GO TO AGENDA

Collin Central Appraisal District

BOARD OF DIRECTORS

SPECIAL MEETING

January 8, 2026

NOTICE OF SPECIAL MEETING

FILED

12/22/2025 1:14:59 PM

STACEY KEMP
COUNTY CLERK
COLLIN COUNTY, TEXAS
BY : KM DEPUTY

BOARD OF DIRECTORS

of the

COLLIN CENTRAL APPRAISAL DISTRICT

CENTRAL APPRAISAL DISTRICT OFFICE
250 ELDORADO PARKWAY, DR. LEO FITZGERALD BOARD ROOM
MCKINNEY, TEXAS 75069

Notice is hereby given that on the 8th day of January, at 6:00 p.m., the Board of Directors of the Collin Central Appraisal District will hold a meeting at the Central Appraisal District Office, 250 Eldorado Parkway, McKinney, Texas 75069. The Board Chairman will direct the meeting from the District's office, in the Dr. Leo Fitzgerald board room. Board members and the public may attend in person or connect via the telephone number and conference ID below. The chief appraiser and selected staff will attend in person, with other members of the District's staff connecting from their individual offices or from a remote location. Board members, staff and the public will have telephone access by dialing 1-833-304-4846, at which time they will be prompted to enter the Phone Conference ID: 365 470 074#. Telephonic access will be available at 6:00 p.m. until the meeting is adjourned by the Board Chairman. The subjects discussed are listed on the agenda which is attached to and made a part of this notice. The Board's agenda packet is available on the District's public website: https://collincad.org/bod. On this 22nd day of December 2025, this notice was filed with the County Clerk of Collin County, Texas.

Marty Wright
Chief Appraiser
Phone: (469) 742-9200

AGENDA

BOARD OF DIRECTORS
SPECIAL MEETING

CENTRAL APPRAISAL DISTRICT OFFICE
250 ELDORADO PARKWAY, DR. LEO FITZGERALD BOARD ROOM
MCKINNEY, TEXAS 75069

A. CALL TO ORDER

1. Announcement by presiding officer whether the meeting has been posted in the manner required by law.
2. Roll Call: Announcement by presiding officer whether a quorum is present.

Pg. 5
3. Introduction of new board members.

Pg. 6
4. Administer oath of office to new board members.

Pg. 7
5. Election of 2026 Officers.

B. AUDIENCE

Receive public comments. Five minute limit per speaker, unless extended by Board vote.

C. EXECUTIVE SESSION

1. Consultation with an attorney regarding pending or contemplated litigation, and/or a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State of Texas clearly conflicts with the [Texas Open Meetings Act]. Pursuant to Texas Open Meetings Act, Section 551.071.
2. Deliberation regarding real property. Pursuant to Texas Open Meetings Act, Section 551.072.
3. Personnel matters. Pursuant to Texas Open Meetings Act, Section 551.074.

D. ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION

1. Action on items pertaining to litigation, if any.
2. Action on items pertaining to real property, if any.
3. Action on items pertaining to personnel, if any.

E. CONSENT AGENDA

The Consent Agenda will be acted upon in one motion and contains items which are routine and typically noncontroversial. Items may be removed from this agenda for individual discussion by a Board Member, the Chief Appraiser or any citizen.

Pg. 8	1. Approval of minutes from the November 13, 2025 special meeting.
Pg. 17	2. Review of November 2025 bills.
Pg. 20	3. Review of November 2025 financial reports.
Pg. 25	4. Review and sign checks for approved purchases requiring Board signature.
Pg. 26	5. Review report of November 2025 checks and electronic transfers greater than $25,000.

END OF CONSENT AGENDA

F. REGULAR AGENDA

Pg. 27	1. Discuss conflict of interest filing requirements pursuant to the Government Code and CCAD Policy #118.
Pg. 40	2. Receive Chief Appraiser property owned report, per the requirements of CCAD Policy #118.
Pg. 43	3. Receive recommendation and vote on appointments to Retiree Advisory Panel, per Board Policy #1007.
Pg. 45	4. Receive recommendation and vote on appointments to AG Advisory Board. Pursuant to 6.12 of Property Tax Code.

G. CHIEF APPRAISER'S REPORT

1. General Comments

H. ANNOUNCEMENT OF NEXT SPECIAL SCHEDULED MEETING

I. ADJOURNMENT

1. Decision to Adjourn

BACK TO AGENDA

A.3.
Introduction of new board members.

January 8, 2026

BACK TO AGENDA

A.4.
Administer oath of office to new board members.

January 8, 2026

BACK TO AGENDA

A.5.
Election of 2026 Officers.

January 8, 2026

MINUTES

BOARD OF DIRECTORS
COLLIN CENTRAL APPRAISAL DISTRICT

Thursday, November 13, 2025

MEETING LOCATION:	CENTRAL APPRAISAL DISTRICT OFFICE 250 Eldorado Parkway, Dr. Leo Fitzgerald Board Room McKinney, Texas 75069
MEMBERS PRESENT:	Brian Mantzey, Richard Grady, Sumbel Zeb, Andrew Cook, Scott Grigg, Jerry Tartaglino, Alvin Benton, Randal Shinn
MEMBERS ABSENT:	Veronica Yost

APPROVAL OF MINUTES: _____ _____

Chairman Secretary

NATURE OF BUSINESS

[IGNORE_INDENT]

A. CALL TO ORDER

Call to order 6:00 p.m.

1. Announcement by presiding officer whether the meeting has been posted in the manner required by law.

   Discussion: Meeting was called to order by Chairman, Brian Mantzey, and he announced that the meeting had been posted in the time and manner required by law.

   Motion: N/A — Yes 0, No 0, Abstained 0

   Motion By: None — Second By: None

2. Roll Call: Announcement by presiding officer whether a quorum is present.

   Discussion: The Chairman announced that a quorum was present.

   Motion: N/A — Yes 0, No 0, Abstained 0

   Motion By: None — Second By: None

B. AUDIENCE

Receive public comments. Five minute limit per speaker, unless extended by Board vote.

Mark Walsh, Saunders, Walsh & Beard, District's Legal Counsel

George Chollar, ARB Chairman
Nancy Bittner, ARB Vice Chairman
Karyn Farthing, ARB Member
Bert Leatch, ARB Member
Ryan Hanratty, Swingle Collins & Associates
Richard Long, Valley View Consulting, LLC
Steve Wilson, McKinney MUD 1
Kendall Yorn, Allen, Tx.
Public comments received:
Kendall Yorn, Allen, Tx. property owner

C. WORK SESSION

Discuss Policy #101 Agenda Items
- Policy #101 Board of Directors Monthly meeting overview

D. EXECUTIVE SESSION

Board adjourned to executive session at 6:37 p.m.

1. Consultation with an attorney regarding pending or contemplated litigation, and/or a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State of Texas clearly conflicts with the [Texas Open Meetings Act]. Pursuant to Texas Open Meetings Act, Section 551.071.

   Discussion: N/A

   Motion: N/A — Yes 0, No 0, Abstained 0

   Motion By: None — Second By: None

2. Deliberation regarding real property. Pursuant to Texas Open Meetings Act, Section 551.072.

   Discussion: N/A

   Motion: N/A — Yes 0, No 0, Abstained 0

   Motion By: None — Second By: None

3. Personnel matters. Pursuant to Texas Open Meetings Act, Section 551.074.

   Discussion: Discuss Chief Appraiser's employment performance.

   Motion: N/A — Yes 0, No 0, Abstained 0

   Motion By: None — Second By: None

E. ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION

1. Action on items pertaining to litigation, if any.

   Discussion: N/A

   Motion: N/A — Yes 0, No 0, Abstained 0

Motion By: None Second By: None

2. Action on items pertaining to real property, if any.

   Discussion: N/A

   Motion: N/A Yes 0, No 0, Abstained 0

   Motion By: None Second By: None

3. Action on items pertaining to personnel, if any.

   Discussion: The Board completed their employment performance review of the Chief Appraiser. As discussed in the executive session, Richard Grady motioned for a 2% cost of living adjustment for Chief Appraiser, Marty Wright, effective February 1, 2026. Scott Grigg seconded the motion.

   Motion: Carried Yes 6, No 0, Abstained 0

   Motion By: Richard Grady Second By: Scott Grigg

F. CONSENT AGENDA

The Consent Agenda will be acted upon in one motion and contains items which are routine and typically noncontroversial. Items may be removed from this agenda for individual discussion by a Board Member, the Chief Appraiser or any citizen. Jerry Tartaglino exited the Board of Directors meeting following the executive session. Motion by Richard Grady to accept reports and approve action items contained in consent agenda. Seconded by Andrew Cook. Motion carried. Board reconvened to open session at 7:38 p.m.

1. Approval of minutes from the August 21, 2025 special meeting.

   Discussion: Action taken: Board approved minutes from August 21, 2025, special meeting.

   Motion: Carried Yes 6, No 0, Abstained 0

   Motion By: Richard Grady Second By: Andrew Cook

2. Review of August, September and October 2025 bills.

   Discussion: Action taken: Board reviewed the August, September and October 2025 bills.

