



## Minutes from August 20, 2020

The El Paso Central Appraisal District Board of Directors held its regular meeting on Thursday, August 20, 2020, at 5:03 p.m., in the Conference Room of the El Paso Central Appraisal District (EPCAD), 5801 Trowbridge Drive, El Paso, Texas, with the following eight (8) members present.

1. Freddy Khlayel-Avalos - video link
2. Ronald Lowenfield - video link
3. Kathryn Lucero - video link
4. Eduardo Mena – in person
5. Walter Miller - video link
6. Laure Searls - telephone
7. Chuck Taylor – in person
8. Samuel Trimble - video link

9. Mr. Vincent Perez joined the meeting at 5:09 p.m. via video link.

Mr. Joe Longoria of Perdue Brandon Fielder Collins and Mott L. L. P., EPCAD legal counsel, was in attendance via video link for the entire meeting.

Mr. Freddy Khlayel-Avalos, the Vice-Chair, commenced the meeting.

The 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 - Staff Recognition - 20 Years of Service – Daniel Bentley, Guadalupe Borjon, Lorena Castañeda, and Gabrielle Melendez; 25 Years of Service – Imelda Osburn; 30 Years of Service - Bertha Johnson**

Ms. Dinah L. Kilgore, EPCAD Executive Director/Chief Appraiser, acknowledged multiple staff members for achievement of milestone dates in their service to EPCAD. Ms. Kilgore stated that once meetings return to a full in-person format, she would like to have these staff members attend a meeting to have their photo taken with the board members.

Mr. Daniel Bentley, Ms. Guadalupe Borjon, Ms. Lorena Castañeda, and Ms. Gabrielle Melendez, 20-years of service. Ms. Imelda Osburn, 25-years of service. Ms. Bertha Johnson, 30-years of service.

Ms. Kilgore recognized by name the Appraisal Review Board (ARB) department staff, the ARB chair and secretary; and ARB members for their excellent work throughout the protest hearings.

## **AGENDA ITEM 2 – PUBLIC HEARING**

Ms. Kilgore stated that no one had signed-up for public hearing comments.

Mr. Vincent Perez joined the meeting at 5:09 p.m. via video link.

Mr. Perez assumed to chair the meeting.

## **AGENDA ITEM 3 – PUBLIC COMMENT**

Mr. Mark Salazar commented on an exemption discount refund scam from Preferred Refunds. Property owners are signing paperwork giving Preferred Refunds the right to their discounts.

Ms. Kilgore informed the board that there are companies that seek property owners who will sign over authority to handle property owner tax matters. The Texas Attorney General's office has sanctioned some companies. Legally, there is nothing EPCAD can do to stop them.

Taxpayers can access exemption application forms from the EPCAD website.

EPCAD regularly mails letters to taxpayers informing them to notify EPCAD if there are any changes in their exemption status.

## **ACTION AGENDA ITEM 4 – APPROVAL AND SIGNING OF MINUTES – MAY 21, 2020**

Mr. Miller made the motion to approve the May 21, 2020 minutes as presented;  
Ms. Lucero seconded; the vote was called and passed.

## **ACTION AGENDA ITEM 5 - REVIEW AND APPROVAL OF FINANCIAL REPORTS – APRIL, MAY, AND JUNE 2020**

Ms. Rosa Goldmann, EPCAD Chief Financial Officer, presented the financial reports for April, May, and June 2020. 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 the following line-items were over-budget:

- Janitorial for June 2020 by \$40,527.13 due to COVID-19 deep cleaning and sanitization of the building;
- Building improvements for June 2020 by \$727.20 due to the installation of a barrier gate in the front parking lot;

- Building equipment assets for June by \$9,998.72 due to the addition of exterior surveillance cameras; and
- Postage/ mailing for May \$27,578.58 due to timing issue. However, this account is not over budget in June.

Ms. Goldmann further stated that the Litigation Reserve account had \$579,448.16 as of June 30, 2020.

Mr. Miller asked if over-budget items come from other line items.

Ms. Goldmann said that overages come from other line items. Many line items are under budget. Overall, there is money to cover the overages.

Ms. Kilgore stated that anything that is regarding COVID-19 is being taken from line items first. Then, from the contingency account.

Ms. Searls made the motion to approve the financial reports for April, May, and June 2020 as presented; Mr. Mena seconded; the vote was called and passed.

