurance	0.00	0.00
5060 - Gas/Oil/Maintenance	0.00	0.00
5070 - Utilities	3,798.00	3,500.00
5072 - Building - Maintenance	0.00	0.00
5075 - Janitorial	0.00	0.00
5080 - Building Improvements	0.00	0.00
1610... Fixed Assets	0.00	0.00
5090 - F/E Lease	1,325.00	1,400.00
5100 - F/E Maintenance	1,300.00	1,600.00
5109 - Small Furn & Equipment	4,240.00	4,240.00
5110 - Paper, Supplies	5,742.00	6,288.00
5111 - Printing	1,525.00	3,265.00
5112 - Advertising	0.00	0.00
5120 - Postage & Mailing	10,500.00	9,240.00
5130 - Education, Dues	11,905.00	15,000.00
5140 - Bonding/Insurance	0.00	0.00
5150 - Audit Fees & Consultation	0.00	0.00
5160 - Chief Appraiser - Education, Dues	0.00	0.00
5165 - BOD - Education	0.00	0.00
5170 - Books, Publications, Subscriptions	3,458.00	3,730.00
5180 - Legal Fees	0.00	0.00
5182 - Arbitration	0.00	0.00
5190 - Appraisal Review Board	0.00	0.00
5199 - Liaison Expense	0.00	0.00
5200 - Professional Services	375,000.00	355,000.00
5210 - Supplemental Help	0.00	0.00
5225 - Interest	0.00	0.00
5250 - Contingency	0.00	0.00

TOTAL

1,394,139.49 1,357,769.05

COMMERCIALDETAIL

<u>5010</u>	<u>300-000</u>	<u>Salaries & Wages</u>		692,491.97
<u>5020</u>	<u>300-000</u>	<u>Payroll Related Expenses</u>		117,998.91
<u>5021</u>	<u>300-000</u>	<u>TCDRS</u>		70,980.43
<u>5025</u>	<u>300-000</u>	<u>Payroll Taxes/Mandatory</u>		63,481.18
<u>5030</u>	<u>300-000</u>	<u>Computer Expense</u>		0.00
<u>5035</u>	<u>300-000</u>	<u>Software Support & Licensing</u>		30,394.00
		Loopnet subscription	1,800.00	
		Marshall & Swift - Commercial Estimator (2)	2,844.00	
		Marshall & Swift - Valuation serv combo (2)	1,550.00	
		Misc - software	3,000.00	
		Axiometrics Inc -apartment/housing floor plans	6,200.00	
		Real Capital Analytics	15,000.00	
<u>5055</u>	<u>300-000</u>	<u>Vehicle Insurance</u>		0.00
<u>5060</u>	<u>300-000</u>	<u>Gas/Oil/Maintenance</u>		0.00
<u>5070</u>	<u>300-000</u>	<u>Utilities</u>		3,798.00
		Communication	798.00	
		Auto communication (5)	3,000.00	
<u>5072</u>	<u>300-000</u>	<u>Building - Maintenance</u>		0.00

COMMERCIALDETAIL

<u>5075</u>	<u>300-000</u>	<u>Janitorial</u>		0.00
<u>5080</u>	<u>300-000</u>	<u>Building Improvements</u>		0.00
<u>Fixed Assets</u>				0.00
<u>5090</u>	<u>300-000</u>	<u>F/E Lease</u>		1,325.00
		Copier Canon C350iF bc7510 + property tax	1,325.00	
<u>5100</u>	<u>300-000</u>	<u>F/E Maintenance</u>		1,300.00
		Copier Canon C350iF bc7510	1,300.00	
<u>5109</u>	<u>300-000</u>	<u>Small Furn & Equipment</u>		4,240.00
		Chair replacement (2)	500.00	
		Cameras (6)	1,740.00	
		Misc furniture - replacements	2,000.00	
<u>5110</u>	<u>300-000</u>	<u>Paper, Supplies</u>		5,742.00
		50 Boxes letter paper	1,650.00	
		4 Boxes legal paper	192.00	
		Misc Supplies @ \$25x13x12	3,900.00	

<u>COMMERCIAL</u>				<u>DETAIL</u>	
<u>5111</u>	<u>300-000</u>	<u>Printing</u>			1,525.00
		50 Boxes envelopes window		250.00	
		10 Boxes envelopes regular		520.00	
		Business cards (14)		658.00	
		Business cards salaried		97.00	
<u>5112</u>	<u>300-000</u>	<u>Advertising</u>			0.00
<u>5120</u>	<u>300-000</u>	<u>Postage & Mailing</u>			10,500.00
		25,000 Appraisal notices @ .42 (GD)	0.42 25,000	10,500.00	
<u>5130</u>	<u>300-000</u>	<u>Education, Dues</u>			11,905.00
		Appraisal workshops, conferences, exams, etc.		11,905.00	
<u>5140</u>	<u>300-000</u>	<u>Bonding/Insurance</u>			0.00
<u>5150</u>	<u>300-000</u>	<u>Audit Fees & Consultation</u>			0.00
<u>5160</u>	<u>300-000</u>	<u>Chief Appraiser - Education, Dues</u>			0.00
<u>5165</u>	<u>300-000</u>	<u>Board of Directors - Education</u>			0.00
<u>5170</u>	<u>300-000</u>	<u>Books, Publications, Subscriptions</u>			3,458.00
		El Paso Mapsco (14)		308.00	
		State Comptrollers - Code books (4)		100.00	
		FW Dodge - Dodge Reports & updates		1,350.00	
		Misc publications, etc.		1,700.00	

COMMERCIALDETAIL

<u>5180</u>	<u>300-000</u>	<u>Legal Fees</u>	0.00
<u>5182</u>	<u>300-000</u>	<u>Arbitration</u>	0.00
<u>5190</u>	<u>300-000</u>	<u>Appraisal Review Board</u>	0.00
<u>5199</u>	<u>300-000</u>	<u>Taxpayer Liaison Expense</u>	0.00
<u>5200</u>	<u>300-000</u>	<u>Professional Services</u>	375,000.00
		Wardlaw Appraisal Group	375,000.00
<u>5210</u>	<u>300-000</u>	<u>Supplemental Help</u>	0.00
<u>5225</u>	<u>300-000</u>	<u>Interest</u>	0.00
<u>5250</u>	<u>300-000</u>	<u>Contingency</u>	0.00