   Motion: Carried Yes 6, No 0, Abstained 0

   Motion By: Richard Grady Second By: Andrew Cook

3. Review of August, September and October 2025 financial reports.

   Discussion: Action taken: Board reviewed and accepted the August, September and October 2025 financial reports.

   Motion: Carried Yes 6, No 0, Abstained 0

   Motion By: Richard Grady Second By: Andrew Cook

4. Review and sign checks for approved purchases requiring Board signature.

   Discussion: Action taken: There was one check needing to be signed by Chairman, Brian Mantzey. Check #7047, SHI Government Solutions, $134,268.96.

Motion: Carried	Yes 6, No 0, Abstained 0
Motion By: Richard Grady	Second By: Andrew Cook

5. Review report of August, September and October 2025 checks and electronic transfers greater than $25,000.

   Discussion: Action taken: Board reviewed and accepted the August, September and October 2025 report of checks and electronic transfers greater than $25,000.

Motion: Carried	Yes 6, No 0, Abstained 0
Motion By: Richard Grady	Second By: Andrew Cook

G. REGULAR AGENDA

1. Receive recommendation and vote on the 2026 Printing & Mailing Services.

   Discussion: The Board received Deputy Chief Appraiser, Ryan Matthews' recommendation and voted on awarding the 2026 Printing and Mailing services contract to VariVerge, LLC. Richard Grady motioned to accept the recommendation as presented. Seconded by Scott Grigg.

Motion: Carried	Yes 6, No 0, Abstained 0
Motion By: Richard Grady	Second By: Scott Grigg

2. Receive recommendation and vote on Aerial Photography.

   Discussion: Following Mr. Matthews' report regarding aerial photography and oblique imagery, the Board received the recommendation and voted to approve EagleView as presented. Motion by Andrew Cook. Seconded by Randal Shinn.

Motion: Carried	Yes 6, No 0, Abstained 0
Motion By: Andrew Cook	Second By: Randal Shinn

3. Receive recommendation and vote on off-site data backup and disaster recovery.

   Discussion: The Board received Mr. Matthews' recommendation and voted to approve ESEI, for off-site backup and disaster recovery as presented. Motioned by Richard Grady. Seconded by Sumbel Zeb.

Motion: Carried	Yes 6, No 0, Abstained 0
Motion By: Richard Grady	Second By: Sumbel Zeb

4. Receive recommendation and vote on server cluster replacement.

Discussion: A motion was made by Scott Grigg to accept Mr. Matthews' recommendation on server cluster replacement. Motion seconded by Richard Grady.

Motion: Carried	Yes 6, No 0, Abstained 0
Motion By: Scott Grigg	Second By: Richard Grady

5. Receive recommendation and vote on District's 2026 health insurance carriers, including option for employees to select from either a High Deductible Health Plan (HDHP), with a Health Saving Account (HSA) or traditional PPO medical plan, with medical reimbursement.

   Discussion: Ryan Hanratty, with Swingle Collins & Associates, presented the Board a recommendation to remain with the current medical insurance carrier, which includes the option for employees to select from either a High Deductible Health Plan (HDHP), with a Health Savings Account (HSA) or traditional PPO medical plan, with medical reimbursement, for the District's 2026 group insurance. The Board received Mr. Hanratty's recommendation as presented.

Motion: N/A	Yes 0, No 0, Abstained 0
Motion By: None	Second By: None

6. Review and discuss changes on Medical Reimbursement, Policy #1001 for 2026, for employees selecting traditional PPO medical plan.

   Discussion: Chief Appraiser, Marty Wright, addressed the Board with changes to Medical Reimbursement, Policy #1001 for 2026.

Motion: N/A	Yes 0, No 0, Abstained 0
Motion By: None	Second By: None

7. Review and discuss changes on District's HSA Contribution, Policy #1005 for 2026, for employees selecting HDHP with Health Savings Account.

   Discussion: Mr. Wright, addressed the Board with the changes to the District's Health Saving Account contribution, Policy #1005 for 2026.

Motion: N/A	Yes 0, No 0, Abstained 0
Motion By: None	Second By: None

8. Receive recommendation and vote on Resolution # 2025-95, group insurance carriers.

   Discussion: The Board received Mr. Wright's recommendation and voted to adopt by Resolution #2025-95, group insurance carriers for 2026. Motion by Sumbel Zeb. Seconded by Richard Grady.

Motion: Carried	Yes 6, No 0, Abstained 0
Motion By: Sumbel Zeb	Second By: Richard Grady

9. Receive recommendation and vote on Resolution # 2025-1149, Board Policy

#1001.

Discussion: Richard Grady motioned to adopt by Resolution #2025-1149, Policy #1001 through 2026, reimbursements of medical deductible and prescription co-pay expenses for employees selecting traditional PPO medical plan. Randal Shinn seconded the motion.

Motion: Carried	Yes 6, No 0, Abstained 0
Motion By: Richard Grady	Second By: Randal Shinn

10. Receive recommendation and vote on Resolution # 2025-1150, Board Policy #1005.

    Discussion: Richard Grady motioned to adopt by Resolution #2025-1150, Policy #1005 through 2026, the District's HSA contributions to employees' Health Savings Accounts, for employees selecting HDHP with HSA. Seconded by Andrew Cook.

Motion: Carried	Yes 6, No 0, Abstained 0
Motion By: Richard Grady	Second By: Andrew Cook

11. Recieve recommendation and vote on appointing the 2026 Appraisal Review Board Officers.

    Discussion: The Board received ARB Chairman, George Chollar's recommendation and voted to appoint Nancy Bittner as 2026 ARB Chairman, Bert Leatch as 2026 ARB Vice-Chairman and Karyn Farthing as 2026 ARB Secretary. Motion by Sumbel Zeb. Seconded by Scott Grigg.
    Board of Directors vote decision as follows: Secretary Grady - Yes, Member Benton - Yes, Member Cook - Yes, Member Grigg - Yes, Member Shinn - Yes, and Member Zeb - Yes.

Motion: Carried	Yes 6, No 0, Abstained 0
Motion By: Sumbel Zeb	Second By: Scott Grigg

12. Receive recommendation and vote on appointing the 2026 Appraisal Review Board Membership.

    Discussion: Following Mr. Chollar's presentation, the Board voted on 2 motions:
    1. Randal Shinn motioned to appoint the new ARB members for 2026. Richard Grady seconded the motion. Motion carried.
    2. Richard Grady motioned to appoint the reapplying ARB members for 2026. Seconded by Scott Grigg. Motion carried.
    Board of Directors vote decision on both motions as follows: Secretary Grady - Yes, Member Benton - Yes, Member Cook - Yes, Member Grigg - Yes, Member Shinn - Yes, and Member Zeb - Yes.

Motion: Carried	Yes 0, No 0, Abstained 0
Motion By: None	Second By: None

13. Receive recommendation and vote on appointing the District's 2026 Taxpayer Liaison Officer (TLO).

    Discussion: The Board received Mr. Wright's recommendation and voted to appoint Chris Nickell as the District's 2026 Taxpayer Liaison Officer (TLO). Motion by Randal Shinn. Seconded by Sumbel Zeb.

Motion: Carried	Yes 6, No 0, Abstained 0
Motion By: Randal Shinn	Second By: Sumbel Zeb

14. Receive a report regarding Policy #1008 Spending Appraisal Review Board Funds.

    Discussion: The Board received Mr. Wright's report regarding spending Appraisal Review Board Funds per Policy #1008.

Motion: N/A	Yes 0, No 0, Abstained 0
Motion By: None	Second By: None

15. Receive recommendation and vote on allocating 2026 budget funds for the Appraisal Review Board's independent legal counsel.

    Discussion: The Board voted to approve Mr. Wright's recommendation to maintain the 2025 allocated legal expense funds for the Appraisal Review Board's independent legal counsel for budget year 2026. Motion by Richard Grady. Seconded by Sumbel Zeb.

Motion: Carried	Yes 6, No 0, Abstained 0
Motion By: Richard Grady	Second By: Sumbel Zeb

16. Recieve recommendation and discuss line-item transfers within the 2025 Budget.

    Discussion: Brian Swanson, Deputy Chief of Business Operations & Compliance, addressed the Board with a recommendation to authorize line-item transfers within the 2025 Budget as presented.

Motion: N/A	Yes 0, No 0, Abstained 0
Motion By: None	Second By: None

17. Receive recommendation and vote on Resolution # 2025-1151, line-item transfers.

    Discussion: Randal Shinn motioned to adopt Resolution #2025-1151, approving line-item transfers within the 2025 budget as listed. Seconded by Richard Grady.

Motion: Carried	Yes 6, No 0, Abstained 0
Motion By: Randal Shinn	Second By: Richard Grady

H. REPORTS

1. Taxpayer Liaison Officer Report

   Discussion: Chris Nickell, Taxpayer Liaison Officer, presented the Monthly Status Report. There were 218 Customer Service Survey cards from August to October. There were 6 new complaints during this period: 3 were settled for various reasons and 3 are ongoing. Mr. Nickell concluded with the Monthly TDLR Status Report. The TDLR complaint filed in late June involving Solar Exemptions, which was responded to July 10th, has been closed. Mr. Wright received a response from TDLR notifying: "We do not believe the evidence in this instance is sufficient to establish a violation was committed. Therefore, I am closing this case with no further action." The second TDLR complaint for disaster relief filed by the new owner, is still open and under review.

