



Cameron Appraisal District Reappraisal Plan

Appraisal Years 2015 and 2016

August 18, 2014

Contents

TAX CODE REQUIREMENT.....	5
REVALUATION DECISION (REAPPRAISAL CYCLE).....	7
REAPPRAISAL YEAR ACTIVITIES.....	8
PERFORMANCE ANALYSIS	9
ANALYSIS OF AVAILABLE RESOURCES.....	9
PLANNING AND ORGANIZATION	10
2015 CALENDAR OF KEY EVENTS	11
2016 CALENDAR OF KEY EVENTS	12
MASS APPRAISAL SYSTEM	13
REAL PROPERTY VALUATION	13
PERSONAL PROPERTY VALUATION.....	13
NOTICING PROCESS.....	14
HEARING PROCESS	14
DATA COLLECTION REQUIREMENTS	14
DEFINING MARKET AREAS.....	14
NEW CONSTRUCTION /DEMOLITION	15
REMODELING	15
RE-INSPECTION OF PROBLEMATIC MARKET AREAS	15
RE-INSPECTION OF THE UNIVERSE OF PROPERTIES	15
FIELD OR OFFICE VERIFICATION OF SALES DATA AND PROPERTY CHARACTERISTICS	16
PILOT STUDY.....	16
VALUATION BY APPRAISAL YEAR.....	16
RESIDENTIAL REAL PROPERTY.....	16
COST APPROACH.....	16
SALES COMPARISON APPROACH.....	18
INCOME APPROACH	18
INVENTORY RESIDENTIAL PROPERTY.....	18
COMMERCIAL AND MULTIFAMILY REAL PROPERTY	19
COST APPROACH.....	19
SALES COMPARISON APPROACH.....	20
INCOME APPROACH	20

UTILITIES, RAILROADS, AND PIPELINES.....	22
MINERAL INTERESTS	22
SPECIAL VALUATION PROPERTIES	23
BUSINESS AND INDUSTRIAL TANGIBLE PERSONAL PROPERTY.....	23
COST APPROACH.....	24
SALES COMPARISON APPROACH.....	24
INCOME APPROACH	25
BUSINESS PERSONAL PROPERTY INVENTORY	25
THE MASS APPRAISAL REPORT.....	25
VALUE DEFENSE	25
CAMERON COUNTY SCHOOL DISTRICTS.....	27
CAMERON APPRAISAL DISTRICT ANNUAL EVENT CALENDAR	29
Cameron Appraisal District 2015/2016 Re-Appraisal Plan Timeline	40
REAL ESTATE	43
2015/2016 Re-Appraisal Plan By Number of Parcels and Map Numbers.....	44
CAMERON APPRAISAL DISTRICT 2015/2016 REAPPRAISAL PLAN LISTING BY SUBDIVISION PREFIX.....	47
CAMERON APPRAISAL DISTRICT 2015 RE-APPRAISAL PLAN PROPOSED INSPECTION TIMELINE REPORT.....	53
CAMERON APPRAISAL DISTRICT 2016 RE-APPRAISAL PLAN PROPOSED INSPECTION TIMELINE REPORT.....	60
CAMERON APPRAISAL DISTRICT 2015 RE-APPRAISAL PLAN BY NUMBER OF PARCELS AND STATE CODE.....	64
CAMERON APPRAISAL DISTRICT 2016 RE-APPRAISAL PLAN BY NUMBER OF PARCELS AND STATE CODE.....	66
PERSONAL PROPERTY	68
Cameron Appraisal District 2015 Re-Appraisal Plan Business Personal Property	69
Cameron Appraisal District 2015 Re-Appraisal Plan M1 Category.....	76
Cameron Appraisal District 2015 Re-Appraisal Plan Proposed Inspection Timeline Report Business Personal Property.....	85
Cameron Appraisal District 2015 Re-Appraisal Plan Proposed Inspection Timeline Mobile Home Parks-M1 Category.....	87

Cameron Appraisal District 2016 Re-Appraisal Plan Business Personal Property 89

CAMERON APPRAISAL DISTRICT 2016 RE-APPRAISAL PLAN
PROPOSED INSPECTION TIMELINE BUSINESS PERSONAL PROPERTY
..... 109

CAMERON APPRAISAL DISTRICT 2016 RE-APPRAISAL PLAN
PROPOSED INSPECTION TIMELINE M1 CATEGORY..... 111

Thos. Y. Pickett & Company Report..... 113

EXECUTIVE SUMMARY

TAX CODE REQUIREMENT

Passage of S. B. 1652 amended the Tax Code to require a written biennial reappraisal plan. The following details the changes to the Tax Code:

The Written Plan

Section 6.05, Tax Code, is amended by adding Subsection (i) to read as follows:

- (i) To ensure adherence with generally accepted appraisal practices, the Board of Directors of an appraisal district shall develop biennially a written plan for the periodic reappraisal of all property within the boundaries of the district according to the requirements of Section 25.18 and shall hold a public hearing to consider the proposed plan. Not later than the 10th day before the date of the hearing, the secretary of the board shall deliver to the presiding officer of the governing body of each taxing unit participating in the district a written notice of the date, time, and place of the hearing. Not later than September 15 of each even numbered year, the board shall complete its hearings, make any amendments, and by resolution finally approve the plan. Copies of the approved plan shall be distributed to the presiding officer of the governing body of each taxing unit participating in the district and to the comptroller within 60 days of the approval date.

Plan for Periodic Reappraisal

Subsections (a) and (b), Section 25.18, Tax Code, are amended to read as follows:

- (a) Each appraisal office shall implement the plan for periodic reappraisal of property approved by the board of directors under Section 6.05 (i).
- (b) The plan shall provide for the following reappraisal activities for all real and personal property in the district at least once every three years:
 - (1) Identifying properties to be appraised through physical inspection or by other reliable means of identification, including deeds or other legal documentation, aerial photographs, land-based photographs, surveys, maps, and property sketches;
 - (2) Identifying and updating relevant characteristics of each property in the appraisal records;
 - (3) Defining market areas in the district;
 - (4) Identifying property characteristics that affect property value in each market area, including:

- (A) The location and market area of the property;
 - (B) Physical attributes of property, such as size, age, and condition;
 - (C) Legal and economic attributes; and
 - (D) Easements, covenants, leases, reservations, contracts, declarations, special assessments, ordinances, or legal restrictions;
- (5) Developing an appraisal model that reflects the relationship among the property characteristics affecting value in each market area and determines the contribution of individual property characteristics;
 - (6) Applying the conclusions reflected in the model to the characteristics of the properties being appraised; and
 - (7) Reviewing the appraisal results to determine value.

Pursuant to Section 1.111(e) of the Texas Property Tax Code the Chief Appraiser may enter into an agreement with an owner or owner's agent if the agreement relates to a matter:

- (1) which may be protested to the Appraisal Review Board or on which a protest has been filed but not determined by the board; or
- (2) which may be corrected under Section 25.25 or on which a motion for correction under that section has been filed but not determined by the board.

Section 6.05(e) states that "the Chief Appraiser may delegate authority to his employees."

Expressly included in this delegation is the authority of appraisal staff registered with the Texas Department of Licensing and Regulation to enter into informal agreements with owners and agents.

REVALUATION DECISION (REAPPRAISAL CYCLE)

The Cameron Appraisal District by policy adopted by the Chief Appraiser and Board of Directors re-appraises all property at least once every three (3) years as required by Section 25.18 of The Texas Property Tax Code. The District is divided into ten (10) school districts. Every school district is divided into several map numbers. For the 2015/2016 year, Cameron Appraisal District Real Estate plans to re-appraise the remaining part of Brownsville, and all of La Feria, Santa Rosa, Santa Maria and Lyford School Districts.

Map numbers included are as follows:

Brownsville- 09-14-01, 09-14-02, 09-14-03, 09-14-04, 09-14-05, 09-14-06, 09-14-07, 09-14-08, 09-15-01, 09-15-02, 09-15-03, 09-15-04, 09-15-05, 09-15-06, 09-16-01, 09-16-02, 09-16-03 and 09-16-04.