Total Operating Expenses	449,187.00
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Total Wages and Payroll Related Exp	810,490.88
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Total Payroll Taxes Mandatory	63,481.18
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TCDRS	70,980.43
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Total Commercial	<u><u>1,394,139.49</u></u>
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<u>RESIDENTIAL</u>		CURRENT BUDGET
5010 - Salaries & Wages	1,606,270.93	1,506,778.26
5020 - Payroll Related Expense	290,209.72	274,500.61
5021- TCDRS	164,642.77	151,581.89
5025 - Payroll Taxes/Mandatory	146,267.53	135,312.93
5030 - Computer Expense	0.00	0.00
5035 - Software - Support & Licensing	1,741.00	1,750.00
5055 - Vehicle Insurance	0.00	0.00
5060 - Gas/Oil/Maintenance	0.00	0.00
5070 - Utilities	9,798.00	8,610.00
5072 - Building - Maintenance	0.00	0.00
5075 - Janitorial	0.00	0.00
5080 - Building Improvements	0.00	0.00
1610... Fixed Assets	0.00	0.00
5090 - F/E Lease	6,732.76	1,861.00
5100 - F/E Maintenance	2,120.00	1,650.00
5109 - Small Furn & Equipment	9,500.00	4,400.00
5110 - Paper, Supplies	10,900.00	11,924.00
5111 - Printing	9,668.00	14,620.00
5112 - Advertising	0.00	0.00
5120 - Postage & Mailing	74,480.00	40,740.00
5130 - Education, Dues	19,000.00	22,000.00
5140 - Bonding/Insurance	0.00	0.00
5150 - Audit Fees & Consultation	0.00	0.00
5160 - Chief Appraiser - Education, Dues	0.00	0.00
5165 - BOD - Education	0.00	0.00
5170 - Books, Publications, Subscriptions	1,965.00	1,915.00
5180 - Legal Fees	0.00	0.00
5182 - Arbitration	0.00	0.00
5190 - Appraisal Review Board	0.00	0.00
5199 - Liaison Expense	0.00	0.00
5200 - Professional Services	0.00	0.00
5210 - Supplemental Help	0.00	0.00
5225 - Interest	0.00	0.00
5250 - Contingency	0.00	0.00
TOTAL	2,353,295.71	2,177,643.69

<u>RESIDENTIAL</u>			<u>DETAIL</u>
<u>5010</u>	<u>600-000</u>	<u>Salaries & Wages</u>	1,606,270.93
<u>5020</u>	<u>600-000</u>	<u>Payroll Related Expenses</u>	290,209.72
<u>5021</u>	<u>600-000</u>	<u>TCDRS</u>	164,642.77
<u>5025</u>	<u>600-000</u>	<u>Payroll Taxes/Mandatory</u>	146,267.53
<u>5030</u>	<u>600-000</u>	<u>Computer Expense</u>	0.00
<u>5035</u>	<u>600-000</u>	<u>Software Support & Licensing</u>	1,741.00
	Resid	Marshall & Swift Residential Cost Handbook combo (2)	1,400.00
	Resid	NADA - Manufactured Mobile homes -software (5)	341.00
<u>5055</u>	<u>600-000</u>	<u>Vehicle Insurance</u>	0.00
<u>5060</u>	<u>600-000</u>	<u>Gas/Oil/Maintenance</u>	0.00
<u>2021</u>	<u>600-000</u>	<u>Key Gov't Finance (CAMA)</u>	0.00
<u>2022</u>	<u>600-000</u>	<u>Mortgage Payments</u>	0.00
<u>5070</u>	<u>600-000</u>	<u>Utilities</u>	9,798.00
		Communication	798.00
		Auto communication (15)	9,000.00
<u>5072</u>	<u>600-000</u>	<u>Building - Maintenance</u>	0.00

<u>RESIDENTIAL</u>		<u>DETAIL</u>	
<u>5075</u>	<u>600-000</u>	<u>Janitorial</u>	0.00
<u>5080</u>	<u>600-000</u>	<u>Building Improvements</u>	0.00
		<u>Fixed Assets</u>	0.00
<u>5090</u>	<u>600-000</u>	<u>F/E Lease</u>	6,732.76
		Canon copier replacement + property tax	2,732.76
		HP plotter replacement	4,000.00
<u>5100</u>	<u>600-000</u>	<u>F/E Maintenance</u>	2,120.00
		Canon copier replacement + property tax	1,200.00
		HP plotter T1200 bc 7112	170.00
		HP plotter replacement	750.00
<u>5109</u>	<u>600-000</u>	<u>Small Furn & Equipment</u>	9,500.00
		Chairs -replacements (2)	500.00
		Cameras - replacements (10)	2,900.00
		Heavy duty stapler-EPCAD stamp	850.00
		Guest chairs (replacement) (6)	1,500.00
		Fax machine (replacement)	750.00
		Replacements -staplers, broken furn, scanners, printers, etc	3,000.00
<u>5110</u>	<u>600-000</u>	<u>Paper, Supplies</u>	10,900.00
		50 Boxes paper letter	1,600.00
		Misc supplies @ \$25x31x12mos	9,300.00

<u>RESIDENTIAL</u>					<u>DETAIL</u>	
<u>5111</u>	<u>600-000</u>	<u>Printing</u>				9,668.00
		688 Boxes envelopes window			7,200.00	
		8 Boxes envelopes regular			416.00	
		28 Boxes envelopes business reply			448.00	
		2 Boxes business cards (salaried)			194.00	
		30 Boxes business cards			1,410.00	
<u>5112</u>	<u>600-000</u>	<u>Advertising</u>				0.00
<u>5120</u>	<u>600-000</u>	<u>Postage & Mailing</u>				74,480.00
		153,333 Appraisal Notices @ .42 (GE	0.42	153,333	64,400.00	
		24,000 Mfg.Home Renditions	0.42	24,000	10,080.00	
		@.42 (GD)				
<u>5130</u>	<u>600-000</u>	<u>Education, Dues</u>				19,000.00
		Appraisal workshops, conferences, exams, etc.			19,000.00	
<u>5140</u>	<u>600-000</u>	<u>Bonding/Insurance</u>				0.00
<u>5150</u>	<u>600-000</u>	<u>Audit Fees & Consultation</u>				0.00
<u>5160</u>	<u>600-000</u>	<u>Chief Appraiser - Education, Dues</u>				0.00
<u>5165</u>	<u>600-000</u>	<u>Board of Directors - Education</u>				0.00
<u>5170</u>	<u>600-000</u>	<u>Books, Publications, Subscriptions</u>				1,965.00
		Polk City Directory			380.00	
		Cole Directory			375.00	
		El Paso Mapso Street guides (30)			660.00	
		State Comptrollers-Code/Law books (2sets)			50.00	
		Misc. publications			500.00	

<u>RESIDENTIAL</u>			<u>DETAIL</u>
<u>5180</u>	<u>600-000</u>	<u>Legal Services</u>	0.00
<u>5182</u>	<u>600-000</u>	<u>Arbitration</u>	0.00
<u>5190</u>	<u>600-000</u>	<u>Appraisal Review Board</u>	0.00
<u>5199</u>	<u>600-000</u>	<u>Taxpayer Liaison Expense</u>	0.00
<u>5200</u>	<u>600-000</u>	<u>Professional Services</u>	0.00
<u>5210</u>	<u>600-000</u>	<u>Supplemental Help</u>	0.00
<u>5225</u>	<u>600-000</u>	<u>Interest</u>	0.00
<u>5250</u>	<u>600-000</u>	<u>Contingency</u>	0.00
			<hr/>
Total Operating Expenses			145,904.76
Total Wages and Payroll Related Exp			1,896,480.65
Total Payroll Taxes Mandatory			146,267.53
TCDRS			164,642.77
Total Residential			<u><u>2,353,295.71</u></u>

