

Travis Central Appraisal District



Board of Director's Meeting
January 7, 2021
11:30 a.m.



TRAVIS CENTRAL APPRAISAL DISTRICT

BOARD OFFICERS
JAMES VALADEZ
 CHAIRPERSON
BRUCE GRUBE
 VICE CHAIRPERSON
THERESA BASTIAN
 SECRETARY/TREASURER



BOARD MEMBERS
TOM BUCKLE
DEBORAH CARTWRIGHT
BRUCE ELIANT
ANTHONY NGUYEN
ELFANOR POWELI
FEI IPE ULLOA
BIANCA ZAMORA GARCIA

STAYS IN FILE

VIA VIDEOCONFERENCE - The public may hear and view this meeting while in progress online at
<https://us02web.zoom.us/j/362812703>

AGENDA

REGULAR MEETING - THURSDAY, JANUARY 7, 2021 – 11 30AM

- 1 CALL TO ORDER
- 2 ESTABLISHMENT OF QUORUM
- 3 ELECTION OF OFFICERS FOR THE BOARD OF DIRECTORS CHAIRPERSON, VICE CHAIRPERSON, SECRETARY/TREASURER
- 4 CITIZENS COMMUNICATION - Public comment will be allowed via teleconference no in-person input will be allowed All public comment will occur at the beginning of the meeting starting at 11 30 AM To speak remotely at this meeting persons must register online at https://www.traviscad.org/speaker_registration no later than 1 5 hours prior to the meeting start time Approximately one hour prior to the meeting start time speakers will receive email instructions on how to login to participate in the meeting Emails will come from outreach@tcadcentral.org
- 5 CONSENT AGENDA - These items may be acted upon by one motion No separate discussion or vote on any of the items will be had unless requested by a Board member
 - a APPROVAL OF THE MINUTES OF THE DECEMBER 3, 2020 MEETING
 - b TAXPAYER LIAISON REPORT
 - c SECTION 25 25B REPORT
 - d ACCOUNTING STATEMENTS
 - e PERSONNEL REPORT
- 6 REGULAR AGENDA
 - a DISCUSSION AND POSSIBLE ACTION ON CHIEF APPRAISER REPORT, TO INCLUDE 2021 FIELD WORK AND VALUATION PROCESSES, REMAINING 2020 PROTEST, COMMUNICATIONS AND OUTREACH PROGRAMS
 - b DISCUSSION AND POSSIBLE ACTION ON APPOINTMENT OF AG ADVISORY BOARD
 - c DISCUSSION AND POSSIBLE ACTION ON ANNUAL REVIEW AND ADOPTION OF INVESTMENT POLICY
 - d DISCUSSION AND POSSIBLE ACTION ON AWARD OF CONTRACT IN RESPONSE TO RFP 2020-22 REQUEST FOR PROPOSALS FOR PROFESSIONAL GIS SERVICES
 - e DISCUSSION AND POSSIBLE ACTION ON AWARD OF CONTRACT IN RESPONSE TO RFP 2020-23 REQUEST FOR PROPOSALS FOR PROFESSIONAL AUDIT SERVICES
 - f DISCUSSION AND POSSIBLE ACTION ON AWARD OF CONTRACT IN RESPONSE TO RFP 2020-24 REQUEST FOR PROPOSALS FOR PROFESSIONAL PRINTING AND MAILING SERVICES
 - g DISCUSSION AND POSSIBLE ACTION ON WAIVER OF PENALTIES AND INTEREST FOR ALL JURISDICTIONS UNTIL JANUARY 31, 2021
 - h DISCUSSION AND POSSIBLE ACTION ON LITIGATION AND APPEALS RELATED TO PENDING LAWSUITS AND ANTICIPATED LAWSUITS
 - i DISCUSSION AND POSSIBLE ACTION TO ADD ITEMS TO FUTURE AGENDAS
 - j ADJOURNMENT

THE BOARD MAY MEET IN EXECUTIVE SESSION TO DELIBERATE ANY MATTER AUTHORIZED BY TEXAS GOVERNMENT CODE SEC 551 001 et seq [THE TEXAS OPEN MEETING ACT] INCLUDING

- SEC 551 071, Consultation with attorney regarding pending or contemplated litigation, settlement offers, and matters on which the attorney has a duty to advise the Board under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas
- SEC 551 072, Deliberations regarding real property
- SEC 551 074, Personnel matters, to deliberate the appointment employment, evaluation, reassignment duties, discipline, or dismissal of the Chief Appraiser or other public officer or employee or to hear a complaint or charge
- SEC 551 076, Deliberations regarding security devices

The Travis Central Appraisal District is committed to compliance with the Americans with Disabilities Act Reasonable modifications and equal access to communications will be provided upon request Please call 512-834 9317 extension 313 for information For a sign language interpreter, please call 48 hours prior to meeting

CERTIFICATE OF POSTING

I, Leana Mann, Director of Operations of the Travis Central Appraisal District, do hereby certify that on the 4th day of January, 2021, by 9 o'clock am this Notice of Meeting was posted at the District's Offices located at 850 East Anderson Lane, Austin, Texas 78752 This Notice of Meeting was posted in a place readily accessible to the general public at all times for 72 continuous hours prior to the meeting, filed with the Travis County Clerk for posting by the Clerk at the Travis County Courthouse, and posted on the District's website

Leana Mann

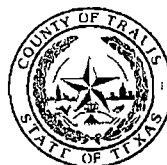
By
Printed Name Leana Mann
Title Director of Operations

Came to hand and posted on a Bulletin Board in the Courthouse
Austin, Travis County, Texas on this the 31st day of

December 2020
Dana DeBeauvoir
County Clerk, Travis County, Texas
By *A. Macedo* Deputy



A. MACEDO



**FILED AND RECORDED
OFFICIAL PUBLIC RECORDS**

Dana DeBeauvoir

**Dana DeBeauvoir, County Clerk
Travis County, Texas**

202081727

Dec 31, 2020 11 53 AM

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MACEDOS

AGENDA ITEM

#5A

TRAVIS CENTRAL APPRAISAL DISTRICT

BOARD OFFICERS
JAMES VALADEZ
CHAIRPERSON
BRUCE GRUBE
VICE CHAIRPERSON
THERESA BASTIAN
SECRETARY/TREASURER



MARYA CRIGLER
CHIEF APPRAISER

BOARD MEMBERS
TOM BUCKLE
BRUCE ELFANT
ANTHONY NGUYEN
ELEANOR POWELL
RYAN STEGLICH
FELIPE ULLOA
BLANCA ZAMORA-GARCIA

TCAD - BOARD OF DIRECTORS MINUTES OF THE DECEMBER 3, 2020 TELECONFERENCE MEETING

1. Call to order

Meeting called to order by James Valadez at 11:32 a.m. on December 3, 2020.

Due to COVID-19, in accordance with Texas Government Code 418.016, Governor Abbott announced the suspension of various provisions of the Open Meetings Act that require government officials and members of the public to be physically present at a specified meeting location. Pursuant to that suspension, this meeting was held utilizing the Zoom meeting service. Members of the public were not allowed to attend this meeting in person. The public was able hear, view and participate in this meeting while in progress online.

2. Establishment of Quorum

James Valadez, Chairperson	Travis County	Present
Bruce Grube, Vice Chairperson	Travis County	Absent
Theresa Bastian, Secretary	Austin ISD	Present
Felipe Ulloa	Austin ISD/City of Austin	Present
Blanca Zamora-Garcia	City of Austin	Present
Eleanor Powell	City of Austin	Absent
Ryan Steglich	Austin ISD	Present
Tom Buckle	West Travis County	Absent
Anthony Nguyen	East Travis County	Present
Bruce Elfant	Travis Co. Tax Assessor-Collector (Non-voting)	Present

Also present were Marya Crigler, Chief Appraiser, Kate Alexander, Deputy Chief of Policy & Communication, Leana Mann, Director of Operations, and Dustin Banks, In-house Counsel.

3. Citizens Communication

Members of the Board of Directors heard from:

- Paul Robbins
- Sam Gentry

4. Consent Items

- APPROVAL OF THE MINUTES OF THE OCTOBER 23, 2020 MEETING
- TAXPAYER LIAISON REPORT
- SECTION 25.25B REPORT
- ACCOUNTING STATEMENTS
- LINE ITEM TRANSFERS
- PERSONNEL REPORT

MOTION: Approve consent agenda items 4A, 4B, 4D, 4E and 4F
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Theresa Bastian **SECONDER:** Blanca Zamora-Garcia

AYES: James Valadez, Theresa Bastian, Felipe Ulloa, Blanca Zamora-Garcia, Ryan Steglich, Anthony Nguyen

ABSENT: Bruce Grube, Eleanor Powell, Tom Buckle

Pulled from consent: Item 4C- Section 25.25B Report was pulled from the consent agenda.

5A. Discussion and possible action on ARB 2020 Budget Amendments to include additional budget request, line item transfers and ARB per diems.

Members of the board heard from: Marya Crigler, Chief Appraiser and Storey Cordelle, ARB Chairman

MOTION: Transfer \$88,425 from the TCAD 2020 budget to the ARB 2020 budget
RESULT: **APPROVED [5 TO 1]**
MOVER: Anthony Nguyen **SECONDER:** Blanca Zamora-Garcia

AYES: James Valadez, Felipe Ulloa, Blanca Zamora-Garcia, Ryan Steglich, Anthony Nguyen

NAYS: Theresa Bastian

ABSENT: Bruce Grube, Eleanor Powell, Tom Buckle

5B. Discussion and possible action on ARB 2021 budget amendments to include line item transfers and ARB per diems.

RESULT: **ITEM TABLED**

5C. Discussion and possible action on Chief Appraiser report to include 2021 field work and valuation processes, communications and outreach programs, planned 2021 informal and formal processes.

Members of the board heard from: Marya Crigler, Chief Appraiser

RESULT: **DISCUSSED**

5D. Discussion and possible action on purchase from State of Texas contract #DIR-TSO-3763 of Dell Technologies EMC Storage Solution and Discussion and possible action on purchase from True Prodigy Tech Solutions of development costs for mobile field device and queue system solutions.

Members of the board heard from: Leana Mann, Director of Operations

MOTION: Approve purchase requests.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Theresa Bastian **SECONDER:** Felipe Ulloa

AYES: James Valadez, Theresa Bastian, Felipe Ulloa, Blanca Zamora-Garcia, Ryan Steglich, Anthony Nguyen

ABSENT: Bruce Grube, Eleanor Powell, Tom Buckle

5E. Discussion and possible action on appointment and compensation of taxpayer liaison officer.

MOTION: Approve contract.

RESULT: **APPROVED [UNANIMOUS]**

MOVER: Blanca Zamora-Garica

SECONDER: Theresa Bastian

AYES: James Valadez, Theresa Bastian, Felipe Ulloa, Blanca Zamora-Garcia, Ryan Steglich, Anthony Nguyen

ABSENT: Bruce Grube, Eleanor Powell, Tom Buckle

At 1:04 PM the Board moved to executive session; TO DELIBERATE ANY MATTER AUTHORIZED BY TEXAS GOVERNMENT CODE SEC. 551.001 et sec [THE TEXAS OPEN MEETING ACT] INCLUDING:

SEC. 551.071; Consultation with attorney regarding pending or contemplated litigation, settlement offers, and matters on which the attorney has a duty to advise the Board under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas

SEC. 551.074; Personnel matters; to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the Chief Appraiser or other public officer or employee; or to hear a complaint or charge. *(Item 5F)*

SEC. 551.076; Deliberations regarding security devices

At 1:35 PM, the Board resumed the public session and returned to Item 5F.

5F. Discussion and possible action on Chief Appraiser's performance review and employment contract.

MOTION: Mirror the current contract and extend the contract for 3 more years; Change the vacation roll-over for the Chief Appraiser to not have a maximum amount; In July have a subcommittee convene to make a recommendation that the full board can vote on by November for any future salary recommendations.

RESULT: **APPROVED [UNANIMOUS]**

MOVER: Ryan Steglich

SECONDER: Blanca Zamora-Garcia

AYES: James Valadez, Theresa Bastian, Felipe Ulloa, Blanca Zamora-Garcia, Ryan Steglich, Anthony Nguyen

ABSENT: Bruce Grube, Eleanor Powell, Tom Buckle

5G. Discussion and possible action on carry-over of vacation hours in excess of 625 hours to 2021 due to COVID-19 pandemic.

Members of the board heard from: Marya Crigler, Chief Appraiser

MOTION: Approve item 5G.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Ryan Steglich **SECONDER:** Felipe Ulloa

AYES: James Valadez, Theresa Bastian, Felipe Ulloa, Blanca Zamora-Garcia, Ryan Steglich, Anthony Nguyen

ABSENT: Bruce Grube, Eleanor Powell, Tom Buckle

5H. Discussion and possible action on litigation and appeals related to pending lawsuits and anticipated lawsuits.

RESULT: **NO DISCUSSION**

5I. Discussion and possible action to add items to future agendas.

Note: Board Members requested the following items be added to the next agenda:

- Eleanor Powell recognition for 31 years of service as a board member for the Travis Central Appraisal District
- Update from ARB Chair on ARB operations
- Next Meeting- January 7, 2021 at 11:30 a.m.

5K. Adjournment

MOTION: Adjourn meeting at 1:43 PM
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Theresa Bastian **SECONDER:** Blanca Zamora-Garcia

AYES: James Valadez, Theresa Bastian, Felipe Ulloa, Blanca Zamora-Garcia, Ryan Steglich, Anthony Nguyen

ABSENT: Bruce Grube, Eleanor Powell, Tom Buckle

Respectfully submitted,

Theresa Bastian, Secretary

Approved:

James Valadez, Chairperson

AGENDA

ITEM #5B

Recommended write-up for web site about the role of the Taxpayer Liaison Officer

The Taxpayer Liaison Officer

The role of the Taxpayer Liaison Officer (TLO) is defined in the Texas Property Tax Code Sec 6.052. The board of directors for an appraisal district created for a county with a population of more than 120,000 shall appoint a TLO who shall serve at the pleasure of the board. The position in Travis County is as a contractor under a one year contract. Compensation is determined by the TCAD Board.

Although appointed by the Travis Central Appraisal District Board of Directors, they are not involved in the day-to-day activities and management of the TLO. The TLO is independent of TCAD operations and the Appraisal Review Board.

However, the TLO has no authority to change a decision reached in an ARB hearing or through arbitration nor can the TLO make changes to TCAD policies and procedures.

When property owners have questions about TCAD or ARB policies and procedures, they often do not know where to go to get information about the TCAD or ARB processes. The tax code requires the TLO be an information window into the TCAD and ARB operations for the property owners. The TLO role is often a valuable resource for them to find answers to their questions or to get them in contact with the right person to help answer their inquiry.

In addition to being a source of information, the TLO is where property owners can go to file a complaint about their experience with the TCAD staff or during their ARB process. Complaints are often from property owners who have not received the results they were expecting. Sometimes the problem is when property owner feels the evidence they presented was not properly considered, or that the district has taken an unreasonable position. The role of the TLO is to work with the property owner to understand the issue and resolve the problem to the satisfaction of the property owner.

Often complaints are the result of the property owner not understanding TCAD and ARB processes as defined in the tax code and therefore must be followed. Other complaints are from when evidence presented by property owner in an ARB hearing is not accepted, there is no explanation as to why the evidence was not accepted. After reviewing property owner presentation, usually issues with evidence can be resolved.

But some complaints cannot be resolved to the satisfaction of the property owner. Those complaints are reported the TCAD Board at their scheduled meetings. Complaints are also reported at yearend to the Comptroller's office.

Travis Taxpayer Liaison Activity Report

Objective: minimize complaints by working with Property Owners to understand and resolve their issues.