#### **ACTION AGENDA ITEM 6 – DISCUSSION AND POSSIBLE ACTION REGARDING EPCAD'S HEALTH AND DENTAL INSURANCE RENEWAL**

Ms. Kilgore stated that EPCAD's medical and dental insurance will renew on October 1, 2020. The appraisal district pays 100% of the employees' portion, and the employee pays for their spouse and dependent portions. EPCAD staff expects higher costs in healthcare next year due to COVID-19 issues. EPCAD is under budget for 2020/2021 healthcare costs.

Mr. Mike Dennis of Compass Benefits provided the Board with a packet of their findings and suggestions. Mr. Dennis stated that most of the people in the carrier list declined to quote or provided a declination letter stating EPCAD's claim history, the carrier's lack of competitiveness, and the carrier's underwriting guidelines.

Blue Cross and Blue Shield of Texas (BCBSTX) dental rate is slightly higher than the current carrier's \$21.09 per member vs. \$23.62 per member for the same level of benefits. However, this change will lower the health insurance cost by approximately \$7.38 per member. The district can also change the group life insurance over to BCBSTX for an additional \$7.38 per member savings. It will also lower the group life insurance cost by about \$100 per year.

Mr. Dennis recommends BCBSTX for health, dental, and group life insurance.

Mr. Taylor inquired on what it means that "EPCAD experienced high claims utilization this year."

Ms. Kilgore replied that some employees had major health issues that affected the group.

Ms. Searls made the motion to accept Blue Cross and Blue Shield of Texas for health, dental, and group life insurance; Mr. Mena seconded; the vote was called and passed.

#### **ACTION AGENDA ITEM 7 - DISCUSSION AND POSSIBLE ACTION REGARDING PRINTER SERVICE CONTRACT**

Mr. David Stone, EPCAD Assistant Chief Appraiser, stated that EPCAD has a printer service contract with Dahill, which will expire in November 2020. EPCAD had a three-year contract with Dahill. Xerox purchased Dahill. EPCAD budgeted \$39,000 for the printer maintenance contract, but it is going to be \$40,656.

Ms. Kilgore added that the overage cost is high because when property owners need copies for their ARB hearing, EPCAD copies all the evidence for ARB staff and the property owner's file.

Staff obtained three price quotes from: Spectrum, Xerox/Dahill, and COT.

Mr. Stone continued with the features of each product.

Company	Monthly Charge	Overage Charge
Spectrum	\$3,388.00	\$0
Xerox/Dahill	\$3,331.85	Mono \$0.01, Color \$0.06
COT	\$3,398.53	Mono \$0.01, Color \$0.0798

EPCAD staff recommends Spectrum for a three-year contract to provide toner and printer maintenance.

Mr. Perez asked if the Spectrum contract would be \$1,656 over-budget for the year. Mr. Stone replied yes.

Ms. Searls made the motion to accept the contract for Spectrum for three-years; Mr. Trimble seconded; the vote was called and passed.

#### **ACTION AGENDA ITEM 8 – DISCUSSION AND POSSIBLE ACTION REGARDING THE REAPPRAISAL PLAN FOR 2021/2022**

Ms. Kilgore stated that the board needs to approve the reappraisal plan by September 15, 2020. Texas Property Tax Code calls for a biennial written plan of the areas that will be emphasized and the steps to address them. EPCAD staff can adjust the reappraisal

plan depending on the current needs. Reappraisals are state-mandated every three years. 2021 is a reappraisal year for all properties. EPCAD staff will look at the reappraisal plan for 2022 and 2023 years. The reappraisal plan shows entities and the public what EPCAD will do with the budget.

Mr. Mena made the motion to approve the 2021/2022 Reappraisal Plan; Ms. Searls seconded; the vote was called. Mr. Perez voted no because he had previously requested a presentation for transparency; the vote was called and passed.

## **AGENDA ITEM 9 – REPORT ON SETTLED LAWSUITS**

Mr. Albert Molina, EPCAD Director of Litigation & Appeals, provided a history and reviewed the lawsuits for May, June, and July 2020. The lawsuit information was provided to board members.

The certified value of the parcels under litigation is \$2,487,492,512.

The average cost for a mediation session is \$2,500.00.

Mr. Molina stated the following attorney fees:

- May 2020 was \$5,777;
- June 2020 was \$8,993; and
- July 2020 was \$2,559.

Ms. Kilgore reminded the board that this item is for informative purposes only.