<u>STATISTICS</u>		CURRENT BUDGET
5010 - Salaries & Wages	316,441.21	289,383.88
5020 - Payroll Related Expense	45,533.54	44,399.45
5021- TCDRS	32,435.22	29,112.02
5025 - Payroll Taxes/Mandatory	27,710.58	24,981.07
5030 - Computer Expense	0.00	0.00
5035 - Software - Support & Licensing	15,444.00	17,730.00
5055 - Vehicle Insurance	0.00	0.00
5060 - Gas/Oil/Maintenance	0.00	0.00
5070 - Utilities	0.00	0.00
5072 - Building - Maintenance	0.00	0.00
5075 - Janitorial	0.00	0.00
5080 - Building Improvements	0.00	0.00
1610... Fixed Assets	0.00	7,000.00
5090 - F/E Lease	2,100.00	0.00
5100 - F/E Maintenance	450.00	450.00
5109 - Small Furn & Equipment	1,250.00	1,500.00
5110 - Paper, Supplies	1,500.00	1,800.00
5111 - Printing	241.00	241.00
5112 - Advertising	0.00	0.00
5120 - Postage & Mailing	0.00	0.00
5130 - Education, Dues	7,000.00	5,000.00
5140 - Bonding/Insurance	0.00	0.00
5150 - Audit Fees & Consultation	0.00	0.00
5160 - Chief Appraiser - Education, Dues	0.00	0.00
5165 - BOD - Education	0.00	0.00
5170 - Books, Publications, Subscriptions	1,580.00	1,355.00
5180 - Legal Fees	0.00	0.00
5182 - Arbitration	0.00	0.00
5190 - Appraisal Review Board	0.00	0.00
5199 - Liaison Expense	0.00	0.00
5200 - Professional Services	20,000.00	15,000.00
5210 - Supplemental Help	0.00	0.00
5225 - Interest	0.00	0.00
5250 - Contingency	0.00	0.00
TOTAL	471,685.55	437,952.42

STATISTICSDETAIL

<u>5010</u>	<u>500-000</u>	<u>Salaries & Wages</u>		316,441.21
<u>5020</u>	<u>500-000</u>	<u>Payroll Related Expenses</u>		45,533.54
<u>5021</u>	<u>500-000</u>	<u>TCDRS</u>		32,435.22
<u>5025</u>	<u>500-000</u>	<u>Payroll Taxes/Mandatory</u>		27,710.58
<u>5030</u>	<u>500-000</u>	<u>Computer Expense</u>		0.00
<u>5035</u>	<u>500-000</u>	<u>Software Support & Licensing</u>		15,444.00
		Co-Star licenses for commercial sales (2stat,1comm,1litg)	12,600.00	
		Marshall & Swift - Commercial Estimators (2)	2,844.00	
<u>5055</u>	<u>500-000</u>	<u>Vehicle Insurance</u>		0.00
<u>5060</u>	<u>500-000</u>	<u>Gas/Oil/Maintenance</u>		0.00
<u>5070</u>	<u>500-000</u>	<u>Utilities</u>		0.00
<u>5072</u>	<u>500-000</u>	<u>Building - Maintenance</u>		0.00
<u>5075</u>	<u>500-000</u>	<u>Janitorial</u>		0.00
<u>5080</u>	<u>500-000</u>	<u>Building Improvements</u>		0.00
		<u>Fixed Assets</u>		0.00

STATISTICSDETAIL

<u>5090</u>	<u>500-000</u>	<u>F/E Lease</u>		2,100.00
		Copier Ricoh MPC4504 bc8427 + property tax	2,100.00	
<u>5100</u>	<u>500-000</u>	<u>F/E Maintenance</u>		450.00
		Copier Ricoh MPC4504 bc8427	450.00	
<u>5109</u>	<u>500-000</u>	<u>Small Furn & Equipment</u>		1,250.00
		Chair replacemnt	250.00	
		Misc (replacement) camera,furniture, etc.	1,000.00	
<u>5110</u>	<u>500-000</u>	<u>Paper, Supplies</u>		1,500.00
		Misc supplies @ \$25x5x12	1,500.00	
<u>5111</u>	<u>500-000</u>	<u>Printing</u>		241.00
		1 Business cards	47.00	
		2 Business cards salaried	194.00	
<u>5112</u>	<u>500-000</u>	<u>Advertising</u>		0.00
<u>5120</u>	<u>500-000</u>	<u>Postage & Mailing</u>		0.00
<u>5130</u>	<u>500-000</u>	<u>Education, Dues</u>		7,000.00
		Education, dues, conf., seminars, etc	7,000.00	
<u>5140</u>	<u>500-000</u>	<u>Bonding/Insurance</u>		0.00
<u>5150</u>	<u>500-000</u>	<u>Audit Fees & Consultation</u>		0.00

STATISTICSDETAIL

<u>5160</u>	<u>500-000</u>	<u>Chief Appraiser - Education, Dues</u>		0.00
<u>5165</u>	<u>500-000</u>	<u>Board of Directors - Education</u>		0.00
<u>5170</u>	<u>500-000</u>	<u>Publications, Subscriptions</u>		1,580.00
		3 IAAO - Property Assessment Valuation -3rd edition books	210.00	
		3 IAAO - Fundamentals of Mass Appraisal books	210.00	
		State Comptrollers - 3 sets Code/Law books	75.00	
		Hotel Transaction Almanac & Hotel Invmnt Barometer	700.00	
		PWC - Korpacz R/E Investor Survey	160.00	
		RealtyRates.com subscription	225.00	
<u>5180</u>	<u>500-000</u>	<u>Legal Fees</u>		0.00
<u>5182</u>	<u>500-000</u>	<u>Arbitration</u>		0.00
<u>5190</u>	<u>500-000</u>	<u>Appraisal Review Board</u>		0.00
<u>5199</u>	<u>500-000</u>	<u>Taxpayer Liaison Expense</u>		0.00
<u>5200</u>	<u>500-000</u>	<u>Professional Services</u>		20,000.00
		Capitalization Rate Study	20,000.00	
<u>5210</u>	<u>500-000</u>	<u>Supplemental Help</u>		0.00
<u>5225</u>	<u>500-000</u>	<u>Interest</u>		0.00

STATISTICSDETAIL5250 500-000 Contingency

0.00

Total Operating Expenses 49,565.00

Total Wages and Payroll Related Exp 361,974.75

Total Payroll Taxes Mandatory 27,710.58

TCDRS 32,435.22

Total Statistics 471,685.55

GEOGRAPHIC INFORMATION SYSTEMSCURRENT
BUDGET

5010 - Salaries & Wages	485,570.69	468,673.93
5020 - Payroll Related Expense	90,649.84	88,501.65
5021- TCDRS	49,771.00	47,148.60
5025 - Payroll Taxes/Mandatory	42,242.26	40,548.49
5030 - Computer Expense	0.00	0.00
5035 - Software - Support & Licensing	40,456.50	44,454.00
5055 - Vehicle Insurance	0.00	0.00
5060 - Gas/Oil/Maintenance	0.00	0.00
5070 - Utilities	0.00	0.00
5072 - Building - Maintenance	0.00	0.00
5075 - Janitorial	0.00	0.00
5080 - Building Improvements	0.00	0.00
1610... Fixed Assets	0.00	0.00
5090 - F/E Lease	7,885.00	9,900.00
5100 - F/E Maintenance	2,835.00	5,900.00
5109 - Small Furn & Equipment	1,600.00	1,850.00
5110 - Paper, Supplies	5,000.00	5,736.00
5111 - Printing	567.00	761.00
5112 - Advertising	0.00	0.00
5120 - Postage & Mailing	73.50	0.00
5130 - Education, Dues	5,800.00	2,305.00
5140 - Bonding/Insurance	0.00	0.00
5150 - Audit Fees & Consultation	0.00	0.00
5160 - Chief Appraiser - Education, Dues	0.00	0.00
5165 - BOD - Education	0.00	0.00
5170 - Books, Publications, Subscriptions	900.00	1,200.00
5180 - Legal Fees	0.00	0.00
5182 - Arbitration	0.00	0.00
5190 - Appraisal Review Board	0.00	0.00
5199 - Liaison Expense	0.00	0.00
5200 - Professional Services	0.00	0.00
5210 - Supplemental Help	0.00	0.00
5225 - Interest	0.00	0.00
5250 - Contingency	0.00	0.00