Due to COVID-19 ,
there have been no in-person interviews with Property Owners

Property Owner Contacts	2016	2017	2018	2019
	430	653	674	1,576

	Complaints	Property Owner Interactions									Total Activities
	ARB Hearings	General Inquiries	Protest Process	efiling	Exemptions	Change of Address	Agent Appointment	BBP Issues	Open Records	Tax Issues	
Jan	0	16	23	0	24	0	5	4	1	21	94
Feb	2	13	5	0	23	1	6	2	0	5	57
March	0	11	12	0	26	0	7	5	0	11	72
April	0	13	13	8	34	0	16	2	0	6	92
May	0	31	61	16	21	3	13	4	2	14	165
June	1	13	30	0	7	1	5	3	4	13	78
July	1	9	27	0	16	0	6	2	1	3	65
Aug	0	21	16	0	12	0	0	1	0	5	55
Sept	1	17	32	0	9	1	0	1	0	6	67
Oct	1	23	20	0	8	4	0	1	0	22	79
Nov	2	12	27	0	14	0	3	0	0	15	73
Dec	0	12	20	0	32	0	1	3	1	29	98
Total	8	191	286	24	226	10	62	28	9	150	995

2020 Complaints from Property Owners

*Due to COVID-19,
there have been no in-person interviews.*

*Complaints are written by property owners who wanted
to file an official complaint.*

*This log is a summary of those complaints.
Their issues were not resolved to their satisfaction.*

*Complete, unedited complaints submitted to
Comptroller's Office at year-end*

Main Reason for Complaints:

- Not understanding the process
- Problem with uploading evidence for hearing
- Not enough time for hearing
- Evidence presented by Property Owner not considered by ARB
- Treated disrespectfully by ARB panel and/or District Appraiser
- Protest denied when entering wrong year for protest
- Hearing result unfair - Wanting another hearing

Complaint Log

02/11/2020 Warren Mabry PID 832034

Complaint:

- Having to wait over two hours past scheduled ARB hearing time was unreasonable.
- Believed an allocated 5 minutes was not enough time to present his case.
- Felt ARB panel showed no interest in property owner's evidence.
- Argued market value unfair due to the process used to determine market value was flawed.

Property owner filed for arbitration.

02/14/2020 Bobby Green PID 285606

On 10/15/2019 property owner had an ARB hearing for the year 2018. In that hearing, removed exemptions were reinstated. However, on 01/01/2018, property was only a vacant lot. Exemptions cannot be applied to a vacant lot. The ARB made an error in reinstating the exemptions.. Property owner is demanding exemptions be applied as granted by his hearing. District has refused to reinstate the property exemptions. ARB attorney will write letter to property owner explaining the ARB error. ARB to reschedule a hearing to correct the error. Property owner does not accept there was an error and continues to insist exemptions be reinstated. He is taking his case to the American Statesman.

06/26/2020 Jeff Picard PID 120678

Over the period of June 8th through June 26th there were numerous emails from property owner complaining about the district making changes to the physical characteristics of his property that he believes were not justified. He requested a characteristics review in time to support his 2020 ARB hearing. Due to district procedures, the field check would not happen before his scheduled 2020 hearing. Property owner filed an informal and rejected offer made. Property owner believes his evidence submitted was not considered by the district. Time to evaluate and respond to district offer unreasonably short and denied property owner opportunity to property challenge district offer. Property owner has requested and has been granted a rescheduling of his ARB hearing.

07/22/2020 Heinz Grether PID 177598 / 162984 / 162974 / 156484 / 716061

When submitting protest form, property owner requested an in-person protest hearing and that his notice be sent via email. Property owner claims he received his notice of protest hearing after the set hearing date. Additionally, he complains that the notice changed his hearing from an in-person to a telephone hearing.

Although the notice provided instructions about how to change to an in-person hearing, property owner believes since he already requested an in-person hearing, he should not have had to again request the in-person hearing.

09/11/2020 Scott Neal PID 810541

Property owner wants to file a complaint about the postcard notification process. He believes there is probably not a significant mailing saving, the postcard does not serve as a proper market value notification by the district, and the postcard process assumes the property owner has access to a computer and internet access. Property owner is requesting the district revert back to sending out market value notification letters.

10/15/2020 Floyd Brier PID 550961

During formal phone call hearing, the property owner complained that multiple times his phone was muted denying him the opportunity to address questions about evidence presented by the district. Also, could not hear the ARB deliberation about the hearing. Due to the multiple phone mutings, property owner felt mistreated, disrespected, and bamboozled during the hearing. He considered the behavior of the TCAD and TARB to have been unprofessional and recommended phone hearing be eliminated.

11/20/2020 Joe Arenella PID 837479

ARB did not consider the two appraisals presented by Property Owner. Per phone call, reviewed appraisals presented by Property Owner and explained the following problems with comps used in the appraisals:

- One of the appraisals was done with a cost approach, not market.
- Appraisals done for refinancing typically have lower market value than appraisals done when establishing market value for selling property.
- Comps used in the appraisals were in a different neighborhood code from subject
- Appraisal comps were all two story houses. Subject is a one story house. Two story houses are considered less value than one story houses.
- Subject lot value at 350,000. Comp lots values from 175,00 to 225,000. Significant difference in market value is in the land.

11/24/2020 Paul Robbins PID 312020

After rejecting e-file offer, property owner wanted but was not granted an in-person informal with a district appraiser, but was not granted. At his ARB hearing, evidence uploaded was not presented due to evidence being uploaded in wrong format. Additionally, Property Owner had requested how prior year

market values had been determined but info was not provided. Property Owner believed that information was a critical part of his protest.

Per phone meeting, explained the need to submit his request about prior year protest should be submitted as an open records request to the district's records manager, and provided link for submission. Also explained the information would not have been considered by the ARB when determining current year market value.

Due to what property owner believes were poor instructions about how to upload evidence and lack of prior year requested evidence, property owner demanded another hearing. Request forwarded to ARB, and rejected by ARB.

AGENDA

ITEM #5C



Travis Central Appraisal District

Section 25.25B Report

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1/4/2021

3:18:10PM

From: August 31, 2020

To: December 31, 2020

Prop ID	Year	Owner Name/ Legal Description	Location	NOAV Market	Current Market
100815	2020	WOLFF WARREN H TRUST B THE LOT 2 AVON HEIGHTS SEC 8	2010 MEADOWRIDGE DR	\$687,871	\$687,871
		UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION			
102526	2017	JACOBS MARY LIFE ESTATE LOT 10 SUN TERRACE	2018 FORD ST	\$544,049	\$544,049
		CORRECTING OWNERSHIP & REINSTATING PREVIOUS OW EXS & OV65 FREEZE			
102526	2016	JACOBS MARY LIFE ESTATE LOT 10 SUN TERRACE	2018 FORD ST	\$515,453	\$515,453
		CORRECTING OWNERSHIP & REINSTATING PREVIOUS OW EXS & OV65 FREEZE			
104736	2020	BRECKBILL MATTHEW LOT 23 BLK C COUNTRYSIDE SEC 1	1908 MISTYWOOD DR	\$735,000	\$735,000
		UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION			
107418	2020	2605 TRUST UNNUMBERED LOT LJPH #1 ADDN	400 INWOOD RD	\$2,053,273	\$2,053,273
		UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION			
109002	2020	1417 WEST LYNN LLC LOT 43 OLT 7 DIV Z ENFIELD B	1417 WEST LYNN ST	\$1,146,640	\$1,146,640
		UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION			
110369	2020	1404 WOODLAWN LLC LOT 41 ENFIELD E	1404 WOODLAWN BLVD	\$1,259,040	\$1,259,040
		UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION			
112288	2020	POLAN DEBORAH G ABS 697 SUR 7 SPEAR G W ACR .200	1101 MERIDEN LN	\$1,199,851	\$1,199,851
		UPDATE TO HS EXEMPTION			
117359	2020	CARPENTER SCOTT & LAURA 2018 CARPENTER ESTATE	1521 WILD CAT HOLW	\$200,000	\$200,000
		UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION			
134030	2020	TREEHOUSE HIDEAWAYS LLC UNT 411 BLD D MALAGA CONDOMINIUMS AMENDED PLUS .720% INTEREST IN COMMON AREA	6910 HART LN # 411	\$116,130	\$116,130
		UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION			
137179	2020	WILLIS STEVEN T & ANGELA H LOT 98 CARDINAL HILLS UNIT 3	15101 PARAKEET ST	\$70,000	\$70,000
		UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION			
139180	2020	MCCRACKEN BLAKELEY & ERIN MCCRACK LOT 38 BLK D CAT MOUNTAIN NORTH SEC I-A	6516 LADERA NORTE	\$568,720	\$568,720
		UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION			



Travis Central Appraisal District

Section 25.25B Report

From: August 31, 2020

To: December 31, 2020

Page 2 of 9

1/4/2021

3:18:10PM

Prop ID	Year	Owner Name/ Legal Description	Location	NOAV Market	Current Market
141565	2020	HILL DUSTIN C LOT 5 BLK F NORTHWEST HILLS MESA OAKS PHS 1 UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	4108 DEEPWOODS DR	\$1,138,785	\$1,138,785
143473	2020	MARTINEZ MA ANSELMA LOT 21 BLK J APACHE SHORES SEC 5 UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	14809 BRANDING IRON PASS	\$30,000	\$30,000
151072	2018	STEPHEN EDWARD K II & JOYCE K LOT 8 BLK F SIESTA SHORES SEC 1 Removing 1 of 2 improvements 10/23/2020 TMD//	865 WINDY SHORES LOOP	\$349,960	\$185,999
170542	2020	MILLENNIUM HOMES LLC LOT 28116 HIGHLAND LAKE ESTATES SEC 28 UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	21824 TICONDEROGA AVE	\$6,500	\$6,500
177024	2020	DAVISON CHRIS LOT 551 LAGO VISTA COUNTRY CLUB ESTATES SEC 4 UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	20602 OAK RIDGE	\$8,000	\$8,000
178741	2020	SMITH LARRY & EILEEN LOT 25 BLK E LAGO VISTA SEC 3 PHS 3 UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	20814 BUENA VISTA	\$4,032	\$4,032
187745	2020	CSW 5TH ST LLC ACR 1.330 DEETS E H ET AL ESTATE UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	5200 E 5 ST	\$1,158,700	\$1,158,700
189446	2020	2400 ECC ARC LLC LOT 1A RESUB LTS 1&12 OLT 26 DIV O ALFF ADDN UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	2420 E CESAR CHAVEZ ST	\$2,474,084	\$2,474,084
189450	2020	2400 ECC ARC LLC LOTS 2-6 OLT 26 DIV O ALFF ADDN & LOT 6 LESS N 12.5 FT & LOT 8-9 OLT 26 DIV O UNIVERSITY OF SAN ANTONIO SUBD UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	2406 E CESAR CHAVEZ ST	\$9,650,237	\$9,650,237
194093	2019	MEDINA SOFIA LOT 47 BLK G KENNEDY RIDGE ESTATES SEC 2 RMV MH IMP FROM THIS ACCT FOR 2015-2020 APPR YRS; AFTER RESEARCH W/APPR & EMAIL FROM OW, THIS MH WAS SOLD AND NC	6004 JACQUELINE LN	\$74,092	\$52,428
194093	2018	MEDINA SOFIA LOT 47 BLK G KENNEDY RIDGE ESTATES SEC 2 RMV MH IMP FROM THIS ACCT FOR 2015-2020 APPR YRS; AFTER RESEARCH W/APPR & EMAIL FROM OW, THIS MH WAS SOLD AND NC	6004 JACQUELINE LN	\$75,019	\$51,510
194093	2017	MEDINA SOFIA LOT 47 BLK G KENNEDY RIDGE ESTATES SEC 2 RMV MH IMP FROM THIS ACCT FOR 2015-2020 APPR YRS; AFTER RESEARCH W/APPR & EMAIL FROM OW, THIS MH WAS SOLD AND NC	6004 JACQUELINE LN	\$76,586	\$48,459



Travis Central Appraisal District

Section 25.25B Report

From: August 31, 2020

To: December 31, 2020

Page 3 of 9

1/4/2021

3:18:10PM

Prop ID	Year	Owner Name/ Legal Description	Location	NOAV Market	Current Market
194093	2016	MEDINA SOFIA LOT 47 BLK G KENNEDY RIDGE ESTATES SEC 2	6004 JACQUELINE LN	\$67,657	\$39,066
RMV MH IMP FROM THIS ACCT FOR 2015-2020 APPR YRS; AFTER RESEARCH W/APPR & EMAIL FROM OW, THIS MH WAS SOLD AND NC					
194093	2015	MEDINA SOFIA LOT 47 BLK G KENNEDY RIDGE ESTATES SEC 2	6004 JACQUELINE LN	\$68,939	\$39,956
RMV MH IMP FROM THIS ACCT FOR 2015-2020 APPR YRS; AFTER RESEARCH W/APPR & EMAIL FROM OW, THIS MH WAS SOLD AND NC					
208138	2020	ACACIA BUILDING ASSOCIATION INC CEN 50FT OF W 78FT LOT 3 OLT 60&64 DIV D GRAHAM SUBD	2611 SALADO ST	\$313,632	\$294,030
UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION					
208139	2020	ACACIA BUILDING ASSOCIATION INCORPORATED N 27FT OF W 78FT LOT 3 * & S 34.5FT OF W 78FT LOT 4 OLT 60&64 DIV D GRAHAM SUBD	2613 SALADO ST	\$361,003	\$359,775
UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION					
208140	2020	ACACIA BUILDING ASSOCIATION INCORPORATED N 65.5FT OF W 78FT LOT 4 OLT 60&64 DIV D GRAHAM SUBD	2615 SALADO ST	\$384,500	\$383,175
UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION					
208145	2020	ACACIA BUILDING ASSOCIATION INCORPORATED N 77FT OF E 167FT LOT 3 * & S 56FT OF E 167FT LOT 4 OLT 60&64 DIV D GRAHAM SUBD	2614 RIO GRANDE ST	\$1,665,825	\$1,665,825
UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION					
209106	2020	KOENIG JESSICA LOT 19 BLK 2 OLT 29 DIV C UNIVERSITY PARK SUBD	3506 ROBINSON AVE	\$442,000	\$442,000
UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION					
226613	2020	RFTI LLC LOT 53 *LESS S5FT NORTHFIELD ADDN	610 FRANKLIN BLVD	\$501,116	\$501,116
UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION					
229156	2020	TRIPLE CROWN APTS LLC GRAND CANYON SUBD NO 2 & LOT 1-A RESUB A CAMERON PARK SEC 1 PLUS PART VAC STREET	1220 CAMINO LA COSTA	\$20,148,351	\$19,300,000
UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION					
230926	2020	SEXTON MARIANNE S & JOSEPH BAT LOT 34 BLK D SHOALMONT ADDN SEC 4	5605 SHOAL EDGE CT	\$525,100	\$494,500
UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION					
236879	2020	MUSTANG KIMBRO ESTATES LLC LOT 5 KIMBRO ROAD ESTATES	12522 KIMBRO RD	\$144,290	\$144,290
UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION					
236885	2020	MUSTANG KIMBRO ESTATES LLC LOT 4 KIMBRO ROAD ESTATES	12542 KIMBRO RD	\$223,982	\$223,982
UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION					



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243095	2020	BOHL DAVID & GRACIELA CANTU LOT 4 BLK D NORTH LAMAR PARK SEC 3 UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	8906 SHEPARD DR	\$191,565	\$191,565
255043	2020	POINTE BUILDING THE LLC LOT A HARDINS HILLTOP UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	9300 RESEARCH BLVD	\$4,290,691	\$4,290,691
259808	2020	HUTCHINSON STEVE ROBERT UNT 69 BLD M COPPERTREE CONDOMINIUMS PHS IV PLUS .495% INT IN COMMON AREA UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	1015 E YAGER LN # 69	\$147,376	\$147,376
259916	2020	HUTCHINSON STEVE ROBERT UNT 188 BLD HH COPPERTREE CONDOMINIUMS PHS V AMENDED PLUS .495 % INT IN COM AREA UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	1015 E YAGER LN # 188	\$147,376	\$147,376
262129	2020	DOW LAURA SCHMIDT TRUST LOT 1 BLK 12 BALCONES WOODS SEC NO 1 UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	4300 ANDALUSIA DR	\$426,053	\$426,053
276950	2020	BELLENJOY PROPERTIES LLC LOT 10 BLK 14 PAMELA HEIGHTS UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	15316 N INTERSTATE HY 35	\$930,000	\$755,000
276951	2020	BELLENJOY PROPERTIES LLC LOT 14 BLK 14 PAMELA HEIGHTS UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	N INTERSTATE HY 35	\$176,200	\$176,200
282179	2020	KEASLING VALERIE A LOT 9 BLK H STEEDS CROSSING UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	20900 TROTTERS LN	\$203,940	\$203,940
282902	2020	HATHAWAY CHARLA BERYL UNT 4 BLD B PECAN GROVE CONDOMINIUMS PLUS 27% INT IN COMMON AREA UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	600 PECAN GROVE RD # 4	\$264,407	\$264,407
295917	2020	TIERRA UNO LLC ABS 19 NAVARRO J A ACR 15.0000 UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	CALDWELL LN	\$69,000	\$69,000
297483	2020	HALL NANCY ABS 530 SUR 501 MAYS G ACR 1.0 MH S#3443 UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	9318 F M RD 812	\$17,143	\$17,143
299641	2020	MARTINEZ PAULINO & VERONICA LOT 303-4 SWISS ALPINE VILLAGE SEC 2	ALPS DR	\$47,241	\$11,412