Lyford- 01-01-00.

Santa Rosa-- 02-01-00, 02-02-00, and 02-03-00.

La Feria 03-01-00, 03-02-00, and 03-03-00.

Santa Maria- 04-01-00, 04-02-00, and 04-03-00.

The Cameron Appraisal District Business Personal Property Department will re-appraise all L1,L2, L2F and S category accounts within the School District of Harlingen, La Feria, Los Fresnos, Lyford, Rio Hondo, San Benito, Santa Maria, Santa Rosa and will also include all M1 Category accounts within the School Districts of La Feria, Los Fresnos, Port Isabel, Rio Hondo and San Benito.

San Benito- All M1 Category accounts within School District

Rio Hondo- All M1 Category accounts within School District

La Feria- All M1 Category accounts within School District

Los Fresnos- All M1 Category accounts within School District

Port Isabel- All M1 Category accounts within School District

La Feria- All L1, L2,L2F and S Category within School District

Lyford- All L1, L2,L2F and S Category within School District

Rio Hondo-All L1, L2,L2F and S Category within School District

San Benito- All L1, L2,L2F and S Category within School District

Santa Maria- All L1, L2,L2F and S Category within School District

Santa Rosa-All L1, L2,L2F and S Category within School District

Harlingen- All L1, L2,L2F and S Category within School District

Los Fresnos- All L1, L2,L2F and S Category within School District

A re-appraisal will be administered to ensure that all properties within the county are re-appraised at least once every three (3) years.

The re-appraisal year is a complete appraisal of all properties in the above area; therefore, both years covered by this plan are reappraisal years.

REAPPRAISAL YEAR ACTIVITIES

1. Performance Analysis – the equalized values from the previous appraisal year are analyzed with ratio studies to determine appraisal accuracy and appraisal uniformity overall and by market area within property categories. Ratio studies are conducted in compliance with the current *Standard on Ratio Studies* of the International Association of Assessing Officers.
2. Analysis of Available Resources – staffing and budget requirements for appraisal year 2015/2016 are detailed in the 2015/2016 budget, as adopted by the board of directors. Existing appraisal practices, which are continued from year to year, are identified and methods utilized to keep these practices current are specified by district management. Information Systems (IS) support is detailed with year specific functions identified and system upgrades scheduled as necessary. Existing maps and data requirements are specified and updates scheduled as required.
3. Planning and Organization – a calendar of key events with critical completion dates is prepared for the district. This calendar identifies the key events for the preparation of the appraisal roll. A calendar is prepared and included for appraisal years 2015 and 2016. Production standards for field activities are calculated and incorporated in the planning and scheduling process in order to reach goals / mandates set by both district management and the Tax Code.
4. Mass Appraisal System – Computer Assisted Mass Appraisal (CAMA) system revisions required are specified and scheduled with Information Systems and the district's software vendor. All computer forms and IS procedures are reviewed and revised as required.
5. Data Collection Requirements – field and office procedures are reviewed and revised as required for data collection. Activities scheduled for each appraisal year include new construction, demolition, remodeling, re-inspection of problematic market areas, re-inspection of the universe of properties on a specific cycle, and field or office verification of sales data and property characteristics.

6. Pilot study by appraisal year – new and/or revised mass appraisal models / schedules are tested each appraisal year. Ratio studies, by market area, are conducted using proposed values each appraisal year. Proposed values in each category are tested for accuracy and reliability using standardized testing procedures and ratio study statistics.
7. Valuation by appraisal year – using market analysis of comparable sales and locally tested cost data, valuation models are specified and calibrated in compliance with supplemental standards from the International Association of Assessing Officers and the *Uniform Standards of Professional Appraisal Practice*. The calculated values are tested for accuracy and uniformity using ratio studies.
8. The Mass Appraisal Report – each appraisal year the required Mass Appraisal Report will be prepared and certified by the Chief Appraiser at the conclusion of the appraisal phase of the ad valorem tax calendar (on or about May 15th). The Mass Appraisal Report is completed in compliance with STANDARD RULE 6 – 8 of the *Uniform Standards of Professional Appraisal Practice*. The signed certification by the Chief Appraiser is compliant with STANDARD RULE 6 – 9 of *USPAP*.
9. Value defense – evidence to be used by the appraisal district to meet its burden of proof for market value and appraisal equity in both informal and formal hearings is specified and tested as applicable.

PERFORMANCE ANALYSIS

In each appraisal year, the previous appraisal year's equalized values are analyzed with ratio studies to determine appraisal accuracy and appraisal uniformity overall. In its annual procedures, the district tests values by market area within state property reporting categories. Ratio studies are conducted in compliance with the current *Standard on Ratio Studies* from the International Association of Assessing Officers. Mean, median, and weighted mean ratios are calculated as measures of central tendency for properties in each reporting category to measure the level of appraisal (appraisal accuracy). The median ratio is the primary measure of central tendency analyzed in each market area to indicate the level of appraisal (appraisal accuracy) by property reporting category. In each reappraisal year this analysis is used to develop the starting point for establishing the level and accuracy of appraisal performance. The district also calculates the coefficient of dispersion and price related differential in each market area to indicate the uniformity or equity of existing appraisals.

ANALYSIS OF AVAILABLE RESOURCES

Staffing and budget requirements for appraisal year 2015/2016 are detailed in the 2015/2016 appraisal district budget, as adopted by the board of directors. This reappraisal plan is adjusted to reflect the available staffing in appraisal year 2015 and the anticipated staffing for appraisal year 2016. Staffing will impact the cycle of real property

re-inspection and personal property on-site review that can be accomplished in this time period.

Existing appraisal practices, which are continued from year to year, are identified and district staff is appropriately trained in order to keep their skills current. In each reappraisal year, real property appraisal cost new tables and depreciation tables are updated and based upon cost data obtained from the Marshall Valuation Service (also known as *Marshall and Swift*). The preliminary values produced by these updates are tested against verified sales data and adjustments are made as necessary to fit the local market area. Income studies by commercial real property use type are conducted and models are updated from current market data. This includes a review of economic rents and capitalization rates from the local market, data obtained through the hearing process, and information from published sources. Personal property density schedules are analyzed, tested, and updated based on cost data obtained by rendition and hearing documentation.

Information Systems (IS) support is detailed with year specific functions identified and system upgrades are scheduled with the district's software vendor. Computer generated forms are reviewed for revisions based on year and reappraisal status. Legislative changes are scheduled for completion and also tested through coordination between the district's IS department and its software vendor. Existing maps and data requirements are specified and updates coordinated between the district's GIS department and IS department in order to make these tools available to the appraisal staff.

The Cameron Appraisal District, as well as all appraisal districts in Texas, is specifically hindered when valuing property due to the lack of mandatory sales disclosure. The lack of mandatory sales disclosure restricts the information that is available to CAD's when using the Sales Comparison Approach, especially on the high end of the value spectrum of residential property and with regard to most non-residential real property. The lack of mandatory sales price disclosure also impacts values developed via the income approach by restricting the type of data necessary to calculate an overall capitalization rate from sold comparable properties. Should mandatory sales price disclosure become law; the district will have an additional tool with which to value property which will foster further accuracy and equity in appraisals.

PLANNING AND ORGANIZATION

A calendar of key events with critical completion dates is prepared for the district. This calendar identifies the key events for developing the appraisal roll. A separate calendar is prepared for appraisal years 2015 and 2016. Production standards for field activities are calculated and incorporated in the planning and scheduling process. This plan encompasses the normal processes carried out for each year by the district, therefore catastrophic events or significant legislative action may have a detrimental effect to the district's operations and require changes to this plan.