TOTAL**733,350.79****716,978.67**

GEOGRAPHIC INFORMATION SYSTEMSDETAIL

<u>5010</u>	<u>500-000</u>	<u>Salaries & Wages</u>			485,570.69
<u>5020</u>	<u>500-000</u>	<u>Payroll Related Expenses</u>			90,649.84
<u>5021</u>	<u>500-000</u>	<u>TCDRS</u>			49,771.00
<u>5025</u>	<u>500-000</u>	<u>Payroll Taxes/Mandatory</u>			42,242.26
<u>5030</u>	<u>500-000</u>	<u>Computer Expense</u>			0.00
<u>5035</u>	<u>500-000</u>	<u>Software Support & Licensing</u>			40,456.50
		GIS ESRI - software maintenance	19,579.00	31,156.50	
		Comm ESRI - software maintenance	1,212.50		
		Resrch ESRI - software maintenance	2,222.50		
		Adm-clssrm ESRI - software maintenance	1,212.50		
		Stats ESRI - software maintenance	0.00		
		Resid ESRI - software maintenance	0.00		
		IT ESRI - software maintenance	6,930.00		
		GIS SHI - autoCAD LT desktop		3,200.00	
		GIS Arc_GIS_online 20 licenses (1pack=10licenses) @ \$2500ea		5,000.00	
		GIS TTI TRZ CAD Data licenses		1,100.00	
<u>5055</u>	<u>500-000</u>	<u>Vehicle Insurance</u>			0.00
<u>5060</u>	<u>500-000</u>	<u>Gas/Oil/Maintenance</u>			0.00
<u>5070</u>	<u>500-000</u>	<u>Utilities</u>			0.00
<u>5072</u>	<u>500-000</u>	<u>Building - Maintenance</u>			0.00
<u>5075</u>	<u>500-000</u>	<u>Janitorial</u>			0.00

GEOGRAPHIC INFORMATION SYSTEMSDETAIL

<u>5080</u>	<u>500-000</u>	<u>Building Improvements</u>		0.00
		<u>Fixed Assets</u>		0.00
<u>5090</u>	<u>500-000</u>	<u>F/E Lease</u>		7,885.00
		HP Z3200 plotter printer bc8493	6,025.00	
		Ricoh - copier MPC4502 bc7111 + property tax	420.00	
		Copier (replacement)	1,440.00	
<u>5100</u>	<u>500-000</u>	<u>F/E Maintenance</u>		2,835.00
		HP Z3200 plotter printer bc8493	825.00	
		Ricoh - copier MPC4502 bc7111	440.00	
		Copier (replacement)	1,570.00	
<u>5109</u>	<u>500-000</u>	<u>Small Furn & Equipment</u>		1,600.00
		Chairs replacement (2)	500.00	
		Printer replacement	800.00	
		Hard drives external 4TB (2) @ \$150	300.00	
<u>5110</u>	<u>500-000</u>	<u>Paper, Supplies</u>		5,000.00
		20 Boxes letter paper	660.00	
		38 Rolls 24 x 150 paper	1,140.00	
		16 Rolls 36 x 150 paper	200.00	
		Misc supplies @ \$25x10x12	3,000.00	
<u>5111</u>	<u>500-000</u>	<u>Printing</u>		567.00
		Business cards -salaried	97.00	
		Business cards 5 x 2times	470.00	

GEOGRAPHIC INFORMATION SYSTEMSDETAIL

<u>5112</u>	<u>500-000</u>	<u>Advertising</u>		0.00
<u>5120</u>	<u>500-000</u>	<u>Postage & Mailing</u>		73.50
		Return to sender (Deeds) mail 150 @ .49	73.50	
<u>5130</u>	<u>500-000</u>	<u>Education, Dues</u>		5,800.00
		ESRI conference, training	5,800.00	
<u>5140</u>	<u>500-000</u>	<u>Bonding/Insurance</u>		0.00
<u>5150</u>	<u>500-000</u>	<u>Audit Fees & Consultation</u>		0.00
<u>5160</u>	<u>500-000</u>	<u>Chief Appraiser - Education, Dues</u>		0.00
<u>5165</u>	<u>500-000</u>	<u>Board of Directors - Education</u>		0.00
<u>5170</u>	<u>500-000</u>	<u>Publications, Subscriptions</u>		900.00
		ESRI ArcMap Pro (10)	900.00	
<u>5180</u>	<u>500-000</u>	<u>Legal Fees</u>		0.00
<u>5182</u>	<u>500-000</u>	<u>Arbitration</u>		0.00
<u>5190</u>	<u>500-000</u>	<u>Appraisal Review Board</u>		0.00
<u>5199</u>	<u>500-000</u>	<u>Taxpayer Liaison Expense</u>		0.00

DETAIL

Total Operating Expenses	65,117.00
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Total Payroll Taxes Mandatory	42,242.26
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TCDRS	49,771.00
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Total GIS	<u>733,350.79</u>
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INFORMATION TECHNOLOGYCURRENT
BUDGET

5010 - Salaries & Wages	350,700.43	329,185.62
5020 - Payroll Related Expense	63,501.24	61,954.16
5021- TCDRS	35,946.79	33,116.07
5025 - Payroll Taxes/Mandatory	30,479.92	28,499.08
5030 - Computer Expense	8,000.00	7,000.00
5035 - Software - Support & Licensing	222,870.00	213,729.00
5055 - Vehicle Insurance	0.00	0.00
5060 - Gas/Oil/Maintenance	0.00	0.00
5070 - Utilities	1,400.00	800.00
5072 - Building - Maintenance	0.00	0.00
5075 - Janitorial	0.00	0.00
5080 - Building Improvements	0.00	0.00
1610... Fixed Assets	30,000.00	30,000.00
5090 - F/E Lease	136,000.00	110,239.52
5100 - F/E Maintenance	135,400.00	159,714.31
5109 - Small Furn & Equipment	15,000.00	20,000.00
5110 - Paper, Supplies	2,100.00	2,400.00
5111 - Printing	97.00	97.00
5112 - Advertising	0.00	0.00
5120 - Postage & Mailing	0.00	0.00
5130 - Education, Dues	15,100.00	20,100.00
5140 - Bonding/Insurance	0.00	0.00
5150 - Audit Fees & Consultation	0.00	0.00
5160 - Chief Appraiser - Education, Dues	0.00	0.00
5165 - BOD - Education	0.00	0.00
5170 - Books, Publications, Subscriptions	1,100.00	1,600.00
5180 - Legal Fees	0.00	0.00
5182 - Arbitration	0.00	0.00
5190 - Appraisal Review Board	0.00	0.00
5199 - Liaison Expense	0.00	0.00
5200 - Professional Services	241,000.00	213,561.00
5210 - Supplemental Help	0.00	0.00
5225 - Interest	0.00	0.00
5250 - Contingency	0.00	0.00