25.25B for 2020, removed the existed MOHO due to personal property manufactured home account was created for 2020 & 2021 (PID#943607) ap



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303117	2020	REXTONIA PROPERTIES LLC E 55 FT OF N 140 FT LOT 11 LESS N 10FT BLK 1 FREDERICKSBURG ROAD ACRES UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	2053 S LAMAR BLVD	\$916,735	\$848,614
303118	2020	REXTONIA PROPERTIES LLC CEN 19.65 FT OF N 140 FT LOT 1 LESS N 15FT BLK 1 FREDERICKSBURG ROAD ACRES UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	2055 S LAMAR BLVD	\$391,765	\$391,765
315047	2020	WILLIAMSON SHAYANA LOT 1 BLK 3 OAK HILL HEIGHTS SEC 1 UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	6700 LA CONCHA PASS	\$421,200	\$421,200
318171	2020	SEAVER MICHAEL J LOT 21 BLK F VILLAGE AT WESTERN OAKS SEC II UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	5614 WAGON TRAIN RD	\$300,766	\$300,766
350561	2020	REXTONIA PROPERTIES LLC .97AC OF LOT 1 ANKEN ADDN UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	11907 MENCHACA RD	\$575,605	\$575,605
350986	2020	KIDD ROY & VIVIAN CALDWELL LOT 63 SAN LEANNA ESTATES 25.25 b for 2020. There was an arbitration that was settled at \$75,000 and values should have rolled; approved by MXC/GES 12/16/20	11915 BLUEBONNET LN	\$100,000	\$75,000
351932	2020	BELLENJOY PROPERTIES LLC ABS 20 SUR 1 SLAUGHTER S F ACR 3.167 UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	11904 OLD SAN ANTONIO RD #	\$223,913	\$223,913
354354	2020	BANDA JULIO MARTINEZ LOT 97 SANDY CREEK RANCHES PHS 4 MH S#17272X17SO72234106860 25.25B Removed SFRs for 2019-2020 the mobile homes are actually on the account. Add the septic's that are part of the land account for 2019-20:	24404 LONG HOLLOW TRL	\$325,582	\$34,703
354354	2019	BANDA JULIO MARTINEZ LOT 97 SANDY CREEK RANCHES PHS 4 MH S#17272X17SO72234106860 25.25B Removed SFRs for 2019-2020 the mobile homes are actually on the account. Add the septic's that are part of the land account for 2019-20:	24404 LONG HOLLOW TRL	\$325,582	\$34,703
357958	2020	DRIVER ROBERT E SR & BETTY L LOT 14 RANCH SEC 12-A THE UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	1927 CLUBHOUSE HILL DR	\$316,063	\$316,063
371159	2020	THIAGARAJAN YUVARAJ & DEEPALAKSHMI LOT 8 BLK C WILLOW RUN SEC 6 UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	15629 SAMBUCA CIR	\$343,500	\$343,500
379234	2020	KAF DEVELOPMENT COMPANY LOT 3-A MILWOOD SEC 24 AMENDED PLAT OF UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	6107 W PARMER LN	\$1,271,500	\$1,271,500



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466648	2020	FLICK CHRISTOPHER & SHAYANA LOT 26 BLK G CANTERBURY TRAILS SEC III UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	1801 MONKS TALE CT	\$279,014	\$279,014
480023	2020	SPEARS MICAH AARON & LOT 1 BLK E SCOFIELD FARMS PHS 8 SEC 7 PROTEST WITHDRAW- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	13408 CAMPESINA DR	\$360,700	\$360,700
568524	2020	FERNANDEZ CHRIS N & THERA TIK LOT 50 BLK C ELM CREEK SEC 1 UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	17816 MAJESTIC ELM LN	\$170,344	\$170,344
569313	2020	LANGFORD WALLACE BRANCH CREEK ESTATES MH PARK, SPACE 232, SN1 PH17-1181A; SN2 PH17-1181B; HUD# TEX0540530; HUD#2 THIS ACCT SHOULD NOT HAVE BEEN DELETED, OW IS STILL AT THIS LOCATION; DELETED 935719 B/C THIS ACCT HAS MR LANGFORD'S	12609 DESSAU RD # 232	\$14,413	\$14,413
709468	2020	GRAHAM TRACY A & UNT 2104 ISLAND ON LAKE TRAVIS CONDOMINIUM AMENDED THE PLUS .2619 % INT IN COM AREA UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	3404 AMERICAN DR # 2104	\$118,251	\$118,251
714427	2020	TOOLEY MICHELLE LOT 8 BLK F WOODLANDS SEC 1 THE UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	9004 SUN SHOWER BND	\$223,090	\$223,090
719868	2020	2400 ECC ARC LLC LOT 2 SUN TEX SUBD RESUB OF LOT 11-A UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	2324 E CESAR CHAVEZ ST	\$2,437,679	\$2,437,679
729499	2020	ENGLAND BRANDON LOT 2 BLK G AUSTIN'S COLONY SEC 6A UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	15201 KNIGHTEN LN	\$215,700	\$215,700
740398	2020	STETTNER HEATHER KAY & UNT 1434 STONELEIGH CONDOMINIUMS AMENDED PLUS .5376 % INT IN COM AREA UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	2320 GRACY FARMS LN # 1434	\$232,228	\$232,228
741937	2020	HUTCHINSON STEVE ROBERT UNT F BLD 6 VICTORIA GLEN AMENDED PLUS 1.0999 % INT IN COM AREA UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	12254 ABBEY GLEN LN	\$164,640	\$164,640
755178	2020	QUEST TRUST CO UNT 101 BLD 1 HOLLOWS CONDOMINIUM HILLTOP VILLAS AMENDED THE PLUS 1.0416 % INT IN COM AREA UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	17808 MARITIME POINT DR # 101	\$191,918	\$191,918
761829	2020	SHRESTHA RAJU & PUJA LOT 7 BLK C ASHBROOK UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	129 GRAZING HORSE LN	\$225,227	\$225,200



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770623	2020	GARZA JOSEPH ORLANDO & LOT 7 BLK B WATERFORD ON LAKE TRAVIS SEC 4A UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	18601 SUGAR MAPLE DR	\$52,800	\$52,800
771259	2020	CONDO COOL LLC UNT 3904 360 RESIDENTIAL CONDOMINIUMS AMENDED PLUS .2367 % INT IN COM AREA UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	360 NUECES ST # 3904	\$539,020	\$539,020
773909	2020	DONOGHUE CHARLOTTE L LOT 1A BLK C FARMHOUSE AT THE RESERVE AT LAKE TRAVIS UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	18509 FLYING J BLVD BLVD	\$283,860	\$283,860
837738	2020	MROZOVICH TOM & LASCA LOT 16 BLK B SWEETWATER RANCH SEC 1 VILLAGE I UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	18509 TANNER BAYOU LP	\$374,709	\$374,709
853183	2019	RAMIREZ-ROJAS CHRISTINA PERSONAL PROPERTY M/H SERIAL# CAV150TX1310660A/B LABEL# NTA1589142/141 DELETE MOHO FOR 2019 & 2020 PER INFO FROM 21ST MTG; MH MOVED TO BASTROP CO & MH IS LISTED ON PID# 8711676 IN BASTRC	12013 COLT DR	\$74,494	\$74,494
858309	2020	NUNLEY MARSHA KAY LOT 12 BLK 62 MUELLER SEC IX SUBD AMD UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	4612 KOCUREK ST	\$706,161	\$706,161
879185	2020	SUNRIDGE LLC LOT 3A BLK E SUNRIDGE PARK SEC 1 RESUB LT 1 BLK E UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	SUNRIDGE DR	\$1,500	\$1,500
879193	2020	SUNRIDGE LLC LOT 11A BLK E SUNRIDGE PARK SEC 1 RESUB LT 1 BLK E UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	3030 SUNRIDGE DR	\$2,100	\$2,100
886367	2020	TAYLOR PETER & ADELIEN FRESCH UNT 1912A 1912 ROMERIA CONDOMINIUMS PLUS 50.0 % INT IN COM AREA UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	1912 ROMERIA DR DR # A	\$574,196	\$574,196
887278	2019	JUAREZ ANGEL PERSONAL PROPERTY MH S#125000HB001849A/B L#NTA1683232/3233 RMV ELGIN ISD PER GIS INFO RECD FOR 2016 - 2019 9/1/2020 SLH	12719 JACOBSON RD	\$77,945	\$77,945
887278	2018	JUAREZ ANGEL PERSONAL PROPERTY MH S#125000HB001849A/B L#NTA1683232/3233 RMV ELGIN ISD PER GIS INFO RECD FOR 2016 - 2019 9/1/2020 SLH	12719 JACOBSON RD	\$77,945	\$77,945
887278	2017	JUAREZ ANGEL PERSONAL PROPERTY MH S#125000HB001849A/B L#NTA1683232/3233 RMV ELGIN ISD PER GIS INFO RECD FOR 2016 - 2019 9/1/2020 SLH	12719 JACOBSON RD	\$82,910	\$82,910



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887278	2016	JUAREZ ANGEL PERSONAL PROPERTY MH S#125000HB001849A/B L#NTA1683232/3233 RMV ELGIN ISD PER GIS INFO RECD FOR 2016 - 2019 9/1/2020 SLH	12719 JACOBSON RD	\$84,638	\$84,638
890743	2020	SATROM VIRGINIA C UNT 3028 ZILKR ON THE PARK CONDOMINIUMS PLUS .45 % INT IN COM AREA UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	1900 BARTON SPRINGS RD # 31	\$411,266	\$411,266
900848	2020	2 COLUMBUS AVENUE LLC UNT 420 TYNDALL AT ROBERTSON HILL CONDOMINIUMS PLUS .6546 % INT IN COM AREA UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	800 EMBASSY DR # 420	\$585,851	\$585,851
908385	2020	DRIZLIKH SERGEI & LOT 59 BLK A BELLINGHAM MEADOWS PHS 2 SEC 2 UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	11817 CAITHNESS WAY	\$160,984	\$134,387
908533	2020	2605 TRUST LOT AA DGE ADDN & ALAM ADDN UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	2605 ROLLINGWOOD DR	\$1,492,723	\$1,492,723
911130	2020	DERNER JOHN D & DANIELLE M OZOA LOT 20 BLK I VISTAS OF AUSTIN SEC 2 UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	6320 GUNFLINT DR DR	\$55,200	\$49,327
913471	2019	TRAVISSO LTD LOT 4 BLK F TRAVISSO PHS 3 SEC 1 & 3 25.25 (b): Corrected market value for 2019-2020; Drainage parcel; add 1% drainage adjustment to land value. Approved by MXC 8/5/20 //	MURANO LN	\$91,000	\$910
913478	2019	TRAVISSO LTD LOT 21 BLK D TRAVISSO PHS 3 SEC 1 & 3 25.25 (b): Corrected market value for 2019-2020; Drainage parcel; add 1% drainage adjustment to land value. Approved by MXC 8/5/20 //	MURANO LN	\$65,000	\$650
913506	2019	TRAVISSO LTD LOT 22 BLK A TRAVISSO PHS 3 SEC 1 & 3 25.25 (b): Corrected market value for 2019-2020; Drainage parcel; add 1% drainage adjustment to land value. Approved by MXC 8/5/20 //	ORTA NOVA CV	\$65,000	\$650
913509	2019	TRAVISSO LTD LOT 19 BLK A TRAVISSO PHS 3 SEC 1 & 3 25.25 (b): Corrected market value for 2019-2020; Drainage parcel; add 1% drainage adjustment to land value. Approved by MXC 8/5/20 //	ORTA NOVA CV	\$65,000	\$650
915293	2020	KS CAFE LLC PERSONAL PROPERTY COMMERCIAL SIPS & SWEETS UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	1701 S CONGRESS AVE	\$43,279	\$43,279
919530	2020	THE SURORA FAMILY REVOCABLE TRUST LOT 7 BLK F CARMEL WEST PHS 2 SEC 1 UPDATING MAILING ADDRESS- SHOULD NOT HAVE BEEN A 25.25B CORRECTION	5715 PLEASANTON PKWY	\$257,966	\$257,966



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922573	2019	CHOWNING JAY C LOT 16 LAKELAND PARK	1205 E LAKELAND DR	\$368,962	\$143,349
25.25B for 2019, removed the existed SFR due to split into 125776 for 2019; added the imp that are on for 2020 approved by MXC 11/13/2020					
923244	2019	LINGOR MICHAEL G & TANIA LOT 45 BLK 6 LAKEHURST RESUB	19833 LAKEHURST LOOP	\$690,684	\$87,750
Corrected land value the same land value as 2020 per MXC 10/02/2020 (porperty was split for 2019, no longer waterfront)					
936081	2019	BRINTHAUPT TRENTYN WILLIAM & BOULDER RIDGE ESTATES, SPACE 749, SN1 PHH330TX1822223A; SN2 PHH330TX1822223B; HUD#	14413 SHIN ST # 749	\$0	\$74,382
DELETE 2020 DUE TO MOHO DOUBLE ASSESSED WITH PID 918285; SEE 2020 ON THIS ACCOUNT; 7/22/2020 SLH					

AGENDA

ITEM #5D

TRAVIS CENTRAL APPRAISAL DISTRICT

BOARD OFFICERS

JAMES VALADEZ
CHAIRPERSON
BRUCE GRUBE
VICE CHAIRPERSON
THERESA BASTIAN
SECRETARY/TREASURER



MARYA CRIGLER
CHIEF APPRAISER

BOARD MEMBERS

TOM BUCKLE
DEBORAH CARTWRIGHT
BRUCE ELFANT
ANTHONY NGUYEN
ELEANOR POWELL
FELIPE ULLOA
BLANCA ZAMORA-GARCIA

TO: Travis Central Appraisal District
Board of Directors

FROM: Leana H. Mann
Director of Operations

DATE: January 4, 2021

SUBJECT: November 2020 Unaudited Financial Statements- Revised

The unaudited financial statements for November 2020 are attached. Financial highlights for the month are as follows:

- The District's ending fund balance was \$6,442,713. Of that, \$587,347 was nonspendable in the form of prepaid expenditures, \$3,611,106 was held in reserves as committed fund balance, and \$2,244,260 was unassigned fund balance. The net change in fund balance for the fiscal year to date is \$(6,228,359). The negative net change in fund balance is due to the 850 EAL Holding Corp. component unit which used reserves and miscellaneous revenue to complete the building renovations of the District's new offices during the 2020 fiscal year.
- The reserve balances total \$3,611,106. Detail account balances for each reserve account are as follows:

	<u>Current Balance</u>
Reserve for Computer Equipment	\$ 150,000
Reserve for Network Infrastructure	\$ 350,000
Reserve for Technology Enhancements	\$ 154,192
Reserve for Litigation	\$ 2,956,914
Reserve for Building Repair & Replacement	\$ -
Reserve for ARB Operations	\$ -
	<u>\$ 3,611,106</u>

- The District ended the month with a budget deficit of \$6,540,025. The budget deficit is solely attributed to the completion of the 850 EAL renovation project. The cost of the project was paid for using reserve funds and miscellaneous revenue. Excluding expenditures related to the 850 EAL renovation project, the District ended the month with a budget surplus of \$1,621,125.
- 850 EAL Holding Corp. is considered a blended component unit of the District. A record of their financial position has been provided for review only.