   Motion: N/A — Yes 0, No 0, Abstained 0

   Motion By: None — Second By: None

2. 2025 ARB Chairman Report.

   Discussion: Mr. Chollar presented the 2025 ARB Status report.

   Motion: N/A — Yes 0, No 0, Abstained 0

   Motion By: None — Second By: None

3. 2025 Protest Report

   Discussion: Tina Castillo, Director of ARB & Agent Services, presented the 2025 Protest Report.

   Motion: N/A — Yes 0, No 0, Abstained 0

   Motion By: None — Second By: None

4. 3rd Qtr 2025 Binding Arbitration Report.

   Discussion: Teresa Justus, ARB & Agent Services Manager, presented the 3rd Quarter 2025 Binding Arbitration Report.

   Motion: N/A — Yes 0, No 0, Abstained 0

   Motion By: None — Second By: None

5. 3rd Qtr 2025 Investment/Collateral Report

   Discussion: Richard Long, with Valley View Consulting, LLC, presented the 3rd Quarter 2025 Investment & Collateral Report.

   Motion: N/A — Yes 0, No 0, Abstained 0

   Motion By: None — Second By: None

6. 3rd Qtr 2025 Vendor Report.

   Discussion: Mr. Swanson presented the 3rd Quarter 2025 Active Vendor List Report.

   Motion: N/A — Yes 0, No 0, Abstained 0

Motion By: None Second By: None

7. 3rd Qtr 2025 Litigation Report.

   Discussion: Mr. Swanson presented the 3rd Quarter 2025 Litigation Report.

   Motion: N/A Yes 0, No 0, Abstained 0

   Motion By: None Second By: None

8. Litigation Cost Report.

   Discussion: Mr. Swanson presented the Litigation Cost Report, Legal Expense Summary YTD as of (10/31/2025).

   Motion: N/A Yes 0, No 0, Abstained 0

   Motion By: None Second By: None

9. CCAD Representation by Saunders, Walsh & Beard

   Discussion: Mark Walsh, with Saunders, Walsh & Beard, presented an overview of the firm's legal services to the District and its Board of Directors.

   Motion: N/A Yes 0, No 0, Abstained 0

   Motion By: None Second By: None

I. CHIEF APPRAISER'S REPORT

1. General Comments

   Discussion: Mr. Wright thanked George Chollar, ARB Chairman for his leadership.

   Motion: N/A Yes 0, No 0, Abstained 0

   Motion By: None Second By: None

J. ANNOUNCEMENT OF NEXT SPECIAL SCHEDULED MEETING

The next meeting is to be held on the date and at the time listed below. The meeting will be held at 250 Eldorado Pkwy., Dr. Leo Fitzgerald Board Room, McKinney, Texas.
Thursday, January 8, 2026, 6:00 p.m.

K. ADJOURNMENT

1. Decision to Adjourn

   Discussion: Chairman, Brian Mantzey, announced that the Board had concluded its business and the meeting was adjourned. The meeting adjourned at 9:08 p.m.

   Motion: Carried Yes 6, No 0, Abstained 0

   Motion By: Richard Grady Second By: Scott Grigg

[MIN_FOOT]

Board of Directors Check Detail Report (Operating Account)
November 2025

BACK TO AGENDA

Date	Num	Name	Amount	Description
11/3/2025	ACH-P	AT&T - FIBER	$53.33	UTILITIES
11/3/2025	ACH-P	UNUM LIFE INSURANCE CO OF AMERICA	$1,036.30	EMPLOYEE BENEFITS
11/3/2025	ACH-P	AT&T - FIBER	$1,606.89	UTILITIES
11/4/2025	7024	COLORIT GRAPHICS SERVICES	$60.00	PRINTING AND/OR POSTAGE & DELIVERY
11/4/2025	7025	IAAO LOCK BOX	$7,465.00	MEMBERSHIP, DUES, LICENSES, ETC.
11/4/2025	7026	PAPERTONE ENTERPRISES LLC	$345.56	SUPPLIES OR MISC G&A SERVICES
11/4/2025	7027	PERDUE, BRANDON, FIELDER, COLLINS	$250.00	LITIGATION, EXPERT WITNESS, ARBITRATIOR, OR OTHER LEGAL
11/4/2025	7028	PLANO OFFICE SUPPLY	$5,914.90	SUPPLIES OR MISC G&A SERVICES
11/4/2025	7029	PROSTAR SERVICES, INC	$3,265.51	SUPPLIES OR MISC G&A SERVICES
11/4/2025	7030	GRIFFITH JR, BOBBY	$4,300.00	LITIGATION, EXPERT WITNESS, ARBITRATIOR, OR OTHER LEGAL
11/4/2025	7031	SERVICE FIRST	$210.00	EQUIPMENT LEASE OR MAINTENANCE
11/4/2025	888857	BORTON, BRIAN K	$510.00	DEPUTY SHERIFF
11/4/2025	888858	DAVIS, MARISA	$495.00	DEPUTY SHERIFF
11/4/2025	888859	DECK, RANDALL	$990.00	DEPUTY SHERIFF
11/4/2025	888860	NEVAREZ, ALEJANDRO	$510.00	DEPUTY SHERIFF
11/4/2025	888861	CORSENTINO, SHARON	$450.00	LITIGATION, EXPERT WITNESS, ARBITRATIOR, OR OTHER LEGAL
11/4/2025	888862	NGUYEN, RICHARD D.	$450.00	DEPUTY SHERIFF
11/4/2025	888863	MC PURE CLEANING, LLC	$6,600.00	FACILITIES MAINTENANCE, REPAIRS, REMODEL
11/4/2025	888864	QUALITY PERSONNEL SERVICE	$1,301.52	EMPLOYMENT AGENCY (SEASONAL TEMPS)
11/4/2025	888865	RICHARDS, BRAD	$615.63	EMPLOYEE REIMBURSEMENT
11/4/2025	888866	RING CENTRAL, INC.	$3,863.92	UTILITIES
11/4/2025	888867	SMITH, CINDY	$185.45	EMPLOYEE REIMBURSEMENT
11/6/2025	7032	DEX IMAGING	$4,709.64	EQUIPMENT LEASE OR MAINTENANCE
11/6/2025	7033	NORTH CENTRAL TX COG	$100.00	MEMBERSHIP, DUES, LICENSES, ETC.
11/6/2025	7034	TRANE US INC	$2,534.00	FACILITIES MAINTENANCE, REPAIRS, REMODEL
11/6/2025	888868	GRANT, IRIS L.	$450.00	LITIGATION, EXPERT WITNESS, ARBITRATIOR, OR OTHER LEGAL
11/6/2025	888869	SDW LITIGATION SERVICES, P.C.	$1,500.00	LITIGATION, EXPERT WITNESS, ARBITRATIOR, OR OTHER LEGAL
11/6/2025	888870	VALVERDE, JACOBO	$1,500.00	LITIGATION, EXPERT WITNESS, ARBITRATIOR, OR OTHER LEGAL
11/6/2025	888871	NICKELL, CHRISTOPHER	$3,168.00	TAXPAYER LIASON OFFICER (TLO)
11/6/2025	888872	SAUNDERS & WALSH, PLLC	$200,556.50	LITIGATION, EXPERT WITNESS, ARBITRATIOR, OR OTHER LEGAL
11/6/2025	888873	VALBRIDGE PROPERTY ADVISORS	$6,000.00	LITIGATION, EXPERT WITNESS, ARBITRATIOR, OR OTHER LEGAL
11/6/2025	888874	VALBRIDGE PROPERTY ADVISORS	$6,000.00	LITIGATION, EXPERT WITNESS, ARBITRATIOR, OR OTHER LEGAL
11/6/2025	888875	UBISTOR, INC.	$6,558.19	COMPUTER SUBSCRIPTION, LICENSE, HARDWARE/SOFTWARE
11/6/2025	ACH-P	TSYS MERCHANT SOLUTIONS	$50.00	CREDIT CARD MERCHANT
11/7/2025	ACH	ADP INC	$220.00	PAYROLL, TAXES, OR FEES
11/7/2025	ACH	BEAUCHAMP, MICHAEL	$780.00	EMPLOYEE REIMBURSEMENT
11/7/2025	ACH	ADP INC	$4,722.63	PAYROLL, TAXES, OR FEES
11/7/2025	ACH	PITNEY BOWES RESERVE ACCOUNT	$20,000.00	PRINTING AND/OR POSTAGE & DELIVERY
11/10/2025	ACH-P	SAM'S CLUB	$1,243.93	SUPPLIES OR MISC G&A SERVICES
11/11/2025	ACH-P	OPTUM BANK	$5.00	EMPLOYEE BENEFITS
11/11/2025	TRANSFER	CCAD	$52,339.00	FUNDS TO COVER ARB PAYROLL
11/12/2025	7035	GREAT AMERICA FINANCIAL SERVICES	$1,963.00	EQUIPMENT LEASE OR MAINTENANCE
11/12/2025	7036	JOPLIN'S	$375.00	FACILITIES MAINTENANCE, REPAIRS, REMODEL
11/12/2025	7037	PROSTAR SERVICES, INC	$579.89	SUPPLIES OR MISC G&A SERVICES
11/12/2025	7038	SWINGLE COLLINS & ASSOCIATES	$3,250.00	EMPLOYEE BENEFITS
11/12/2025	7039	INSURICA EXPRESS	$50.00	SUPPLIES OR MISC G&A SERVICES
11/12/2025	888876	HENRY, JAMES	$495.00	DEPUTY SHERIFF
11/12/2025	888877	ORDONEZ, GORGE	$510.00	DEPUTY SHERIFF
11/12/2025	888878	PENSON, OLIVIA K	$525.00	DEPUTY SHERIFF
11/12/2025	888879	SALAH, ANTON	$525.00	DEPUTY SHERIFF
11/12/2025	888880	SARTOR, LIAM D.	$510.00	DEPUTY SHERIFF
11/12/2025	888881	QUALITY PERSONNEL SERVICE	$9,597.59	EMPLOYMENT AGENCY (SEASONAL TEMPS)
11/12/2025	888882	ROCKIN G DRYWALL & CONSTRUCTION	$11,466.89	FACILITIES MAINTENANCE, REPAIRS, REMODEL
11/12/2025	888883	VALBRIDGE PROPERTY ADVISORS	$8,000.00	LITIGATION, EXPERT WITNESS, ARBITRATIOR, OR OTHER LEGAL
11/12/2025	888884	VALBRIDGE PROPERTY ADVISORS	$8,000.00	LITIGATION, EXPERT WITNESS, ARBITRATIOR, OR OTHER LEGAL
11/12/2025	888885	VALBRIDGE PROPERTY ADVISORS	$6,000.00	LITIGATION, EXPERT WITNESS, ARBITRATIOR, OR OTHER LEGAL
11/12/2025	888886	WEX HEALTH INC	$168.75	EMPLOYEE BENEFITS
11/13/2025	7040	BLUECROSS BLUESHIELD (LIFE&STLT)	$12,060.15	EMPLOYEE BENEFITS
11/13/2025	7041	BRENNAN, KEVIN	$88.20	EMPLOYEE REIMBURSEMENT
11/13/2025	7042	VOID	$0.00	MEMBERSHIP, DUES, LICENSES, ETC.
11/13/2025	7043	COSTAR REALTY INFORMATION INC	$6,735.87	PUBLICATIONS AND/OR RESEARCH
11/13/2025	7044	HOLT CAT	$1,691.30	FACILITIES MAINTENANCE, REPAIRS, REMODEL
11/13/2025	7045	VOID	$0.00	SUPPLIES OR MISC G&A SERVICES
11/13/2025	7046	SUPERIOR VISION OF TEXAS	$1,793.35	EMPLOYEE BENEFITS
11/13/2025	7047	SHI GOVERNMENT SOLUTIONS	$134,268.96	COMPUTER SUBSCRIPTION, LICENSE, HARDWARE/SOFTWARE
11/13/2025	ACH-P	AT&T - MAIN LOCAL	$271.67	UTILITIES

