



## Minutes from August 16, 2018

The El Paso Central Appraisal District Board of Directors held its regular meeting on Thursday, August 16, 2018, at 5:04 p.m., in the Conference Room of the El Paso Central Appraisal District (EPCAD), 5801 Trowbridge Drive, El Paso, Texas, with the following quorum, of seven (7) members present.

1. Gary Gandara
2. Ronald Lowenfield
3. Mike Najera
4. Vincent Perez
5. Laure Searls
6. Chuck Taylor
7. Samuel Trimble
  
8. Al Velarde arrived at 5:06 p.m.

Ms. Carmen Hegeman of Dunbar, Armendariz, Hegeman Law Firm, EPCAD legal counsel, was in attendance for the entire meeting.

First order of business was to recite the pledge of allegiance to the flag of the United States of America and the pledge of allegiance to the Texas state flag.

### **AGENDA ITEM 1 - PUBLIC COMMENT**

Mr. David Stone, EPCAD Assistant Chief Appraiser, stated no one had signed up to make public comment.

### **ACTION AGENDA ITEM 2 - APPROVAL & SIGNING OF MINUTES FROM MAY 17, 2018 MEETING**

Mr. Trimble made a motion to approve the May 17, 2018 Minutes as presented; Mr. Gandara seconded; the vote was called and approved.

**ACTION AGENDA ITEM 3 - REVIEW & APPROVAL OF FINANCIAL REPORTS FOR APRIL, MAY, AND JUNE, 2018**

Ms. Rosa Goldmann, EPCAD Chief Financial Officer, presented the financial reports for April, May, and June, 2018. EPCAD's financial reports contain the balance sheet; report of revenues, expenditures, and changes in cash balance (in actual-to-budget); the investment report; and the notes to the financial report.

Ms. Goldmann stated that the Supplemental Help/Temps account was over-budget by \$6,010.16 as of June 30, 2018. She further stated that \$38,897.99 have been used from the \$400,000 Litigation Reserve account due to expenses exceeding the budgeted \$465,000. The Litigation Reserve account balance is \$361,102.01 as of June 30, 2018.

Mr. Perez made a motion to accept the financial reports for April, May, and June, 2018 as presented; Mr. Gandara seconded; the vote was called and was approved.

**AGENDA ITEM 4 - MONTHLY HEALTH BENEFIT AND DENTAL INSURANCE PLAN REPORTS FOR APRIL, MAY, AND JUNE, 2018**

Ms. Goldmann presented the Health and Dental Insurance Plan Report for April, May, and June, 2018.

The April activity is as follows:

- Deposits: \$88,513.69
- Other Expenses: \$48.78
- Claims Paid: \$157,518.82
- Balance: \$415,537.42

The May activity is as follows:

- Deposits: \$88,032.49
- Other Expenses: \$53.18
- Claims Paid: \$86,819.07
- Balance: \$416,697.66

The June activity is as follows:

- Deposits: \$88,405.77
- Other Expenses: \$39.88
- Claims Paid: \$90,812.46
- Balance: \$414,251.09

This concluded Ms. Goldmann's report.

**ACTION AGENDA ITEM 5 - DISCUSSION AND POSSIBLE ACTION REGARDING TEXAS MUNICIPAL LEAGUE (TML) CASUALTY INSURANCE POLICY APPROVAL**

Mr. Stone presented EPCAD's general liability, auto insurance; real and personal property, and workers compensation insurance renewal information.

Texas Municipal League Intergovernmental Risk Pool (TML) provided EPCAD with a quote of \$74,037 for all policies, and EPCAD budgeted \$82,431. However, all policies, except for worker's compensation, came higher than budgeted. TML usually waits until the end of the year to provide EPCAD any discounts.

In July, EPCAD staff started researching other casualty insurance providers. The Texas Association of Counties provided a quote, which was received today and staff has not had sufficient time to analyze it. An insurance broker also indicated that he was going to provide a quote, but EPCAD has not received it.

Mr. Stone proposed to accept the TML's quote or to discuss the matter during the next Board meeting.

Mr. Stone stated that in order to avoid insurance lapse the Board should renew TML, then decide to stay with them or select a different casualty insurance protection company. The premium increase is based on salary increase, natural disasters, and EPCAD's increase in fleet by three vehicles and replacement of five old vehicles with new ones.

Ms. Goldman added that EPCAD has 60-days to cancel the contract with TML.

Mr. Gandara asked if EPCAD has an agent.

Mr. Stone replied that EPCAD has an agent for healthcare, but does not have an agent for casualty insurance protection.

Mr. Najera stated that if EPCAD is considering other vendors then it should go through a formal bid process.

Mr. Stone replied that historically EPCAD has not gone for a formal bid process on the casualty insurance policy, but on somethings EPCAD has obtained three quotes from three vendors.