Travis Central Appraisal District
Budget to Actual- General Fund
For the month ended November 30, 2020

	Budgeted Amounts			Actual Amounts	Variance Fav (Unfav)
	Original	Amended	YTD		
REVENUE:					
Appraisal assessments	20,193,893	20,193,893	18,511,069	18,511,069	-
Refund of appraisal assessments	-	-	-	-	-
Net appraisal assessments	\$ 20,193,893	\$ 20,193,893	\$ 18,511,069	\$ 18,511,069	\$ -
Investment earnings	250,000	250,000	229,167	97,239	(131,927)
Charges for services	20,000	20,000	18,333	5,555	(12,778)
Miscellaneous revenue	70,000	70,000	64,167	89,085	24,918
TOTAL REVENUE	\$ 20,533,893	\$ 20,533,893	\$ 18,822,735	\$ 18,702,948	\$ (119,787)
EXPENDITURES:					
Personnel Cost	9,389,097	8,817,122	8,082,362	7,969,771	112,591
Benefit Cost	3,180,737	2,454,171	2,249,657	1,968,698	280,959
Printing and mailing services	454,300	584,204	535,520	605,945	(70,425)
Operating supplies	181,850	430,499	394,624	384,284	10,340
Subscriptions and data purchases	189,779	417,279	382,506	210,170	172,336
Training and education	126,655	39,035	35,782	35,012	770
Travel expenditures	46,250	26,250	24,063	26,052	(1,990)
Utilities	426,735	473,235	433,799	447,966	(14,167)
Legal expenditures	1,335,000	2,260,000	2,071,667	1,225,818	845,849
Professional services	1,880,061	1,506,236	1,380,716	1,443,877	(63,161)
Insurance	82,500	63,500	58,208	63,370	(5,162)
Aerial photography	524,594	524,594	480,878	527,960	(47,082)
Rentals	134,520	135,140	123,878	125,270	(1,392)
Building and Equipment maintenance	325,765	325,765	298,618	321,131	(22,514)
Software maintenance	573,938	634,438	581,568	602,386	(20,818)
Other services	288,630	169,230	155,128	164,892	(9,765)
Capital Outlay	304,288	584,001	535,334	8,247,076	(7,711,741)
Debt Service- Principal	325,952	325,952	298,789	245,913	52,876
Debt Service- Interest	423,242	423,242	387,972	315,716	72,256
TOTAL EXPENDITURES	20,193,893	20,193,893	18,511,069	24,931,307	(6,420,238)
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	340,000	340,000.00	311,667	(6,228,359)	(6,540,025.36)
OTHER FINANCING SOURCES (USES):					
Transfers In	-	-	-	6,937,158	(6,937,158)
Transfers out	-	-	-	(6,937,158)	6,937,158
TOTAL OTHER FINANCING SOURCES (USES)	-	-	-	-	-
NET CHANGE IN FUND BALANCE	340,000	340,000	311,667	(6,228,359)	(6,540,025)
Beginning Fund Balance	12,671,072	12,671,072	12,671,072	12,671,072	12,671,072
Ending Fund Balance	<u><u>\$ 13,011,072</u></u>	<u><u>\$ 13,011,072</u></u>	<u><u>\$ 12,982,739</u></u>	<u><u>\$ 6,442,713</u></u>	<u><u>\$ 6,131,047</u></u>

Travis Central Appraisal District

Governmental Fund Balance Sheet

November 30, 2020

	General Fund	Special Revenue Fund	Total Governmental Funds
ASSETS			
Cash and cash equivalents	2,737,197	11	2,737,208
Short-term investments	5,565,872	-	5,565,872
Receivables	256,896	-	256,896
Prepaid items	587,347	-	587,347
TOTAL ASSETS	<u>\$ 9,147,312</u>	<u>\$ 11</u>	<u>\$ 9,147,323</u>
LIABILITIES			
Accounts payable and accrued expenditures	1,021,786	-	1,021,786
Deferred revenue	1,682,824	-	1,682,824
TOTAL LIABILITIES	2,704,610	-	2,704,610
FUND BALANCES			
Fund balance, committed	3,611,106	-	3,611,106
Fund Balance, restricted	-	-	-
Fund balance, nonspendable	587,347	-	587,347
Fund balance, unassigned	2,244,249	11	2,244,260
TOTAL FUND BALANCES	<u>6,442,702</u>	<u>11</u>	<u>6,442,713</u>
TOTAL LIABILITIES AND FUND BALANCE	<u>\$ 9,147,312</u>	<u>\$ 11</u>	<u>\$ 9,147,323</u>

Travis Central Appraisal District
Statement of Revenues and Expenditures
For the month ended November 30, 2020

	General Fund	Special Revenue Fund	Total Governmental Funds
REVENUES			
Appraisal assessments	\$ 18,511,069	\$ -	\$ 18,511,069
Refund of appraisal assessments	-	-	-
Net appraisal assessments	<u>18,511,069</u>	<u>-</u>	<u>18,511,069</u>
Investment earnings	97,229	10	97,239
Charges for services	5,555	1	5,555
Miscellaneous revenue	89,085	-	89,085
TOTAL REVENUE	<u>18,702,937</u>	<u>11</u>	<u>18,702,948</u>
EXPENDITURES			
Appraisal services			
Payroll and related expenditures	9,938,469	-	9,938,469
Data processing	602,386	-	602,386
Transportation	26,052	-	26,052
Operating supplies	384,284	-	384,284
Rentals	125,270	-	125,270
Legal and professional	2,669,695	-	2,669,695
Utilities and telephone	447,966	-	447,966
Building and equipment maintenance	321,131	-	321,131
Other services	1,603,872	3,477	1,607,349
Capital outlay	397,592	7,849,483	8,247,076
Debt Service- Principal	-	245,913	245,913
Debt Service- Interest	-	315,716	315,716
TOTAL EXPENDITURES	<u>16,516,718</u>	<u>8,414,589</u>	<u>24,931,307</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>2,186,219</u>	<u>(8,414,578)</u>	<u>(6,228,359)</u>
OTHER FINANCING SOURCES (USES):			
Loan Proceeds			-
Transfers in		6,937,158	6,937,158
Transfers out	(6,937,158)	-	(6,937,158)
TOTAL OTHER FINANCING SOURCES (USES)	<u>(6,937,158)</u>	<u>6,937,158</u>	<u>-</u>
NET CHANGE IN FUND BALANCE	<u>(4,750,939)</u>	<u>(1,477,420)</u>	<u>(6,228,359)</u>
FUND BALANCE, beginning of year	<u>11,193,641</u>	<u>1,477,431</u>	<u>12,671,072</u>
FUND BALANCE, end of year	<u>\$ 6,442,702</u>	<u>\$ 11</u>	<u>\$ 6,442,713</u>



Monthly Investment Report
November 30, 2020

Transition Begins But Uncertainty Remains

Whew...the elections are over. Investors heaved a sigh of relief but also appear delighted with a divided Congress, which all but eliminates prospects of violent tax increases, sweeping regulatory reform and the New Green Deal. It's a source of frustration for the winners perhaps but a welcome situation for investors.

Also driving equities to a stellar month and new historic risk-on highs was news of the potential release of a Covid vaccine.

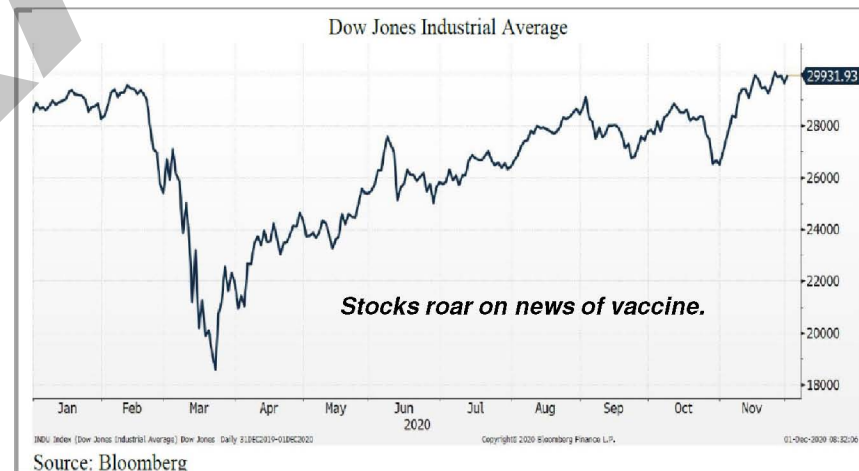
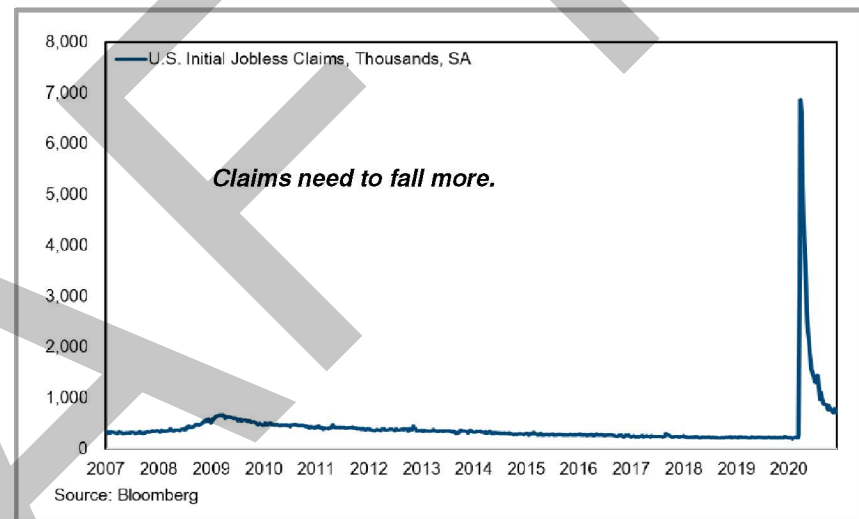
The UK will start to use the vaccine in December with the US not far behind. The US's Operation Warp Speed with its January and May milestones are great news, but production and distribution hurdles remain to be overcome.

Europe has moved back to major lockdowns and social restrictions and the block's economy is set to shrink for the third quarter this year. It is likely to see a double dip recession in 2021.

Even with the optimism, the much-hoped for 2021 future expansion is not a forgone conclusion. The US is seeing a waning momentum especially from the consumer. The consumer has slowed her consumption and retail sales. The cause of that action clearly comes primarily from the job situation. November added less jobs than expected although jobless claims themselves fell, which might be partly due to seasonal employment. Black Friday sales were robust – although a large percentage were online sales which don't help local businesses.

With Federal assistance and forbearance opportunities expiring in January, there is increasing risk of additional layoffs and business closings. ISM (purchasing managers projections) fell to a two month low on a backlog of orders and a decrease in new orders.

Unless the five months of fruitless negotiations and political stonewalling end in a new stimulus program, the US could slide back to a negative growth in 2021 extending the recession. The potential fifth round of CARES Act funding is uncertain. Even Fed Chair Powell has typified the situation as “*extraordinarily uncertain*.” The Fed continues to call for additional stimulus programs from Congress.



Vaccine versus Lockdown

The Federal Reserve's call for additional stimulus has been backed by their own back-stop programs for much of the year.

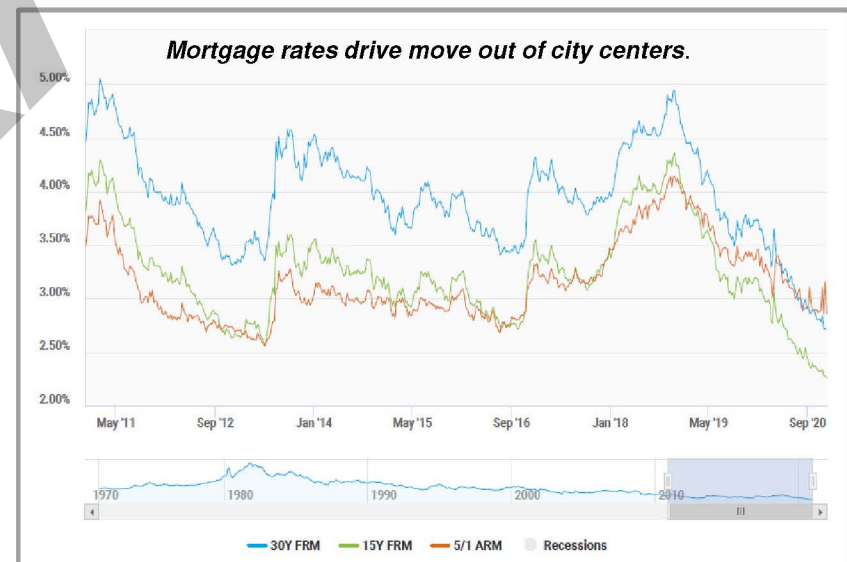
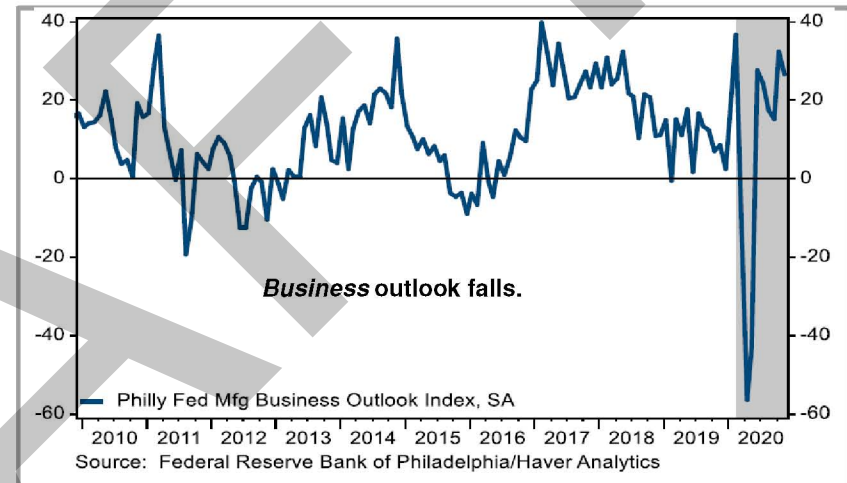
The FOMC met in November with no major changes and will meet again in December. No major changes were or are expected however. Investors were watching for a change in the asset purchase programs (QE) which had been effective in keeping rates low for lenders and buyers, but it is likely the program will not change although they may adjust guidance – which of course is as important to investors.

The Fed's backstops were little used but provided major confidence to the markets and investors. The Fed still has plenty of arrows in its quiver however with asset purchases, explicit forward guidance and yield curve targeting. Much will depend on the new Treasury Secretary's role and coordination with the Fed, which she (Janet Yellen) knows well having been the Fed Chair before Powell.

The emergency lending programs from Treasury are expiring 12/31/2020. Sec'y Mnuchin has hinted at letting the Main Street Lending expire with no renewal as it has *"clearly achieved its goal"*.

One area that has disproportionately gained from the pandemic is housing. As people begin to think of their homes as workplaces and schools as well as refuge, they are commuting much less. There is move afoot from the expensive downtown rental centers to the roomier and less expensive suburbs. Home sales outside the city centers have soared while vacancies in the major city downtown rentals have fallen. The sales have been helped by the low mortgage rates which are at record lows. Freddie Mac is reporting 30-year fixed rates at 2.71% and 15-year at 2.26%.

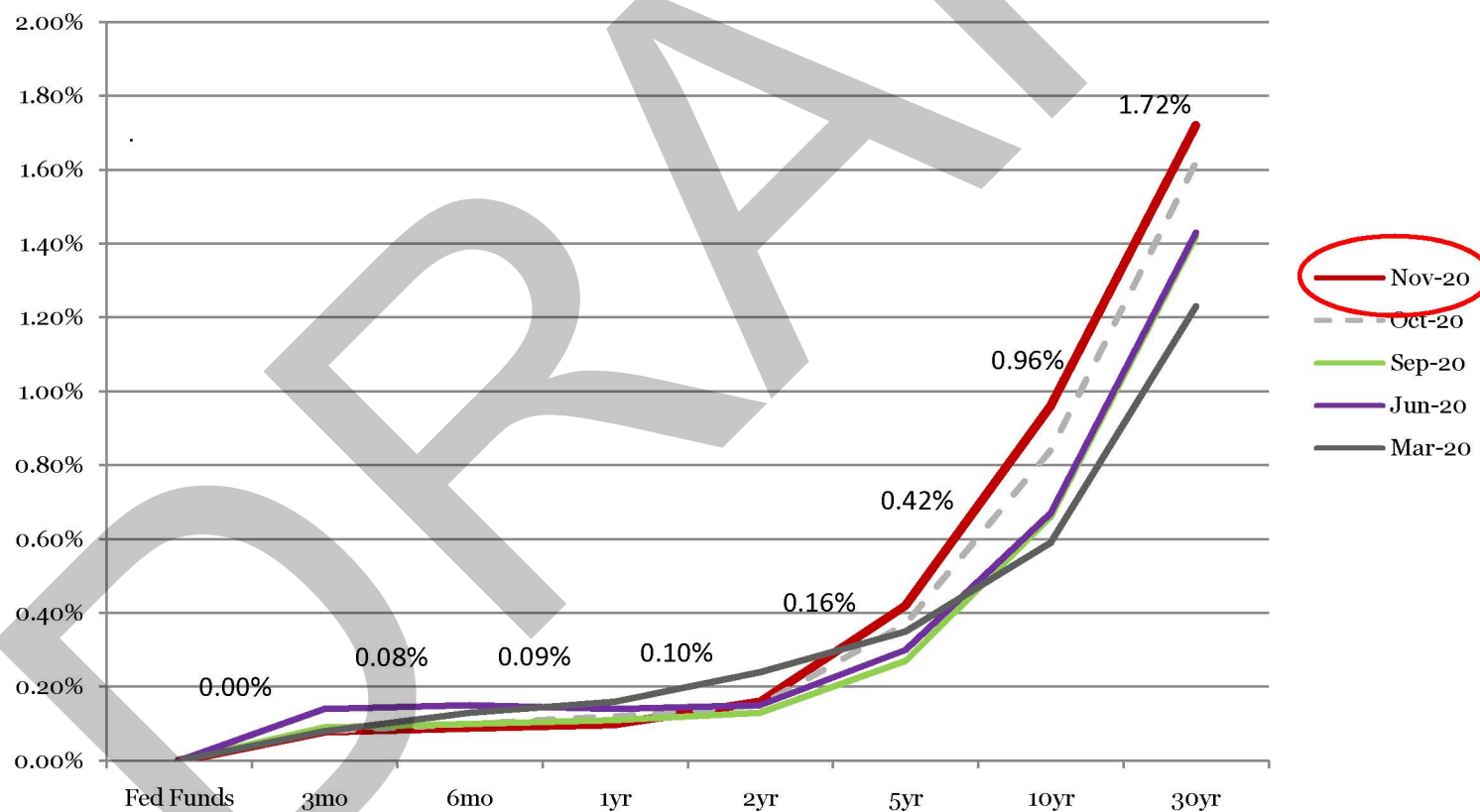
It is a conundrum why some treasury yields are increasing. Potentially, with a weakening job situation Congress will be forced to act – which stocks love- but to fund those stimulus programs Treasury will have to issue more securities driving up supply on the long end. It is a herculean struggle and puzzle that only time, and perhaps the vaccine, will solve.