TOTAL**1,288,695.38 1,231,995.77**

INFORMATION TECHNOLOGYDETAIL

<u>5010</u>	<u>700-000</u>	<u>Salaries & Wages</u>		350,700.43
<u>5020</u>	<u>700-000</u>	<u>Payroll Related Expenses</u>		63,501.24
<u>5021</u>	<u>700-000</u>	<u>TCDRS</u>		35,946.79
<u>5025</u>	<u>700-000</u>	<u>Payroll Taxes/Mandatory</u>		30,479.92
<u>5030</u>	<u>700-000</u>	<u>Computer Expense</u>		8,000.00
		Computer maintenance parts & supplies	5,500.00	
		Toner/ink for plotters (Comm, GIS, Resid)	2,500.00	
<u>5035</u>	<u>700-000</u>	<u>Software Support & Licensing</u>		222,870.00
		Atalasoft - SDK Kits and Tools Maintenance	7,250.00	
		Veeam Virtual machines backup software	17,500.00	
		NetFort - SQL Security Monitor Maintenance	7,000.00	
		SQL Sentry - SQL Performance Monitor Maintenance	2,380.00	
		ATT Voice SDK for Arb Audio Visual Announcer	2,500.00	
		Sigma - Microsoft Enterprise agreement	145,000.00	
		DigiCert - Digital Certificate Maintenance	2,000.00	
		Sigma - websense URL Filter	12,240.00	
		Google Engine website indexing	3,000.00	
		Azure site recovery - storage	18,000.00	
		Misc PC software	6,000.00	
<u>5055</u>	<u>700-000</u>	<u>Vehicle Insurance</u>		0.00
<u>5060</u>	<u>700-000</u>	<u>Gas/Oil/Maintenance</u>		0.00

INFORMATION TECHNOLOGYDETAIL

<u>5070</u>	<u>700-000</u>	<u>Utilities</u>		1,400.00
		Communications	1,400.00	
<u>5072</u>	<u>700-000</u>	<u>Building - Maintenance</u>		0.00
<u>5075</u>	<u>700-000</u>	<u>Janitorial</u>		0.00
<u>5080</u>	<u>700-000</u>	<u>Building Improvements</u>		0.00
<u>Fixed Assets</u>				30,000.00
		Hard drive expansion - compellent	20,000.00	
		Misc. computer equipment	10,000.00	
<u>5090</u>	<u>700-000</u>	<u>F/E Lease</u>		136,000.00
		Dell - (140) PC's/monitors + property tax	42,800.00	
		Dell - (15) Blade Servers lease (4 years)	46,800.00	
		Tablets (20) - field work	14,000.00	
		Dell - (12) Precision T3420 (22) monitors U2417H (3 years)	5,600.00	
		Dell - (15) optiplex 7040 (GIS, mgrs)	4,600.00	
		Dell - Complellent Storage device	11,200.00	
		Power generator	11,000.00	

INFORMATION TECHNOLOGYDETAIL

<u>5100</u>	<u>700-000</u>	<u>F/E Maintenance</u>		135,400.00
		Sigma SMARTnet 8x5xNBD(SNT)Bundle Maint Contract	33,000.00	
		Sigma - voice system support network (paging/call recording)	1,000.00	
		StoreSimple - Cloud storage	3,500.00	
		HP and Dell Servers and San Storage Maint Contract	40,000.00	
		Alexander - Liebert UPS maintenance	8,500.00	
		Fire Suppression system maint	1,400.00	
		Fujitsu scanners maint. bc6395,6907,6908,6040,7086,6743	2,000.00	
		Dahill - printer maint	46,000.00	
<u>5109</u>	<u>700-000</u>	<u>Small Furn & Equipment</u>		15,000.00
		Misc computer equipment	15,000.00	
<u>5110</u>	<u>700-000</u>	<u>Paper, Supplies</u>		2,100.00
		Misc supplies @ \$25x7x12 mos	2,100.00	
<u>5111</u>	<u>700-000</u>	<u>Printing</u>		97.00
		Business card - salaried	97.00	
<u>5112</u>	<u>700-000</u>	<u>Advertising</u>		0.00
<u>5120</u>	<u>700-000</u>	<u>Postage & Mailing</u>		0.00

INFORMATION TECHNOLOGYDETAIL

<u>5130</u>	<u>700-000</u>	<u>Education, Dues</u>		15,100.00
		Software Development Conferences (6)	13,000.00	
		Net+, Cisco, Microsoft, SQL Certifications	2,000.00	
		Records management	100.00	
<u>5140</u>	<u>700-000</u>	<u>Bonding/Insurance</u>		0.00
<u>5150</u>	<u>700-000</u>	<u>Audit Fees & Consultation</u>		0.00
<u>5160</u>	<u>700-000</u>	<u>Chief Appraiser - Education, Dues</u>		0.00
<u>5165</u>	<u>700-000</u>	<u>Board of Directors - Education</u>		0.00
<u>5170</u>	<u>700-000</u>	<u>Books, Publications, Subscriptions</u>		1,100.00
		Books & subscriptions (software development,sys adm,deploymnt)	1,100.00	
<u>5180</u>	<u>700-000</u>	<u>Legal Fees</u>		0.00
<u>5182</u>	<u>700-000</u>	<u>Arbitration</u>		0.00
<u>5190</u>	<u>700-000</u>	<u>Appraisal Review Board</u>		0.00
<u>5199</u>	<u>700-000</u>	<u>Taxpayer Liaison Expense</u>		0.00
<u>5200</u>	<u>700-000</u>	<u>Professional Services</u>		241,000.00
		Pictometry contract	145,000.00	
		Pictometry change finder	51,000.00	
		Disaster Recovery Service	45,000.00	

INFORMATION TECHNOLOGYDETAIL

<u>5210</u>	<u>700-000</u>	<u>Supplemental Help</u>		0.00
<u>5225</u>	<u>700-000</u>	<u>Interest</u>		0.00
<u>5250</u>	<u>700-000</u>	<u>Contingency</u>		0.00
				<hr/>
			Total Operating Expenses	808,067.00
			Total Wages and Payroll Related Exp	414,201.67
			Total Payroll Taxes Mandatory	30,479.92
			TCDRS	35,946.79
			Total Information Technology	<u><u>1,288,695.38</u></u>