Mr. Gandara asked if EPCAD has a policy in place that states at what dollar amount EPCAD has to go out to bid.

Ms. Hegeman stated that the current contract is a continuation of a contract. The policy is that EPCAD does not have to go out to bid if it is less than \$50,000.

Mr. Velarde suggested to postpone until the next meeting and requested that staff provide the Board a comparison from other vendors; Mr. Lowenfield seconded; the vote was called; and the motion approved.

**ACTION AGENDA ITEM 6 - DISCUSSION AND ACTION REGARDING THE PROPOSED 2019/2020 REAPPRAISAL PLAN**

Mr. Stone stated that the Reappraisal Plan needs to be approved by September 15. The Reappraisal Plan is a requirement under the Texas Property Tax Code. The Reappraisal Plan is designed to provide a biennial template of the areas that will be emphasized and the steps that will be used to address them to ensure an accurate and equitable interpretation of the market value of all taxable property in El Paso County. The plan can be adjusted depending on the current needs. Reappraisals are state mandated every three years. Business Personal Property is appraised every year. EPCAD is within the standards the Texas Comptroller outlines. The Comptroller appraises areas and compares them to EPCAD's results.

The results from the Comptroller's 2016 Property Value Study (PVS) indicated there were some issues with certain classes of property in the Independent School Districts of Clint, Fabens, Tornillo, and San Elizario. When EPCAD challenged the Comptroller's PVS results, the Comptroller further investigated and accepted EPCAD's values.

The PVS is used to estimate a school district's taxable property value. The results of the PVS study can affect a school district's state funding. State funding will be taken away from school districts if EPCAD fails the PVS for two years. According to the PVS, all of the school districts are currently within 95% of market value.

Mr. Lowenfield inquired if EPCAD has a membership to platforms that can provide comparable residential information.

Mr. Stone stated that EPCAD uses Loopnet and Co-Star, software and programs used by commercial brokers and agents.

Mr. Lowenfield commented on how he would like to further EPCAD's communication with realtors and to create a conversation with the people that are having problems.

Ms. Searls proposed that EPCAD staff highlight the changes from the previous Reappraisal Plan to the current Reappraisal Plan, that an elementary narrative of the Reappraisal Plan be provided, type of service provided by LoopNet and CoStar, a timeline of board members responsibilities, and how they coincide with State deadlines.

Mr. Perez requested a presentation from staff regarding the context of the document.

Mr. Taylor motioned to approve the proposed 2019/2020 Reappraisal Plan. Mr. Gandara seconded; the vote was called; and the motion carried, with Mr. Perez abstaining from the vote.

**AGENDA ITEM 7 - MOBILE COMPUTING DEMONSTRATION**

Mr. Stone stated that the use of mobile computing would allow field workers to input data directly into the computer system. The cost of Harris Govern's complete solution is \$222,201. Currently, appraisers print out paper property record cards, make their notes on them, then enter the information at the office. Mobile computing will allow fieldwork to be more efficient. EPCAD staff feels that the Legislature might make it a requirement in the future and it is better to have it implemented. The solution is five years old and has increased efficiency in other districts. There is a learning curve and an implementation

curve to the devices. EPCAD anticipates quantifying the savings after two-years. EPCAD staff has spoken to Bexar County and Travis County and they have stated the advantages and the efficiencies of the process. Appraisal districts have not done any kind of study on the return on investment or measurement of efficiency on the devices due to deadlines and lack of personnel.

Manny Araujo, Account Manager, and Gabe Burge, Technical Sales Analyst, from Harris Govern provided a presentation on how to navigate the application, assign the work to the device, attach photos, and integrate notes.

Mr. Araujo stated the technology will increase the efficiency of the appraisers. He further commented on how Travis County gave a presentation at an International Association of Assessing Officers (IAAO) event and stated that Travis County is saving \$2,000,000 and it took them two-years before they started seeing a return.

Mr. Lowenfield asked what the cost offsets are.

Mr. Araujo replied the vehicles use less fuel because the device routes the property by distance to each other. Other appraisal districts have commented on how the technology has fended off additional new hires.

Mr. Trimble stated that he does not see any reduction in costs.

Mr. Burge replied that it will take less time to complete fieldwork.

Mr. Gandara asked what percentage in savings and revenues could EPCAD expect.

Mr. Araujo replied that he has not asked other appraisal districts what their return on investment is with the devices.

Mr. Taylor inquired about the ownership.

Mr. Araujo replied that they are licensing the software. The cost is comprised of the software licenses for the server, the client license for each user, add-on licenses for advanced mapping, class calculator, and disto laser measuring devices. There is a recurring maintenance cost, initial implementation, and training fee.