Range Bound

- The curve continues to fight the virus and though the long end has moved up slightly in yield, the short end remains almost stationary.
- Some additional long end supply has raised the long end slightly.
- The potential covid vaccine has been a major boost to confidence, but until it is disseminated and recovery begins, the impact is more of a confidence builder than a reality.
- The Fed has stated its intention to stay at 0.0% Fed Funds through 2022.
- The absence of agreement on the next stimulus package remains a major drag on all markets.

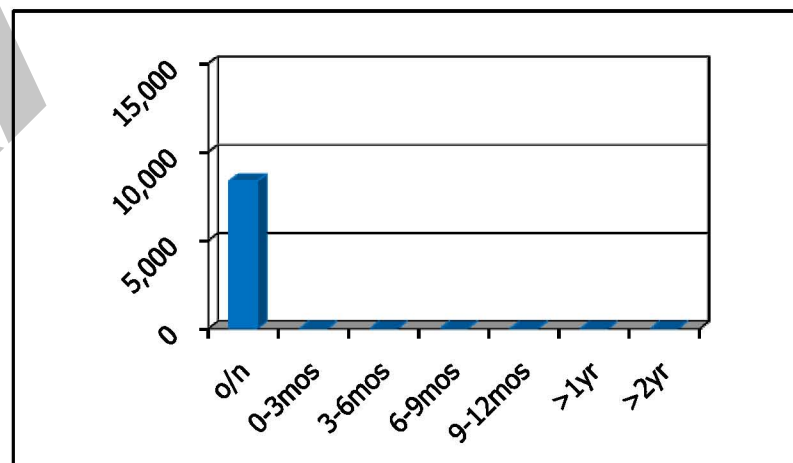
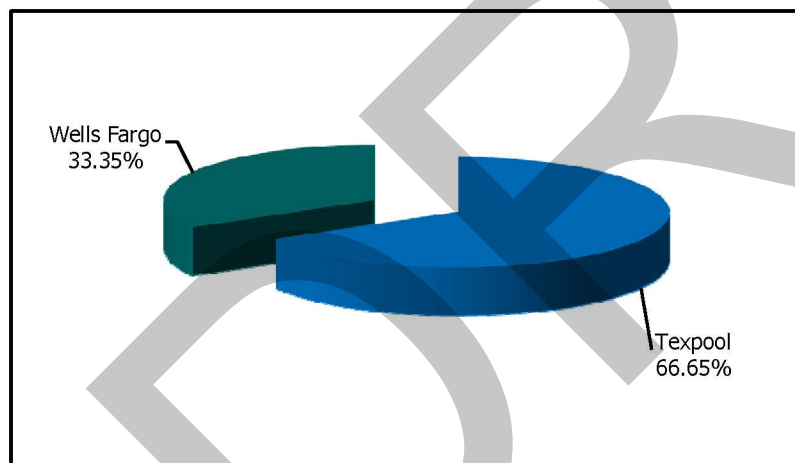


End of Month Rates - Full Yield Curve - Fed Funds to 30yr

Your Portfolio

As of November 30, 2020

- P&A constantly reviews your portfolio for optimal asset allocation and a controlled average maturity because a diversified portfolio can better adjust to volatile market conditions. These are unusual times and where extensions can be made it is important to make them for any value in the markets.
- The graphs below show asset allocations by market sector and by maturity in your portfolio. Liquidity will not be attractive but as the curve flattens it also is sometimes the only sector available as year end expenditures loom. Our expectation is of continuing low rates but we will attempt to find value in all authorized sectors to capture yield available.
- Hopefully Fed actions will return us to some normalcy and a vaccine will be found. This is what we are watching for and acting on.





Travis Central Appraisal Dist.
Portfolio Management
Portfolio Summary
November 30, 2020

Patterson & Associates
901 S. MoPac
Suite 195
Austin, TX 78746
-

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 365 Equiv.
Texpool/Texpool Prime	5,565,871.88	5,565,871.88	5,565,871.88	66.65	1	1	0.147
Wells Fargo Bank	2,785,291.60	2,785,291.60	2,785,291.60	33.35	1	1	0.019
	8,351,163.48	8,351,163.48	8,351,163.48	100.00%	1	1	0.104
Investments							

Total Earnings	November 30	Month Ending	Fiscal Year To Date
Current Year		722.91	75,767.89

The following reports are submitted in accordance with the Public Funds Investment Act (Texas Gov't Code 2256). The reports also offer supplemental information not required by the Act in order to fully inform the governing body of the Travis Central Appraisal District of the position and activity within the District's portfolio of investment. The reports include a management summary overview, a detailed inventory report for the end of the period, a transaction report, as well as graphic representations of the portfolio to provide full disclosure to the governing body.

Leana Mann, Director of Operations



Travis Central Appraisal Dist.
Summary by Type
November 30, 2020
Grouped by Fund

Patterson & Associates
901 S. MoPac
Suite 195
Austin, TX 78746
-

Security Type	Number of Investments	Par Value	Book Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: 850 EAL Holding Corp.						
Wells Fargo Bank	1	11.37	11.37	0.00	0.160	1
Subtotal	1	11.37	11.37	0.00	0.160	1
Fund: General Fund						
Texpool/Texpool Prime	2	5,565,871.88	5,565,871.88	66.65	0.147	1
Wells Fargo Bank	4	2,785,280.23	2,785,280.23	33.35	0.019	1
Subtotal	6	8,351,152.11	8,351,152.11	100.00	0.104	1
Total and Average	7	8,351,163.48	8,351,163.48	100.00	0.104	1



INVESTMENT PROFESSIONALS

Travis Central Appraisal Dist.
Fund 850 - 850 EAL Holding Corp.
Investments by Fund
November 30, 2020

Patterson & Associates
901 S. MoPac
Suite 195
Austin, TX 78746
-

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Wells Fargo Bank										
61442	10006	Wells Fargo Choice IV Comm Ckg	01/01/2020	11.37	11.37	11.37	0.160	0.157	0.160	1
Subtotal and Average				11.37	11.37	11.37		0.158	0.160	1
Total Investments and Average				11.37	11.37	11.37		0.158	0.160	1

**Fund GEN - General Fund
Investments by Fund
November 30, 2020**

Page 2

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Days To Date Maturity
Texpool/Texpool Prime										
900001	10000	Texpool	10/01/2019	2,145,927.13	2,145,927.13	2,145,927.13	0.123	0.121	0.123	1
900001A	10001	Texpool Prime	10/01/2019	3,419,944.75	3,419,944.75	3,419,944.75	0.163	0.160	0.162	1
Subtotal and Average				5,565,871.88	5,565,871.88	5,565,871.88		0.145	0.147	1
Wells Fargo Bank										
90401	10003	Wells Fargo Analyzed Bus Chkg+	10/01/2019	157,448.97	157,448.97	157,448.97	0.160	0.157	0.160	1
88469	10004	Wells Fargo Analyzed Bus Chkg+	10/01/2019	501.11	501.11	501.11	0.150	0.147	0.150	1
88477	10005	Wells Fargo Commercial Chkg PF	10/01/2019	0.00	0.00	0.00				1
8477	10002	Wells Fargo Stagecoach Sweep	10/01/2019	2,627,330.15	2,627,330.15	2,627,330.15	0.010	0.009	0.010	1
Subtotal and Average				2,785,280.23	2,785,280.23	2,785,280.23		0.018	0.019	1
Total Investments and Average				8,351,152.11	8,351,152.11	8,351,152.11		0.103	0.104	1



Travis Central Appraisal Dist.
Interest Earnings
Sorted by Fund - Fund
November 1, 2020 - November 30, 2020
Yield on Average Book Value

Patterson & Associates
901 S. MoPac
Suite 195
Austin, TX 78746
-

											Adjusted Interest Earnings	
CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Average Book Value	Maturity Date	Current Rate	Annualized Yield	Interest Earned	Amortization/ Accretion	Adjusted Interest Earnings
Fund: 850 EAL Holding Corp.												
61442	10006	850	RR2	11.37	5,012.20	4,011.95		0.160	0.158	0.52	0.00	0.52
Subtotal				11.37	5,012.20	4,011.95			0.158	0.52	0.00	0.52
Fund: General Fund												
900001	10000	GEN	RRP	2,145,927.13	2,145,710.04	2,145,717.28		0.123	0.123	217.09	0.00	217.09
900001A	10001	GEN	RRP	3,419,944.75	3,419,487.94	3,419,503.17		0.163	0.163	456.81	0.00	456.81
8477	10002	GEN	RR2	2,627,330.15	4,098,604.92	3,391,219.47		0.010	0.010	27.74	0.00	27.74
90401	10003	GEN	RR2	157,448.97	155,782.56	157,254.38		0.160	0.160	20.68	0.00	20.68
88469	10004	GEN	RR2	501.11	501.04	501.04		0.150	0.170	0.07	0.00	0.07
Subtotal				8,351,152.11	9,820,086.50	9,114,195.33			0.096	722.39	0.00	722.39
Total				8,351,163.48	9,825,098.70	9,118,207.28			0.096	722.91	0.00	722.91

Travis Central Appraisal District

Budget-to-Actual

01 - ARB

From 1/1/2020 Through 11/30/2020

	Budgeted Amount- Total Budget	Budgeted Amount- YTD	Actual	Variance with Final Budget (Over) Under	Percent of Total Budget Remaining
Expenditures					
Payroll Costs					
Salaries	1,172,175.00	1,074,493.75	1,214,775.46	(140,281.71)	(3.63)%
Total Payroll Costs	1,172,175.00	1,074,493.75	1,214,775.46	(140,281.71)	(3.63)%
Supplies					
Operating Supplies	750.00	687.50	4,677.20	(3,989.70)	(523.63)%
Books/Publ/Subs/Data Bases	900.00	825.00	12.76	812.24	98.58%
Total Supplies	1,650.00	1,512.50	4,689.96	(3,177.46)	(184.24)%
Services					
Training & Education	7,500.00	6,875.00	7,350.00	(475.00)	2.00%
Attorney & Court Costs	20,000.00	18,333.37	14,182.00	4,151.37	29.09%
Total Services	27,500.00	25,208.37	21,532.00	3,676.37	21.70%
Total Expenditures	1,201,325.00	1,101,214.62	1,240,997.42	(139,782.80)	(3.30)%
Excess (Deficiency) of Revenues over (Under) Expenditures	(1,201,325.00)	(1,101,214.62)	(1,240,997.42)	(139,782.80)	3.30%

Travis Central Appraisal District
Standard General Ledger
From 11/1/2020 Through 11/30/2020

Account Code	Account Title	Effective Date	Document Description	Transaction Description	Debit	Credit
10110	General-Chase Bank			Current Balance	1,550.00	
30110	Fund Balance-Unassigned			Current Balance	5,452,938.21	
40101	Salaries			Current Balance	1,053,287.96	
		11/13/2020	ARB Payroll PPE 11.06.20 (0 days @ \$150/day)	ARB Payroll PPE 11.06.20 (0 days @ \$150/day)	40.00	
		11/13/2020	ARB Payroll PPE 11.06.20 (0 days @ \$160/day)	ARB Payroll PPE 11.06.20 (0 days @ \$160/day)	40.00	
		11/13/2020	ARB Payroll PPE 11.06.20 (0 days @ \$170/day)	ARB Payroll PPE 11.06.20 (0 days @ \$170/day)	40.00	
		11/13/2020	ARB Payroll PPE 11.06.20 (10 days @ \$150/day)	ARB Payroll PPE 11.06.20 (10 days @ \$150/day)	9,000.00	
		11/13/2020	ARB Payroll PPE 11.06.20 (10 days @ \$160/day)	ARB Payroll PPE 11.06.20 (10 days @ \$160/day)	24,000.00	
		11/13/2020	ARB Payroll PPE 11.06.20 (10 days @ \$200/day)	ARB Payroll PPE 11.06.20 (10 days @ \$200/day)	4,000.00	
		11/13/2020	ARB Payroll PPE 11.06.20 (10 days @ \$225/day)	ARB Payroll PPE 11.06.20 (10 days @ \$225/day)	4,500.00	
		11/13/2020	ARB Payroll PPE 11.06.20 (10 days @ \$275/day)	ARB Payroll PPE 11.06.20 (10 days @ \$275/day)	2,750.00	
		11/13/2020	ARB Payroll PPE 11.06.20 (11 days @ \$150/day)	ARB Payroll PPE 11.06.20 (11 days @ \$150/day)	1,650.00	
		11/13/2020	ARB Payroll PPE 11.06.20 (2 days @ \$170/day)	ARB Payroll PPE 11.06.20 (2 days @ \$170/day)	340.00	
		11/13/2020	ARB Payroll PPE 11.06.20 (2 days @ \$180/day)	ARB Payroll PPE 11.06.20 (2 days @ \$180/day)	400.00	
		11/13/2020	ARB Payroll PPE 11.06.20 (2.5 days @ \$160/day)	ARB Payroll PPE 11.06.20 (2.5 days @ \$160/day)	400.00	
		11/13/2020	ARB Payroll PPE 11.06.20 (3 days @ \$160/day)	ARB Payroll PPE 11.06.20 (3 days @ \$160/day)	480.00	
		11/13/2020	ARB Payroll PPE 11.06.20 (3.5 days @ \$160/day)	ARB Payroll PPE 11.06.20 (3.5 days @ \$160/day)	600.00	
		11/13/2020	ARB Payroll PPE 11.06.20 (3.5 days @ \$190/day)	ARB Payroll PPE 11.06.20 (3.5 days @ \$190/day)	705.00	
		11/13/2020	ARB Payroll PPE 11.06.20 (4 days @ \$150/day)	ARB Payroll PPE 11.06.20 (4 days @ \$150/day)	600.00	
		11/13/2020	ARB Payroll PPE 11.06.20 (4 days @ \$160/day)	ARB Payroll PPE 11.06.20 (4 days @ \$160/day)	1,280.00	

Travis Central Appraisal District
Standard General Ledger
From 11/1/2020 Through 11/30/2020