2015 CALENDAR OF KEY EVENTS

2015 Appraisal Year		
Event	Beginning Date	Ending Date
Create 2015 Year Layer in CAMA System	8/1/2014	8/1/2014
Field Operations – Remaining part of IBR	8/1/2014	2/13/2015
Discovery Process – Building Permits, Rechecks	8/1/2014	4/15/2015
Adopt Biennial Reappraisal Plan Covering 2015 and 2016	8/20/2014	8/20/2014
Adopt 2015 Appraisal District Budget	9/15/2014	9/15/2014
TDLR Education Courses RPA track as Necessary	10/2/2014	1/31/2015
Field Operations-Business Personal Property ILA, ILY,IRH,ISM, ISB and ISR	8/3/2014	2/13/2015
Field Operations-Business Personal Property M1 Category ISB and IRH	12/1/2014	4/1/2015
Statutory Date of Appraisal (Unless Sept 1 Granted for Inventory)	1/1/2015	1/1/2015
Process Exemptions and Special Use Applications	1/1/2015	To Applicable Deadlines
Preliminary Property Value Study Released	1/31/2015	1/31/2015
Personal Property Renditions Mailed	1/1/2015	1/7/2015
PVS Protest Deadline if Necessary	3/12/2015	3/12/2015
Full Valuation Effort – Model Specification / Calibration included	2/15/2015	3/30/2015
Valuation Review / Error Reports Cleanup	3/30/2015	4/15/2015
Send 25.19 Appraisal Notices	5/1/2015	5/15/2015
Create Future Year Layer for GIS 2015 Plats and Deeds	5/1/2015	5/1/2015
Turn Over Records to ARB	5/1/2015	5/15/2015
Informal Hearings Scheduled - Depending on Volume	5/15/2015	6/30/2015
Formal Hearings Scheduled - Depending on Volume	6/1/2015	7/15/2015
Send Subsequent Batches of Appraisal Notices as Necessary	5/20/2015	6/30/2015
Primary Protest Deadline	5/31/2015	5/31/2015
Certified Estimates of Value Due to School Districts	6/1/2015	6/1/2015
Mineral Import from Vendor	7/16/2015	7/16/2015
Certification of the Appraisal Roll	7/25/2015	7/25/2015
Regularly Scheduled Meetings:		
Monthly ARB Full Board Meetings as Necessary	Third Thursday	
Monthly Board of Directors Meetings	Third Monday	

2016 CALENDAR OF KEY EVENTS

2016 Appraisal Year		
Event	Beginning Date	Ending Date
Create 2016 Year Layer in CAMA System	8/1/2015	8/1/2015
Field Operations / - ILA, ISR, ISM, and ILY	8/1/2015	2/15/2016
Discovery Process – Building Permits, Rechecks	8/1/2015	4/15/2016
Adopt 2016 Appraisal District Budget	9/15/2015	9/15/2015
TDLR Education Courses RPA track as Necessary	10/1/2015	1/31/2016
Field Operations-Business Personal Property IHG and ILO	8/3/2015	2/12/2016
Field Operations-Business Personal Property M1 Category ILA, ILO and IPI	12/1/2015	4/1/2016
Statutory Date of Appraisal (Unless Sept 1 Granted for Inventory)	1/1/2016	1/1/2016
Process Exemptions and Special Use Applications	1/1/2016	To Applicable Deadlines
Preliminary Property Value Study Released	1/31/2016	1/31/2016
Personal Property Renditions Mailed	1/1/2016	1/7/2016
Release of Methods and Assistance Program (MAP) Audit Findings	1/31/2016	1/31/2016
PVS Protest Deadline if Necessary	3/12/2016	3/12/2016
Full Valuation Effort – Model Specification / Calibration included	2/15/2016	3/30/2016
Valuation Review / Error Reports Cleanup	3/30/2016	4/15/2016
Send 25.19 Appraisal Notices	5/1/2016	5/15/2016
Create Future Year Layer for GIS 2016 Plats and Deeds	5/1/2016	5/1/2016
Turn Over Records to ARB	5/1/2016	5/15/2016
Informal Hearings Scheduled - Depending on Volume	5/15/2016	6/30/2016
Formal Hearings Scheduled - Depending on Volume	6/1/2016	7/15/2016
Send Subsequent Batches of Appraisal Notices as Necessary	5/20/2016	6/30/2016
Primary Protest Deadline	5/31/2016	5/31/2016
Certified Estimates of Value Due to School Districts	6/1/2016	6/1/2016
Mineral Import from Vendor	7/15/2016	7/15/2016
Certification of the Appraisal Roll	7/25/2016	7/25/2016
Regularly Scheduled Meetings:		
Monthly ARB Full Board Meetings as Necessary	Third Thursday	
Monthly Board of Directors Meetings	Third Monday	

MASS APPRAISAL SYSTEM

Computer Assisted Mass Appraisal (CAMA) system revisions are specified by the district management team and scheduled with Information Systems and the district's software vendor. The district currently, and for the foreseeable future, contracts with True Automation, Inc. for software services. All automated forms and IS procedures are reviewed routinely and revised, as required. The following details these procedures as it relates to the 2015 and 2016 appraisal years.

REAL PROPERTY VALUATION

Revisions to cost models, income models, and market models are specified, updated, and tested each appraisal year. Market area boundaries are reviewed and adjusted as indicated by growth patterns and market preferences. Deeds are processed on an on going basis to transfer ownership, establish the basis for land size, and assign account numbers to newly platted lots as an addition to the appraisal roll. The district will also update and process exemption and special use appraisal applications as necessary and applicable.

Cost schedules are tested with market data (sales) to insure that the appraisal district is in compliance with Texas Property Tax Code, Section 23.011. Replacement cost new tables as well as depreciation tables are based on cost data from the Marshall Valuation Service (also known as Marshall and Swift). The resulting schedules are tested for accuracy and uniformity using ratio study tools.

Land tables are updated using current market data (sales) and then tested with a ratio study. Value modifiers are developed for property categories by market area and tested on a pilot basis before deployment with a ratio study / calibration tools.

Income, expense, and occupancy data is updated in the income models for each property use category and market area. Market income and expense data is obtained from published sources as well as from actual rent rolls and operating statements provided by property owners. Property categories are reviewed to ensure their continued applicability. Cap rate studies are completed using current sales data when available, and published sources are also utilized. The resulting models are tested using ratio study tools.

PERSONAL PROPERTY VALUATION

Density and quality cost schedules are updated using data received during the previous appraisal year from renditions and hearing documentation. Valuation procedures are reviewed, modified as necessary, and tested. Depreciation schedules are based on cost data from Marshal & Swift. Depreciation schedules are tested for accuracy.

NOTICING PROCESS

Section 25.19 appraisal notice forms are reviewed, edited for updates, and changes are approved by the appraisal district management team. These revisions include updates from the Comptroller's Property Tax Division as well as specific legislative changes as required. Updates also include the latest copy of the Comptroller's *Taxpayers Rights and Remedies*.

HEARING PROCESS

Protest hearing scheduling for informal and formal Appraisal Review Board hearings is reviewed and updated as required by protest load in order to certify by July 25 according to law. Standards of documentation are reviewed and amended as required. The appraisal district hearing documentation is reviewed and updated to reflect the current valuation processes and legal requirements.

DATA COLLECTION REQUIREMENTS

District appraisal staff collects information regarding both individual property characteristics as well as information concerning the neighborhood or market area in compliance with section 25.18 (b) (4) of the Texas Property Tax Code. These include a consideration of the location and market area of each property; Physical attributes of property, such as size, age, and condition; Legal and economic attributes; and Easements, covenants, leases, reservations, contracts, declarations, special assessments, ordinances, or legal restrictions.

Field and office procedures are reviewed and revised as required for the data collection process. Activities scheduled for each appraisal year include the review of new construction, demolition, remodeling, re-inspection of problematic market areas, and re-inspection of the universe of properties on a specific cycle (4-6 years per IAAO Standards).