Mr. Perez asked if attorney fees are the annual total and what the amount comprises. Mr. Molina said that they are as of July.

Ms. Kilgore added that the attorney fee consists of deliberations, meetings, depositions, answering discovery, mediation, attending court, etc.

Ms. Kilgore responded from receiving the lawsuit, answering the lawsuit, motions, dealing with the judge, and research. It includes a wide range of duties.

With no questions from the Board, this concluded Mr. Molina's report.

## **AGENDA ITEM 10 – TAXPAYER LIAISON REPORT**

Ms. Tracy Carter, Taxpayer Liaison Officer (TLO), informed the Board:

- The Appraisal Review Board (ARB) timely protest hearings were mostly finished on July 19, 2020.
- Ms. Carter provided the Board with a packet containing taxpayer evaluations and a follow-up report.
- This year, 312 surveys were completed. In 2019, 640 surveys were completed. In 2018, 928 surveys were completed. In 2017, 379 surveys were completed. In 2016, 280 were completed, and in 2015, 560 surveys were completed.
- Ms. Carter will assist Administrative Judge Linda Chew in the selection of new ARB members. Eight members are up for re-appointment. Plus, eight vacant positions. Therefore, sixteen ARB member positions need to be filled.
- An ARB vacancy announcement was published in the El Paso Times and El Paso Inc. on August 16, 2020, and the same is accessible on the EPCAD website. Community organizations were also informed. The deadline to accept applications to fill the ARB vacancies is September 30, 2020. The Administrative Judge Linda Chew will begin the interview process by November 2020.
- The Truth-in-Taxation (TNT) website gives property owners access to information provided by the taxing entities, including tax rates, postings, contact details, and a portal to give feedback to the taxing entities.
- For the past few months, Ms. Carter has been assisting with taxpayers on their entry to EPCAD.

With no questions from the Board, this concluded Ms. Carter's report.

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

Ms. Dinah Kilgore, EPCAD Executive Director/Chief Appraiser, informed the Board:

- The Human Resource department staff and Ms. Tracy Carter checked taxpayer temperature and monitored how many people were in each department.
- EPCAD staff received a 90% customer service rating of good or excellent.
- EPCAD certified at 97.96% of the value under protest. EPCAD certified on time at 95.46%. Hearings were from mid-June until July 20, 2020.

- EPCAD received 783 online protests, and held 2,665 telephone conferences.
- Five out of nine panels were set-up for video conferencing.
- Twenty-one thousand protests were filed; agents filed 75% protests, and 25% protests were filed by individual property owners. The agents filed 86% of the appraisal roll.
- Touchless water fountains have been purchased for each floor.
- The building's air filtration system will be upgraded by the end of the month.
- Postcards were mailed out August 3, 2020, to make property owners aware of the new Truth-in-Taxation (TNT) website. The TNT website gives property owners access to information provided by the taxing entities; such as, tax rates, postings, contact details, and a portal to give feedback to the taxing entities.
- Fifty-two hundred disaster exemption applications were filed. The disaster exemption applications were all denied. The disaster exemption is only for physical damages.

With no questions from the Board, this concluded Ms. Kilgore's report.

#### **AGENDA ITEM 12 –**

#### **EXECUTIVE SESSION UNDER THE AUTHORITY OF TEX GOV'T. CODE § 551.071 & 551.074 TO DISCUSS LEGAL AND PERSONNEL MATTERS**

Ms. Kilgore informed Mr. Perez that there was no item for Executive Session.

#### **ACTION AGENDA ITEM 13 –**

#### **DISCUSSION AND POSSIBLE ACTION REGARDING PREVIOUS LISTED ITEM**

With no further discussion, the meeting adjourned at 6:25 p.m.



Vincent Perez, Chair  
El Paso Central Appraisal District  
Board of Directors

ATTEST:



Kathryn Lucero, Secretary  
El Paso Central Appraisal District  
Board of Directors  
Date Approved: 10/15/2020





EL PASO CENTRAL APPRAISAL DISTRICT


**BALANCE SHEET**  
**April 30 2020**
**Assets**

Cash In Bank	530,412.67	
Investments	5,524,543.60	
Petty Cash	150.00	
<b>Total Cash</b>	<b>6,055,106.27</b>	
Accrued Interest Receivable	210.55	
Accounts Receivable	5,480.17	
Prepaid Expenses	5,263.57	10,954.29
<b>Total Current Assets</b>		<b>6,066,060.56</b>