Account Code	Account Title	Effective Date	Document Description	Transaction Description	Debit	Credit
		11/13/2020	ARB Payroll PPE 11.06.20 (4.5 days @ \$160/day)	ARB Payroll PPE 11.06.20 (4.5 days @ \$160/day)	720.00	
		11/13/2020	ARB Payroll PPE 11.06.20 (5 days @ \$150/day)	ARB Payroll PPE 11.06.20 (5 days @ \$150/day)	1,500.00	
		11/13/2020	ARB Payroll PPE 11.06.20 (5 days @ \$160/day)	ARB Payroll PPE 11.06.20 (5 days @ \$160/day)	1,600.00	
		11/13/2020	ARB Payroll PPE 11.06.20 (5 days @ \$170/day)	ARB Payroll PPE 11.06.20 (5 days @ \$170/day)	850.00	
		11/13/2020	ARB Payroll PPE 11.06.20 (5 days @ \$190/day)	ARB Payroll PPE 11.06.20 (5 days @ \$190/day)	990.00	
		11/13/2020	ARB Payroll PPE 11.06.20 (5.5 days @ \$160/day)	ARB Payroll PPE 11.06.20 (5.5 days @ \$160/day)	920.00	
		11/13/2020	ARB Payroll PPE 11.06.20 (5.5 days @ \$200/day)	ARB Payroll PPE 11.06.20 (5.5 days @ \$200/day)	1,100.00	
		11/13/2020	ARB Payroll PPE 11.06.20 (6.5 days @ \$150/day)	ARB Payroll PPE 11.06.20 (6.5 days @ \$150/day)	975.00	
		11/13/2020	ARB Payroll PPE 11.06.20 (6.5 days @ \$160/day)	ARB Payroll PPE 11.06.20 (6.5 days @ \$160/day)	2,080.00	
		11/13/2020	ARB Payroll PPE 11.06.20 (6.5 days @ \$170/day)	ARB Payroll PPE 11.06.20 (6.5 days @ \$170/day)	1,145.00	
		11/13/2020	ARB Payroll PPE 11.06.20 (7 days @ \$160/day)	ARB Payroll PPE 11.06.20 (7 days @ \$160/day)	1,120.00	
		11/13/2020	ARB Payroll PPE 11.06.20 (7 days @ \$170/day)	ARB Payroll PPE 11.06.20 (7 days @ \$170/day)	2,380.00	
		11/13/2020	ARB Payroll PPE 11.06.20 (7.5 days @ \$170/day)	ARB Payroll PPE 11.06.20 (7.5 days @ \$170/day)	1,275.00	
		11/13/2020	ARB Payroll PPE 11.06.20 (8 days @ \$150/day)	ARB Payroll PPE 11.06.20 (8 days @ \$150/day)	6,000.00	
		11/13/2020	ARB Payroll PPE 11.06.20 (8 days @ \$160/day)	ARB Payroll PPE 11.06.20 (8 days @ \$160/day)	2,560.00	
		11/13/2020	ARB Payroll PPE 11.06.20 (8 days @ \$200/day)	ARB Payroll PPE 11.06.20 (8 days @ \$200/day)	1,600.00	
		11/13/2020	ARB Payroll PPE 11.06.20 (8.5 days @ \$160/day)	ARB Payroll PPE 11.06.20 (8.5 days @ \$160/day)	2,720.00	
		11/13/2020	ARB Payroll PPE 11.06.20 (8.5 days @ \$170/day)	ARB Payroll PPE 11.06.20 (8.5 days @ \$170/day)	1,445.00	
		11/13/2020	ARB Payroll PPE 11.06.20 (8.5 days @ \$190/day)	ARB Payroll PPE 11.06.20 (8.5 days @ \$190/day)	1,615.00	
		11/13/2020	ARB Payroll PPE 11.06.20 (9 days @ \$150/day)	ARB Payroll PPE 11.06.20 (9 days @ \$150/day)	2,700.00	

Travis Central Appraisal District
Standard General Ledger
From 11/1/2020 Through 11/30/2020

Account Code	Account Title	Effective Date	Document Description	Transaction Description	Debit	Credit
		11/13/2020	ARB Payroll PPE 11.06.20 (9 days @ \$160/day)	ARB Payroll PPE 11.06.20 (9 days @ \$160/day)	2,880.00	
		11/13/2020	ARB Payroll PPE 11.06.20 (9 days @ \$180/day)	ARB Payroll PPE 11.06.20 (9 days @ \$180/day)	1,620.00	
		11/13/2020	ARB Payroll PPE 11.06.20 (9 days @ \$200/day)	ARB Payroll PPE 11.06.20 (9 days @ \$200/day)	1,800.00	
		11/13/2020	ARB Payroll PPE 11.06.20 (9.5 days @ \$150/day)	ARB Payroll PPE 11.06.20 (9.5 days @ \$150/day)	2,850.00	
		11/13/2020	ARB Payroll PPE 11.06.20 (9.5 days @ \$160/day)	ARB Payroll PPE 11.06.20 (9.5 days @ \$160/day)	4,560.00	
		11/13/2020	ARB Payroll PPE 11.06.20 (9.5 days @ \$170/day)	ARB Payroll PPE 11.06.20 (9.5 days @ \$170/day)	4,845.00	
		11/13/2020	ARB Payroll PPE 11.06.20 (9.5 days @ \$190/day)	ARB Payroll PPE 11.06.20 (9.5 days @ \$190/day)	1,805.00	
		11/13/2020	ARB Payroll PPE 11.06.20 (9.5 days @ \$200/day)	ARB Payroll PPE 11.06.20 (9.5 days @ \$200/day)	1,900.00	
		11/27/2020	ARB Payroll PPE 11.20.20 (1 days @ \$160/day)	ARB Payroll PPE 11.20.20 (1 days @ \$160/day)	320.00	
		11/27/2020	ARB Payroll PPE 11.20.20 (2 days @ \$150/day)	ARB Payroll PPE 11.20.20 (2 days @ \$150/day)	300.00	
		11/27/2020	ARB Payroll PPE 11.20.20 (2 days @ \$160/day)	ARB Payroll PPE 11.20.20 (2 days @ \$160/day)	960.00	
		11/27/2020	ARB Payroll PPE 11.20.20 (2 days @ \$170/day)	ARB Payroll PPE 11.20.20 (2 days @ \$170/day)	1,020.00	
		11/27/2020	ARB Payroll PPE 11.20.20 (2.5 days @ \$160/day)	ARB Payroll PPE 11.20.20 (2.5 days @ \$160/day)	800.00	
		11/27/2020	ARB Payroll PPE 11.20.20 (3 days @ \$150/day)	ARB Payroll PPE 11.20.20 (3 days @ \$150/day)	1,350.00	
		11/27/2020	ARB Payroll PPE 11.20.20 (3 days @ \$160/day)	ARB Payroll PPE 11.20.20 (3 days @ \$160/day)	3,360.00	
		11/27/2020	ARB Payroll PPE 11.20.20 (3 days @ \$170/day)	ARB Payroll PPE 11.20.20 (3 days @ \$170/day)	510.00	
		11/27/2020	ARB Payroll PPE 11.20.20 (3 days @ \$180/day)	ARB Payroll PPE 11.20.20 (3 days @ \$180/day)	540.00	
		11/27/2020	ARB Payroll PPE 11.20.20 (3 days @ \$190/day)	ARB Payroll PPE 11.20.20 (3 days @ \$190/day)	570.00	
		11/27/2020	ARB Payroll PPE 11.20.20 (3 days @ \$200/day)	ARB Payroll PPE 11.20.20 (3 days @ \$200/day)	600.00	
		11/27/2020	ARB Payroll PPE 11.20.20 (3.5 days @ \$150/day)	ARB Payroll PPE 11.20.20 (3.5 days @ \$150/day)	525.00	

Travis Central Appraisal District
Standard General Ledger
From 11/1/2020 Through 11/30/2020

Account Code	Account Title	Effective Date	Document Description	Transaction Description	Debit	Credit
		11/27/2020	ARB Payroll PPE 11.20.20 (3.5 days @ \$200/day)	ARB Payroll PPE 11.20.20 (3.5 days @ \$200/day)	700.00	
		11/27/2020	ARB Payroll PPE 11.20.20 (4 days @ \$150/day)	ARB Payroll PPE 11.20.20 (4 days @ \$150/day)	9,000.00	
		11/27/2020	ARB Payroll PPE 11.20.20 (4 days @ \$160/day)	ARB Payroll PPE 11.20.20 (4 days @ \$160/day)	12,160.00	
		11/27/2020	ARB Payroll PPE 11.20.20 (4 days @ \$170/day)	ARB Payroll PPE 11.20.20 (4 days @ \$170/day)	1,360.00	
		11/27/2020	ARB Payroll PPE 11.20.20 (4 days @ \$180/day)	ARB Payroll PPE 11.20.20 (4 days @ \$180/day)	720.00	
		11/27/2020	ARB Payroll PPE 11.20.20 (4 days @ \$190/day)	ARB Payroll PPE 11.20.20 (4 days @ \$190/day)	760.00	
		11/27/2020	ARB Payroll PPE 11.20.20 (4 days @ \$200/day)	ARB Payroll PPE 11.20.20 (4 days @ \$200/day)	1,600.00	
		11/27/2020	ARB Payroll PPE 11.20.20 (6 days @ \$160/day)	ARB Payroll PPE 11.20.20 (6 days @ \$160/day)	1,920.00	
		11/27/2020	ARB Payroll PPE 11.20.20 (6 days @ \$170/day)	ARB Payroll PPE 11.20.20 (6 days @ \$170/day)	4,080.00	
		11/27/2020	ARB Payroll PPE 11.20.20 (6 days @ \$190/day)	ARB Payroll PPE 11.20.20 (6 days @ \$190/day)	1,140.00	
		11/27/2020	ARB Payroll PPE 11.20.20 (6 days @ \$200/day)	ARB Payroll PPE 11.20.20 (6 days @ \$200/day)	2,400.00	
		11/27/2020	ARB Payroll PPE 11.20.20 (8.5 days @ \$225/day)	ARB Payroll PPE 11.20.20 (8.5 days @ \$225/day)	1,912.50	
		11/27/2020	ARB Payroll PPE 11.20.20 (9 days @ \$225/day)	ARB Payroll PPE 11.20.20 (9 days @ \$225/day)	2,025.00	
		11/27/2020	ARB Payroll PPE 11.20.20 (9 days @ \$275/day)	ARB Payroll PPE 11.20.20 (9 days @ \$275/day)	2,475.00	
				Period Totals	161,487.50	0.00
				Subtotal 11/2020	1,214,775.46	
				Transaction Total	161,487.50	0.00
Balance 40101	Salaries				1,214,775.46	
40220	Operating Supplies			Current Balance	4,403.22	

Travis Central Appraisal District
Standard General Ledger
From 11/1/2020 Through 11/30/2020

<u>Account Code</u>	<u>Account Title</u>	<u>Effective Date</u>	<u>Document Description</u>	<u>Transaction Description</u>	<u>Debit</u>	<u>Credit</u>
		11/5/2020	Office Supplies - Admin	10 x 13x 1.5 Catalog Envelopes	273.98	
				Period Totals	273.98	0.00
				Subtotal 11/2020	4,677.20	
				Transaction Total	273.98	0.00
Balance 40220	Operating Supplies				4,677.20	
40231	Books, Publications, Subscriptions & Databases			Current Balance	12.76	
40330	Education & Training			Current Balance	7,350.00	
40510	Legal & Attorney			Current Balance	14,182.00	
Report Opening/Current Balance					6,533,724.15	0.00
Report Transaction Totals					161,761.48	0.00
Report Current Balances					6,695,485.63	0.00
Report Difference					6,695,485.63	

AGENDA

ITEM #5E

Personnel Changes:				
Name	Action	Date	Job Title	Division
Hannah Shipp	New Hire	12/14/2020	Clerk	Appraisal Support
Derrick Hopkins	New Hire	12/14/2020	Clerk	Appraisal Support
Liliana Alvarado	New Hire	12/14/2020	Clerk	Appraisal Support
Leigh Gershman	Separation	12/30/2020	Clerk	Appraisal Support

Current Openings:

Job Posting#	Date Posted	Position	Division	# of Positions
2020145301-06	1/7/2020	Appraiser	Residential Appraisal	4
2020142301	1/7/2020	BPP Appraiser	Commercial/BPP Appraisal	2
Temp Service	1/10/2020	Clerk	Appraisal Support	1
2020120102	10/21/2020	Admin Assistant	Admin	
2020142304	10/21/2020	Admin Assistant	Commercial/BPP Appraisal	
2020131204	10/21/2020	Software Engineer	IT	

AGENDA

ITEM #6B

TCAD 2021 AG ADVISORY BOARD MEMBERS SUMMARY

Pending Reappointment	Existing Members
January 1, 2021 – December 31, 2022	January 1, 2020 – December 31, 2021
Dan Dierschke	Mauri Pottuu
Cliff Kessler	Larry Mellenbruch
Linda Hall	
Tommy Miertschin	

Mr. Dan Dierschke is a fifth generation Texas agricultural producer. He and his wife, Marilynn, have produced beef and hay near Austin, Texas for the last 45 years. He has been involved in many organizations such as Cattlemen's Beef Board, Texas Beef Council, Texas Farm Bureau, U.S. Meat Export Federation, Technical Subcommittee on Farm and Land Preservation for USDA's National Resources and Conservation Service, just to name a few. Mr. Dierschke has also served two terms appointed by the governor on the Texas Farm and Ranch Land Preservation Council and as an advisor on the U.S. Trade for animals and animal products. He has been on the TCAD Agricultural Advisory Board since 2000.

Mr. Cliff Kessler farms in eastern Travis County. He is retired from the Travis Central Appraisal District after 25 years of service. He is also involved in the Texas Farm Bureau, Aqua Water Supply Corporation, Emergency Services District 13 and Blackland Prairie Concerned Citizens Association. Before retiring, he had farmed in Travis County for 35 years. He has been on the TCAD Agricultural Advisory Board since 2010.

Ms. Linda Hall, born and raised in Travis County, has been a ranching in Travis County for 45 years. She is also involved in the Texas Farm Bureau and many community activities. She is familiar with farming and ranching practices, economics of agriculture and environmental issues related to land in the area. She has been on the TCAD Agricultural Advisory Board since 2017.

Mr. Tommy Miertschin is the Travis County Executive Director for the Farm Service Agency. He has been farming and ranching for the past 20 years and is in day to day contact with many of the Travis County farmers and ranchers. He is involved with many programs offered by the county and brings invaluable information to the Agricultural Advisory Board meetings. He has been on the TCAD Agricultural Advisory Board since 2000.

Mr. Mauri Pottuu lives in western Travis County and has been in the farming and ranching business since 1984. He is retired from the industrial management business and is a member of the American Angus Association and the Travis County Farm Bureau. He is an annual host of the Range Field Day that is conducted by the Travis County Extension Service. He is familiar with farming and ranching on the western side of Travis County and particularly interested in range management and registered Angus Cattle.

Mr. Larry Mellenbruch lives in eastern Travis County and is a farmer and rancher. He has been in the farming and ranching business for the last 60 years. He is a retired electrical engineer and is a member of the Texas Farm Bureau and the Texas Southwestern Cattle Raisers Association. He is familiar with farming and ranching practices, economics of agricultural and environmental issues related to land in the area.

AGENDA

ITEM #6C

TRAVIS CENTRAL APPRAISAL DISTRICT

BOARD OFFICERS

JAMES VALADEZ
CHAIRPERSON
BRUCE GRUBE
VICE CHAIRPERSON
THERESA BASTIAN
SECRETARY/TREASURER



MARYA CRIGLER
CHIEF APPRAISER

BOARD MEMBERS

TOM BUCKLE
DEBORAH CARTWRIGHT
BRUCE ELFANT
ANTHONY NGUYEN
ELEANOR POWELL
FELIPE ULLOA
BLANCA ZAMORA-GARCIA

RESOLUTION 20210107-6C

Resolution to Adopt Investment Policy, Investment Strategy, Broker/Dealer List, and Training Providers

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE TRAVIS CENTRAL APPRAISAL DISTRICT, ADOPTING THE TRAVIS CENTRAL APPRAISAL DISTRICT INVESTMENT POLICY AND INVESTMENT STRATEGIES ATTACHED HERETO AS EXHIBIT "A", BROKER/DEALER LIST ATTACHED HERETO AS EXHIBIT "B", AND AUTHORIZED TRAINING PROVIDERS ATTACHED HERETO AS EXHIBIT "C"; DECLARING THAT THE BOARD OF DIRECTORS HAS COMPLETED ITS REVIEW OF THE INVESTMENT POLICY, INVESTMENT STRATEGIES, AUTHORIZED BROKER/DEALER LIST, AND AUTHORIZED TRAINING PROVIDERS OF THE DISTRICT AND THAT THE ATTACHED EXHIBITS RECORD ANY CHANGES TO EITHER THE INVESTMENT POLICY, INVESTMENT STRATEGIES, BROKER/DEALER LIST, OR TRAINING PROVIDERS AND PROVIDES FOR AN EFFECTIVE DATE.