DEFINING MARKET AREAS

Market areas are defined by the physical, economic, governmental and social forces that influence property values. The effects of these forces are used to identify, classify, and stratify properties into smaller, more comparable and manageable subsets for valuation purposes. Delineation can involve the physical drawing of neighborhood boundaries on a map, or it can involve separation based on attribute analysis. Residential properties have been delineated into valuation neighborhoods and commercial property into work areas, neighborhoods and property use categories for comparison. Because there are discernible patterns of growth that characterize a neighborhood or market segment, the district will annually evaluate the neighborhood boundaries or market segments to ensure homogeneity of property characteristics and market preferences. A list of the current market areas established by the CAD, in which the CAD has grouped properties, is located in the CAD server, but they are subject to refinement once staff conducts market analysis.

NEW CONSTRUCTION /DEMOLITION

Building permit data received from the various cities and county are inputted into the system by data entry staff and then verified by appraisal staff. The process of verifying the new construction or demolition of improvements is specified by each department. Residential neighborhoods with high volumes of new construction and/or demolition are reviewed in their entirety, regardless of the existence of permits. Appraisal staff checks the accuracy of the measurements in the field during data review. Quality review will be conducted to verify accuracy of the data.

REMODELING

Market areas with extensive improvement remodeling are identified, verified, and field activities scheduled to update property characteristic data. Updates to valuation procedures are tested with ratio studies before being finalized in valuation modeling. This field activity is also posted to the key events calendar and is monitored carefully to finish by the established deadlines.

RE-INSPECTION OF PROBLEMATIC MARKET AREAS

Real property market areas, by property classification, are tested for: low or high protest volumes; low or high sales ratios; or high coefficients of dispersion. Market areas that fail any or all of these tests are determined to be potentially problematic. Field reviews are scheduled to verify and/or correct property characteristic data and review neighborhood delineation. Additional sales data is researched and verified as applicable. In the absence of adequate market data, clusters of comparable neighborhoods are identified for use in valuation and defense.

RE-INSPECTION OF THE UNIVERSE OF PROPERTIES

Real property re-inspection will be completed using a combination of field inspections and office review. Office review of property will consist of the examination and comparison of flown aerial photography with existing property sketches and property characteristics via our sketch overlay program. This tool allows us access at a bird's eye giving us an opportunity to resolve discrepancies between the appraisal records and what is actually on the ground. The aerial photography also allows for digital verification of building measurements and visual inspection of external economic influences. Although the District's goal is to re-inspect on a 3 year cycle, staffing will have a direct impact on the amount of on-side review that can be accomplished in this time period. The International Association of Assessing Officers, *Standard on Mass Appraisal of Real Property*, specifies that the universe of properties should be re-inspected on a cycle of 4-6 years. Therefore, the District will not exceed the 6 year maximum before a property gets re-inspected either by on-side review or office review.

FIELD OR OFFICE VERIFICATION OF SALES DATA AND PROPERTY CHARACTERISTICS

Sales information must be verified and property characteristic data contemporaneous with the date of sale is captured in the sale record. The sales ratio tools require that the property that sold must equal the property appraised in order that statistical analysis results will be valid. In the event that these are not equal, the sale is usually excluded from the observation pool in the ratio study. These sales can be utilized during value defense due to the CAMA software's ability to adjust from the captured characteristics contemporaneous with the date of sale as supposed to the appraisal record.

PILOT STUDY

New and/or revised mass appraisal models are tested on randomly selected market areas. These modeling tests (sales ratio studies) are conducted each appraisal year. Actual test results are compared with anticipated results and those models not performing satisfactorily are refined and retested. The procedures used for model specification and model calibration are in compliance with *Uniform Standards of Professional Appraisal Practice*, STANDARD RULE 6.

VALUATION BY APPRAISAL YEAR

Using market analysis of comparable sales and locally tested cost data, specific income and expense data, and information gathered from renditions, valuation models are specified and calibrated in compliance with the supplemental standards from the International Association of Assessing Officers and the *Uniform Standards of Professional Appraisal Practice*. The calculated values are tested for accuracy and uniformity using ratio studies by market area and property category. Performance standards utilized are those as established by the *IAAO Standard on Ratio Studies*. Property values in all market areas are reviewed each reappraisal year and updated as indicated by existing market data.

The following details the planned valuation methods by department and or property type:

RESIDENTIAL REAL PROPERTY

COST APPROACH

The district uses a hybrid cost-market approach when valuing residential properties. The comparative unit, also known as the Square-foot method, will be used to develop an indication of the basic cost of a structure. Adjustments will then be made for amenities of individual properties based upon characteristics that affect value in the market. The district's cost tables are, and will continue to be, based upon information obtained from the Marshall Valuation Service, also known as *Marshall and Swift*. These cost figures are adjusted to the local market to reflect current local labor and material costs. Neighborhood Market Adjustment factors will be developed from appraisal statistics provided by ratio studies to ensure that estimated values reflect both the supply and

demand side of the market in each specific neighborhood. The following equation is the hybrid model used by the district:

$$MV = [RCNLD] MA + LV$$

In the formula above, the replacement cost new less depreciation (RCNLD) of the improvements are multiplied by the appropriate neighborhood market adjustment factor (MA) to arrive at a current improvement value. The current improvement value is added to the land value (LV) to arrive at an estimate of market value (MV). Market adjustments will be applied uniformly within neighborhoods to account for market preferences affecting value in each location throughout the district.

Residential land values will be estimated using the base lot method, square foot method, or acreage method of appraisal. The individual method utilized in each neighborhood is designed to mirror the market in that area. As such, the chosen method for each individual neighborhood will be selected based upon how properties are selling or which method best accounts for perceived differences among the universe of properties. There are four accepted methods of land valuation; the comparable sales approach, allocation by abstraction, allocation by ratio, and the capitalization of ground rent. The district will utilize elements of all of these land valuation methods depending upon market area and availability of market data. In areas where insufficient vacant land sales exist, the district will utilize the allocation methods to establish land values in a neighborhood. The appraisers will develop a base lot or primary land rate and assign land tables to each neighborhood. Land adjustments will be applied to individual properties, where necessary, to adjust for such influences as view, shape, size, and topography, and any other characteristic that affects value in a neighborhood.

If neighborhood statistics indicate that values need to be updated, the appraiser will employ cost calibration to bring the initial values closer to what the market indicates values should be in that area. This process involves comparing the initial depreciated cost figures for properties that sold to the sale contributory improvement values of those properties (Sale Price – Land Value). An adjustment factor is calculated for each property in the data pool and statistics are calculated for the indicated adjustments. The factor that best represents the acceptable range of market value is selected for each neighborhood. The sales used to determine the market adjustment factor will reflect the market influences and conditions for the specified neighborhood, thus producing more representative and supportable values. The market adjustment factor calculated for each neighborhood will be applied uniformly to all properties within that neighborhood and a second set of ratio study statistics will be generated to compare the level and uniformity of values in the neighborhood as adjusted.

SALES COMPARISON APPROACH

As indicated in *Property Appraisal and Assessment Administration* (IAAO, 1990), in the absence of a sale of the subject property, sales prices of comparable properties are usually considered the best evidence of market value. The sales comparison approach mimics the behavior of the market by comparing the properties being appraised with comparable properties that have recently sold. Their sales prices will then be adjusted for differences from the subject and a market value for the subject is estimated from the adjusted sales prices of comparable properties.

At present, the district does not develop estimates of value for single-family properties using the traditional sales comparison approach in mass for valuation purposes. The district's software package allows for the creation of sales comparison grids that adjust for characteristic differences among properties, but the district has yet to value entire neighborhoods through this application of the market approach. The sales grids that are generated are utilized most frequently during the appeals process, but may be utilized for valuation more widely in the future as time and available data permit.

INCOME APPROACH

The income approach is based on the principle that the value of an investment property reflects the quality and quantity of the income it is expected to generate over its economic life. In other words, value is the estimated present value of future benefits. The appraiser must estimate income from a property and capitalize the income into an estimate of current value.