Building	2,354,796.59	
Building Accum Deprec	(863,418.01)	1,491,378.58
Building Refit	837,114.19	
Bldg Refit Accum Deprec	(837,112.19)	2.00
Furniture & Equipment	684,218.19	
Furn & Equip Accum Deprec	(612,754.21)	71,463.98
Computer Equipment	745,532.66	
Computer Equip Accum Deprec	(718,166.99)	27,365.67
Vehicles	512,616.28	
Vehicles Accum Deprec	(142,567.64)	370,048.64
CAMA System	1,378,742.00	
CAMA Sys Accum Deprec	(1,378,738.00)	4.00
Building Improvements	1,856,530.33	
Building Improv Accum Deprec	(913,504.61)	943,025.72
Building Equipment	169,038.52	
Buld Equip Accum Deprec	(145,436.18)	23,602.34

**Total Fixed Assets** **2,926,890.93**
**Deferred Outflow Res-Pension** **1,457,753.77**
**Total Assets** **10,450,705.26**
**Liabilities and Fund Balance**

Accounts Payable	196,270.31
Accrued Expenses	14,437.95
Accrued Payroll Payable	876,664.99
TCDRS Payable	103,309.40
Dep. Personal Life Ins & Cobra	(593.62)
Cafeteria 125	(426.13)

**Total Current Liabilities** **1,189,662.90**

TCDRS Net Pension Liability	1,390,553.00
Deferred Inflow Res-Pension	780,800.00
TCDRS Expense-Allowance	629,537.37

**TOTAL LIABILITIES** **3,990,553.27**
**Reserved Encumbrance** **579,448.16**  
**Fund Balance** **5,880,703.83**
**TOTAL LIABILITIES AND FUND BALANCE** **10,450,705.26**

**EL PASO CENTRAL APPRAISAL DIST**  
**REPORT OF REVENUES, EXPENDITURES AND CHANGES IN CASH BALANCE**  
**For Month Ending April 30, 2020**

	April	YTD	YTD Budget	Variance
<b>Revenues</b>				
Revenues from Taxing Entities	17,096.92	12,024,589.84	12,024,589.84	0.00
Interest Income	(6,716.75)	41,873.41	41,800.00	73.41
Miscellaneous Income	70.25	1,201.30	1,100.00	101.30
Rendition Penalty Income	4,572.42	71,361.37	71,000.00	361.37
<b>Total Revenue</b>	<b>15,022.84</b>	<b>12,139,025.92</b>	<b>12,138,489.84</b>	<b>536.08</b>
<b>EXPENDITURES</b>				
Wages and Salaries	679,154.31	4,590,311.15	4,638,558.12	48,246.97
Payroll Related Expenses	153,985.36	1,359,961.72	1,384,833.26	24,871.54
Payroll tax-mandatory	88,010.03	490,316.48	566,722.00	76,405.52
Computer Expense	892.84	3,267.12	5,600.00	2,332.88
Software, Support, Licensing	16,835.32	607,788.57	613,784.89	5,996.32
Vehicles - Insurance	0.00	13,008.56	13,500.00	493.44
Vehicles - Gas/Oil/Maintenance	769.24	18,790.76	21,100.00	2,309.24
Building - Utilities	11,273.64	84,284.90	102,000.00	17,715.10
Building - Maintenance	6,369.37	84,038.58	88,800.00	4,761.42
Building - Janitorial	29,419.20	41,289.93	6,800.00	(34,489.93)
Assets - Building Improvements	0.00	7,597.20	10,500.00	2,902.80
Assets - Furniture	4,591.08	12,001.12	13,900.00	1,898.88
Assets - Strategic Plan - Vehicles	175.00	125,782.50	130,000.00	4,217.50
F/E - Lease	18,318.37	148,436.19	155,377.78	6,941.59
F/E - Maintenance	4,972.46	74,796.24	81,500.00	6,704.76
Small Furn & Equip	440.12	8,253.23	11,000.00	2,746.77
Paper, supplies, etc	5,224.87	31,672.94	35,500.00	3,827.06
Printing	3,107.00	12,538.16	15,000.00	2,461.85
Advertising Req. by Law	0.00	5,806.40	6,000.00	393.60
Advertising Other	5,473.00	5,473.00	7,000.00	1,527.00
Postage/Mailing	0.00	144,812.74	150,900.00	6,087.26
Education, dues	1,771.76	76,030.21	82,000.00	5,969.79
Bonding/General Insurance	0.00	24,599.32	25,500.00	900.68
Audit & Consultation	0.00	19,730.00	22,000.00	2,270.00
Chief Appraiser-Education, dues	0.00	7,500.25	9,300.00	1,799.75
BOD - Education	0.00	3,187.66	4,000.00	812.34
Books, Publications, Subscrip	0.00	13,452.63	15,800.00	2,347.37
Legal Fees	31,659.25	392,123.65	401,000.00	8,876.35
Arbitration	5,600.00	13,000.00	14,500.00	1,500.00
Appraisal Review Board	0.00	33,775.00	36,700.00	2,925.00
Taxpayer Liaison Officer-Expen	0.00	4,161.59	5,300.00	1,138.41
Professional Services	17,380.61	594,548.96	660,500.00	65,951.04
Supplemental Help/Temps	0.00	20,763.55	22,500.00	1,736.45
Interest Expense	0.00	0.00	0.00	0.00
Contingency Fund	0.00	0.00	0.00	0.00
Encumbered Fund - Litigation	0.00	0.00	0.00	0.00
<b>Total Expenditures</b>	<b>1,085,422.82</b>	<b>9,052,897.30</b>	<b>9,337,476.06</b>	
<b>Excess Revenue over Expenditures</b>		<b><u>3,086,128.62</u></b>		