Mr. Trimble questioned if the recurring yearly fee is \$50,000.

Mr. Stone replied that recurring yearly fees will be \$65,000 for the software, \$14,300 for iPads leased for two-year, and \$11,400 for the contract with Verizon for cellular service. The bulk of \$222,000 is going to be a one-time cost.

Mr. Najera asked for the current version of the software and maximum downtime.

Mr. Burge replied that they provide monthly releases.

Mr. Stone stated it will be on a localized server and the storage is cloud base. The only purpose of the cloud is for appraiser accessibility on the accounts that are being worked on the field at that moment. Then, the data will be downloaded to EPCAD servers five times daily. The data will be uploaded to the cloud from EPCAD servers when fieldwork is done.

Mr. Najera inquired on the lifetime of the disto laser measuring devices.

Mr. Stone stated that he has not investigated, but believes they have a two-year warranty. Twenty-five devices will cost \$17,000.

Mr. Najera further asked how Harris Govern manages compatibility with Apple operating system and the disto laser measuring devices.

Mr. Stone replied that EPCAD is only requesting a two-year lease on the iPads and AppleCare.

Mr. Trimble asked if a moratorium would be placed on hiring any new appraisers other than on a strict replacement basis due to attrition, retirement, or replacement over the next 24 months.

Ms. Hegeman replied that the Board cannot make staffing decisions. Any increase in the number of appraisers will be addressed in the budget.

Mr. Stone stated that he felt comfortable making that statement because the budget has been approved for 2019. For 2020 budget, the Board can decide on the number of appraisers. Mr. Stone expressed confidence in the technology and felt comfortable not asking for additional appraisers.

Mr. Taylor stated that he wants to ensure there is not a disposition of EPCAD's current appraisers.

Mr. Stone replied that EPCAD is not planning to reduce staff.

#### **ACTION AGENDA ITEM 8 - DISCUSSION AND POSSIBLE ACTION REGARDING MOBILE COMPUTING**

Mr. Stone stated that EPCAD is asking for the actual Pax mobile, the Verizon network, the iPads, and the disto laser measuring devices.

Mr. Najera motioned to approve the mobile computing; Mr. Trimble seconded; the vote was called; and the motion carried.

#### **AGENDA ITEM 9 - WARDLAW APPRAISAL GROUP, LC REPORT**

Mr. Stone stated that EPCAD staff has had a very good experience working with Wardlaw Appraisal Group. Wardlaw Appraisal Group was able to obtain waivers on the major taxpayers.

Ms. Mallory Crain, Utility and Industrial Appraiser, R.P.A., of Wardlaw Appraisal Group presented an overview to the Board and reported the following details:

There were 245 renditions in 2018, the final notices were sent to EPCAD on July 24, 2018, and the certified value was a little over 3.6 billion.

There were 224 renditions in 2017, the final notices were sent to EPCAD on May 26, 2017, and the certified value was over 3.3 billion.

On April 9, 67 taxpayer accounts were mailed to EPCAD. By April 30, 298 taxpayer accounts were mailed to EPCAD. By May 11, 272 taxpayer accounts were mailed to EPCAD. By May 21, 3 taxpayer accounts were mailed to EPCAD, and on May 23, 4 taxpayer accounts were mailed to EPCAD.

El Paso Electric signed off on an overall value of \$539,488,900, which was an increase of 7.2% over the prior year value.

Andeavor agreed to a value 8.6% higher than the prior year and signed off on the land values.

Ms. Crain stated that Wardlaw staff provides onsite inspection of businesses inventory via iPad, video, and audio recording.

Customer service requests are performed via telephone and email in as expeditious a manner as possible.

Wardlaw Appraisal Group's main priority is to attempt to resolve taxpayer issues before the taxpayer has an Appraisal Review Board (ARB) hearing.

Mr. Gandara inquired about EPCAD's relationship with Andeavor.

Mr. Stone stated that Andeavor sold Western Refining to Marathon Petroleum Corp. The law firm, who previously represented Western Refining and files lawsuits on all their properties, represents Marathon Petroleum Corp.

Ms. Crain mentioned that this year there will not be any litigation costs associated with Andeavor.

Mr. Trimble asked if Wardlaw Appraisal Group uses the Harris Govern application.

Ms. Crain said they have their own appraisal module.

#### **AGENDA ITEM 10 - TAXPAYER LIASION REPORT – TRACY CARTER**

Ms. Tracy Carter, Taxpayer Liaison Officer, stated that the ARB completed all timely protests on August 3, 2018.

Ms. Carter provided the Board with a packet containing taxpayer evaluations and a follow-up report.

Ms. Carter stated that the State Comptroller survey results will be available at the end of January, 2019.