		CURRENT BUDGET
<u>RESEARCH</u>		
5010 - Salaries & Wages	594,520.18	546,725.37
5020 - Payroll Related Expense	90,954.84	88,712.39
5021- TCDRS	60,938.32	55,000.57
5025 - Payroll Taxes/Mandatory	51,130.08	46,864.90
5030 - Computer Expense	0.00	0.00
5035 - Software - Support & Licensing	262,749.00	246,107.00
5055 - Vehicle Insurance	0.00	0.00
5060 - Gas/Oil/Maintenance	0.00	0.00
5070 - Utilities	0.00	0.00
5072 - Building - Maintenance	0.00	0.00
5075 - Janitorial	0.00	0.00
5080 - Building Improvements	0.00	0.00
1610... Fixed Assets	3,000.00	3,000.00
5090 - F/E Lease	3,200.00	3,360.00
5100 - F/E Maintenance	1,565.00	500.00
5109 - Small Furn & Equipment	1,500.00	0.00
5110 - Paper, Supplies	3,000.00	3,950.00
5111 - Printing	12,150.00	0.00
5112 - Advertising	0.00	0.00
5120 - Postage & Mailing	0.00	0.00
5130 - Education, Dues	12,000.00	5,065.00
5140 - Bonding/Insurance	0.00	0.00
5150 - Audit Fees & Consultation	0.00	0.00
5160 - Chief Appraiser - Education, Dues	0.00	0.00
5165 - BOD - Education	0.00	0.00
5170 - Books, Publications, Subscriptions	500.00	600.00
5180 - Legal Fees	0.00	0.00
5182 - Arbitration	0.00	0.00
5190 - Appraisal Review Board	0.00	0.00
5199 - Liaison Expense	0.00	0.00
5200 - Professional Services	168,488.00	85,412.24
5210 - Supplemental Help	0.00	0.00
5225 - Interest	0.00	0.00
5250 - Contingency	0.00	0.00

TOTAL

1,265,695.42 **1,085,297.47**

RESEARCHDETAIL

<u>5010</u>	<u>500-000</u>	<u>Salaries & Wages</u>		594,520.18
<u>5020</u>	<u>500-000</u>	<u>Payroll Related Expenses</u>		90,954.84
<u>5021</u>	<u>500-000</u>	<u>TCDRS</u>		60,938.32
<u>5025</u>	<u>500-000</u>	<u>Payroll Taxes/Mandatory</u>		51,130.08
<u>5030</u>	<u>500-000</u>	<u>Computer Expense</u>		0.00
<u>5035</u>	<u>500-000</u>	<u>Software Support & Licensing</u>		262,749.00
		DRI -Pinnacle Studio upgrade & data extractor	270.00	
		Adobe - Life Cycle	500.00	
		Adobe Creative Suite Upgrade	1,300.00	
		Acrobat Pro License, maint, upgrade	700.00	
		UE Studio upgrade (full suite)	345.00	
		CAMA Maintenance (TrueAuto)	218,159.00	
		M&S Comm Estimator for Pacs (TrueAuto)	3,125.00	
		M&S Comm Estimator for Pacs (TrueAuto) - 13,692prop *.46	6,300.00	
		PACS Customization	25,000.00	
		Lynda.com - research & education	1,850.00	
		CDW - Robohelp software	2,400.00	
		WireCast -replace BOD multimedia software	1,300.00	
		Misc software	1,500.00	
<u>5055</u>	<u>500-000</u>	<u>Vehicle Insurance</u>		0.00
<u>5060</u>	<u>500-000</u>	<u>Gas/Oil/Maintenance</u>		0.00
<u>5070</u>	<u>500-000</u>	<u>Utilities</u>		0.00

RESEARCHDETAIL

<u>5072</u>	<u>500-000</u>	<u>Building - Maintenance</u>		0.00
<u>5075</u>	<u>500-000</u>	<u>Janitorial</u>		0.00
<u>5080</u>	<u>500-000</u>	<u>Building Improvements</u>		0.00
<u>Fixed Assets</u>				3,000.00
		BOD multimedia hardware (replacement)	3,000.00	
<u>5090</u>	<u>500-000</u>	<u>F/E Lease</u>		3,200.00
		Canon Adv C5255 bc8333 + property taxes	3,200.00	
<u>5100</u>	<u>500-000</u>	<u>F/E Maintenance</u>		1,565.00
		Canon Adv C5255 bc8333	1,065.00	
		Time stamp machines repairs	500.00	
<u>5109</u>	<u>500-000</u>	<u>Small Furn & Equipment</u>		1,500.00
		Chair (replacements) - 2	500.00	
		Misc. (time stamp, printers, elec staplers, etc) replacements	1,000.00	
<u>5110</u>	<u>500-000</u>	<u>Paper, Supplies</u>		3,000.00
		Misc supplies @ \$25x10x12	3,000.00	

RESEARCHDETAIL

<u>5111</u>	<u>500-000</u>	<u>Printing</u>	12,150.00
		886 Boxes envelopes #10 window	12,150.00
<u>5112</u>	<u>500-000</u>	<u>Advertising</u>	0.00
<u>5120</u>	<u>500-000</u>	<u>Postage & Mailing</u>	0.00
<u>5130</u>	<u>500-000</u>	<u>Education, Dues</u>	12,000.00
		Education, dues, conf, seminars, etc	12,000.00
<u>5140</u>	<u>500-000</u>	<u>Bonding/Insurance</u>	0.00
<u>5150</u>	<u>500-000</u>	<u>Audit Fees & Consultation</u>	0.00
<u>5160</u>	<u>500-000</u>	<u>Chief Appraiser - Education, Dues</u>	0.00
<u>5165</u>	<u>500-000</u>	<u>Board of Directors - Education</u>	0.00
<u>5170</u>	<u>500-000</u>	<u>Publications, Subscriptions</u>	500.00
		IT books, publications, Code/Law books	500.00
<u>5180</u>	<u>500-000</u>	<u>Legal Fees</u>	0.00
<u>5182</u>	<u>500-000</u>	<u>Arbitration</u>	0.00

RESEARCHDETAIL

5190 500-000 Appraisal Review Board 0.00

5199 500-000 Taxpayer Liaison Expense 0.00

5200 500-000 Professional Services 168,488.00

		forms	(GD) rate	
	<u>Mailing service - bulk mailing, printing</u>			
ARB	Board orders	6,000	0.24	1,440.00
BPP	Renditions	25,000	0.24	6,000.00
BPP	Notices	25,000	0.24	6,000.00
Comm	Appraisal Notices	25,000	0.24	6,000.00
Deeds	Homestead exemptions	9,000	0.24	2,160.00
Resid	MH Renditions	24,000	0.24	5,760.00
Resid	Appraisal Notices	320,000	0.24	76,800.00
Research	Go-Direct address scrub/CASS 3 times a yr.			11,000.00
Research	Go-Direct pre-sort data changes			23,973.00
	Go-Direct - additional forms			29,355.00

5210 500-000 Supplemental Help 0.00

5225 500-000 Interest 0.00

5250 500-000 Contingency 0.00

Total Operating Expenses 468,152.00

Total Wages and Payroll Related Exp 685,475.02

Total Payroll Taxes Mandatory 51,130.08

TCDRS 60,938.32

Total Research 1,265,695.42

**EL PASO CENTRAL APPRAISAL DISTRICT
BUDGET 2016-2017 RECAP**

**2017- 2018
DETAIL** Current Budget

WAGES	7,506,845.23	7,298,596.97
PAYROLL RELATED EXPENSES	1,271,047.67	1,241,013.41
WAGES/PAYROLL RELATED EXPENSES TOTAL	8,777,892.90	8,539,610.37
PAYROLL TAXES/MANDATORY	986,570.57	957,232.84
TCDRS	769,451.64	734,238.85
OPERATING EXPENSES	3,845,648.86	3,725,642.47
CONTINGENCY 10%	384,564.89	372,564.25
TOTAL WAGES AND OPERATING EXPENSES	14,764,128.86	14,329,288.80
STRATEGIC PLAN FOR REAL PROPERTY	240,000.00	0.00
MISC. INCOME	(50,000.00)	(50,000.00)
GRAND TOTAL	14,954,128.86	14,279,288.80