El Paso Central Appraisal District

INVESTMENT REPORT

April 30, 2020

Institution	Type	Issue Date	Maturity Date	Amount	Interest Rate	Interest Earned	Accrued
Wells Fargo	WF Gov MMF Sel		none	1,755,046.88	0.240%	1,233.71	
Wells Fargo	JP Morgan US Gov		none	169,496.72	0.270%	198.97	
BBVA Compass	CD	4/10/2020	5/10/2020	1,700,000.00	0.10%		94.44
		4/8/2020	6/7/2020	1,900,000.00	0.10%		116.11
				5,624,543.60		1,432.68	210.55

Executive Director/Chief Appraiser

Chief Financial Officer

*[Signature]*  
*[Signature]*

NOTE TO APRIL, 2020 FINANCIAL REPORT

Over Budget:

Building- Janitorial \$ 34,489.93 due to additional Deep Clean & Sanitize Building- Covid-19

Encumbered Funds:

- Litigation Reserve 579,448.16

579,448.16 Bal



EL PASO CENTRAL APPRAISAL DISTRICT



# **BALANCE SHEET** May 31, 2020

## **Assets**

Cash in Bank	1,268,071.21	
Investments	3,824,928.68	
Petty Cash	150.00	
<b>Total Cash</b>		<b>5,093,149.89</b>

Accrued Interest Receivable	280.80	
Accounts Receivable	5,480.17	
Prepaid Expenses	13,890.38	19,651.35

**Total Current Assets** **6,112,801.24**

Building	2,354,796.59	
Building Accum Deprec	(866,344.67)	1,488,451.92
Building Refit	637,114.19	
Bldg Refit Accum Deprec	(637,112.19)	2.00
Furniture & Equipment	683,982.19	
Furn & Equip Accum Deprec	(614,741.28)	69,240.91
Computer Equipment	745,532.66	
Computer Equip Accum Deprec	(720,725.13)	24,807.53
Vehicles	512,700.03	
Vehicles Accum Deprec	(146,876.12)	365,823.91
CAMA System	1,378,742.00	
CAMA Sys Accum Deprec	(1,378,738.00)	4.00
Building Improvements	1,861,860.33	
Building Improv Accum Deprec	(920,541.42)	941,318.91
Building Equipment	179,037.24	
Buld Equip Accum Deprec	(146,724.78)	32,312.46

**Total Fixed Assets** **2,921,961.64**

**Deferred Outflow Res-Pension** **1,467,753.77**

**Total Assets** **9,492,516.65**

## **Liabilities and Fund Balance**

Accounts Payable	303,136.37
Accrued Expenses	14,437.95
Accrued Payroll Payable	949,999.57
TCDRS Payable	104,460.58
Dep. Personal Life Ins & Cobra	(631.89)
Cafeteria 125	(426.13)

**Total Current Liabilities** **1,370,966.45**

TCDRS Net Pension Liability	1,390,553.00
Deferred Inflow Res-Pension	780,800.00
TCDRS Expense-Allowance	629,537.37