In 2018, 984 surveys were received. In 2017, 379 surveys were received. In 2016, 280 surveys were received. In 2015, 560 surveys were received.

Ms. Carter continued that she will assist Administrative Judge Maria Salas-Mendoza in the selection process. Eleven ARB members are up for reappointment, three positions are open, and twenty-one members are not up for renewal. A press release will publish in El Paso Times on August 19, 2018. The deadline to accept applications to fill the ARB vacancies is September 30, 2018. Administrative Judge Salas-Mendoza will start the interview process in October and have the 2019 ARB members selected by November, 2018.

#### **AGENDA ITEM 11 - CHIEF APPRAISER REPORT**

Mr. David Stone, EPCAD Assistant Chief Appraiser, informed the Board of the following:

EPCAD certified the appraisal roll at 96%.

MINUTES PAGE 8  
BOARD OF DIRECTORS  
AUGUST 16, 2018

Ms. Kilgore and Mr. Stone met with finance personnel from the City of El Paso, County of El Paso, Canutillo Independent School District, Socorro Independent School District, Ysleta Independent School District, El Paso Independent School District, and El Paso Community College regarding possible litigation that might come up in the coming year.

EPCAD staff is anticipating an increase in litigation this year from tax agents.

EPCAD provided the required sales to the Comptroller by August 1<sup>st</sup> deadline.

EPCAD's staff had a 97% customer service rating as good or excellent.

EPCAD received 27,784 protests in 2018; 8,000 more than 2017.

EPCAD had 18,339 residential protests, 5,951 commercial protests, and 3,494 business personal property protests.

Forty percent of residential protests were settled informally, 34% were no-shows or withdrawn, and 26% went in front of the ARB panel.

Twenty-seven percent of commercial protests were settled informally, 30% were no-shows or withdrawn, and 43% went in front of the ARB panel.

Forty-five percent of business personal property protests were settled informally, 38% were no-shows or withdrawn, and 17% went in front of the ARB panel.

Four hundred fifty-seven protests have not been resolved yet.


The ARB will go back into session at the end of October.

With no further business to come before the Board, the meeting adjourned at 7:53 p.m.

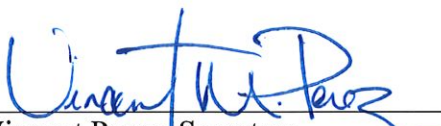
The next EPCAD Board of Directors' meeting is scheduled for September 20, 2018 at 5:00 p.m.

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Laure Searls, Chairwoman  
El Paso Central Appraisal District  
Board of Directors

ATTEST:

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

Date Approved: 9/20/18



EL PASO CENTRAL APPRAISAL DISTRICT



**BALANCE SHEET**  
**APRIL 30, 2018**

**Assets**

Cash in Bank	591,634.53	
Investments	5,335,714.70	
Petty Cash	150.00	
<b>Total Cash</b>		<b>5,927,499.23</b>

Accrued Interest Receivable	5,533.80	
Prepaid Expenses	13,613.29	19,147.09

**Total Current Assets** **5,946,646.32**

Building	2,354,796.59	
Building Accum Deprec	(793,178.23)	1,561,618.36
Building Refit	637,114.19	
Bldg Refit Accum Deprec	(637,112.19)	2.00
Furniture & Equipment	669,434.98	
Furn & Equip Accum Deprec	(561,663.98)	107,771.00
Computer Equipment	909,269.73	
Computer Equip Accum Deprec	(803,306.40)	105,963.33
Vehicles	341,204.28	
Vehicles Accum Deprec	(259,703.16)	81,501.12
CAMA System	1,378,742.00	
CAMA Sys Accum Deprec	(1,378,738.00)	4.00
Building Improvements	1,565,131.66	
Building Improv Accum Deprec	(750,837.99)	814,293.67
Building Equipment	154,057.32	
Buld Equip Accum Deprec	(116,430.44)	37,626.88

**Total Fixed Assets** **2,708,780.36**

Deferred Outflow Res-Pension 982,766.77

**Total Assets** **9,638,193.45**

**Liabilities and Fund Balance**

Accounts Payable	195,930.08
Accrued Expenses	18,681.29
Accrued Payroll Payable	759,552.39
Payroll Taxes Payable	36,695.00
TCDRS Payable	94,573.25
Dep. Personal Life Ins & Cobra	541.36
Cafeteria 125	(137.51)

**Total Current Liabilities** **1,105,835.86**

TCDRS Net Pension Liability	972,050.00
Deferred Inflow Res-Pension	836,735.00
TCDRS Expense-Allowance	266,730.37

