



Anderson County Central Appraisal District

July 2, 2019

Palestine I.S.D
Dr. Jason Marshall
1007 E Park Avenue
Palestine, TX 75801

Dear Dr. Marshall,

Please find enclosed a copy of the 2020 Proposed Budget for the Anderson County Appraisal District. The ACAD Board of Directors had a preliminary budget workshop and approved the attached proposed budget. The ACAD Board of Directors will complete its review of the budget, make changes if necessary, and approve the budget before September 15th, 2019. Before final approval, the Board of Directors will hold a public hearing. Each participating taxing unit will be notified of the time and date of the meeting.

Should you have any questions regarding the proposed budget, please feel free to contact me.

Sincerely yours,



W Carson Wages
Chief Appraiser

**ANDERSON COUNTY APPRAISAL DISTRICT
2020 PRELIMINARY PROPOSED BUDGET**

<u>CONTROL ACCOUNT #</u>	<u>CONTROL ACCOUNTS</u>	<u>AMOUNT</u>
100	PERSONNEL SERVICES	\$840,506
200	CONSUMABLE SUPPLIES	\$42,070
300	CAPITAL OUTLAY	\$9,500
400	CONTRACTUAL SERVICES	\$222,983
500	TRAVEL	\$67,600
600	EDUCATIONAL REQUIREMENTS	\$26,300
700	UTILITIES	\$17,000
800	DISTRICT LIABILITY	\$4,490
		<hr/>
	TOTAL 2020 BUDGET	\$1,230,449
	Less Estimated Earned Income	(\$10,000)
	Less Estimated Budget Surplus	(\$141,845)
		<hr/>
	TOTAL ENTITY PARTICIPATION COSTS	\$1,078,604

		2019 BUDGET	INCREASE (DECREASE)	2020 BUDGET	CHANGE
# 100: PERSONNEL SERVICES					
Chief Appraiser	1	72,507	1,413	73,920	1.95%
Administration	2	107,827	3,245	111,072	3.01%
Deed/Drafter	1	46,086	1,411	47,497	3.06%
Clerical	4	151,752	4,147	155,899	2.73%
Appraisal	6	181,107	-1,860	179,247	-1.03%
SUB-TOTAL	14	559,279	8,355	567,634	1.49%
Merit Increase		10,000	0	10,000	0.00%
Longevity Pay		19,200	2,200	21,400	11.46%
SUB-TOTAL		29,200	2,200	31,400	7.53%
Social Security		49,119	808	49,927	1.64%
Retirement		38,525	1,743	40,268	4.52%
Insurance		137,683	6,495	144,178	4.72%
Unemployment		4,000	0	4,000	0.00%
Worker's Comp.		3,100	0	3,100	0.00%
SUB-TOTAL		232,427	9,045	241,472	3.89%
TOTAL: ACCT # 100		820,906	19,600	840,506	2.39%
# 200: CONSUMABLE SUPPLIES					
Office Supplies		15,000	240	15,240	
Postage & Freight		14,000	1,500	15,500	
Forms & Printing		5,500	5,830	11,330	
TOTAL: ACCT # 200		34,500	7,570	42,070	21.94%
# 300: CAPITAL OUTLAY					
Furniture & Equipment		9,500	0	9,500	
Lot & Building		0	0	0	
TOTAL: ACCT # 300		9,500	0	9,500	0.00%

	2019 BUDGET	INCREASE (DECREASE)	2020 BUDGET	CHANGE
# 400: CONTRACTUAL SERVICES				
Repair & Maintenance	109,170	4,663	113,833	
Professional Fees	91,900	2,250	94,150	
Appraisal Review Board	12,000	3,000	15,000	
TOTAL: ACCT # 400	213,070	9,913	222,983	4.65%
# 500: TRAVEL				
In-District Travel	63,600	0	63,600	
Out-Of-District Travel	4,000	0	4,000	
TOTAL: ACCT # 500	67,600	0	67,600	0.00%
# 600: EDUCATIONAL REQUIREMENTS				
Schools & Education	19,200	2,600	21,800	
Books & Subscriptions	4,500	0	4,500	
TOTAL: ACCT # 600	23,700	2,600	26,300	10.97%
# 700: UTILITIES				
Telephone	6,000	0	6,000	
Electricity	9,500	0	9,500	
Water & Sewage	1,000	0	1,000	
Trash Pickup	500	0	500	
TOTAL: ACCT # 700	17,000	0	17,000	0.00%
# 800: DISTRICT LIABILITY				
Insurance	4,040	450	4,490	
TOTAL: ACCT # 800	4,040	450	4,490	11.14%
TOTAL INTERNAL ACCOUNTS	369,410	20,533	389,943	5.56%
TOTAL PERSONNEL SERVICES	820,906	19,600	840,506	2.39%
TOTAL BUDGET	1,190,316	40,133	1,230,449	3.37%