Board of Directors Check Detail Report (Operating Account)
November 2025

BACK TO AGENDA

Date	Num	Name	Amount	Description
11/14/2025	ACH	NATIONWIDE RETIREMENT SOLUTIONS	$3,360.00	EMPLOYEE BENEFITS
11/14/2025	ACH	NATIONWIDE RETIREMENT SOLUTIONS	$7,390.00	EMPLOYEE BENEFITS
11/14/2025	ACH	ADP, INC.	$61,079.14	PAYROLL, TAXES, OR FEES
11/14/2025	ACH	ADP, INC.	$454,964.31	PAYROLL, TAXES, OR FEES
11/15/2025	ACH	TCDRS	$286,756.14	EMPLOYEE BENEFITS
11/17/2025	888903	ROCKIN G DRYWALL & CONSTRUCTION	$11,466.89	FACILITIES MAINTENANCE, REPAIRS, REMODEL
11/18/2025	7048	CARENOW CORPORATE	$120.00	NEW HIRE AND/OR TESTING RELATED
11/18/2025	7049	CHEEK, SHANE	$111.51	EMPLOYEE REIMBURSEMENT
11/18/2025	7050	COLORIT GRAPHICS SERVICES	$150.00	PRINTING AND/OR POSTAGE & DELIVERY
11/18/2025	7051	FRONTIER WASTE - MCKINNEY	$561.61	UTILITIES
11/18/2025	7052	LEGAL SHIELD / ID SHIELD	$1,781.80	EMPLOYEE BENEFITS
11/18/2025	7053	PROPERTY TAX EDUCATION COALITION, INC	$270.00	EDUCATION, TRAVEL, OR TRAINER
11/18/2025	7054	IN BLOOM	$85.00	SUPPLIES OR MISC G&A SERVICES
11/18/2025	7055	FIRST STOP HEALTH	$1,508.80	EMPLOYEE BENEFITS
11/18/2025	7056	SHI GOVERNMENT SOLUTIONS	$15,548.36	COMPUTER SUBSCRIPTION, LICENSE, HARDWARE/SOFTWARE
11/18/2025	888887	BASKARAN, RUPA	$750.00	LITIGATION, EXPERT WITNESS, ARBITRATIOR, OR OTHER LEGAL
11/18/2025	888888	GANN, JOHN	$1,000.00	LITIGATION, EXPERT WITNESS, ARBITRATIOR, OR OTHER LEGAL
11/18/2025	888889	JOHNSON, SERMANDO	$450.00	LITIGATION, EXPERT WITNESS, ARBITRATIOR, OR OTHER LEGAL
11/18/2025	888890	JOHNSON, SERMANDO	$1,500.00	LITIGATION, EXPERT WITNESS, ARBITRATIOR, OR OTHER LEGAL
11/18/2025	888891	RAO, SHASHANK	$1,000.00	LITIGATION, EXPERT WITNESS, ARBITRATIOR, OR OTHER LEGAL
11/18/2025	888892	SDW LITIGATION SERVICES, P.C.	$750.00	LITIGATION, EXPERT WITNESS, ARBITRATIOR, OR OTHER LEGAL
11/18/2025	888893	SHAW, JOHN	$450.00	LITIGATION, EXPERT WITNESS, ARBITRATIOR, OR OTHER LEGAL
11/18/2025	888894	SDW LITIGATION SERVICES, P.C.	$450.00	LITIGATION, EXPERT WITNESS, ARBITRATIOR, OR OTHER LEGAL
11/18/2025	888895	NEVAREZ, ALEJANDRO	$990.00	DEPUTY SHERIFF
11/18/2025	888896	ORDONEZ, GORGE	$810.00	DEPUTY SHERIFF
11/18/2025	888897	VALDEZ, CHRISTIAN	$495.00	DEPUTY SHERIFF
11/18/2025	888898	INTEX ELECTRICAL CONTRACTORS, INC	$253.00	FACILITIES MAINTENANCE, REPAIRS, REMODEL
11/18/2025	888899	MASSEY SERVICE, INC	$336.00	FACILITIES MAINTENANCE, REPAIRS, REMODEL
11/18/2025	888900	QUALITY PERSONNEL SERVICE	$2,522.00	EMPLOYMENT AGENCY (SEASONAL TEMPS)
11/18/2025	888901	VARIVERGE LLC	$2,791.65	PRINTING AND/OR POSTAGE & DELIVERY
11/18/2025	888902	VARIVERGE LLC	$864.61	PRINTING AND/OR POSTAGE & DELIVERY
11/18/2025	ACH-P	AT&T - FIBER	$53.33	UTILITIES
11/18/2025	ACH-P	AT&T - MOBILITY	$5,280.94	UTILITIES
11/19/2025	7057	SHRED-IT USA LLC	$545.40	SUPPLIES OR MISC G&A SERVICES
11/19/2025	7058	AFLAC	$6,627.17	EMPLOYEE BENEFITS
11/21/2025	ACH	ADP, INC.	$2,383.09	PAYROLL, TAXES, OR FEES
11/24/2025	ACH	ADP, INC.	$359.18	PAYROLL, TAXES, OR FEES
11/24/2025	ACH-P	PITNEY BOWES SUPPLIES	$508.50	SUPPLIES OR MISC G&A SERVICES
11/25/2025	7059	CIVIC PLUS	$5,250.00	COMPUTER SUBSCRIPTION, LICENSE, HARDWARE/SOFTWARE
11/25/2025	7060	COLORIT GRAPHICS SERVICES	$60.00	PRINTING AND/OR POSTAGE & DELIVERY
11/25/2025	7061	DSS FIRE INC	$1,440.00	UTILITIES
11/25/2025	7062	JONES, MICHAEL R	$1,100.80	EDUCATION, TRAVEL, OR TRAINER
11/25/2025	7063	MB&B TROPHIES AND AWARDS	$1,020.00	SUPPLIES OR MISC G&A SERVICES
11/25/2025	7064	PERDUE, BRANDON, FIELDER, COLLINS	$250.00	LITIGATION, EXPERT WITNESS, ARBITRATIOR, OR OTHER LEGAL
11/25/2025	7065	WILSCHETZ, PRESTON	$71.00	EMPLOYEE REIMBURSEMENT
11/25/2025	7066	SHELL ENERGY SOLUTIONS	$5,535.04	UTILITIES
11/25/2025	7067	INDECO SALES, INC.	$7,672.99	FURNITURE, CUBICALS, SMALL EQUIPMENT
11/25/2025	7068	COLLIN COLLEGE	$4,050.00	CONFERENCE CENTER RENTAL OR CATERING
11/25/2025	7069	BLUECROSS BLUESHIELD OF TEXAS	$167,199.75	EMPLOYEE BENEFITS
11/25/2025	7070	VOID	$0.00	SUPPLIES OR MISC G&A SERVICES
11/25/2025	888904	DECK, RANDALL	$495.00	DEPUTY SHERIFF
11/25/2025	888905	HENRY, JAMES	$495.00	DEPUTY SHERIFF
11/25/2025	888906	NEVAREZ, ALEJANDRO	$495.00	DEPUTY SHERIFF
11/25/2025	888907	PENSON, OLIVIA K	$525.00	DEPUTY SHERIFF
11/25/2025	888908	SARTOR, LIAM D.	$495.00	DEPUTY SHERIFF
11/25/2025	888909	CUSHMAN & WAKEFIELD	$8,000.00	LITIGATION, EXPERT WITNESS, ARBITRATIOR, OR OTHER LEGAL
11/25/2025	888910	QUALITY PERSONNEL SERVICE	$3,309.41	EMPLOYMENT AGENCY (SEASONAL TEMPS)
11/28/2025	7071	CARD SERVICE CENTER	$13,838.52	CREDIT CARD MERCHANT
11/28/2025	7072	CITY OF MCKINNEY	$1,496.25	UTILITIES
11/28/2025	7073	COLORIT GRAPHICS SERVICES	$454.20	PRINTING AND/OR POSTAGE & DELIVERY
11/28/2025	7074	CYPRESS VALLEY LANDSCAPING	$1,379.92	FACILITIES MAINTENANCE, REPAIRS, REMODEL
11/28/2025	7075	DSS	$2,121.68	UTILITIES
11/28/2025	7076	GILLILAND, WENDY	$64.74	EMPLOYEE REIMBURSEMENT
11/28/2025	7077	ODP BUSINESS SOLUTIONS, LLC	$98.45	SUPPLIES OR MISC G&A SERVICES
11/28/2025	7078	PLANO OFFICE SUPPLY	$1,156.75	SUPPLIES OR MISC G&A SERVICES
11/28/2025	7079	TDLR	$100.00	MEMBERSHIP, DUES, LICENSES, ETC.

