

# CLAY COUNTY APPRAISAL DISTRICT

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HENRIETTA, TEXAS 76365

GARY L. ZEITLER RPA, RTA, CCA  
CHIEF APPRAISER

PHONE: 940-538-4311  
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TO: All Taxing Entities and Their Presiding Officers

SEP 03 2019

From: Chief Appraiser Gary L. Zeitler RPA, RTA, CCA

RE: Clay County Appraisal District proposed 2020 Budget

Date: August 28, 2019

Dear Entities and Officers:

I have attached the Proposed 2020 Clay County Appraisal District Budget. The Clay County Appraisal District Board of Directors will hold a "PUBLIC HEARING" for this budget on September 12, 2019 at 12:01 PM. and immediately after meet to discuss, consider and/or approve this budget.

Should you have any questions, please feel free to contact me.

Sincerely yours,



Clay County Appraisal District Chief Appraiser  
Gary L. Zeitler RPA, RTA, CCA

Encl.

**CLAY**  
**COUNTY**  
**APPRAISAL**  
**DISTRICT**  
**2020**  
**PRELIMINARY**  
**BUDGET**

# 2020 CLAY COUNTY APPRAISAL DISTRICT BUDGET

	2019	CHANGE	2020	COLLECT	APPRAISE
<b>CONTRACTED SERVICES</b>					
Real Prop Appr (Eagle)	\$50,000	\$0	\$50,000	\$0	\$50,000
Accounting Services CPA	\$6,500	\$500	\$7,000	\$3,500	\$3,500
Mineral & Utility (P&A)	\$61,700	\$1,800	\$63,500	\$0	\$63,500
Soft Maint (Stmts & Notices)	\$35,000	\$0	\$35,000	\$17,500	\$17,500
Website Maint (P&A)	\$3,100	\$0	\$3,100	\$1,000	\$2,100
Mapping Software Maint (P&A)	\$26,750	(\$26,750)	\$0	\$0	\$0
<b>EDUCATION EXPENSES</b>					
Dues & Membership	\$3,500	\$0	\$3,500	\$750	\$2,750
Education Expense	\$3,000	\$0	\$3,000	\$1,000	\$2,000
Mileage Reimbursement	\$2,500	\$0	\$2,500	\$750	\$1,750
Travel Expense	\$3,000	\$0	\$3,000	\$1,000	\$2,000
<b>LEGAL EXPENSES</b>					
Appraisal Review Board	\$2,000	\$0	\$2,000	\$0	\$2,000
Legal Notices	\$700	\$0	\$700	\$200	\$500
Binding Arbitration	\$500	\$0	\$500	\$0	\$500
Legal Expense	\$3,000	\$0	\$3,000	\$1,000	\$2,000
<b>OFFICE EXPENSES</b>					
Bldg Ins	\$3,250	\$250	\$3,500	\$0	\$3,500
Bldg Maint Repair	\$3,000	\$500	\$3,500	\$0	\$3,500
Building Cleaning	\$2,500	\$0	\$2,500	\$0	\$2,500
Copier Maint	\$850	\$0	\$850	\$250	\$600
Data Processing Supplies	\$3,500	\$0	\$3,500	\$1,000	\$2,500
Office Equipment	\$2,000	\$2,000	\$4,000	\$0	\$4,000
Office Supplies	\$3,200	\$0	\$3,200	\$600	\$2,600
Postage	\$20,000	\$0	\$20,000	\$7,000	\$13,000
Postage Equipment	\$3,000	\$0	\$3,000	\$1,000	\$2,000
<b>STAFF COSTS</b>					
Salaries	\$218,000	\$12,200	\$230,200	\$62,000	\$168,200
FICA - Medicare	\$2,420	\$197	\$2,617	\$450	\$2,167
Health Ins	\$25,800	\$5,800	\$31,600	\$10,000	\$21,600
Unemployment Ins	\$1,250	\$135	\$1,385	\$200	\$1,185
Worker's Comp	\$850	\$61	\$911	\$150	\$761
Retirement	\$61,276	\$3,307	\$64,583	\$18,000	\$46,583
<b>UTILITIES</b>					
Telephone	\$3,200	\$0	\$3,200	\$600	\$2,600
Water	\$1,000	\$0	\$1,000	\$200	\$800
Natural Gas	\$1,200	\$0	\$1,200	\$300	\$900
Electricity	\$3,500	\$0	\$3,500	\$700	\$2,800
<b>TOTAL</b>	<b>\$561,046</b>	<b>(\$0)</b>	<b>\$561,046</b>	<b>\$129,150</b>	<b>\$431,896</b>

# CLAY COUNTY APPRAISAL DISTRICT COMPARISON OF 2019-2020 SALARY AND BENEFITS

ORIGINAL	2019 SALARY	MEDICARE	HEALTH INS	UNEMPLOY	WORKER COMP	RETIREMENT
Chief Appraiser(contract)	\$52,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Office Manager	\$43,200.00	\$639.40	\$0.00	\$336.00	\$232.43	\$17,392.60
Asst Chief Appr	\$44,400.00	\$643.80	\$8,600.00	\$333.84	\$225.57	\$17,875.44
Collection Clerk	\$29,200.00	\$423.40	\$8,600.00	\$216.08	\$146.00	\$11,755.92
Secretary	\$35,400.00	\$513.30	\$8,600.00	\$261.96	\$177.00	\$14,252.04
Part Time	\$13,800.00	\$200.10	\$0.00	\$102.12	\$69.00	\$0.00
Totals	\$218,000.00	\$2,420.00	\$25,800.00	\$1,250.00	\$850.00	\$61,276.00

PROPOSED	2020 SALARY	MEDICARE	HEALTH INS	UNEMPLOY	WORKER COMP	RETIREMENT
Chief Appraiser(contract)	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Office Manager	\$44,400.00	\$647.80	\$0.00	\$343.56	\$224.00	\$15,925.46
Asst Chief Appr	\$46,800.00	\$678.60	\$7,900.00	\$383.12	\$242.00	\$16,768.44
Collection Clerk	\$30,400.00	\$440.80	\$7,900.00	\$224.96	\$152.00	\$10,892.32
Secretary	\$36,600.00	\$530.70	\$7,900.00	\$270.84	\$183.00	\$13,113.78
Mapper-Appraiser	\$22,000.00	\$319.00	\$7,900.00	\$162.80	\$110.00	\$7,882.60
Part Time	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Totals	\$230,200.00	\$2,616.90	\$31,600.00	\$1,385.28	\$911.00	\$64,582.60