2020 ENTITY PARTICIPATION COSTS

<u>ENTITY</u>	<u>2018 LEVY</u>	<u>PERCENT OF TOTAL LEVY</u>	<u>2019 COST</u>	<u>2020 COST</u>
Anderson County	15,603,793	26.29%	286,608	283,529
TVCC College Center	931,692	1.57%	17,113	16,929
City of Elkhart	106,185	0.18%	1,950	1,929
City of Frankston	247,176	0.42%	4,540	4,491
City of Palestine	7,017,719	11.82%	128,900	127,516
Cayuga I S D	3,243,896	5.46%	59,583	58,943
Elkhart I S D	3,772,528	6.36%	69,293	68,549
Frankston I S D	2,385,498	4.02%	43,816	43,346
Neches I S D	1,511,349	2.55%	27,760	27,462
Palestine I S D	16,937,273	28.53%	311,101	307,759
Stocum I S D	1,393,047	2.35%	25,587	25,312
Westwood I S D	5,667,778	9.55%	104,105	102,986
Athens I S D	54,005	0.09%	992	981
Lapoynor I S D	488,192	0.82%	8,967	8,871
TOTAL	59,360,131	100.00%	1,090,315	1,078,604

BUDGET ACCOUNT DETAIL

ACCOUNT # 200: CONSUMABLE SUPPLIES 42,070

Office Supplies		<u>15,240</u>
General Office Supplies	4,000	
Drafting Supplies	1,000	
GIS Supplies	500	
Appraisal Supplies	1,000	
Copier Supplies	2,500	
Computer Supplies	5,500	
Shredding	240	
Cleaning Supplies	500	
Postage & Freight		<u>15,500</u>
Forms & Printing		<u>11,330</u>
Pers. Prop. Renditions	0	
Letterhead & Envelopes	1,530	
Appraisal Cards	0	
Misc. Forms & Printing	9,800	

ACCOUNT # 300: CAPITAL OUTLAY 9,500

Furniture & Equipment		<u>9,500</u>
Miscellaneous		<u>0</u>

ACCOUNT # 400: CONTRACTUAL SERVICES 222,983

Repairs & Maintenance Charges		<u>113,833</u>
Comp. Hardware Maint.	10,600	
Comp. Software Maint.	44,600	
IT Maintenance	9,773	
GIS Maintenance	24,600	
Copier Lease & Maint.	6,180	
Scanner Lease	5,600	
Fire Extinguisher Maint.	150	
Security System Maint.	300	
Air Conditioning Repair	1,500	
Misc. Repair	2,500	
Postage Meter Rental	0	
Postage Machine Lease	2,200	
Janitorial Services	3,830	
Yardwork	2,000	
Professional Fees		<u>94,150</u>
Capitol Appraisal Group	77,150	
Audit	5,500	
Data Processing	0	
Newspaper Notices	1,500	
Legal Counsel (BOD)	10,000	
Appraisal Review Board		<u>15,000</u>

BUDGET ACCOUNT DETAIL

ACCOUNT # 500: TRAVEL **67,600**

In-District Travel (\$800/mo Field Appraisers)	<u>63,600</u>
(\$500/mo Pers Prop Appraisers)	
Out-Of-District Travel (\$0.50/mile)	<u>4,000</u>
Mileage for schools	<u>1,500</u>
Conferences & Seminars	<u>1,500</u>
Misc. Travel	<u>900</u>
Board of Director's Travel	<u>100</u>

ACCOUNT # 600: EDUCATIONAL REQUIREMENTS **26,300**

Schools & Education	<u>21,800</u>
TAAO Membership Dues	<u>800</u>
TDLR Membership Dues	<u>800</u>
TAAD Membership Dues	<u>1,500</u>
Board of Realtors Dues	<u>300</u>
Conf / Seminar Registration	<u>1,800</u>
Conf / Seminar Meals	<u>800</u>
Conf / Seminar Motel	<u>3,500</u>
School Registration	<u>5,000</u>
School Meals	<u>2,300</u>
School Hotels	<u>5,000</u>
Books & Subscriptions	<u>4,500</u>

ACCOUNT # 700 UTILITIES **17,000**

Utilities	<u>17,000</u>
Telephone	<u>6,000</u>
Electricity	<u>9,500</u>
Water & Sewage	<u>1,000</u>
Trash Pickup	<u>500</u>

ACCOUNT # 800: DISTRICT LIABILITY **4,490**

Insurance	<u>4,490</u>
Building & Contents	<u>1,800</u>
Liability	<u>1,100</u>
Public Official's Liability	<u>1,550</u>
Notary Insurance	<u>40</u>
Bond Premium	<u>0</u>