WHEREAS, in accordance with the Public Funds Investment Act, Chapter 2256, Texas Government Code, the Travis Central Appraisal District by resolution adopt an investment policy, and

WHEREAS, Section 2256.005, Texas Government Code requires the governing body to review the investment policy and investment strategies not less than annually and to adopt a resolution or board order stating the review has been completed and records any changes made to either the investment policy or investment strategies.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE TRAVIS CENTRAL APPRAISAL DISTRICT:

SECTION 1. That the Travis Central Appraisal District Investment Policy attached hereto as Exhibit "A" be and the same is hereby adopted and shall govern the investment policies and investment strategies for the District, and shall define the authority of the investment officer of the District from and after the effective date of this resolution.

SECTION 2. That the Board of Directors of the Travis Central Appraisal District has completed its review of the investment policy and investment strategies and any changes made to either the investment policy or investment strategies are recorded in Exhibit "A" hereto.

SECTION 3. That all provisions of the resolutions of the Travis Central Appraisal District in conflict with the provisions of this Resolution are, and the same are hereby, repealed, and all other provisions not in conflict with the provisions of this Resolution shall remain in full force and effect.

SECTION 4. That should any word, sentence, paragraph, subdivision, clause, phrase or section of this Resolution be adjudged or held to be void or unconstitutional, the same shall not affect the validity of the remaining portions of said Resolution which shall remain in full force and effect.

SECTION 5. That this resolution shall become effective immediately from and after its passage.

DULY RESOLVED AND ADOPTED by the Board of Directors of the Travis Central Appraisal District on this 7th day of January, 2021.

TRAVIS CENTRAL APPRAISAL DISTRICT:

James Valadez, Chairperson
Board of Directors

ATTEST:

Theresa Bastian, Secretary
Board of Directors



Travis Central Appraisal District

Investment Policy and Strategy

**Presented to Board of Directors for Adoption
January 7, 2021**

DRAFT

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TRAVIS CENTRAL APPRAISAL DISTRICT

INVESTMENT POLICY

ARTICLE I: PURPOSE AND NEED FOR POLICY

Chapter 2256 of the Government Code, as amended from time to time by the Texas State Legislature ("Public Funds Investment Act") requires each governmental entity to adopt rules governing its investment practices and to define the authority of the investment official. The Investment Policy addresses the methods, procedures and practices which must be exercised to ensure effective and prudent fiscal management of the Travis Central Appraisal District's (the District) funds. It is the policy of the District to invest public funds in a manner which will provide the highest yield with the maximum security while meeting the daily cash flow demands of the district and conforming to all state statutes governing the investment of public funds, including by not by way of limitation, the Public Funds Investment Act, Chapter 2256, Government Code.

ARTICLE II: SCOPE

This investment policy applies to all financial assets of the District. These funds are accounted for in the District's Comprehensive Annual Financial Report and include the following:

- (1) Operating funds
- (2) Reserve and deposit funds
- (3) Debt service Funds
- (4) Any new fund created by the District unless specifically exempted from this policy by the District or by law.

This investment policy shall apply to all transactions involving the financial assets and related activity of all the foregoing funds.

ARTICLE III: GENERAL OBJECTIVES

The primary objectives, in priority order, of investment activities shall be preservation and safety of principal, liquidity, public trust, diversification and yield.

- A. **PRESERVATION AND SAFETY OF PRINCIPAL:** Safety of capital is the foremost objective of the District. Investments shall be undertaken in a manner that seeks to ensure the safety of capital in the overall portfolio. The objective will be to manage credit risk and interest rate risk.

- **CREDIT RISK**-**THE DISTRICT WILL MINIMIZE CREDIT** risk, the risk of loss due to the failure of the security issuer or backer, by:
 - Limiting investments to the highest credit quality securities
 - Pre-qualifying the financial institutions, broker/dealers, intermediaries, and advisers with which the District will do business, and
 - diversifying the investment portfolio so that potential losses on individual securities will be minimized.
- **Interest Rate Risk**- The District will minimize the risk that the market value of securities in the portfolio will fall due to changes in general interest rate, by:
 - Structuring the investment portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity, and
 - investing operating funds primarily in short-term securities, money market mutual funds, or investment pools.

B. **LIQUIDITY:** The investment portfolio shall retain sufficient liquidity to meet all operating requirements that may be reasonably anticipated. This is accomplished by structuring the portfolio so that securities mature concurrent with cash needs to meet anticipated demands. A portion of the portfolio also may be placed in money market mutual funds or local government investment pools which offer same-day liquidity for short-term funds. Investments that are designated by the Board of Directors of the District to fund future projects may be placed in longer-term securities that will mature as funds are needed in order to maximize earnings.

C. **YIELD:** The investment portfolio shall be designed with the objective of attaining a market yield throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return-on investment-Yield is of secondary importance compared to safety and liquidity objectives described above. The core investments are limited to relatively-low credit risk securities in anticipation of earning a fair return relative to the risk being assumed. Securities shall not be sold prior to maturity with the following exceptions:

- A security with declining credit may be sold early to minimize loss of principal
- a security swap would improve the quality, yield, or target duration in the portfolio
- or liquidity needs of the portfolio require that the security be sold.

- D. **PUBLIC TRUST:** All participants in the District's investment process shall seek to act responsibly as custodians of the public trust. Investment officials shall avoid any transactions which might impair public confidence in the District's ability to function as a government entity effectively.

ARTICLE IV: ACHIEVING INVESTMENT ~~RETURN~~YIELD OBJECTIVES

Investment selection for all funds shall be based on legality, appropriateness, liquidity, and risk/return considerations. Although the District will adopt a "buy and hold" approach, at times the portfolio may be pro-actively managed to enhance overall interest income. Active management will take place within the context of the "Prudent Person Rule".

- A. Methods of Obtaining Market Price- The methods/sources to be used to obtain the independent market price of investments for reporting shall be from sources deemed reliable by the Investment Officer, including primary or regional broker/dealers, established financial institutions providing portfolio management/accounting services, third-party safekeeping reports, financial publications such as the *Wall Street Journal*, investment adviser, and market information vendors such as Bloomberg and market pricing services.
- B. Benchmark Yield Rate of Return- As a general guideline, the District's cash management portfolio shall be designed with the objective of regularly meeting the average return on three-month U.S. Treasury Bills. This index is considered a benchmark for short term risk-free investment transactions and compares to the District's cash flow needs and maximum weighted average maturity objectivegoal of the portfolio.

ARTICLE V: STANDARD OF CARE

- A. **PRUDENCE:** The standard of prudence to be used by investment officials shall be the "prudent person" standard and shall be applied in the context of managing an overall portfolio. Investment officers acting in accordance with written procedures and this investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price change, provided deviations from expectations are reported in a timely fashion and the liquidity and the sale of securities when carried out in accordance with the terms of this policy. The governing body of the District retains ultimate responsibility as fiduciaries of the assets of the entity.

Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, but for investment, considering the probable safety of their capital as well as the probable income derived.

- B. **CAPABILITY OF INVESTMENT MANAGEMENT:** The District shall provide periodic training in investments for the investment officers and personnel through courses and seminars offered by professional organizations and associations in order to insure the quality and capability of the District's investment personnel making investment decisions in compliance with the Public Funds Investment Act. The Board will approve the training providers.
- C. **ETHICS AND CONFLICTS OF INTEREST:** Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Employees and investment officers shall disclose any material interests in financial institutions with which they conduct business. They shall further disclose any personal financial/investment positions that could be related to the performance of the investment portfolio. Employees and officers shall refrain from undertaking personal investment transactions with the same individual or firm with whom business is conducted on behalf of the District. They must also disclose any personal relation within the second degree by affinity or consanguinity, as determined under Chapter 573 of the Texas Government Code, to an individual seeking to transact investment business with the District.

For the purposes of this policy, an investment officer or employee has a personal business relationship with a business organization which must be disclosed to the Texas Ethics Commission if:

1. The investment officer owns 10 percent or more of the voting stock or shares of the business organization or owns \$5,000 or more of the fair market value of the business organization;
2. fund received by the investment officer from the business organization exceed 10 percent of the investment officer's gross income for the previous year; or
3. the investment officer has acquired from the business organization during the previous year investments with a book value of \$2,500 or more for the personal account of the investment officer.

Investment officers of the District shall refrain from personal and business activities involving any of the District's custodians, depositories, broker/dealers or investment advisors which may influence the officer's ability to conduct his duties in an unbiased manner.

- D. DELEGATION OF INVESTMENT AUTHORITY:** Authority to manage the investment program is granted to the investment officer(s), as designated by the Chief Appraiser, and approved by the Board of Directors of the District, and derived from the following: Public Funds Investment Act, Chapter 2256. *Responsibility for the operation of the investment program is hereby delegated to the investment officer, who shall act in accordance with established written procedures and internal controls for the operation of the investment program consistent with this investment policy. Procedures should include reference to: safekeeping, delivery vs. payment, investment accounting, repurchase agreements, wire transfer agreements, and collateral/depository agreements. No person may engage in an investment transaction except as provided under the terms of this policy and the procedures established by the investment officer. The investment officer shall be responsible for all transactions undertaken and shall establish a system of internal controls to regulate the activities of subordinate officials. [The District may also utilize a non-discretionary registered investment adviser to assist the Investment officers in all aspects of the portfolio.](#)*
- E. INVESTMENT TRAINING:** The Director of Finance, Finance Officer and all investment officers shall attend at least one ten-hour training session relating to their investment responsibilities within the first 12 months after assuming their duties. In addition to this ten-hour requirement, each investment officer shall receive not less than ten hours of instruction in their investment responsibilities at least once during each two-year fiscal period that begins January 1st and consists of the two consecutive fiscal years after that date. The investment training session shall be provided by an independent source approved by the Board. For purposes of this policy, an “independent source” from which investment training shall be obtained shall include a professional organization, an institute of higher learning or any other sponsor other than a Business Organization with whom the District may engage in an investment transaction. Such training shall include education in investment controls, security risks, strategy risks, market risks, diversification of investment portfolio, and compliance with the Public Funds Investment Act. A list will be maintained of the number of hours and conferences attended for each investment official and a report of such information will be provided to the governing board. The independent sources for authorized training will be sessions sponsored providers listed in Exhibit C.

ARTICLE VI: AUTHORIZED DEALERS AND INSTITUTIONS

The governing body of the District must, at least annually, review, revise, and adopt a list of qualified brokers that are authorized to engage in investment transactions with the District (PFIA 256.025). That list will be maintained by the investment officers or adviser.

- A. All financial institutions and broker/dealers who desire to become qualified bidders for investment transactions must supply the investment officer with the following:

1. Annual audited financial statements;
2. Proof of Financial Industry Regulatory Authority (FINRA) certification, unless it is a bank; and
3. the District's questionnaire.

All broker/dealers, financial institutions and local government pools in which the District participates must receive a copy of the current investment policy. Local government pools must certify to a review of the policy.

ARTICLE VII: SAFEKEEPING AND CUSTODY

- A. **DISTRICT OWNED SECURITIES, INDEPENDENT THIRD-PARTY SAFEKEEPING:** Securities owned by the District will be held by a third party custodian designated by the District, and held in the District's name as evidenced by safekeeping receipts of the institution with which those securities are deposited.
- B. **Securities pledged to the District** ([Collateral](#)) will be held in an independent third party institution outside the holding company of the depository as approved by the District. Securities will be evidenced by safekeeping receipts and a monthly report from the custodian.
- C. **DELIVERY VS. PAYMENT:** All security trades will be executed by deliver vs. payment (DVP) to ensure that securities are deposited in the District's designated financial institution prior to the release of District funds. This is a requirement for all investment transactions, except local government investment pools, [CDs](#), and mutual fund transactions.
- D. **INTERNAL CONTROLS:** The investment officer is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the District are protected from loss, theft or misuse. Internal controls are considered reasonable protections, not absolute. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that (1) the cost of a control should not exceed the benefits likely to be derived and (2) the valuation of costs and benefits requires estimates and judgments by management.

Accordingly, the investment officer shall establish a process for an annual independent review by an external auditor to assure compliance with policies and procedures. The internal controls shall address the following points:

- Control of collusion
- Separation of transaction authority from accounting and recordkeeping, or applicable oversight by the Chief Appraiser and the Board of Directors, as applicable
- Custodial safekeeping
- Clear delegation of authority to subordinate staff members
- Written confirmation of transactions for investments and wire transfers

In conjunction with the annual independent audit, a compliance audit of management controls on investments and adherence to the Investment Policy and the Investment Strategy shall be performed by the [Investment Officers](#). District's independent auditor [shall review all quarterly reports](#).

The District shall comply with all required legal provisions and Generally Accepted Accounting Principles (GAAP) relating to investment accounting. The accounting principles are those contained in the pronouncement of authoritative bodies including but not necessarily limited to, the Governmental Accounting Standards Board (GASB), the American Institute of Certified Public Accountants (AICPA), and the Financial Accounting Standards Board (FASB).

E. **COMPETITIVE BIDDING:** The District requires at least three competitive offers or bids for all individual security purchases and sales (excluding transactions with money market mutual funds and local government investment pools, which are deemed to be made at prevailing market rates).

F. **EFFECT OF LOSS OF REQUIRED RATING:** If a holding's credit quality rating falls below the minimum required [by policy or law](#), the District shall take all prudent measures that are consistent with its investment policy to liquidate the holding.

The investment officer should actively monitor rating changes and liquidate any unauthorized investments per this policy and consistent with PFIA 2256.005(b)(4)(F). If an investment rating changes the status of an investment from an authorized to an unauthorized investment, the investment officer shall take all prudent measures that are consistent with this investment policy to liquidate the investment that does not have the required minimum rating.

G. Monitoring FDIC Status for Mergers and Acquisitions

A merger or acquisition of brokered CDs into one bank reduces FDIC coverage. The Investment Officer shall monitor, on no less than a weekly basis, the status and ownership of all banks issuing brokered CD securities owned by the District based upon information from the FDIC (fdic.gov). If any bank has been acquired or merged with another bank in which brokered CDs are owned by the District, the Investment Officer or Adviser shall immediately liquidate any brokered CD which places the District above the FDIC insurance level.

- H. The District is not required to liquidate investments that were authorized investments at the time of purchase (PFIA 2256.017). If an investment in the District's portfolio becomes an unauthorized investment due to changes in the Investment Policy or the Public Funds Investment Act, ~~or an authorized investment is rated in a way that causes it to become an unauthorized investment;~~ the investment officers shall review the investment and determine whether it would be more prudent to hold the investment until its maturity, or to redeem the investment. Liquidation is not required but reinvestment of proceeds in policy authorized securities is required.
- I. An investment that requires a minimum rating under this subchapter does not qualify as an authorized investment during the period the investment does not have the minimum rating. An entity shall take all prudent measures that are consistent with its investment policy to liquidate an investment that does not have the minimum rating. ~~The District is not required to liquidate investments that were authorized investments at the time of purchase. Investment Officers~~ shall consider the time remaining until maturity of the investment, the quality of the investment, and the quality and amounts of any collateral which may be security the investment in determining the appropriate steps to take. Only investments listed in this section are authorized.

ARTICLE VIII: SUITABLE AND AUTHORIZED INVESTMENTS

District funds may be invested in only the following securities or investment types.