**TOTAL LIABILITIES** **4,171,856.82**

**Reserved Encumbrance** **579,448.16**  
**Fund Balance** **4,741,211.67**

**TOTAL LIABILITIES AND FUND BALANCE** **9,492,516.65**

**EL PASO CENTRAL APPRAISAL DIST**  
**REPORT OF REVENUES, EXPENDITURES AND CHANGES IN CASH BALANCE**  
**For Month Ending May 31, 2020**

	May	YTD	YTD Budget	Variance
<b>Revenues</b>				
Revenues from Taxing Entities	0.00	12,024,589.84	12,024,589.84	0.00
Interest Income	5,466.96	47,340.37	47,000.00	340.37
Miscellaneous Income	112.08	1,313.38	1,000.00	313.38
Rendition Penalty Income	3,462.28	74,823.65	74,000.00	823.65
<b>Total Revenue</b>	<b>9,041.32</b>	<b>12,148,067.24</b>	<b>12,146,589.84</b>	<b>1,477.40</b>
<b>EXPENDITURES</b>				
Wages and Salaries	676,324.75	5,266,635.90	5,316,558.12	51,922.22
Payroll Related Expenses	166,023.17	1,515,984.89	1,544,833.26	28,848.37
Payroll tax-mandatory	71,947.26	562,263.74	641,722.00	79,458.26
Computer Expense	216.69	3,483.81	6,100.00	2,616.19
Software, Support, Licensing	14,844.78	622,433.35	629,784.89	7,351.54
Vehicles - Insurance	0.00	13,008.66	13,500.00	493.44
Vehicles - Gas/Oil/Maintenance	811.17	19,601.93	22,300.00	2,698.07
Building - Utilities	16,723.56	101,008.46	119,000.00	17,991.54
Building - Maintenance	7,346.92	71,385.60	77,300.00	5,914.50
Building - Janitorial	4,260.66	46,650.59	6,800.00	(38,750.59)
Assets - Building Improvements	5,330.00	12,927.20	12,200.00	(727.20)
Assets - Building Equipment	9,998.72	9,998.72	0.00	(9,998.72)
Assets - Furniture	0.00	12,001.12	12,200.00	198.88
Assets - Strategic Plan - Vehicles	83.76	125,866.25	130,000.00	4,133.75
F/E - Lease	18,228.07	166,664.26	175,377.78	8,713.52
F/E - Maintenance	5,186.57	79,981.81	87,500.00	7,518.19
Small Furn & Equip	7,371.44	15,624.67	21,000.00	5,375.33
Paper, supplies, etc	8,226.16	39,899.10	45,600.00	5,600.90
Printing	649.00	13,187.16	16,000.00	2,812.86
Advertising Req. by Law	11,575.40	17,181.80	18,000.00	818.20
Advertising Other	15,763.80	21,236.80	27,000.00	5,763.20
Postage/Mailing	39,765.84	184,578.58	160,000.00	(24,578.58)
Education, dues	1,610.92	77,641.13	84,000.00	6,358.87
Bonding/General Insurance	0.00	24,599.32	25,500.00	900.68
Audit & Consultation	0.00	19,730.00	22,000.00	2,270.00
Chief Appraiser-Education, dues	40.00	7,540.25	9,400.00	1,859.75
BOD - Education	0.00	3,187.66	4,000.00	812.34
Books, Publications, Subscrip	0.00	13,462.83	15,800.00	2,347.37
Legal Fees	30,724.53	422,848.18	436,000.00	13,151.82
Arbitration	0.00	13,000.00	14,500.00	1,500.00
Appraisal Review Board	10,300.00	44,075.00	48,700.00	4,625.00
Taxpayer Liaison Officer-Expen	0.00	4,161.59	5,300.00	1,138.41
Professional Services	30,451.03	624,999.99	691,000.00	66,000.01
Supplemental Help/Temps	0.00	20,763.55	22,500.00	1,736.45
Interest Expense	0.00	0.00	0.00	0.00
Contingency Fund	0.00	0.00	0.00	0.00
Encumbered Fund - Litigation	0.00	0.00	0.00	0.00
<b>Total Expenditures</b>	<b>1,143,604.19</b>	<b>10,196,601.49</b>	<b>10,463,376.05</b>	
<b>Excess Revenue over Expenditures</b>		<b><u>1,951,565.75</u></b>		