Board of Directors Check Detail Report (Operating Account)
November 2025

BACK TO AGENDA

Date	Num	Name	Amount	Description
11/28/2025	7080	DEX IMAGING	$1,875.37	EQUIPMENT LEASE OR MAINTENANCE
11/28/2025	7081	SPECTRUM ENTERPRISE	$1,356.12	UTILITIES
11/28/2025	888911	WEX HEALTH INC	$162.00	EMPLOYEE BENEFITS
11/28/2025	ACH	NATIONWIDE RETIREMENT SOLUTIONS	$3,360.00	EMPLOYEE BENEFITS
11/28/2025	ACH	NATIONWIDE RETIREMENT SOLUTIONS	$7,390.00	EMPLOYEE BENEFITS
11/28/2025	ACH	ADP, INC.	$65,899.69	PAYROLL, TAXES, OR FEES
11/28/2025	ACH	ADP, INC.	$432,918.94	PAYROLL, TAXES, OR FEES
11/28/2025	ACH-P	IRON MOUNTAIN	$69.72	FACILITIES MAINTENANCE, REPAIRS, REMODEL
11/28/2025	ACH-P	IRON MOUNTAIN	$88.14	FACILITIES MAINTENANCE, REPAIRS, REMODEL
11/28/2025	ACH-P	PITNEY BOWES SUPPLIES	$225.00	SUPPLIES OR MISC G&A SERVICES
11/28/2025	ACH-P	CINTAS FIRST AID	$651.90	SUPPLIES OR MISC G&A SERVICES
11/28/2025	ACH-P	UNUM LIFE INSURANCE CO OF AMERICA	$1,037.30	EMPLOYEE BENEFITS
11/28/2025	ACH-P	CINTAS SANI CLEAN #163	$1,398.82	FACILITIES MAINTENANCE, REPAIRS, REMODEL
11/28/2025	ACH-P	PITNEY BOWES LEASE	$7,796.01	EQUIPMENT LEASE OR MAINTENANCE
11/30/2025	TRANSFER	CCAD	$48,627.09	FUNDS TO COVER ARB PAYROLL
		TOTAL	**$2,239,195.55**	

BACK TO AGENDA

COMPILED FINANCIAL STATEMENTS

Collin Central Appraisal District

For the One and Eleven Months Ended November 30, 2025

BACK TO AGENDA

Collin Central Appraisal District

Compiled Financial Statements

For the One and Eleven Months Ended November 30, 2025

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Board of Directors

Collin Central Appraisal District
250 Eldorado Parkway
McKinney, Texas 75069

Management is responsible for the accompanying financial statements of the business-type activities of the Collin Central Appraisal District (the "District") as of November 30, 2025 and for the one and eleven months ended November 30, 2025, which collectively comprise the District's basic financial statements as listed in the table of contents, in accordance with accounting principles generally accepted in the United States of America. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. We do not express an opinion, a conclusion, nor provide any assurance on these financial statements.

Management has elected to omit the government-wide financial statements, substantially all the disclosures, and the statements of cash flows required by accounting principles generally accepted in the United States of America. If the omitted government-wide financial statements, disclosures, and the statement of cash flows were included in the financial statements, they might influence the user's conclusions about the District's financial position, results of operations, and cash flows. Accordingly, the financial statements are not designed for those who are not informed about such matters.

Management has omitted the discussion and analysis, schedule of changes in net pension liability and related ratios, and schedule of contributions that the Governmental Accounting Standards Board requires to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context.

Vail + Park, P.C

Frisco, Texas

December 10, 2025

COLLIN CENTRAL APPRAISAL DISTRICT
Statement of Net Position - Proprietary Fund
November 30, 2025

Assets	
Current Assets:	
Cash & Cash Equivalents	$ 15,583,093
Certificates of Deposit	16,727,188
Prepaid Items	511,635
Total Current Assets	32,821,916
Noncurrent Assets:	
Land	1,387,232
Building	8,799,372
Computer Equipment	992,278
Furniture & Equipment	538,420
Software	797,859
Right-to-Use Assets	201,660
SBITA Assets	626,457
Less Accumulated Depreciation and Amortization	(5,689,838)
Net Pension Asset	4,485,314
Total Noncurrent Assets	12,138,754
Total Assets	44,960,670
Deferred Outflows of Resources	
Deferred Outflow Related to TCDRS	3,599,827
Total Deferred Outflows of Resources	3,599,827
Liabilities	
Current Liabilities:	
Accounts Payable	368,956
Accrued Liability	150,000
Accrued Wages Payable	365,515
Unearned Revenue - Entities	2,306,489
Compensated Absences Payable, Current	176,801
Operating Lease Liabilities, Current	46,849
SBITA Liabilities, Current	172,338
Total Current Liabilities	3,586,948
Noncurrent Liabilities:	
Operating Lease Liabilities, Net of Current Portion	53,159
SBITA Liabilities, Net of Current Portion	129,164
Compensated Absences Payable, Net of Current Portion	530,403
Total Noncurrent Liabilities	712,726
Total Liabilities	4,299,674
Deferred Inflow of Resources	
Deferred Inflow Related to TCDRS	286,783
Total Deferred Inflows of Resources	286,783
Net Position	
Net Investment in Capital Assets	7,251,930
Unrestricted - Designated	34,340,000
Unrestricted - Undesignated	2,382,110
Total Net Position	$ 43,974,040

COLLIN CENTRAL APPRAISAL DISTRICT
Statements of Revenues, Expenses and Changes in Fund Net Position and Budgetary Comparison - Proprietary Fund
For the One and Eleven Months Ended November 30, 2025