**TOTAL LIABILITIES** **3,181,351.23**

Reserved Encumbrance	400,000.00
Fund Balance	6,056,842.22

**TOTAL LIABILITIES AND FUND BALANCE** **9,638,193.45**

**EL PASO CENTRAL APPRAISAL DIST**  
**REPORT OF REVENUES, EXPENDITURES AND CHANGES IN CASH BALANCE**  
**For Month Ending April 30, 2018**

	April	YTD	YTD Budget	Variance
<b>Revenues</b>				
Revenues from Taxing Entities	15,952.86	11,215,596.36	11,215,596.36	0.00
Interest Income	8,995.13	38,507.34	38,500.00	7.34
Miscellaneous Income	901.42	6,140.56	6,100.00	40.56
Rendition Penalty Income	4,399.04	62,886.20	62,880.00	6.20
<b>Total Revenue</b>	<b>30,248.45</b>	<b>11,323,130.46</b>	<b>11,323,076.36</b>	<b>54.10</b>
<b>EXPENDITURES</b>				
Wages and Salaries	568,819.72	4,208,346.47	4,212,448.89	4,102.42
Payroll Related Expenses	143,675.69	973,350.92	1,037,170.47	63,819.55
Payroll tax-mandatory	85,025.30	503,555.80	504,184.33	628.53
Computer Expense	47.94	1,350.35	1,448.00	97.65
Software, Support, Licensing	15,286.31	523,130.46	527,372.00	4,241.54
Vehicles - Insurance	0.00	9,241.32	9,241.32	0.00
Vehicles - Gas/Oil/Maintenance	2,503.37	14,633.63	15,214.91	581.28
Building - Utilities	12,401.50	90,411.78	91,780.00	1,368.22
Building - Maintenance	12,318.77	63,677.91	66,591.00	2,913.09
Building - Janitorial	605.76	2,715.77	3,190.28	474.51
Assets	31,884.96	31,884.96	31,884.96	0.00
F/E - Lease	12,556.81	86,231.24	87,912.00	1,680.76
F/E - Maintenance	4,738.06	96,120.48	97,791.00	1,670.52
Small Furn & Equip	1,642.85	9,407.49	11,271.00	1,863.51
Paper, supplies, etc	2,327.04	26,330.19	27,766.00	1,435.81
Printing	2,750.75	22,310.55	24,770.40	2,459.85
Advertising Req. by Law	0.00	9,244.09	18,746.09	9,502.00
Advertising Other	8,590.00	14,368.28	14,713.00	344.72
Postage/Mailing	173.76	121,864.11	125,122.00	3,257.89
Education, dues	11,982.60	57,488.65	58,876.57	1,387.92
Bonding/General Insurance	0.00	19,979.92	19,409.00	(570.92)
Audit & Consultation	0.00	15,300.00	15,300.00	0.00
Chief Appraiser-Education, dues	730.99	5,973.96	8,299.00	2,325.04
BOD - Education	0.00	2,426.91	2,427.00	0.09
Books, Publications, Subscrptn	845.89	8,193.13	8,510.00	316.87
Legal Fees	42,377.94	433,417.75	436,949.00	3,531.25
Arbitration	0.00	1,350.00	2,950.00	1,600.00
Appraisal Review Board	35,175.98	64,100.98	64,852.00	751.02
Taxpayer Liaison Officer-Expen	4,211.25	19,696.03	21,977.00	2,280.97
Professional Services	28,807.88	608,386.52	612,919.71	4,533.19
Supplemental Help/Temps	4,704.00	25,629.23	25,886.75	257.52
Interest Expense	0.00	0.00	0.00	0.00
Contingency Fund	0.00	0.00	0.00	0.00
Litigation Reserve	0.00	0.00	0.00	0.00
<b>Total Expenditures</b>	<b>1,034,185.12</b>	<b>8,070,118.88</b>	<b>8,186,973.68</b>	
<b>Excess Revenue over Expenditures</b>		<b><u>3,253,011.58</u></b>		

**El Paso Central Appraisal District**

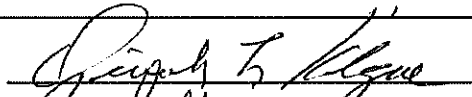
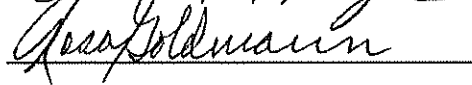
**INVESTMENT REPORT**

**April 30, 2018**

Institution	Type	Issue Date	Maturity Date	Amount	Interest Rate	Interest	
						Earned	Accrued
Wells Fargo	WF Gov MMF Sel		none	249,572.34	0.270%	1,403.59	
Wells Fargo	JP Morgan US Gov		none	163,235.16	0.188%	210.67	
Wells Fargo	UST T Bill	3/9/2018	4/5/2018	1,430,442.70	1.450%	289.77	
Wells Fargo	UST T Bill	4/5/2018	5/3/2018	1,601,076.40	1.600%		1,778.97
Wells Fargo	UST T Bill	4/5/2018	6/7/2018	1,428,054.04	1.600%		1,586.73
Wells Fargo	UST T Bill	4/5/2018	7/5/2018	1,892,162.50	1.650%		2,168.10
				<b>6,764,543.14</b>		<b>1,904.03</b>	<b>5,533.80</b>