El Paso Central Appraisal District

INVESTMENT REPORT

May 31, 2020

Institution	Type	Issue Date	Maturity Date	Amount	Interest Rate	Interest Earned	Accrued
Wells Fargo	WF Gov MMF Sel		none	1,755,393.70	0.150%	346.82	
Wells Fargo	JP Morgan US Gov		none	169,534.98	0.160%	38.26	
BBVA Compass	CD	4/8/2020	6/7/2020	1,907,335.25	0.10%		280.80
				<u>3,832,263.93</u>		<u>385.08</u>	<u>280.80</u>

Executive Director/Chief Appraiser

Chief Financial Officer

*[Signature]*  
*[Signature]*

NOTE TO MAY, 2020 FINANCIAL REPORT

Over Budget:

Building- Janitorial \$ 38,760.69 due to additional Deep Clean & Sanitize Building- Covid-19  
 Building Improvement \$ 727.20 due to Barrier Gate in front parking lot.  
 Assets - Building Equipment \$ 9,988.72 due to Exterior Surveillance Cameras  
 Postage/Mailing - Overage \$27,578.58 Due to Timing

Encumbered Funds:

" Litigation Reserve 579,448.16

579,448.16 Bal





EL PASO CENTRAL APPRAISAL DISTRICT



# **BALANCE SHEET** June 30, 2020

## **Assets**

Cash in Bank	3,024,917.13	
Investments	3,825,163.93	
Petty Cash	150.00	
Total Cash		6,850,231.06
Accrued Interest Receivable	121.86	
Accounts Receivable	228.57	
Prepaid Expenses	19,701.71	20,052.14
<b>Total Current Assets</b>		<b>6,870,283.20</b>

Building	2,354,796.59	
Building Accum Deprec	(869,271.33)	1,485,525.26
Building Refit	637,114.19	
Bldg Refit Accum Deprec	(637,112.19)	2.00
Furniture & Equipment	680,359.30	
Furn & Equip Accum Deprec	(613,492.13)	66,867.17
Computer Equipment	715,252.24	
Computer Equip Accum Deprec	(691,926.80)	23,325.44
Vehicles	512,700.03	
Vehicles Accum Deprec	(151,184.55)	361,515.48
CAMA System	1,378,742.00	
CAMA Sys Accum Deprec	(1,378,738.00)	4.00
Building Improvements	1,861,860.33	
Building Improv Accum Deprec	(927,313.00)	934,547.33
Building Equipment	179,037.24	
Buld Equip Accum Deprec	(148,013.39)	31,023.85
<b>Total Fixed Assets</b>		<b>2,902,810.53</b>
Deferred Outflow Res-Pension		1,457,753.77
<b>Total Assets</b>		<b>11,230,847.50</b>

## **Liabilities and Fund Balance**

Accounts Payable	177,106.74	
Accrued Expenses	64,848.75	
Accrued Payroll Payable	1,045,040.60	
TCDRS Payable	103,379.10	
Dep. Personal Life Ins & Cobra	(375.13)	
Cafeteria 125	(426.13)	
<b>Total Current Liabilities</b>		<b>1,389,571.93</b>
TCDRS Net Pension Liability	1,390,553.00	
Deferred Inflow Res-Pension	780,800.00	
TCDRS Expense-Allowance	629,537.37	
<b>TOTAL LIABILITIES</b>		<b>4,190,462.30</b>
Reserved Encumbrance		579,448.16
Fund Balance		6,460,937.04
<b>TOTAL LIABILITIES AND FUND BALANCE</b>		<b>11,230,847.50</b>

**EL PASO CENTRAL APPRAISAL DIST**  
**REPORT OF REVENUES, EXPENDITURES AND CHANGES IN CASH BALANCE**  
For Month Ending June 30, 2020