	One Month Ended November 30, 2025	Eleven Months Ended November 30, 2025	Budget Fiscal Year 2025	Percentage of Budget	Remaining Budget
Operating Revenues					
Local Support	$ 2,308,531	$ 25,383,611	$ 27,690,100	91.67%	$ 2,306,489
Business Personal Property Rendition Penalty Revenue	77,545	77,545	-		(77,545)
Miscellaneous Revenue	185	4,130	-		(4,130)
Total Revenues	2,386,261	25,465,286	27,690,100	91.97%	2,224,814
Operating Expenses					
Salaries - Full Time	994,848	11,124,551	14,608,200	76.15%	3,483,649
Salaries - Part Time and Temp	11,169	406,968	600,000	67.83%	193,032
Overtime	3,660	90,053	140,000	64.32%	49,947
Payroll Taxes	15,277	172,134	214,800	80.14%	42,666
Auto Allowance	64,892	758,085	887,800	85.39%	129,715
Workers' Compensation	3,796	44,428	70,000	63.47%	25,572
Group Insurance	222,624	2,366,730	2,978,000	79.47%	611,270
Employee Retirement	132,230	1,477,323	2,032,900	72.67%	555,577
Unemployment Compensation	15,679	15,679	50,000	31.36%	34,321
Aerial Photography	383,460	383,460	445,000	86.17%	61,540
Appraisal Review Board	51,339	987,784	1,017,500	97.08%	29,716
Audit & Accounting	1,500	40,369	42,500	94.99%	2,131
Board of Directors Meeting	28	28	7,500	0.37%	7,472
Building Maintenance & Repairs	28,217	428,183	760,000	56.34%	331,817
Computer Maintenance	28,349	340,813	395,000	86.28%	54,187
Contract Services	7,714	84,467	150,000	56.31%	65,533
Equipment Repair & Maintenance	2,072	36,432	52,000	70.06%	15,568
General Insurance	5,600	57,448	80,000	71.81%	22,552
Legal Notices & Advertising	33,852	33,852	37,000	91.49%	3,148
Legal Services	256,957	2,834,664	2,765,000	102.52%	(69,664)
Postage	22,643	482,314	520,000	92.75%	37,686
Professional Services	8,729	290,500	500,000	58.10%	209,500
Registration & Dues	3,227	28,679	45,000	63.73%	16,321
Rent-Equipment	10,239	48,361	115,000	42.05%	66,639
Security	9,870	125,800	165,000	76.24%	39,200
Supplies & Materials	20,357	335,391	570,000	58.84%	234,609
Telephone, Internet, Data Cloud	8,377	137,687	300,000	45.90%	162,313
Travel & Education	6,960	65,251	125,000	52.20%	59,749
Utilities	8,653	104,811	141,900	73.86%	37,089
Equipment & Software - Non-Capital	201,371	743,031	1,175,000	63.24%	431,969
Depreciation and Amortization	21,680	238,486	-		(238,486)
Contingency	-	-	-		-
Buy Down of Pension	400,000	400,000	400,000	100.00%	-
Total Operating Expenses	2,991,239	24,689,632	31,390,100	78.65%	6,700,468
Operating Income (Loss)	(604,978)	775,654	(3,700,000)	-20.96%	(4,475,654)
Nonoperating Income (Expenses)					
Interest Income	88,168	1,351,028	-		(1,351,028)
Total Nonoperating Revenues & Expenses	88,168	1,351,028	-		(1,351,028)
Change in Net Position	(516,810)	2,126,682	$ (3,700,000)	-57.48%	$ (5,826,682)
Net Position, Beginning of Period	44,490,850	41,847,358			
Net Position, End of Period	$ 43,974,040	$ 43,974,040			

BACK TO AGENDA

Collin Central Appraisal District

Date: 12/22/25

To: Board of Directors

From: Marty Wright, Chief Appraiser

Subject: Budgeted expenditures requiring signature of Board Officer

ITEM	DESCRIPTION	$ AMOUNT

As of this date, there are no budgeted expenditures that require the signature of a Board Officer.

BACK TO AGENDA

Collin Central Appraisal District

Date: 12/22/2025

To: Board of Directors
From: Marty Wright, Chief Appraiser
Subject: Budgeted expenditures over $25,000 approved by Chief Appraiser

For: November 2025

ITEM	DATE	DESCRIPTION	$ AMOUNT
ACH	11/06/25	Saunders & Walsh (litigation related)	$200,556.50
Transfer	11/11/25	Funds to cover ARB payroll	$52,339.00
ACH	11/14/25	ADP (payroll and taxes)	$516,043.45
ACH	11/15/25	TCDRS (employee benefits)	$286,756.14
Ck #7069	11/25/25	Blue Cross and Blue Shield (employee benefits)	$167,199.75
ACH	11/28/25	ADP (payroll and taxes)	$498,818.63
Transfer	11/30/25	Funds to cover ARB payroll	$48,627.09

BACK TO AGENDA

F.1.
Discuss conflict of interest filing requirements pursuant to the Government Code and CCAD Policy #118.

January 8, 2026

Collin Central Appraisal District

POLICY NUMBER: 118

POLICY NAME: CONFLICT OF INTEREST

It is the policy of the Board of Directors of the Collin Central Appraisal District (CCAD), due to the competitive nature of public purchasing and the expenditure of significant tax dollars, to require that ethical standards of conduct be followed in the District's purchasing practices and that such conduct is the foundation of all District functions. In addition to the specific requirements of Chapters 171 and 176 of the Texas Local Government Code for the officers of the District, this policy also establishes a general standard of disclosure, for all employees, where a personal business interest and/or financial interest and/or other interest or relationship creates a potential conflict of interest.

LOCAL GOVERNMENT CODE, CHAPTER 176 DISCLOSURE

The intent of this policy section is to ensure that the Board, Chief Appraiser, and certain District staff, to which the disclosure requirements have been extended to include, comply with requirements of Chapter 176, Local Government Code.

1. **MEMBERS OF THE BOARD OF DIRECTORS AND CHIEF APPRAISER (i.e. District's officers and district's local public officials):**

   District officers shall file the disclosure statements required by Chapter 176, Local Government Code, in circumstances where Chapter 176 requires the filing of such a statement.

2. EXTENDING APPLICATION OF CHAPTER 176 TO CERTAIN STAFF:

The Deputy Chief Appraiser and Purchasing Agent(s) as authorized under the *District's Purchasing Policy #117*, shall file the disclosure statements required by Chapter 176, Local Government Code, in circumstances where Chapter 176 requires the filing of such a statement.

3. CHAPTER 176 REQUIREMENT:

With exceptions, Chapter 176 requires a District officer, and other district staff to which this policy extends the requirement, to file a disclosure statement (form CIS – conflict of interest statement) when the District considers or makes a contract with a person/business and

- the officer or the officer's family member has received at least $2,500 in income (other than dividends) from the employment or other business relationship with the vendor in the previous 12 months; or

- the vendor has given the officer or the officer's family members gift(s) with a total value of more than $250 in the previous 12 months.

Chapter 176 does not require the officer or other District staff to which the policy extends to file a disclosure statement covering gifts from family members, political contributions, or food, lodging, or entertainment accepted as a gift. A disclosure statement must be filed within 7 days of the date the officer or other District staff to which the policy extends becomes aware that a statement should be filed with respect to an existing or prospective vendor.

In any circumstance that would require an officer or other District staff to which the policy extends to file a disclosure statement (Form CIS), the vendor must also file a conflict of interest questionnaire (Form CIQ) with the District. This questionnaire must be filed by the 7th business day after the vendor begins contract negotiations with CCAD, submits an application, bid, RFP request, or similar document related to a

potential conflict with CCAD. It must also be filed by the 7th business day after the vendor becomes aware of a business relationship or gift that triggers the requirement for a disclosure statement.

4. **PUBLICATION OF FILED DISCLOSURE STATEMENTS OR QUESTIONNAIRES REQUIRED BY CHAPTER 176:**

   The chief appraiser shall ensure that the District complies with Chapter 176 in publishing any filed statements or questionnaires on the District's website in the manner required by Chapter 176.

5. **CUSTODIAN OF FILED DISCLOSURE FORMS:**

   The District's records management officer (RMO) shall serve as the custodian of filed disclosure forms.

6. **TEXAS ETHICS COMMISSION FORMS:**

   Texas Ethic Commission forms CIQ and CIS are adopted by reference.

LOCAL GOVERNMENT CODE, CHAPTER 171 AFFIDAVIT, ABSTENTION FROM VOTING AND VOTING ON BUDGET

The intent of this policy section is to ensure that the Board and Chief Appraiser comply with requirements of Chapter 171, Local Government Code.

7. **MEMBERS OF THE BOARD OF DIRECTORS AND CHIEF APPRAISER (i.e. District's officers and District's local public officials):**

   District officers shall file the affidavit required by Chapter 171, Local Government Code, in circumstances where Chapter 171 requires the filing of such an affidavit.

8. BUSINESS ENTITY DEFINITION:

171.001:
"Business entity" means a sole proprietorship, partnership, firm, corporation, holding company, joint-stock company, receivership, trust, or any other entity recognized by law.

9. SUBSTANTIAL INTEREST IN BUSINESS ENTITY DEFINITION:

“171.002:
(a) For purposes of this chapter, a person has a substantial interest in a business entity if:

(1) the person owns 10 percent or more of the voting stock or shares of the business entity or owns either 10 percent or more or $15,000 or more of the fair market value of the business entity; or

(2) funds received by the person from the business entity exceed 10 percent of the person's gross income for the previous year.

(b) A person has a substantial interest in real property if the interest is an equitable or legal ownership with a fair market value of $2,500 or more.
(c) A local public official is considered to have a substantial interest under this section if a person related to the official in the first degree by consanguinity or affinity, as determined under Chapter 573, Government Code, has a substantial interest under this section.”