Executive Director/Chief Appraiser

Chief Financial Officer

**NOTE TO April, 2018 FINANCIAL REPORT**

Over Budget:

Encumbered Funds:

-      Litigation Reserve                      400,000.00



**BALANCE SHEET**  
May 31, 2018

**Assets**

Cash in Bank	348,185.00	
Investments	4,439,451.28	
Petty Cash	150.00	
<b>Total Cash</b>		<b>4,787,786.28</b>
Accrued Interest Receivable	8,410.82	
Prepaid Expenses	12,691.82	21,102.64
<b>Total Current Assets</b>		<b>4,808,888.92</b>
Building	2,354,796.59	
Building Accum Deprec	(796,104.89)	1,558,691.70
Building Refit	637,114.19	
Bldg Refit Accum Deprec	(637,112.19)	2.00
Furniture & Equipment	669,434.98	
Furn & Equip Accum Deprec	(564,719.32)	104,715.66
Computer Equipment	909,269.73	
Computer Equip Accum Deprec	(808,610.70)	100,659.03
Vehicles	341,204.28	
Vehicles Accum Deprec	(260,394.19)	80,810.09
CAMA System	1,378,742.00	
CAMA Sys Accum Deprec	(1,378,738.00)	4.00
Building Improvements	1,565,131.66	
Building Improv Accum Deprec	(758,476.79)	806,654.87
Building Equipment	154,057.32	
Build Equip Accum Deprec	(117,636.79)	36,420.53
<b>Total Fixed Assets</b>		<b>2,687,957.88</b>
Deferred Outflow Res-Pension		982,766.77
<b>Total Assets</b>		<b>8,479,613.57</b>
<b>Liabilities and Fund Balance</b>		
Accounts Payable	32,804.07	
Accrued Expenses	25,972.37	
Accrued Payroll Payable	767,255.44	
Payroll Taxes Payable	36,695.00	
TCDRS Payable	95,970.81	
Dep. Personal Life Ins & Cobra	361.53	
Cafeteria 125	(191.69)	
<b>Total Current Liabilities</b>		<b>968,867.53</b>
TCDRS Net Pension Liability	972,050.00	
Deferred Inflow Res-Pension	836,735.00	
TCDRS Expense-Allowance	266,730.37	
<b>TOTAL LIABILITIES</b>		<b>3,034,382.90</b>
Reserved Encumbrance		388,551.08
Fund Balance		5,056,679.59
<b>TOTAL LIABILITIES AND FUND BALANCE</b>		<b>8,479,613.57</b>

**EL PASO CENTRAL APPRAISAL DIST**  
**REPORT OF REVENUES, EXPENDITURES AND CHANGES IN CASH BALANCE**  
**For Month Ending May 31, 2018**