	June	YTD	YTD Budget	Variance
<b>Revenues</b>				
Revenues from Taxing Entities	2,982,683.57	15,007,273.41	15,007,273.41	0.00
Interest Income	76.31	47,416.68	47,000.00	416.68
Miscellaneous Income	504.58	1,817.96	1,500.00	317.96
Rendition Penalty Income	5,238.02	80,061.67	80,000.00	61.67
<b>Total Revenue</b>	<b>2,988,502.48</b>	<b>15,136,569.72</b>	<b>15,135,773.41</b>	<b>796.31</b>
<b>EXPENDITURES</b>				
Wages and Salaries	691,838.05	5,958,473.95	6,013,558.12	55,084.17
Payroll Related Expenses	156,444.14	1,672,429.03	1,699,833.26	27,404.23
Payroll tax-mandatory	64,913.19	627,176.93	711,722.00	84,545.07
Computer Expense	474.30	3,958.11	6,600.00	2,641.89
Software, Support, Licensing	105,669.33	728,102.68	739,784.89	11,682.21
Vehicles - Insurance	0.00	13,006.56	13,500.00	493.44
Vehicles - Gas/Oil/Maintenance	770.24	20,372.17	23,300.00	2,927.83
Building - Utilities	17,728.52	118,736.98	137,000.00	18,263.02
Building - Maintenance	11,014.90	82,400.40	89,300.00	6,899.60
Building - Janitorial	1,776.54	47,327.13	8,800.00	(40,527.13)
Assets - Building Improvements	0.00	12,927.20	12,200.00	(727.20)
Assets - Building Equipment	0.00	9,998.72	0.00	(9,998.72)
Assets - Furniture	0.00	12,001.12	12,200.00	198.88
Assets - Strategic Plan - Vehicles	0.00	126,866.26	130,000.00	4,133.75
F/E - Lease	66,233.90	232,898.16	245,377.78	12,479.62
F/E - Maintenance	4,628.21	84,611.02	93,500.00	8,888.98
Small Furn & Equip	14,596.29	30,220.96	36,000.00	5,779.04
Paper, supplies, etc	8,593.66	48,492.76	55,500.00	7,007.24
Printing	625.90	13,813.05	17,000.00	3,186.95
Advertising Req. by Law	0.00	17,181.80	18,000.00	818.20
Advertising Other	0.00	21,236.80	27,000.00	5,763.20
Postage/Mailing	(31,103.79)	163,474.79	160,000.00	6,525.21
Education, dues	(744.36)	76,896.77	84,000.00	7,103.23
Bonding/General Insurance	(85.95)	24,513.37	25,500.00	986.63
Audit & Consultation	0.00	19,730.00	22,000.00	2,270.00
Chief Appraiser-Education, dues	(241.92)	7,298.33	9,400.00	2,101.67
BOD - Education	0.00	3,187.66	4,000.00	812.34
Books, Publications, Subscrip'tn	223.47	13,676.10	16,300.00	2,623.90
Legal Fees	26,471.95	449,320.13	468,000.00	18,679.87
Arbitration	0.00	13,000.00	14,500.00	1,500.00
Appraisal Review Board	72,125.00	116,200.00	123,700.00	7,500.00
Taxpayer Liaison Officer-Expen	(91.92)	4,069.87	5,300.00	1,230.33
Professional Services	36,004.59	661,004.68	711,000.00	49,995.42
Supplemental Help/Temps	1,760.76	22,624.31	25,000.00	2,475.69
Interest Expense	0.00	0.00	0.00	0.00
Contingency Fund	0.00	0.00	0.00	0.00
Encumbered Fund - Litigation	0.00	0.00	0.00	0.00
<b>Total Expenditures</b>	<b>1,249,626.00</b>	<b>11,446,127.49</b>	<b>11,756,876.05</b>	
<b>Excess Revenue over Expenditures</b>		<b><u>3,690,442.23</u></b>		



El Paso Central Appraisal District

INVESTMENT REPORT

June 30, 2020

Institution	Type	Issue Date	Maturity Date	Amount	Interest Rate	Interest Earned	Accrued
Wells Fargo	WF Gov MMF Sel		none	1,755,607.25	0.120%	213.55	
Wells Fargo	JP Morgan US Gov		none	169,556.68	0.100%	21.70	
BBVA Compass	CD	6/7/2020	8/6/200	1,907,335.25	0.10%		121.86
				<u>3,832,499.18</u>		<u>235.25</u>	<u>121.86</u>

Executive Director/Chief Appraiser

Chief Financial Officer

*[Signature]*  
*[Signature]*

NOTE TO JUNE, 2020 FINANCIAL REPORT

Over Budget:

- Building- Janitorial \$ 40,527.13 due to additional Deep Clean & Sanitize Building- Covid-19
- Building Improvement \$ 727.20 due to Barrier Gate in front parking lot.
- Assets - Building Equipment \$ 9,998.72 due to Exterior Surveillance Cameras

Encumbered Funds:

Litigation Reserve 579,448.16

579,448.16 Bal