Relationship of Close Family Members

A District officer is considered to have the same interest in a business entity and/or real estate that his close relatives have in that business entity and/or real estate. As defined in Chapter 573, related in the **first degree** by consanguinity (blood) or affinity (marriage) includes the District officer’s spouse, father, father-in-law, mother, mother-in-law, daughter, daughter-in-law, son and son-in-law.

10. DISTRICT'S OFFICERS (i.e. local public officials) REQUIREMENT TO FILE AFFIDAVIT AND ABSTAIN FROM VOTE:

"If a local public official has a substantial interest in a business entity or in real property, the official shall file, before a vote or decision on any matter involving the business entity or the real property, an affidavit stating the nature and extent of the interest and shall abstain from further participation in the matter", pursuant to Chapter 171.004.

11. VOTING ON DISTRICT'S ANNUAL BUDGET:

"The governing body of a governmental entity shall take a separate vote on any budget item specifically dedicated to a contract with a business entity in which a member of the governing body has a substantial interest", pursuant to Chapter 171.005.

12. CUSTODIAN OF FILED AFFIDAVITS:

The District's administrative staff, assigned to act as the recorder at the Board of Director's meetings and assigned to act in a clerical capacity in the creation/maintenance of the Board's meeting minutes, shall maintain a copy of filed affidavits in the official Board meeting minutes file.

DISCLOSURE REQUIREMENTS FOR ALL EMPLOYEES

The intent of this policy section is to ensure that all employees properly discharge their assigned duties and responsibilities in the best interest of the District.

13. GENERAL DISCLOSURE:

An employee shall disclose to his or her immediate supervisor a personal financial interest, a business interest, or any other obligation or relationship that in any way creates a potential conflict of interest with the proper discharge of assigned duties and responsibilities or that creates a potential conflict of interest with the best interest of the District.

14. SPECIFIC DISCLOSURE:

Chief Appraiser:
The Chief Appraiser shall file an affidavit with the Board Chairman disclosing a substantial interest, as defined by the Local Government Code 171.002, in any business or real property that the Chief Appraiser or any of his or her relatives in the first degree may have. The affidavit will be maintained in the chief appraiser's personnel file.

Licensed Fee Appraisers, Real Estate Brokers, Real Estate Agents, Property Tax Consultants and other Real Estate and/or Business License Holders:
Any employee that holds, or is a candidate for, a license or designation related to the appraisal, inspection, construction, listing, sale, lease, management or consulting of real estate and/or business personal property, not required by the Texas Property Tax Code to perform his or her job duties at the District, shall file an affidavit with the Chief Appraiser disclosing the license or designation. The affidavit will be maintained in the employee's personnel file.

15. OUTSIDE EMPLOYMENT:

a. CCAD *'Personnel Policies & Practices Handbook'*

i. Included by reference, the same as being fully copied and include herein.

b. SPECIFIC PROHIBITION, UNDER THIS POLICY, REGARDING OUTSIDE EMPLOYMENT:

i. This policy and the District's outside employment policy in its personnel handbook are intended to be read in unison. This policy strengthens the mandate against conflicts of interest, by the outright prohibition of employment in sectors/areas of employment that can clearly be, or could easily be perceived as conflicts, based on the nature of CCAD's primary role in the appraisal/property tax process.

ii. No employee, including the chief appraiser, fulltime staff, part-time staff and temporary staff shall engage in any phase of fee appraisal, inspection, listing, sale, lease, management or consulting of real estate and/or business personal property. This prohibition includes employment by others and self-employment. The holder of a license or designation shall not sponsor, employ or hang the license or designation of anyone with and/or under their license or designation. With emphasis added, the prohibitions in this policy regarding outside employment include all employment activities in and out of Collin Central Appraisal District geographic boundaries.

iii. Single exception to ii. An employee that is a licensed real estate broker or agent may represent them self, strictly limited as follows:

1. Real estate being purchased, listed, sold or rented is not located within Collin CAD boundary.

2. Activity is an isolated event that will not negatively affect the performance of the employee as it relates to his or her job at CCAD and does not cause issues in the employee's work schedule at CCAD.

3. The employee can only represent themselves in a personal real estate transaction that is not part of an ongoing real estate investing, marketing,

inspection or management business that the employee is involved in. Such business activity/employment is strictly prohibited by this policy and the aforementioned employment policy in CCAD's *'Personnel, Policies & Practices Handbook'.*

4. The employee shall file an affidavit with his or her immediate supervisor, to be maintained in the employee's personnel file, identifying the property and affirming that the employee's activity complies with the exclusion approved by this subsection iii.

Texas Local Government Code: Chapters 171 & 176

Date Adopted: September 22, 2011

Resolution #: 2011-22

Texas Ethics Commission Link, click here

BACK TO AGENDA

LOCAL GOVERNMENT OFFICER CONFLICTS DISCLOSURE STATEMENT

FORM CIS

(Instructions for completing and filing this form are provided on the next page.)

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This is the notice to the appropriate local governmental entity that the following local government officer has become aware of facts that require the officer to file this statement in accordance with Chapter 176, Local Government Code.

OFFICE USE ONLY

Date Received

1 Name of Local Government Officer

2 Office Held

3 Name of vendor described by Sections 176.001(7) and 176.003(a), Local Government Code

4 Description of the nature and extent of each employment or other business relationship and each family relationship with vendor named in item 3.

5 List gifts accepted by the local government officer and any family member, if aggregate value of the gifts accepted from vendor named in item 3 exceeds $100 during the 12-month period described by Section 176.003(a)(2)(B).

Date Gift Accepted _____ Description of Gift _____

Date Gift Accepted _____ Description of Gift _____

Date Gift Accepted _____ Description of Gift _____

(attach additional forms as necessary)

6 SIGNATURE I swear under penalty of perjury that the above statement is true and correct. I acknowledge that the disclosure applies to each family member (as defined by Section 176.001(2), Local Government Code) of this local government officer. I also acknowledge that this statement covers the 12-month period described by Section 176.003(a)(2)(B), Local Government Code.

_____

Signature of Local Government Officer

Please complete either option below:

(1) Affidavit

NOTARY STAMP / SEAL

Sworn to and subscribed before me by _____ this the _____ day of _____,

20 _____, to certify which, witness my hand and seal of office.

_____

Signature of officer administering oath | Printed name of officer administering oath | Title of officer administering oath

OR

(2) Unsworn Declaration

My name is _____, and my date of birth is _____.

My address is _____, _____, _____, _____, _____.

(street) (city) (state) (zip code) (country)

Executed in _____ County, State of _____ , on the _____ day of _____, 20_____.

(month) (year)

_____

Signature of Local Government Officer (Declarant)

LOCAL GOVERNMENT OFFICER CONFLICTS DISCLOSURE STATEMENT

Section 176.003 of the Local Government Code requires certain local government officers to file this form. A "local government officer" is defined as a member of the governing body of a local governmental entity; a director, superintendent, administrator, president, or other person designated as the executive officer of a local governmental entity; or an agent of a local governmental entity who exercises discretion in the planning, recommending, selecting, or contracting of a vendor. This form is required to be filed with the records administrator of the local governmental entity not later than 5 p.m. on the seventh business day after the date on which the officer becomes aware of the facts that require the filing of this statement.

A local government officer commits an offense if the officer knowingly violates Section 176.003, Local Government Code. An offense under this section is a misdemeanor.

Refer to chapter 176 of the Local Government Code for detailed information regarding the requirement to file this form.

INSTRUCTIONS FOR COMPLETING THIS FORM

The following numbers correspond to the numbered boxes on the other side.

1. Name of Local Government Officer. Enter the name of the local government officer filing this statement.

2. Office Held. Enter the name of the office held by the local government officer filing this statement.

3. Name of vendor described by Sections 176.001(7) and 176.003(a), Local Government Code. Enter the name of the vendor described by Section 176.001(7), Local Government Code, if the vendor: a) has an employment or other business relationship with the local government officer or a family member of the officer as described by Section 176.003(a)(2)(A), Local Government Code; b) has given to the local government officer or a family member of the officer one or more gifts as described by Section 176.003(a)(2)(B), Local Government Code; or c) has a family relationship with the local government officer as defined by Section 176.001(2-a), Local Government Code.

4. Description of the nature and extent of each employment or other business relationship and each family relationship with vendor named in item 3. Describe the nature and extent of the employment or other business relationship the vendor has with the local government officer or a family member of the officer as described by Section 176.003(a)(2)(A), Local Government Code, and each family relationship the vendor has with the local government officer as defined by Section 176.001(2-a), Local Government Code.

5. List gifts accepted, if the aggregate value of the gifts accepted from vendor named in item 3 exceeds $100. List gifts accepted during the 12-month period (described by Section 176.003(a)(2)(B), Local Government Code) by the local government officer or family member of the officer from the vendor named in item 3 that in the aggregate exceed $100 in value.