	May	YTD	YTD Budget	Variance
<b>Revenues</b>				
Revenues from Taxing Entities	0.00	11,215,596.36	11,215,596.36	0.00
Interest Income	6,613.60	45,120.94	45,100.00	20.94
Miscellaneous Income	1,965.67	8,106.23	8,100.00	6.23
Rendition Penalty Income	3,116.49	66,002.69	66,000.00	2.69
<b>Total Revenue</b>	<b>11,695.76</b>	<b>11,334,826.22</b>	<b>11,334,796.36</b>	<b>29.86</b>
<b>EXPENDITURES</b>				
Wages and Salaries	563,916.35	4,772,262.82	4,780,448.89	8,186.07
Payroll Related Expenses	143,876.50	1,117,227.42	1,208,170.47	90,943.05
Payroll tax-mandatory	63,907.57	567,463.37	585,184.33	17,720.96
Computer Expense	559.02	1,909.37	3,548.00	1,638.63
Software, Support, Licensing	10,103.08	533,233.54	540,372.00	7,138.46
Vehicles - Insurance	0.00	9,241.32	9,241.32	0.00
Vehicles - Gas/Oil/Maintenance	1,000.09	15,633.72	16,500.00	866.28
Building - Utilities	15,377.58	105,789.36	109,800.00	4,010.64
Building - Maintenance	8,002.01	71,679.92	77,591.00	5,911.08
Building - Janitorial	905.45	3,621.22	4,190.28	569.06
Assets	115,893.20	147,778.16	155,000.00	7,221.84
F/E - Lease	12,008.28	98,239.52	100,912.00	2,672.48
F/E - Maintenance	6,615.03	102,735.51	105,791.00	3,055.49
Small Furn & Equip	1,298.96	10,706.45	15,000.00	4,293.55
Paper, supplies, etc	7,479.10	33,809.29	33,816.00	6.71
Printing	2,130.88	24,441.43	26,770.40	2,328.97
Advertising Req. by Law	8,298.05	17,542.14	19,746.09	2,203.95
Advertising Other	12,785.00	27,153.28	28,713.00	1,559.72
Postage/Mailing	396.61	122,260.72	125,622.00	3,361.28
Education, dues	10,956.59	68,445.24	70,876.57	2,431.33
Bonding/General Insurance	0.00	19,979.92	19,409.00	(570.92)
Audit & Consultation	0.00	15,300.00	16,300.00	1,000.00
Chief Appraiser-Education,dues	811.62	6,785.58	9,229.00	2,443.42
BOD - Education	0.00	2,426.91	3,627.00	1,200.09
Books, Publications, Subscrptn	9.99	8,203.12	8,610.00	406.88
Legal Fees	43,031.17	476,448.92	465,000.00	(11,448.92)
Arbitration	0.00	1,350.00	3,800.00	2,450.00
Appraisal Review Board	57,850.00	121,950.98	125,000.00	3,049.02
Taxpayer Liaison Officer-Expen	4,200.00	23,896.03	28,000.00	4,103.97
Professional Services	20,393.04	628,779.56	650,000.00	21,220.44
Supplemental Help/Temps	6,572.86	32,202.09	31,000.00	(1,202.09)
Interest Expense	0.00	0.00	0.00	0.00
Contingency Fund	0.00	0.00	0.00	0.00
Litigation Reserve	(11,448.92)	(11,448.92)	0.00	0.00
<b>Total Expenditures</b>	<b>1,106,929.11</b>	<b>9,177,047.99</b>	<b>9,377,268.35</b>	
<b>Excess Revenue over Expenditures</b>		<b><u>2,157,778.23</u></b>		





EL PASO CENTRAL APPRAISAL DISTRICT



**BALANCE SHEET**  
June 30, 2018

**Assets**

Cash in Bank	1,242,595.78	
Investments	6,246,877.80	
Petty Cash	150.00	
Total Cash		<u>7,489,623.58</u>

Accrued Interest Receivable	7,458.27	
Prepaid Expenses	11,770.35	<u>19,228.62</u>

**Total Current Assets** **7,508,852.20**

Building	2,354,796.59	
Building Accum Deprec	(799,031.55)	1,555,765.04
Building Refit	637,114.19	
Bldg Refit Accum Deprec	(637,112.19)	2.00
Furniture & Equipment	669,434.98	
Furn & Equip Accum Deprec	(567,774.69)	101,660.29
Computer Equipment	909,269.73	
Computer Equip Accum Deprec	(813,826.69)	95,443.04
Vehicles	389,942.48	
Vehicles Accum Deprec	(199,095.77)	190,846.71
CAMA System	1,378,742.00	
CAMA Sys Accum Deprec	(1,378,738.00)	4.00
Building Improvements	1,570,185.66	
Building Improv Accum Deprec	(766,157.78)	804,027.88
Building Equipment	154,057.32	
Build Equip Accum Deprec	(118,843.15)	<u>35,214.17</u>

**Total Fixed Assets** **2,782,963.13**

Deferred Outflow Res-Pension 982,766.77

**Total Assets** **11,274,582.10**

**Liabilities and Fund Balance**

Accounts Payable	113,187.88	
Accrued Expenses	31,596.18	
Accrued Payroll Payable	790,714.19	
Payroll Taxes Payable	36,695.00	
TCDRS Payable	95,219.32	
Dep. Personal Life Ins & Cobra	106.08	
Cafeteria 125	(25.51)	

**Total Current Liabilities** **1,067,492.94**

TCDRS Net Pension Liability	972,050.00	
Deferred Inflow Res-Pension	836,735.00	
TCDRS Expense-Allowance	<u>266,730.37</u>	

**TOTAL LIABILITIES** **3,143,008.31**

Reserved Encumbrance 361,102.01

Fund Balance 7,770,471.78

**TOTAL LIABILITIES AND FUND BALANCE** **11,274,582.10**



**EL PASO CENTRAL APPRAISAL DIST**  
**REPORT OF REVENUES, EXPENDITURES AND CHANGES IN CASH BALANCE**  
**For Month Ending June 30, 2018**