The model used to estimate the present value of income expected in the future is represented by the following formulas known as IRV.

$$\text{Value} = \text{Income}/\text{Rate}$$

The income approach is most suitable for types of properties frequently purchased and held for the purpose of producing income, such as apartments, commercial buildings, and office buildings. It is not conducive to the valuation of single-family residential properties as these properties are purchased by consumptive users and therefore, do not routinely generate an income stream.

INVENTORY RESIDENTIAL PROPERTY

Residential improved and vacant property is appraised in compliance with Section 23.12 (a) of the Texas Property Tax Code.

In general, the district uses its land value estimates and the actual itemized construction, labor, and material costs, plus other soft or indirect costs to estimate market value as of the appraisal date to estimate the value of improved inventory. The market values of improved inventory will be reviewed annually and inventory adjustments will be eliminated when ownership transfers from the developer or builder.

Vacant residential inventory will be valued using a discounted cash flow formula that considers value relative to the income or cash flow, an appropriate discount rate, and the amount to time that the property is likely to be held or lots sold out of inventory. Since there is no legal requirement that developers or builders render their inventory, a preliminary estimate of inventory value may be difficult to estimate. In these cases, inventory discounts will be applied as a result of an appeal.

COMMERCIAL AND MULTIFAMILY REAL PROPERTY

COST APPROACH

The cost approach to value will be applied using the comparative unit, or square foot method of cost estimating. The following is the basic model that the district utilizes when employing the cost approach:

$$MV = RCNLD + LV$$

This methodology involves the use of national sources of cost data as well as actual cost information gathered from the local market whenever possible. Cost models utilized by the district are based on data obtained by the Marshall Valuation Service also known as *Marshall and Swift*. These costs include comparative base rates, per unit adjustments, and lump sum adjustments as appropriate and necessary to account for the specific factors affecting value. Time and location modifiers will be applied as necessary to adjust cost data to reflect conditions in a specific market as well as changes in costs over a period of time. A cost estimate will be generated by the appraisal staff based upon the cost schedules as they are applied to the specific characteristics of the subject property of the appraisal.

Depreciation schedules have been implemented for economic lives and condition that is typical of each major class of commercial property by property use. The schedules utilized by the district are developed using recognized sources and mirror *Marshall and Swift*. These schedules will be tested annually to ensure they will be reflective of current market conditions in Cameron County. The actual and effective ages of improvements are judged by the appraiser and noted in the improvement records contained within each property record. Effective age estimates will be based on the utility of the improvements relative to the improvement's total economic life, condition, and its competitive position in the marketplace. These adjustments are generally determined during field operations.

Certain adjustment factors such as external and or functional obsolescence will be applied to properties as applicable based upon market data. These adjustments will typically be applied to a specific property type or location and will be developed through ratio studies or other market analyses. Accuracy in the development of the cost schedules, condition ratings, and depreciation schedules usually minimize the necessity of this type of an adjustment factor. The sum total of depreciation, also expressed as the loss in value from all causes, is subtracted from the replacement cost new of the structure to arrive at a replacement cost new less depreciation (RCNLD).

The cost approach requires the district to value the land utilizing one of the four accepted methods of land valuation: the sales comparison approach, allocation by abstraction, allocation by ratio, or the capitalization of ground rent. Once the land is valued by the method deemed most appropriate in terms of the data available, the resulting land value is added to the RCNLD of the improvements to yield an estimate of market value by the cost approach. Any estimate of value completed by the cost approach will be made in accordance with Section 23.011 of the Texas Property Tax Code.

SALES COMPARISON APPROACH

Pertinent data from actual sales of properties will be obtained throughout the year and the appraisal staff will analyze the relevant information. This data will be utilized in all aspects of the appraisal process.

Sales of similarly improved properties will provide a basis for the test of depreciation schedules used in the cost approach, rates and multipliers used in the income approach, and as a direct comparison in the sales comparison approach. Improved sales will also be used in ratio studies, which afford the appraiser a means of judging the present level and uniformity of the appraised values. The ratio studies used are in compliance with the current IAAO *Standard on Ratio Studies*.

Based on the market data gathered and analyzed by the appraisal staff, the cost and income models will be calibrated annually. The calibration results will be added to the schedules and models in the CAMA system to apply to all commercial properties in the district as appropriate. Any estimate of value completed by the sales comparison approach will be made in accordance with Section 23.013 of the Texas Property Tax Code.

INCOME APPROACH

The income approach to value will be applied to those real properties that are typically viewed by market participants as income producing. Income producing properties are those which are bought and sold based on the property's ability to produce an income; therefore, the price paid for a property is directly related to the amount of income the property is capable of producing. The appraisal staff utilizes income and expense data furnished by property owners, data collected by staff, and information from local market study publications. Income models by property use and neighborhood / market area are developed and deployed for use in valuation.

The following model is the basis for commercial property valuation by the income approach:

$$\begin{array}{r} \text{PGR} \\ -\text{V\&C} \\ \hline \text{EGR} \\ +\text{SI} \\ \hline \text{EGI} \\ -\text{Allowable EXP} \\ -\text{Reserves for Replacement} \\ \hline \text{NOI} \end{array}$$

$$\text{Value} = \text{NOI}/\text{CAP Rate}$$

This income model reflects the normalization of an income stream from Potential Gross Rent at 100% occupancy to an indication of Net Operating Income. The process involves estimating the rental producing capacity of the subject property under prudent management (PGR). Market derived vacancy and collections (V&C) losses are subtracted from the potential gross rent to arrive at effective gross rent (EGR). Any net income from secondary property uses (vending income or parking income, etc.) (SI) are added to the effective gross rent to yield an estimate of effective gross income (EGI).

Allowable expenses are the expenses that are recurring annual expenses necessary to operate the property sufficiently to achieve the projected level of effective gross income. These vary by property type and are researched by the commercial appraisal staff. Once identified or projected, the allowable expenses are subtracted from the effective gross income. Reserves for replacement are estimated by considering the amortized costs of replacing certain building components whose economic lives are shorter than total economic life of the improvement (carpets, roof cover, air conditioning, etc.). Generally, these are calculated by either dividing the replacement cost new of the item by its economic life, a flat reserve amount per unit justified by the market, or a percentage of EGI; whichever is deemed appropriate. Once all allowable expenses and reserves have been identified or calculated, these amounts are subtracted from the effective gross income to yield an estimate of net operating income (NOI).

Capitalization Rates and multipliers will be used to convert the income stream into an estimate of market value. These include gross income multipliers, overall capitalization rates, and discount rates. Each of these is used in specific applications. Rates and multipliers also vary between property types, as well as by location, quality, condition, design, age, and other factors. Therefore, application of the various rates and multipliers will be based on a thorough analysis of the market.

Direct Capitalization will be used in the income approach models. This methodology involves dividing the net operating income by the appropriate capitalization rate to arrive at an indication of market value for a specific property. Capitalization rates utilized will be derived from the market as to estimate what a market participant would require from an investment as of the date of appraisal. Additionally, overall capitalization rates may be derived from the summation method, band-of-investment, debt coverage ratio, or obtained from published sources for similar properties. The capitalization rates utilized will relate directly to satisfying the market return requirements of both the debt and equity positions of a real estate investment.

In valuing property by the income approach, the district will consider the income characteristics of all properties as they are available. Adjustments will be made as necessary and appropriate and the models, schedules, and value indications developed will be made pursuant to section 23.012 of the Texas Property Tax Code

UTILITIES, RAILROADS, AND PIPELINES

The Cameron Appraisal District will contract with an appraisal firm with specific expertise for the valuation of utility, railroad, and pipeline properties. These properties will be reappraised annually by the firm using recognized methods and techniques as required by the *Uniform Standards of Professional Appraisal Practice*. The appraisal models considered in the valuation of these properties will be:

$$\text{MV} = \text{RCN} - \text{D}$$

And
Allocated Unit Appraisal

Each of the values produced by these models will be considered and the property value will be allocated to the taxing entities based upon the method that is deemed most appropriate by property type.