6. Signature. Signature of local government officer. Complete this section after you finish the rest of this report. You have the option to either: (1) take the completed form to a notary public where you will sign above the first line that says “Signature of Local Government Officer” (an electronic signature is not acceptable) and your signature will be notarized, or (2) sign above both lines that say “Signature of Local Government Officer (Declarant)” (an electronic signature is not acceptable), and fill out the unsworn declaration section.

Local Government Code § 176.001(2-a): “Family relationship” means a relationship between a person and another person within the third degree by consanguinity or the second degree by affinity, as those terms are defined by Subchapter B, Chapter 573, Government Code.

Local Government Code § 176.003(a)(2)(A):

(a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

***

(2) the vendor:

(A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds $2,500 during the 12-month period preceding the date that the officer becomes aware that:

(i) a contract between the local governmental entity and vendor has been executed; or

(ii) the local governmental entity is considering entering into a contract with the vendor.

Texas Ethics Commission Link, click here

BACK TO AGENDA

CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with local governmental entity

FORM CIQ

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. *See* Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

OFFICE USE ONLY

Date Received

1 **Name of vendor who has a business relationship with local governmental entity.**

2 ☐ **Check this box if you are filing an update to a previously filed questionnaire.** (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 **Name of local government officer about whom the information is being disclosed.**

_____

Name of Officer

4 **Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.**

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?

☐ Yes ☐ No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?

☐ Yes ☐ No

5 **Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.**

6 ☐ Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).

7

_____ _____

Signature of vendor doing business with the governmental entity Date

CONFLICT OF INTEREST QUESTIONNAIRE
For vendor doing business with local governmental entity

A complete copy of Chapter 176 of the Local Government Code may be found at http://www.statutes.legis.state.tx.us/Docs/LG/htm/LG.176.htm. For easy reference, below are some of the sections cited on this form.

Local Government Code § 176.001(1-a): "Business relationship" means a connection between two or more parties based on commercial activity of one of the parties. The term does not include a connection based on:

(A) a transaction that is subject to rate or fee regulation by a federal, state, or local governmental entity or an agency of a federal, state, or local governmental entity;

(B) a transaction conducted at a price and subject to terms available to the public; or

(C) a purchase or lease of goods or services from a person that is chartered by a state or federal agency and that is subject to regular examination by, and reporting to, that agency.

Local Government Code § 176.003(a)(2)(A) and (B):

(a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

***

(2) the vendor:

(A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds $2,500 during the 12-month period preceding the date that the officer becomes aware that

(i) a contract between the local governmental entity and vendor has been executed; or

(ii) the local governmental entity is considering entering into a contract with the vendor;

(B) has given to the local government officer or a family member of the officer one or more gifts that have an aggregate value of more than $100 in the 12-month period preceding the date the officer becomes aware that:

(i) a contract between the local governmental entity and vendor has been executed; or

(ii) the local governmental entity is considering entering into a contract with the vendor.

Local Government Code § 176.006(a) and (a-1)

(a) A vendor shall file a completed conflict of interest questionnaire if the vendor has a business relationship with a local governmental entity and:

(1) has an employment or other business relationship with a local government officer of that local governmental entity, or a family member of the officer, described by Section 176.003(a)(2)(A);

(2) has given a local government officer of that local governmental entity, or a family member of the officer, one or more gifts with the aggregate value specified by Section 176.003(a)(2)(B), excluding any gift described by Section 176.003(a-1); or

(3) has a family relationship with a local government officer of that local governmental entity.

(a-1) The completed conflict of interest questionnaire must be filed with the appropriate records administrator not later than the seventh business day after the later of:

(1) the date that the vendor:

(A) begins discussions or negotiations to enter into a contract with the local governmental entity; or

(B) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity; or

(2) the date the vendor becomes aware:

(A) of an employment or other business relationship with a local government officer, or a family member of the officer, described by Subsection (a);

(B) that the vendor has given one or more gifts described by Subsection (a); or

(C) of a family relationship with a local government officer.

BACK TO AGENDA

F.2.
Receive Chief Appraiser property owned report, per the requirements of CCAD Policy #118.

January 8, 2026

Collin Central Appraisal District

CHIEF APPRAISER'S AFFIDAVIT REQUIRED BY BOARD POLICY #118

THE STATE OF TEXAS COUNTY OF COLLIN

I, Marty Wright, as chief appraiser of the Collin Central Appraisal District, make this affidavit and hereby under oath state the following:

I have a substantial ownership interest in a business entity or real property, as defined by the Local Government Code 171.002, that **does not** require an affidavit under Chapter 171, since the business interest or real estate **is not** the subject of discussion, vote or decision of the Collin Central Appraisal District. What constitutes a "substantial interest," "business entity," and "real property" are terms defined in chapter 171 of the Texas Local Government Code.

This affidavit is filed in accordance with Board Policy #118, section 14 to provide full disclosure and transparency, even above the requirements of chapter 171 Texas Local Government Code, regarding any business entity or real property that the chief appraiser, or chief appraiser's close relatives have that are subject to appraisal for property tax purposes in Collin county.

A single family residence (homestead), owned by Marty and Debra Wright.
2340 Saddlebrook Ln. Rockwall, Texas 75087.
Legal: Saddlebrook Estates #2, Block B, Lot 10, Acres 1.00
Property ID 27335, Rockwall Central Appraisal District.

The nature of my substantial interest in this business entity or real property is:

- ☐ an ownership interest of 10 percent or more of the voting stock or shares of the business entity;
- ☐ an ownership interest of 10 percent or $15,000 or more of the fair market value of the business entity;
- ☐ funds received from the business entity exceed 10 percent of _____(my, his, her) gross income for the previous year;
- ☑ real property is involved and I have an equitable or legal ownership with a fair market value of at least of $2500.
- ☐ a person who is related to me within the first degree of consanguinity (blood) or affinity (marriage) has a substantial interest in the involved real property or business entity. I have also checked which of the above types of interests my relative has the item.

www.collincad.org
250 Eldorado Pkwy
McKinney, Texas 75069
Metro 469-742-9200
Toll-Free 866-467-1110
Admin Fax 469-742-9209
Appraisal Fax 469-742-9205

Upon the filing of this affidavit with the Collin Central Appraisal District, I affirm that I shall replace this filing with the appropriate affidavit required by chapter 171 and abstain from any future discussion, vote, or decision involving this business entity or real property whatsoever, should an affidavit under chapter 171 become necessary.

Signed this the 17 day of November, 2025.

Signature of Chief Appraiser

BEFORE ME, the undersigned authority, this day personally appeared Marty Wright (Name of affiant) and by oath swore that the facts herein above stated are true and correct to the best of his/her knowledge or belief.

Sworn to and subscribed before me on this the 17 day of November, 2025

TAMERA GLASS
NOTARY PUBLIC
STATE OF TEXAS
ID # 12829307-8
My Comm. Expires 06-07-2026

Tamera Glass
Notary Public in and for the State of Texas

My commission expires: 06/07/2026

www.collincad.org

250 Eldorado Pkwy
McKinney, Texas 75069

Metro 469-742-9200
Toll-Free 866-467-1110

Admin Fax 469-742-9209
Appraisal Fax 469-742-9205

BACK TO AGENDA

F.3.
Receive recommendation and vote on appointments to Retiree Advisory Panel, per Board Policy #1007.

January 8, 2026

Collin Central Appraisal District

January 08, 2026

TO: Board of Directors

FROM: Marty Wright, Chief Appraiser

RE: Retiree Advisory Panel

It is my recommendation, in accordance with Policy # 1007 regarding management of the District's retirement system with the Texas County District Retirement System (TCDRS), that the following Collin CAD retirees are appointed to the advisory panel for 2026.

NAME	RETIREMENT YEAR	WORK YEARS IN TCDRS*	CURRENT MEMBER OF PANEL**
Marcia Rohloff	2014	>20	2025/2026
Frank Price	2003	>20	2025/2026
John Silverwise	2008	>25	2025/2026
Kelly Lintner	2021	>25	2026/2027
Robert Burns	2019	>30	2026/2027

*The years of membership in TCDRS includes employment with other appraisal districts that are members of TCDRS.
**Terms are for two years.

BACK TO AGENDA

F.4.
Receive recommendation and vote on appointments to AG Advisory Board. Pursuant to 6.12 of Property Tax Code.

January 8, 2026

Collin Central Appraisal District

January 08, 2026

TO: Board of Directors

FROM: Marty Wright, Chief Appraiser

RE: Appointment of Ag Advisory Board

Section 6.12(a) of the Texas Property Tax Code

Sec. 6.12. Agricultural Appraisal Advisory Board.
(a) The chief appraiser of each appraisal district shall appoint, with the advice and consent of the board of directors, an agricultural advisory board composed of three or more members as determined by the board.

I am seeking your advice and consent, as required by the Tax Code, regarding the appointment of the following gentlemen to the District's Agricultural Appraisal Advisory Board. They are all currently serving on this advisory board and it is my request that you consent to their reappointment, as follows.

NAME	TERM
David McMahan	January 1, 2026 – December 31, 2027
Randall Brockman	January 1, 2026 – December 31, 2027
Scott Bourland	January 1, 2025 – December 31, 2026

- The Tax Code calls for staggered terms.
- Each member serves a two year term.