- A. Obligations of the United States or its agencies and instrumentalities, excluding mortgage-backed securities, with a maximum stated maturity of 2 years;
- B. Direct obligations of the State of Texas or its agencies and instrumentalities with a maximum maturity of two years;
- C. Other general obligations, the principal and interest of which are unconditionally guaranteed or insured by, or backed by the full faith and credit of, this state or the United States with a maximum maturity of 2 years
- D. Obligations of other US states or their respective agencies and instrumentalities; ~~including obligations that are fully guaranteed or insured by the Federal Deposit Insurance Corporation (FDIC) or by the explicit full faith and credit of the United States with a maximum maturity of 2 years;~~
- E. AAA-rated investment pools in Texas which strive to maintain a \$1 net asset value and invest in instruments and follow practices allowed by current law. The pool must meet all requirements under the Public Funds Investment Act Section 2256.016;
- F. Depository Certificates of Deposits issued by a depository institution that has its main office or branch office in Texas with a maximum maturity of 2 years:
- a. ~~And such~~ Certificates of Deposits are must be:

- i. Guaranteed or insured by the Federal Deposit Insurance Corporation (FDIC) ~~or the National Credit Union Share Insurance Fund~~ or their successors; or
 - ii. Secured by collateral obligations as set by this policy.
- b. Certificates of Deposit placed by and through depository institutions in Texas which contractually agree to spread/place all the funds in federally insured depository institutions in accordance with the conditions prescribed in Section 2256.010(b) Act.
- ~~G.~~ G. Share certificates of Texas credit unions fully insured by the National Credit Union Share Insurance Fund with a maximum maturity of 2 years.
- ~~G.H.~~ H. AAA-rated money market mutual fund if the mutual fund:
 - a. Is registered with and regulated by the Securities and Exchange Commission; and
 - b. Includes in its investment objectives the maintenance of a stable net asset value of one dollar for each share.
- ~~H.I.~~ I. A1/P1 commercial paper not to exceed ~~180~~270 days to stated maturity.
- H. FDIC insured, brokered certificate of deposit securities from a bank in any US state, delivered versus payment to the City's safekeeping agent, not to exceed 12 months to maturity. Before purchase, the Investment Officer must verify the FDIC status of the bank on www.fdic.gov to assure that the bank is FDIC insured.
- ~~I.J.~~ J. FDIC insured or collateralized interest bearing accounts in any bank in Texas.
- ~~J.~~ J. ~~Share certificates of credit unions in Texas which are insured by the National Credit Union Share Insurance Fund.~~

ARTICLE IX: COLLATERAL

The District's depository bank shall comply with Chapter 2257 of the Government Code, Collateral for Public Funds, as required in the District's depository contract. Collateralization will be required on all time and deposit funds in the institution.

A. Market Value

The market value of pledged collateral must be equal to or greater than 102% of the principal and accrued interest for cash balances in excess of the Federal Deposit Insurance Corporation (FDIC insurance coverage). The District will approve the custodial institution for collateral safekeeping. The investment officer will approve release of all pledged collateral. The securities comprising the collateral will be marked to market on no less than a monthly basis and the District will be sent reports monthly.

B. Collateral Substitutions

Collateralized ~~investments~~ securities often require substitution of collateral. The custodian must contact the investment officer of the District for approval ~~and~~ settlement. The substitution will be approved if its value is equal to or greater than the required collateral value.

C. Collateral Value Reduction

Should the collateral's market value exceed the required amount, the Safekeeping bank-pledging bank may request approval from the investment officer to reduce the collateral. Collateral reductions may be permitted only if the collateral's market value exceeds the required amount and new securities are received before release of existing securities.

The authorized collateral will include only:

- Obligations of the US Government, its agencies and instrumentalities including mortgage backed securities and CMO which pass the bank test.
- Municipal and state obligations rated A or better
- Letters of Credit from the FHLB.

Letters of Credit are acceptable collateral for Certificates of Deposit (CD). Upon the discretion of the District, a Letter of Credit can be acceptable collateral for District funds held by the District's bank depository. Preference will be given in all cases to pledged securities.

ARTICLE X: INVESTMENT PARAMETERS

Maximum Maturities: To the extent possible, the District shall attempt to match its investments with anticipated cash flow requirements dependent on market conditions. Unless matched to a specific cash flow, the District will not directly invest in securities maturing more than two (2) years from the date of purchase. The District's maximum weighted average maturity of the total portfolio will not exceed six months (180 days) consistent with investment objectives.

Because of inherent difficulties in accurately forecasting cash flow requirements, a portion of the portfolio should be continuously invested in readily available funds such as LGIPs or money market mutual funds to ensure that appropriate liquidity is maintained to meet ongoing obligations.

ARTICLE XI: INVESTMENT REPORTING

- A. **METHODS:** The investment officer or adviser shall prepare an investment report at least quarterly, including a management summary that provides an analysis of the status of the current investment portfolio and transactions made over the last quarter. The quarterly investment shall meet all reporting requirements of the Public Funds Investment Act Section 2256.023 and shall be submitted to the District's Board of Director's no less than quarterly.

B. PERFORMANCE STANDARDS: The investment portfolio will be managed in accordance with the parameters specified within this policy. The portfolio should obtain a market average yield during a market/economic environment of stable interest rates. The 3-month Treasury Bill for the comparable period will be the risk benchmark for the portfolio and reported quarterly.

C. MARKING TO MARKET: The market value of the portfolio shall be calculated at least quarterly based on independent prices and the quarterly report a statement of the market value of the portfolio shall be issued at least quarterly contain that information.

C.D. Reporting: The investment officer shall be responsible for the recording of all investment transactions and the maintenance of the investment records with reconciliation of the accounting records and of investments carried out by an accountant. Information to maintain the investment program and the reporting requirements, including pricing or marking to market the portfolio, may be derived from various independent sources such as: broker/dealer research reports, newspapers, financial on-line market quotes, direct communication with broker/dealers, market pricing services, investment software for maintenance of portfolio records, spreadsheet software, or external financial consulting services relating to investments.

D.E. REVIEW BY INDEPENDENT AUDITOR: Quarterly reports must be formally reviewed at least annually by an independent auditor and reported to the Board.

ARTICLE XII: INVESTMENT POLICY ADOPTION

The Travis Central Appraisal District investment policy and strategies shall be adopted by resolution of the Board of Directors of the Travis Central Appraisal District. The policy and strategies shall be reviewed and adopted by resolution annually by the Board of Directors. Any changes made to the current policy should be listed in the resolution. Even if no changes are made to the policy and strategies, the Board of Directors must still review and adopt a resolution on an annual basis.

ARTICLE XIII: INVESTMENT STRATEGY STATEMENTS

The District may maintain one commingled portfolio for investment purposes which incorporates the specific uses and the unique characteristics of the funds in the portfolio. The investment strategy has as its primary objective assurance that anticipated liabilities are matched and adequate investment liquidity provided. The District shall pursue a conservative portfolio management strategy based on a buy-and-hold philosophy. This may be accomplished by creating a ladder maturity structure

with some extension for yield enhancement. The maximum maturity of any security will be 24 months and the maximum dollar weighted average maturity of six months will be calculated using the stated final maturity date of each security.

The District will be structured to [react to and](#) benefit from anticipated market conditions and to achieve a reasonable yield. Relative value among asset groups shall be analyzed and pursued as part of the investment program within the restrictions set forth by the investment policy.

The District maintains portfolio(s) [strategy](#) which ~~utilize~~ address five specific investment ~~strategies-objectives~~ designed to address the unique characteristics of the fund group represented in the portfolio.

A. OPERATING FUNDS

SUITABILITY- All investments authorized in the Investment Policy are suitable for Operating Funds because of their high credit quality and marketability.

PRESERVATION AND SAFETY OF PRINCIPAL- All investments shall be high credit quality securities with no perceived default risk.

LIQUIDITY- Investment strategies for the pooled operating funds have as their primary objective to assure that anticipated cash flows are matched with adequate investment liquidity.

MARKETABILITY- Securities with active and efficient secondary markets will be purchased in the event of an unanticipated cash requirement.

DIVERSIFICATION- Maturities shall be staggered ~~throughout the budget cycle monthly~~ to provide [for](#) cash flow needs based on anticipated needs. Investment risks will be reduced through diversification among authorized investments.

YIELD- The District's objective is to attain a competitive market yield for comparable securities and portfolio constraints.

B. RESERVE AND DEPOSIT FUNDS

SUITABILITY- All investments authorized in the Investment Policy are suitable for reserve and deposit funds due to their high credit quality and marketability.

PRESERVATION AND SAFETY OF PRINCIPAL- All investments shall be high [credit](#) quality securities with no perceived default risk.

LIQUIDITY- Liquidity is not normally required in these funds therefore the investment strategies iesy for reserve and deposit funds have as their primary objective the ability to generate a dependable revenue stream to the appropriate reserve fund from investments with a low degree of volatility. Investments should be of high quality, with short-to-intermediate-term maturities.

MARKETABILITY- Securities with active and efficient secondary markets will be purchased in the event of an unanticipated cash requirement.

DIVERSIFICATION- Maturities shall may be staggered throughout the budget cycle to provide cash flow needs based on anticipated needs. Investment risks will be reduced through diversification among authorized investments.

YIELD- The District's objective is to attain a competitive market yield for comparable securities and portfolio constraints.

C. DEBT SERVICE FUNDS

SUITABILITY- All investments authorized in the Investment Policy are suitable for debt service funds.

PRESERVATION AND SAFETY OF PRINCIPAL- All investments shall be high credit quality securities with no perceived default risk.

LIQUIDITY- Investment strategies for debt service funds have as their primary objective the assurance of investment liquidity adequate to cover the debt service obligation on the required payment date. Securities purchased shall not have a stated final maturity date which exceeds the debt service payment date until each successive payment date is fully funded.

MARKETABILITY- Securities with active and efficient secondary markets will be purchased in the event of an unanticipated cash requirement.

DIVERSIFICATION- Maturities shall be staggered throughout the budget cycle-matched to provide cash flows based on anticipated needsdebt service funding dates. Investment risks will be reduced through diversification among authorized investments.

YIELD- The District's objective is to attain a competitive market yield for comparable securities and portfolio constraints.

Travis Central Appraisal District
AUTHORIZED PERSONNEL

Marya Crigler, Chief Appraiser

Leana H. Mann, Investment Officer

DRAFT

Travis Central Appraisal District

AUTHORIZED DEALERS & INSTITUTIONS

G.X. Clarke
Bank of America/Merrill Lynch
[BOK Financial](#)
Cantor Fitzgerald
FTN Financial
Great Pacific
InCapital
Mizuho Securities
Morgan Stanley
[Mutual Securities](#)
Oppenheimer
Piper Sandler
Raymond James
RBC Capital Markets
Robert W. Baird
Stifel Nicolaus
[Trade Web](#)
Vining Sparks
Wells Fargo
Siebert Williams Shank Capital

Travis Central Appraisal District

AUTHORIZED TRAINING PROVIDERS

Government Treasurer's Organization of Texas (GTOT)

Government Finance Officers Association (GFOA)

Texas Association of Appraisal Districts (TAAD)]

Texas Association of Assessing Officers (TAAO)

University of North Texas

Texas State University

Texas Municipal League

Regional Education Centers

AGENDA

ITEM #6D

TRAVIS CENTRAL APPRAISAL DISTRICT

BOARD OFFICERS

JAMES VALADEZ
CHAIRPERSON
BRUCE GRUBE
VICE CHAIRPERSON
THERESA BASTIAN
SECRETARY/TREASURER



MARYA CRIGLER
CHIEF APPRAISER

BOARD MEMBERS

TOM BUCKLE
DEBORAH CARTWRIGHT
BRUCE ELFANT
ANTHONY NGUYEN
ELEANOR POWELL
FELIPE ULLOA
BLANCA ZAMORA-GARCIA

TO: Travis Central Appraisal District
Board of Directors

FROM: Leana H. Mann
Director of Operations

DATE: January 5, 2021

RE: Item No. 6D- Recommendation for RFP 2020-22

The District posted and received responses on RFP 2020-22: Request for Proposals for Professional GIS Services. The closing date of the RFP was January 5, 2021 at 2:00 p.m. The District received two responses:

BIS Consulting, LLC
Heartland GIS

After reviewing both responses, I recommend the Board of Directors select BIS Consulting as the respondent who provides the best value to the District. This recommendation is based solely on the cost of the services as provided in each response.

RFP 2020-22: Professional GIS Services	BIS Consultants	Heartland GIS
Hourly Cost (estimated 80 hours per week)	\$43.50	\$100.00

Respectfully submitted,

Leana H. Mann, CGFO
Director of Operations

AGENDA

ITEM #6E

TRAVIS CENTRAL APPRAISAL DISTRICT

BOARD OFFICERS

JAMES VALADEZ
CHAIRPERSON
BRUCE GRUBE
VICE CHAIRPERSON
THERESA BASTIAN
SECRETARY/TREASURER



MARYA CRIGLER
CHIEF APPRAISER

BOARD MEMBERS

TOM BUCKLE
DEBORAH CARTWRIGHT
BRUCE ELFANT
ANTHONY NGUYEN
ELEANOR POWELL
FELIPE ULLOA
BLANCA ZAMORA-GARCIA

TO: Travis Central Appraisal District
Board of Directors

FROM: Leana H. Mann
Director of Operations

DATE: January 5, 2021

RE: Item No. 6E- Recommendation for RFP 2020-23

The District posted RFP 2020-22: Request for Proposals for Professional Audit Services. The closing date of the RFP was January 5, 2021 at 2:00 p.m. The District did not receive any responses. We have reposted the RFP with a closing date of January 31, 2021 and will submit a recommendation to the Board of Directors at the next regularly scheduled board meeting.

Respectfully submitted,



Leana H. Mann, CGFO
Director of Operations

AGENDA ITEM

#6F

TRAVIS CENTRAL APPRAISAL DISTRICT

BOARD OFFICERS

JAMES VALADEZ
CHAIRPERSON
BRUCE GRUBE
VICE CHAIRPERSON
THERESA BASTIAN
SECRETARY/TREASURER



MARYA CRIGLER
CHIEF APPRAISER

BOARD MEMBERS

TOM BUCKLE
DEBORAH CARTWRIGHT
BRUCE ELFANT
ANTHONY NGUYEN
ELEANOR POWELL
FELIPE ULLOA
BLANCA ZAMORA-GARCIA

TO: Travis Central Appraisal District
Board of Directors

FROM: Leana H. Mann
Director of Operations

DATE: January 5, 2021

RE: Item No. 6F- Recommendation for RFP 2020-24

The District posted and received responses on RFP 2020-24: Request for Proposals for Professional Printing & Mailing Services. The closing date of the RFP was January 5, 2021 at 2:00 p.m. The District received one response:

VariVerge, LLC

VariVerge, LLC is the District's current print vendor. I would like to recommend to the Board of Directors that VariVerge, LLC be awarded the contract for printing and mailing services in association with RFP 2020-24: Request for Proposals for Professional Printing & Mailing Services.

Respectfully submitted,

Leana H. Mann, CGFO
Director of Operations

AGENDA ITEM

#6G

TRAVIS CENTRAL APPRAISAL DISTRICT

BOARD OFFICERS

JAMES VALADEZ
CHAIRPERSON
BRUCE GRUBE
VICE CHAIRPERSON
THERESA BASTIAN
SECRETARY/TREASURER



MARYA CRIGLER
CHIEF APPRAISER

BOARD MEMBERS

TOM BUCKLE
DEBORAH CARTWRIGHT
BRUCE ELFANT
ANTHONY NGUYEN
ELEANOR POWELL
FELIPE ULLOA
BLANCA ZAMORA-GARCIA

TO: Travis Central Appraisal District
Board of Directors

FROM: Leana H. Mann
Director of Operations

DATE: December 31, 2020

RE: Item No. 6G- Waiver of Penalties & Interest until January 31, 2021

The District currently has 9 taxing entities who began accruing penalties and interest on their 4th quarter 2020 payment. This is an unprecedented number of jurisdictions making late payments and is most likely due to finance staff across government agencies adjusting to working remotely due to the COVID-19 pandemic.

I would like to request that the Board of Directors waive any penalties and interest accrued through January 31, 2021 for all taxing entities.

	Entity Name	Amount Due	Description	Due Date	P&I Accrual Date	Potential P&I Amt
1B	TRAVIS CO ESD NO 7	\$ 3,020.03	Q4 2020	9/30/2020	1/1/2021	\$ 157.62
1F	TANGLEWD FOREST LTD DIST	\$ 930.14	Q4 2020	9/30/2020	1/1/2021	\$ 48.55
34	MANOR ISD	\$ 91,843.20	Q4 2020	9/30/2020	1/1/2021	\$ 4,793.46
40	CITY OF CREEDMOOR	\$ 257.12	Q4 2020	9/30/2020	1/1/2021	\$ 13.42
4P	PILOT KNOB MUD NO 2	\$ 30.63	Q4 2020	9/30/2020	1/1/2021	\$ 1.60
6M	TRAVIS CO MUD NO 21	\$ 1,328.13	Q4 2020	9/30/2020	1/1/2021	\$ 69.32
7N	TRAVIS CO MUD NO 19	\$ 8.47	Q4 2020	9/30/2020	1/1/2021	\$ 0.44
7P	TRAVIS CO MUD NO 20	\$ 34.93	Q4 2020	9/30/2020	1/1/2021	\$ 1.83
8E	RNCH @ CYPRSS CRK MUD 1	\$ 413.26	Q4 2020	9/30/2020	1/1/2021	\$ 21.57

Respectfully submitted,

A handwritten signature in black ink that reads "Leana H. Mann".

Leana H. Mann, CGFO
Director of Operations