The appraisal firm(s) will consider all factors affecting value, conduct physical inspection as necessary, research information from published sources, and receive copies of renditions from property owners in the development of their appraisal. Based upon the information gathered in these processes, data characteristics of these properties will be updated annually in accordance with tax code requirements.

MINERAL INTERESTS

The Cameron Appraisal District will also contract with an appraisal firm with specific expertise in the appraisal of oil and gas properties to value mineral interests. The appraisal firm will reappraise these properties annually.

The appraisal firm(s) will utilize a form of yield capitalization of the income approach called Discounted Cash Flow Analysis (DCF) in order to accurately value these interests. The factors affecting the value of mineral interests include reserve estimates, production volume and pattern, product prices, operator expenses, and the discount rates applied to discount future income into an indication of present worth.

As mineral reserves are subsurface in nature, this situation makes specific physical inspection unavailable as a method of collecting data. The appraisal firm(s) will collect data from the Texas Railroad Commission, Comptroller of Public Accounts, renditions from owners, published sources, and data services to identify characteristics affecting

value. All of the information gathered will be considered in the estimation of the value of mineral interests.

New properties will be identified by the appraisal firm by obtaining information from the Railroad Commission of Texas [RRC] to compare against oil and gas properties already identified.

SPECIAL VALUATION PROPERTIES

The Cameron Appraisal District values agricultural and wildlife management land in compliance with the Comptroller's *Manual for the Appraisal of Agricultural Land*. This publication prescribes that the cash lease and the share lease methods of appraisal are appropriate when developing productivity value estimates.

The cash lease method is a modified income approach using the lease amount (income per acre) minus expenses (landowner) to yield the "net-to-land" value per acre. "Net-to-land" values will be averaged for a five-year period to give an average "net-to-land" factor that will be divided by the appropriate capitalization rate for the year to give a value per class of agricultural production. The agriculture appraisal staff will collect lease data from owners and lessees on an ongoing basis in order to develop "net-to-land" figures by agricultural classification.

BUSINESS AND INDUSTRIAL TANGIBLE PERSONAL PROPERTY

These property types will be valued each appraisal year by the district's appraisal staff. The Personal Property Department engages in an annual canvas field review to identify new businesses to be added to the roll, movement of existing businesses to different locations or business closings, and data review of current property characteristics in property records. Once pertinent data is updated in the field, property rendition forms will be sent to owners in order that they may declare their taxable personal property according to current law. The information obtained from renditions will be utilized by the district to develop an estimate of market value. Generally, estimates of value developed for industrial and personal property will be produced by mid to late May of each appraisal year. The notices of appraised value for these property types are generally mailed in early to mid June.

COST APPROACH

The primary approach to the valuation of business and industrial personal property will be the cost approach. Cost schedules will be developed by the district's staff and applied to specific business codes. These schedules will be reviewed and updated annually to conform to changing market conditions.

Valuation models will be created and refined using actual original cost data obtained from renditions to derive the replacement cost new (RCN) per applicable unit for a specific category of assets. The data obtained will be compiled for review and models will be built and or adjusted as necessary. The revised models will be tested in accordance to accepted methods and techniques.

These model values will be used specifically to estimate the value of new accounts for which no property owner's rendition is filed. The models will also be utilized to test renditions filed by property owners or their agents. In the event that property rendition information falls significantly outside of a statistical tolerance from the model, further review of the property may be conducted.

The percent good depreciation factors utilized will be based on the depreciation schedules for furniture, fixtures, and equipment as developed by district staff tested against *Marshall and Swift*. This mass appraisal percent good depreciation schedule is used to ensure that estimated values are uniform and consistent within the market. RCN and percent good depreciation factors will be utilized to develop value estimates using the following formula:

$$MV = RCN \times \text{PERCENT GOOD FACTOR}$$

Additional functional and economic obsolescence will be considered and evaluated based upon production documentation provided by the property owner.

Leased equipment and multi-location assets may be valued using original costs and percent good depreciation schedules mentioned above.

SALES COMPARISON APPROACH

Business personal property is typically sold as part of the business as a whole which makes this approach less suitable for valuing most personal property. This approach is generally suitable for the valuation of certain types of vehicles and heavy equipment. Value estimates for vehicles will be based on data furnished by recognized sources such as NADA among others. Any sales of personal property will be considered and appropriate weight will be given based upon individual circumstance.

INCOME APPROACH

The income approach has limited use in the appraisal of machinery, equipment, furniture, fixtures, and leasehold improvements because of the difficulty in estimating future net benefits. The exception to this is in the case of leased equipment. When reliable data on equipment leases is available, the income approach may be used to estimate the fair market value of the equipment.

BUSINESS PERSONAL PROPERTY INVENTORY

Business Personal Property inventory is appraised in compliance with Section 23.12 (a) of the Property Tax Code.

It is the policy of the Cameron Appraisal District to appraise inventory at its market value based on the Cost Approach. The Cost Approach is replacement cost new less accrued depreciation (physical, functional & economic). FIFO (First In, First Out) is generally considered an acceptable measure of inventory replacement cost new (RCN) and thus establishes the first component in the Cost Approach equation. Accrued depreciation is derived from property owner's financial documents and is identified as the "lower of cost or market" adjustment. Such adjustment generally accounts for damaged, lost, slow-moving, and obsolete inventory. This data must be furnished to the Cameron Appraisal District in order for it to be considered in the final market value determination.

THE MASS APPRAISAL REPORT

Each appraisal year the required Mass Appraisal Report will be prepared and certified by the Chief Appraiser at the conclusion of the appraisal phase of the ad valorem tax calendar (on or about May 15th). The Mass Appraisal Report is completed in compliance with STANDARD RULE 6-8 of the *Uniform Standards of Professional Appraisal Practice*. The signed certification by the Chief Appraiser will be compliant with STANDARD RULE 6-9 of *USPAP*.