DEPARTMENTAL RECAP

	2017 - 2018	Current Budget
<u>ADMINISTRATION</u>	3,180,696.01	3,041,348.80
<u>LITIGATION</u>	1,271,341.06	1,028,345.51
<u>APPRAISAL REVIEW BOARD</u>	917,823.89	891,014.66
<u>DEEDS</u>	762,656.48	988,964.67
<u>RECORDS/ARCHIVES</u>	382,633.27	371,239.76
<u>BUSINESS PERSONAL PROPERTY</u>	982,115.82	1,000,738.32
<u>COMMERCIAL</u>	1,394,139.49	1,357,769.05
<u>RESIDENTIAL</u>	2,353,295.71	2,177,643.69
<u>STATISTICS</u>	471,685.55	437,952.42
<u>GEOGRAPHIC INFORMATION SYSTEMS</u>	733,350.79	716,978.67
<u>INFORMATION SYSTEMS</u>	1,288,695.38	1,231,995.77
<u>RESEARCH</u>	1,265,695.42	1,085,297.47
 TOTAL WAGES & OPERATING EXP.	 15,004,128.86	 14,329,288.80
 MISC. INCOME	 (50,000.00)	 (50,000.00)
 Total Budget billable to Taxing Entities	 14,954,128.86	 14,279,288.80

SECTION D

STAFF POSITIONS / SALARY SCHEDULE

SALARY SCHEDULE 2017/2018

NO. POS	POSITION	SALARY RANGE	PAYROLL RELATED EXPENSE
1	Executive Director/Chief Appraiser	152,689	9,350
	Set by Board		
1	Assistant Chief Appraiser	107,100 - 162,800	9,320
1	Chief Financial Officer	107,100 - 162,800	9,248
1	Director of Administrative Services	91,500 - 137,300	9,248
1	Director of Litigation & Appeals	91,500 - 137,300	9,248
1	Director of Appraisal Services	91,500 - 137,300	9,248
1	Network Manager	78,200 - 115,700	9,152
1	Application Support Manager	78,200 - 115,700	9,225
1	Chief HR Officer	78,200 - 115,700	9,225
1	Business Pers Prop Manager	66,800 - 97,500	9,182
1	Commercial Manager	66,800 - 97,500	9,182
1	Residential Property Manager	66,800 - 97,500	9,182
1	GIS Manager	66,800 - 97,500	9,225
1	Litigation Coordinator	66,800 - 97,500	9,179
1	Records & Archives Manager	66,800 - 97,500	9,186
1	ARB Coordinator	66,800 - 97,500	9,180
1	Statistics Coordinator	66,800 - 97,500	9,169
1	Records Supervisor	57,100 - 82,200	9,180
1	Deeds & Exemptions Supervisor	57,100 - 82,200	9,157
2	Computer Program Analyst	57,100 - 82,200	9,111 - 9,115
2	Data Analyst	57,100 - 82,200	9,120 - 9,165
2	Software Developer	57,100 - 82,200	9,088
1	Appraisal Training Supervisor	57,100 - 82,200	9,148
2	Statistics Analyst	57,100 - 82,200	9,117 - 9,133
1	Database Administrator	48,800 - 69,200	9,116
2	Litigation Analyst	48,800 - 69,200	9,156 - 9,158
1	Accountant	45,240 - 64,480	9,118
9	Appraiser IV	45,240 - 64,480	9,096 - 9,122
2	Litigation Appraiser IV	45,240 - 64,480	9,099 - 9,106
3	GIS Specialist II	45,240 - 64,480	9,068 - 9,076
1	Data Control Specialist	45,240 - 64,480	9,101
17	Appraiser III	40,040 - 56,160	9,051 - 9,066
1	Legal Assistant	40,040 - 56,160	9,071
2	Fiscal Clerk II	40,040 - 56,160	9,081
2	Executive Assistant	40,040 - 56,160	9,031 - 9,075
1	HR Specialist	40,040 - 56,160	9,052
2	GIS Specialist I	40,040 - 56,160	9,047
14	Appraiser II	35,360 - 48,880	9,044 - 9,048
1	Accounting Specialist	35,360 - 48,880	9,051
2	Desktop Support Technician	35,360 - 48,880	9,015 - 9,036
1	IT Record Specialist	35,360 - 48,880	9,031
7	Field Specialist	31,200 - 42,640	9,036 - 9,044
1	GIS Records Specialist	31,200 - 42,640	9,038
1	Litigation Specialist	31,200 - 42,640	9,038
1	Data Control Clerk	31,200 - 42,640	9,062
30	Appraisal Records Specialist	31,200 - 42,640	9,027 - 9,068
7	Administrative Clerks	27,560 - 36,920	9,015 - 9,033
1	Maintenance II	24,440 - 32,240	9,016
1	Customer Contact Clerk	24,440 - 32,240	9,027
1	Maintenance I	21,840 - 28,080	9,016
140	TOTAL		

SECTION E

CAPITAL EXPENDITURE LISTING

EL PASO CENTRAL APPRAISAL DISTRICT

CAPITAL EXPENDITURES FOR FISCAL YEAR 2017/2018

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TOTAL CAPITAL EXPENDITURES	<u>38,200.00</u>
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ADMINISTRATION

Replacements	2,000.00
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LITIGATION

2 Tablet Surface Pro4 with key board	3,200.00
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INFORMATION TECHNOLOGY