	June	YTD	YTD Budget	Variance
<b>Revenues</b>				
Revenues from Taxing Entities	3,738,532.50	14,954,128.86	14,954,128.86	0.00
Interest Income	6,473.97	51,594.91	51,550.00	44.91
Miscellaneous Income	795.58	8,901.81	8,901.00	0.81
Rendition Penalty Income	5,066.06	71,068.75	71,000.00	68.75
<b>Total Revenue</b>	<b>3,750,868.11</b>	<b>15,085,694.33</b>	<b>15,085,579.86</b>	<b>114.47</b>
<b>EXPENDITURES</b>				
Wages and Salaries	575,313.25	5,347,576.07	5,348,448.89	872.82
Payroll Related Expenses	128,254.35	1,245,481.77	1,246,000.00	518.23
Payroll tax-mandatory	62,994.38	630,457.75	631,910.91	1,453.16
Computer Expense	936.93	2,846.30	3,448.00	601.70
Software, Support, Licensing	7,818.06	541,051.60	546,272.00	5,220.40
Vehicles - Insurance	0.00	9,241.32	9,241.32	0.00
Vehicles - Gas/Oil/Maintenance	823.65	16,457.37	17,264.91	807.54
Building - Utilities	16,559.41	122,348.77	124,780.00	2,431.23
Building - Maintenance	6,286.30	77,966.22	82,891.00	4,924.78
Building - Janitorial	0.00	3,621.22	3,621.22	0.00
Assets	5,054.00	152,832.16	160,000.00	7,167.84
F/E - Lease	12,423.26	110,662.78	112,412.00	1,749.22
F/E - Maintenance	6,427.11	109,162.62	110,791.00	1,628.38
Small Furn & Equip	2,025.99	12,732.44	14,471.00	1,738.56
Paper, supplies, etc	3,508.68	37,317.97	37,416.00	98.03
Printing	2,140.38	26,581.81	28,970.40	2,388.59
Advertising Req. by Law	0.00	17,542.14	18,746.09	1,203.95
Advertising Other	0.00	27,153.28	27,712.00	558.72
Postage/Mailing	15,899.53	138,160.25	141,622.00	3,461.75
Education, dues	13,107.45	81,552.69	82,026.57	473.88
Bonding/General Insurance	0.00	19,979.92	19,409.00	(570.92)
Audit & Consultation	0.00	15,300.00	15,300.00	0.00
Chief Appraiser-Education, dues	714.04	7,499.62	8,999.00	1,499.38
BOD - Education	0.00	2,426.91	2,427.00	0.09
Books, Publications, Subscrip'n	9.99	8,213.11	8,610.00	396.89
Legal Fees	27,449.07	503,897.99	465,000.00	(38,897.99)
Arbitration	0.00	1,350.00	2,950.00	1,600.00
Appraisal Review Board	111,400.00	233,350.98	235,852.00	2,501.02
Taxpayer Liaison Officer-Expen	5,062.51	28,958.54	32,477.00	3,518.46
Professional Services	42,098.54	670,878.10	675,849.55	4,971.45
Supplemental Help/Temps	6,010.16	38,212.25	31,000.00	(7,212.25)
Interest Expense	0.00	0.00	0.00	0.00
Contingency Fund	0.00	0.00	0.00	0.00
Litigation Reserve	(27,449.07)	(38,897.99)	0.00	0.00
<b>Total Expenditures</b>	<b>1,024,867.97</b>	<b>10,201,915.96</b>	<b>10,245,918.86</b>	
<b>Excess Revenue over Expenditures</b>		<b><u>4,883,778.37</u></b>		

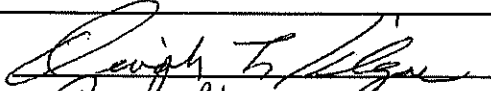
**El Paso Central Appraisal District**

**INVESTMENT REPORT**

**June 30, 2018**

Institution	Type	Issue Date	Maturity Date	Amount	Interest Rate	Interest Earned	Accrued
Wells Fargo	WF Gov MMF Sel		none	4,187,566.05	1.740%	3,252.20	
Wells Fargo	JP Morgan US Gov		none	163,668.69	1.680%	228.36	
Wells Fargo	UST T Bill	4/5/2018	6/7/2018	1,428,054.04	1.600%	444.28	
Wells Fargo	UST T Bill	4/5/2018	7/5/2018	1,892,162.50	1.650%		7,458.27
				<b>7,671,461.28</b>		<b>3,924.84</b>	<b>7,468.27</b>

Executive Director/Chief Appraiser



Chief Financial Officer

**NOTE TO June, 2018 FINANCIAL REPORT**

Over Budget:

Supplemental Help/Temps \$6,010.16 for this month due to additional temporary help

**Encumbered Funds:**

-	Litigation Reserve	400,000.00	
	May, 2018	(11,448.92)	
	June, 2018	(27,449.07)	
			361,102.01 Bal.