VALUE DEFENSE

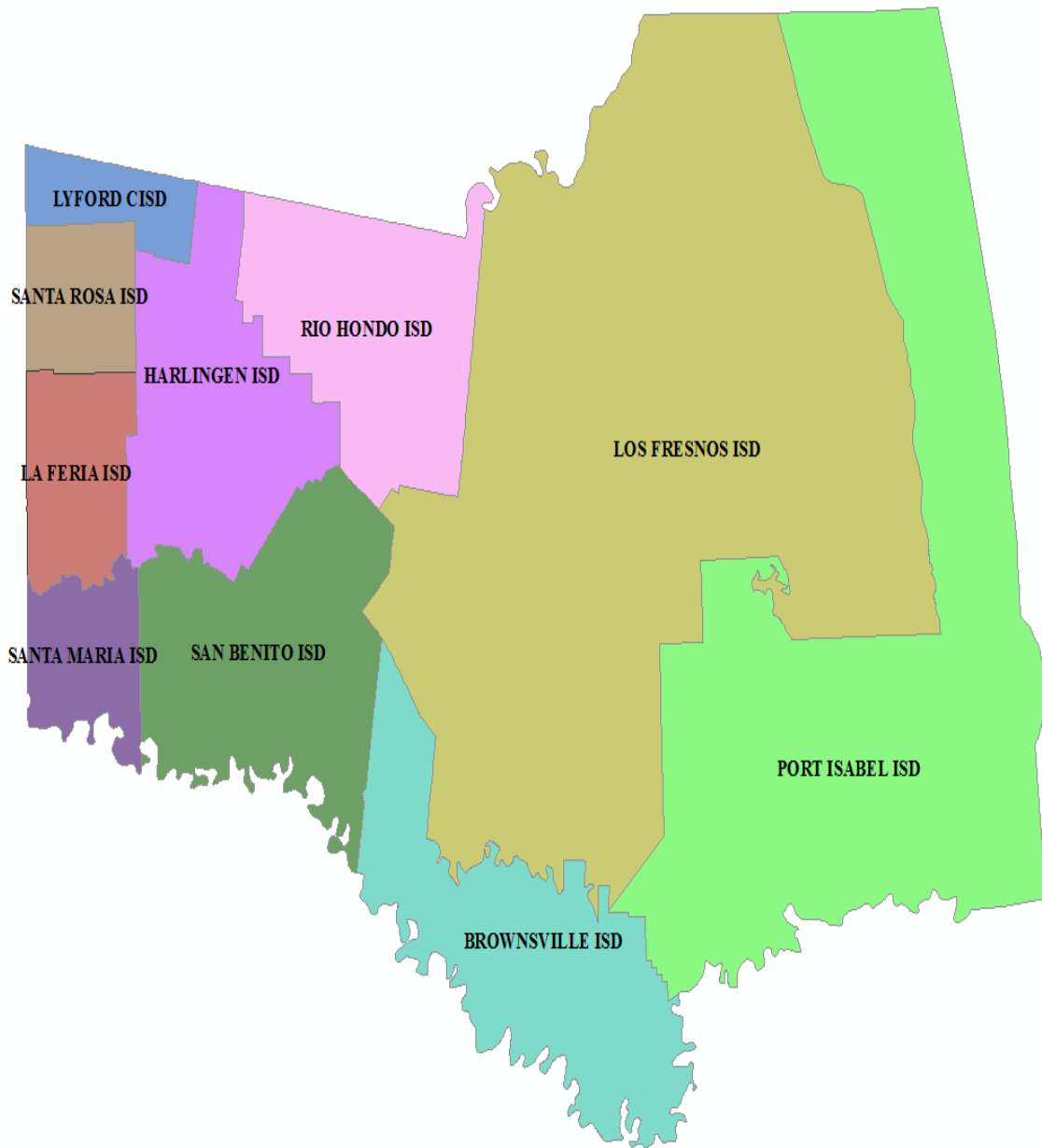
Evidence to be used by the appraisal district to meet its burden of proof for market value and equity in both informal and formal appraisal review board hearings is specified and tested annually.

A variety of evidence is utilized by the district depending on the property type of the subject of the protest. In addition, the district updates the evidence supplied to an owner, agent, or the Appraisal Review Board to be contemporaneous with the valuation procedures utilized. Some examples of the evidence that may be used include, but are not limited to:

1. Property sales information
2. Property sales adjustment grids
3. Property equity adjustment grids
4. Gross Rent / Income Multiplier data
5. Pro forma and actual income data
6. Property characteristics data including photos as applicable
7. Aerial photography
8. Cost approach reports as applicable
9. Property Renditions as applicable
10. Published reports regarding cost, market, or income data
11. Vehicle and aircraft price guides
12. Schedules and or models utilized
13. Any other information collected by the district

CAMERON COUNTY SCHOOL DISTRICTS

Cameron County School Districts



**CAMERON APPRAISAL DISTRICT ANNUAL EVENT
CALENDAR**

2015 Cameron Appraisal District Annual Event Calendar

	Event	Dept/Staff	Comments:
8/1/2014 thru 8/30/2014	Continue collecting and identifying permits for 1st and 2nd quarter	Data Dept.	
8/12/214	Create 2015 layer in CAMA system	GIS	
8/1/2014 thru 4/15/2015	Field Operations/Discovery Process	Real/Personal	
9/15/2014	Adopt 2015 Appraisal District Budget	Board of Directors	
9/14/2014	Last day for CAD Board to adopt CAD budget for next year, unless a district has changed its fiscal year	Board of Directors	
10/01/2014 thru 1/31/2015	TDLR education courses RPA tract as necessary	Appraisers	
1/1/2015	Date that taxable values and qualifications for certain exemptions are determined for the tax year (except for inventories appraised Sept. 1)	Real, Personal, and Exemption's	Sec. 11.42, 23.01, 23.12
1/1/2015	Continue to collect and identify building permits for 3rd and 4th quarter	Real Estate	
1/1/2015	Full valuation effort/Model specifications/Calibration included	Real Estate/ Personal Prop.	
1/1/2015	Date rendition period begins, continues through April 15 for those property owners not requesting a filing extension	Real Estate/ Personal Prop.	Sec. 22.23
1/31/2015	Public notice and posting of cap rate for properties with low-and moderate-income housing exemption	Real Estate	Sec. 11.1825
1/31/2015	Deadline for the Texas Comptroller to publish the preliminary Property Value Study findings		Sec. 403.302
1/31/2015	Preliminary property value study released		
2/1/2015	Last day for motor vehicle, vessel and outboard motors, heavy equipment and manufactured housing dealers to file dealer's inventory declarations	Personal Property	Sec. 23.121, 23.124, 23.1241, 23.127
3/31/2015	Last day for qualified community housing development organizations to file listings of property acquired or sold during the past year with the chief appraiser.		Sec. 11.182

	Event	Dept/Staff	Comments:
3/30/2015 thru 4/15/2015	Valuation review / Error report cleanup	Real Estate/ Personal Property	
4/1/2015	Last day(or as soon as practicable thereafter) for chief appraisers to mail notices of appraised value for single-family residence homestead properties	Exemptions	Sec. 25.19
4/1/2015 thru 4/15/2015	Valuation Review / Error Reports Cleanup	Real Estate/ Personal Property	Sec. 23.01
4/15/2015	Last day for chief appraiser to notify the taxing units of the form in which the appraisal roll will be provided to them	Administration	Sec. 26.01
4/15/2015	Sent first batch of appraisal notices	ITT	Sec. 25.19
5/1/2015 thru 5/15/2015	Turn over records to ARB	Chief Appraiser	Sec. 25.01, 25.22
5/1/2015	Last day(or as soon as practicable thereafter) for chief appraiser to mail notices of appraised value for single-family residence homestead properties	ITT	Sec. 25.19
	Create future year layer for GIS 2016 plats and deeds	ITT	
5/1/2015 thru 5/15/2015	Period when chief appraiser must publish notice about taxpayer protest procedures in a local newspaper with general circulation	Administration	Sec. 41.41, 41.70
5/15/2015	Last day for property owners, or secured parties if applicable, to file renditions and property information reports if they request an extension in writing.	Taxpayers	Sec. 22.23
5/15/2015 thru 6/30/2015	Informal hearings scheduled-depending on volume.	ARB Coordinator	
5/20/2015	Send subsequent batches of appraisal notices as necessary.	ITT	
5/30/2015	Last day for chief appraiser to certify estimate of the taxable value for counties, municipalities, and school districts (counties and school districts can choose to waive the estimate) (Sec. 26.01) A school district may use this certified estimate when preparing the notices to adopt the budget and tax rate (Education Code Sec. 44.004)		Sec. 26.01 and Sec. 44.004

	Event	Dept/Staff	Comments:
5/31/2015	Last day for property owners to file protests with ARB (or by 30th day after the date the notice of appraised value is delivered, whichever is later) in connection with a property that is not a single-family residence homestead.	Taxpayers/Agents	Sec. 41.44(a)(2)
5/31/2015	Last day for property owners to file protests with ARB in connection with properties that are single-family residence homesteads if the ARB has not approved the appraisal records; otherwise the deadline to file a protest for single-family residence homesteads is before May 1 or by the 30th day after notice of appraised value is delivered, whichever is later	Taxpayers/Agents	Sec. 11.421
5/31/2015	Last day for a religious organization that has been denied an 11.20 exemption because of the charter to amend the charter and file a new application or the 60th day after the date was notification of the exemption denial, whichever is later		Sec. 11.421
6/1/2015	Certified estimates of value due to school districts	Chief Appraiser	
6/1/2015	Formal hearings scheduled-depending on volume	ARB Coordinator	
6/14/2015	Last day for chief appraiser to submit proposed budget for next year to CAD board and taxing units (unless taxing units have changed CAD'S fiscal year)	Chief Appraiser	Sec. 6.061
7/15/2015	Mineral import from vendor	Personal Property	
7/25/2015	Date ARB must approve appraisal records, but may not do so if more than 5 percent of total appraised value remains under protest. The Board of Directors of a CAD with a population of 1 million or more may postpone the deadline to Aug. 30 or increase the threshold percentage from 5 to 10 percent of the appraised value of properties not under protest.	Chief Appraiser	Sec. 26.01
7/25/2015	Last day for chief appraiser to certify appraisal roll to each taxing unit.	Chief Appraiser	Sec. 26.01

7/31/2015	Last day for property owners to apply for Sept. 1 inventory appraisal for the next year		Sec. 23.12
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	Event	Dept/Staff	Comments:
	Regular scheduled meetings:		
Third Thursday	Monthly Appraisal Review Board full board (meetings as necessary)		
Third Monday	Regular Board of Directors meetings (Seven meetings per year).		