1620	Hard drive expansion - compellent	20,000.00
1,620	Misc. computer equipment	10,000.00

RESEARCH

1610	BOD multimedia hardware (replacement)	3,000.00
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SECTION F

TAXING ENTITY PAYMENT SCHEDULE

EL PASO CENTRAL APPRAISAL DISTRICT
PAYMENT SCHEDULE BY TAXING ENTITY FOR THE FISCAL YEAR 10/1/2017 - 9/30/2018

EL PASO COUNTY TAXING ENTITIES		PERCENTAGE OF TOTAL COUNTY TAX LEVY	BUDGET LEVY BASED ON CAD 2017/18 BUDGET	QUARTERLY
*****		*****	*****	*****
1	ANTHONY ISD	0.2094%	31,313.95	7,828.49
2	ANTHONY, TOWN OF	0.0967%	14,460.64	3,615.16
3	CANUTILLO ISD	2.6596%	397,720.01	99,430.00
4	CITY OF EL PASO	23.8093%	3,560,473.40	890,118.35
5	CLINT ISD	1.3980%	209,058.72	52,264.68
6	CLINT, TOWN OF	0.0342%	5,114.31	1,278.58
7	COUNTY OF EL PASO	16.5440%	2,474,011.08	618,502.77
8	EL PASO COMMUNITY COLLEGE	5.0890%	761,015.62	190,253.91
9	EL PASO COUNTY EMER SERV DIST #1	0.1848%	27,635.23	6,908.81
10	EL PASO COUNTY EMER SERV DIST #2	0.2708%	40,495.78	10,123.95
11	EL PASO COUNTY TORNILLO W.I.D.	0.0074%	1,106.61	276.65
12	EL PASO COUNTY WATER C.I.D. #4	0.0154%	2,302.94	575.74
13	EL PASO ISD	18.3045%	2,737,278.52	684,319.63
14	FABENS ISD	0.2000%	29,908.26	7,477.07
15	HACIENDA DEL NORTE	0.0168%	2,512.29	628.07
16	HORIZON CITY	0.3472%	51,920.74	12,980.19
17	HORIZON REGIONAL MUNICIPAL UTILITY DIST	0.5396%	80,692.48	20,173.12
18	LOWER VALLEY WATER DISTRICT	0.2867%	42,873.49	10,718.37
19	PASEO DEL ESTE MUD # 1	0.0094%	1,405.69	351.42
20	PASEO DEL ESTE MUD # 2	0.0562%	8,404.22	2,101.06
21	PASEO DEL ESTE MUD # 3	0.0995%	14,879.36	3,719.84
22	PASEO DEL ESTE MUD # 4	0.0003%	44.86	11.22
23	PASEO DEL ESTE MUD # 5	0.0310%	4,635.78	1,158.95
24	PASEO DEL ESTE MUD # 6	0.0011%	164.50	41.13
25	PASEO DEL ESTE MUD # 7	0.0122%	1,824.40	456.10
26	PASEO DEL ESTE MUD # 8	0.0278%	4,157.25	1,039.31
27	PASEO DEL ESTE MUD # 9	0.0015%	224.31	56.08
28	PASEO DEL ESTE MUD # 10	0.1212%	18,124.40	4,531.10
29	PASEO DEL ESTE MUD # 11	0.0346%	5,174.13	1,293.53
30	SAN ELIZARIO ISD	0.2465%	36,861.93	9,215.48
31	SAN ELIZARIO CITY	0.0599%	8,957.52	2,239.38
32	SOCORRO ISD	10.6772%	1,596,682.25	399,170.56
33	SOCORRO, TOWN OF	0.6400%	95,706.42	23,926.61
34	TORNILLO ISD	0.0879%	13,144.68	3,286.17
35	UNIVERSITY MEDICAL CENTER	8.9599%	1,339,874.99	334,968.75
36	VINTON, TOWN OF	0.0466%	6,968.62	1,742.16
37	YSLETA ISD	8.8738%	1,326,999.49	331,749.87
TOTALS		100.0000%	14,954,128.86	3,738,532.20

PLEASE NOTE:

These percentages are based on the 2016 levies currently being used for quarterly billing. At the time this budget is implemented, the first quarterly billing will be based on 2016 levies. The second and subsequent quarterly billings will be based on the most current 2017 levy figures and any necessary adjustments for the first quarter will be made at that time.

SECTION G

STRATEGIC PLAN FOR REAL PROPERTY AND VEHICLES

EL PASO CENTRAL APPRAISAL DISTRICT
5 YEAR - STRATEGIC PLAN FOR REAL PROPERTY

Per Board Request - Approved September 2016

Project	Cost Estimate	Description	Location	Objective / Notes
FY 2016 / 2017				
Lighting Upgrade	110,000	Convert from fluorescent to LED	Throughout building	Reduce electrical costs - simple payback in 8.51 years
Parking Lots	30,000	Asphalt Resurface & Restriping	Front & rear parking lots	Maintenance
Vehicles @ \$30,000 ea.	90,000	Purchase of 3 additional vehicles	EPCAD	Need to increase current fleet of 22 vehicles. Have had 22 vehicles for over 15 yrs.
Total FY 2016	<u>230,000</u>	OBTAINED \$200,000 ENCUMBERED FROM FY 2015/2016		
FY 2017 / 2018				
Parking Lot	20,000	Repair damaged concrete & add protective coating	Rear parking lot	Control moisture penetration into building first floor rear
Bathroom remodel	70,000	Bathroom remodel	Bathrooms on all 3 floors	Bathrooms are old and in need of cosmetic upgrades
Vehicles	150,000	Replace 5 vehicles @ \$30,000 ea.	EPCAD	Start replacing current fleet of 22 vehicles - staggered during 5 fiscal years
Total FY 2018	<u>240,000</u>	LISTED IN BUDGET FY 2017/2018		
FY 2018 / 2019				
Flooring	100,000	Tile upgrade	Throughout building	Tile is old and worn and needs to be replaced
Vehicles	175,000	Replace 5 vehicles @ \$35,000 ea.	EPCAD	Staggered replacement
Total FY 2019	<u>275,000</u>			
FY 2019 / 2020				
Solar panels	10,000	Purchase solar panels	Roof of building	Minimize electrical cost
Vehicles	200,000	Replace 5 vehicles @ \$40,000 ea.	EPCAD	Staggered replacement
Total FY 2020	<u>210,000</u>			
FY 2020 / 2021				
Building	200,000	Paint building exterior and new signage	Building exterior	Need exterior painting and signage replacement
Vehicles	200,000	Replace 5 vehicles @ \$40,000 ea.	EPCAD	Staggered replacement
Total FY 2021	<u>400,000</u>			

SECTION H

CALENDAR: 2017/2018 BUDGET PROCESS

Executive Director & Management staff meet to discuss goals and objectives based on the tax calendar, previous year experience, current needs and long-term goals.	October-December
Based on previous discussion with staff and Board and agreed upon objectives, departments begin compiling budgets.	January
Executive Director, Division Directors and Chief Financial Officer review proposed departmental budgets for accuracy, duplications, conformance to overall District objectives.	February-March
Budget Advisory Committee Reviews Preliminary Budget. ***** Preliminary Budget submitted to Board of Directors. Preliminary Budget to taxing entities. *****	March 14, 2017 ***** March 14 March 14
Board Budget Advisory Committee meets for second review of preliminary budget and makes additional changes if deemed necessary and prudent.	March 15 – April 19
Preliminary Budget reviewed by entire board and date set for public hearing. (Budget Workshop.)	April 20 Budget Workshop
No later than the 10 th day before a public hearing. (1) a written notice of the date, time and place fixed for the hearing shall be delivered by the Secretary of the Board to the presiding officer of the governing body of each taxing unit participating in the District; and (2) The Chief Appraiser shall give notice of the public hearing in a ¼ page ad in a newspaper of general circulation setting out the time, date and place of the public hearing and setting out a summary of the proposed budget.	May 7
Public hearing and final Board review of preliminary budget with possible adoption. Budget must be adopted by June 15, 2017. Substantial compliance with Property Tax Code.	May 18, Board Meeting
As soon as possible, taxing entities provided with copies of the adopted budget for their review and use in their budget process.	Following Adoption
If governing bodies of a majority of the voting entities (school districts, County and incorporated towns and cities) adopt resolutions disapproving the budget and file them with the Secretary of the Board within 30 days after its adoption, the budget does not take effect.	30 Days Following Adoption
The Board shall adopt a new budget within 30 days of the disapproval.	30 Days After Disapproval

SECTION I

ORGANIZATIONAL CHART