2016 Cameron Appraisal District Annual Event Calendar

	Event	Dept/Staff	Comments:
8/1/2015 thru 8/30/2015	Continue collecting and identifying permits for 1st and 2nd quarter	Data Dept.	
8/12/2015	Create 2016 layer in CAMA system	GIS	
8/1/2015 thru 4/15/2016	Field Operations/Discovery Process	Real/Personal	
9/15/2015	Adopt 2016 Appraisal District Budget	Board of Directors	
9/14/2015	Last day for CAD Board to adopt CAD budget for next year, unless a district has changed its fiscal year	Board of Directors	
10/01/2015 thru 1/31/2016	TDLR education courses RPA tract as necessary	Appraisers	
1/1/2016	Date that taxable values and qualifications for certain exemptions are determined for the tax year (except for inventories appraised Sept. 1)	Real, Personal, and Exemption's	Sec. 11.42, 23.01, 23.12
1/1/2016	Continue to collect and identify building permits for 3rd and 4th quarter	Real Estate	
1/1/2016	Full valuation effort/Model specifications/Calibration included	Real Estate/ Personal Prop.	
1/1/2016	Date rendition period begins, continue through April 15 for those property owners not requesting a filing extension	Real Estate/ Personal Prop.	Sec. 22.23
1/31/2016	Public notice and posting of cap rate for properties with low-and moderate-income housing exemption	Real Estate	Sec. 11.1825
1/31/2016	Deadline for the Texas Comptroller to publish the preliminary Property Value Study findings		Sec. 403.302
1/31/2016	Preliminary property value study released		

2/1/2016	Last day for motor vehicle, vessel and outboard motors, heavy equipment and manufactured housing dealers to file dealer's inventory declarations	Personal Property	Sec. 23.121, 23.124, 23.1241, 23.127
3/31/2016	Last day for qualified community housing development organizations to file listings of property acquired or sold during the past year with the chief appraiser.		Sec. 11.182
	Event	Dept/Staff	Comments:
3/30/2016 thru 4/15/2016	Valuation review / Error report cleanup	Real Estate/ Personal Property	
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4/15/2016	Last day for chief appraiser to notify the taxing units of the form in which the appraisal roll will be provided to them	Administration	Sec. 26.01
4/15/2016	Sent first batch of appraisal notices	ITT	Sec. 25.19
5/1/2016 thru 5/15/2016	Turn over records to ARB	Chief Appraiser	Sec. 25.01, 25.22
5/1/2016	Last day(or as soon as practicable thereafter) for chief appraiser to mail notices of appraised value for single-family residence homestead properties	ITT	Sec. 25.19
	Create future year layer for GIS 2017 plats and deeds	ITT	
5/1/2016 thru 5/15/2016	Period when chief appraiser must publish notice about taxpayer protest procedures in a local newspaper with general circulation	Administration	Sec. 41.41, 41.70
5/15/2016	Last day for property owners, or secured parties if applicable, to file renditions and property information reports if they request an extension in writing.	Taxpayers	Sec. 22.23

5/15/2016 thru 6/30/2016	Informal hearings scheduled-depending on volume.	ARB Coordinator	
5/20/2016	Send subsequent batches of appraisal notices as necessary.	ITT	
5/30/2016	Last day for chief appraiser to certify estimate of the taxable value for counties, municipalities, and school districts (counties and school districts can choose to waive the estimate) (Sec. 26.01) A school district may use this certified estimate when preparing the notices to adopt the budget and tax rate (Education Code Sec. 44.004)		Sec. 26.01 and Sec. 44.004

	Event	Dept/Staff	Comments:
5/31/2016	Last day for property owners to file protests with ARB (or by 30th day after the date the notice of appraised value is delivered, whichever is later) in connection with a property that is not a single-family residence homestead	Taxpayers/Agents	Sec. 41.44(a)(2)
5/31/2016	Last day for property owners to file protests with ARB in connection with properties that are single-family residence homesteads if the ARB has not approved the appraisal records; otherwise the deadline to file a protest for single-family residence homesteads is before May 1 or by the 30th day after notice of appraised value is delivered, whichever is later	Taxpayers/Agents	Sec. 11.421
5/31/2016	Last day for a religious organization that has been denied an 11.20 exemption because of the charter to amend the charter and file a new application or the 60th day after the date was notification of the exemption denial, whichever is later		Sec. 11.421
6/1/2016	Certified estimates of value due to school districts	Chief Appraiser	
6/1/2016	Formal hearings scheduled-depending on volume	ARB Coordinator	

6/14/2016	Last day for chief appraiser to submit proposed budget for next year to CAD board and taxing units (unless taxing units have changed CAD'S fiscal year)	Chief Appraiser	Sec. 6.061
7/15/2016	Mineral import from vendor	Personal Property	
7/25/2016	Date ARB must approve appraisal records, but may not do so if more than 5 percent of total appraised value remains under protest. The Board of Directors of a CAD with a population of 1 million or more may postpone the deadline to Aug. 30 or increase the threshold percentage from 5 to 10 percent of the appraised value of properties not under protest.	Chief Appraiser	Sec. 26.01
7/25/2016	Last day for chief appraiser to certify appraisal roll to each taxing unit.	Chief Appraiser	Sec. 26.01
7/31/2016	Last day for property owners to apply for Sept. 1 inventory appraisal for the next year		Sec. 23.12

	Event	Dept/Staff	Comments:
	Regular scheduled meetings:		
Third Thursday	Monthly Appraisal Review Board full board (meetings as necessary)		
Third Monday	Regular Board of Directors meetings (Seven meetings per year).		

**Cameron Appraisal District 2015/2016 Re-Appraisal Plan
Timeline**

Cameron Appraisal District 2015/2016 Re-Appraisal Plan Timeline

July thru August

Collect and identify building permits issued 1st and 2nd quarter
Print and Prepare field work with maps
Route field work by School District, Map number, and Geo number
Route Personal Property field work by situs
Collect sales data

August thru November

Re-Appraisal of Real and Personal Property
Field inspect accounts with 1st and 2nd quarter building permits (within the re-appraisal area)
Field inspect recheck accounts (within the re-appraisal area)
Field inspect and verify sale accounts (within the re-appraisal area)
Field inspect properties with less than 100% complete on main area that are not flagged for field inspection (within the re-appraisal area)
Work on split accounts
Discover new subdivisions/Condos / Business Personal Property
Collect sales, income, and cost data
Data Entry
Quality Control

January thru April

Receive and review Renditions for Real and Personal Property Inventory
Receive and review applications for Ag valuations

December thru April

Collect and identify accounts with building permits issued 3rd and 4th quarter
Identify recheck accounts
Identify sale accounts
Identify properties with less than 100% complete on main area that are not flagged for field inspection
Print and Prepare field work with maps
Route field work by School District, Map number, and Geo number
Field inspect 3rd and 4th quarter building permits
Field inspect recheck accounts
Field inspect and verify sale accounts
Field inspect properties with less than 100% complete on main area that are not flagged for field inspection
Work on new subdivisions / Condos

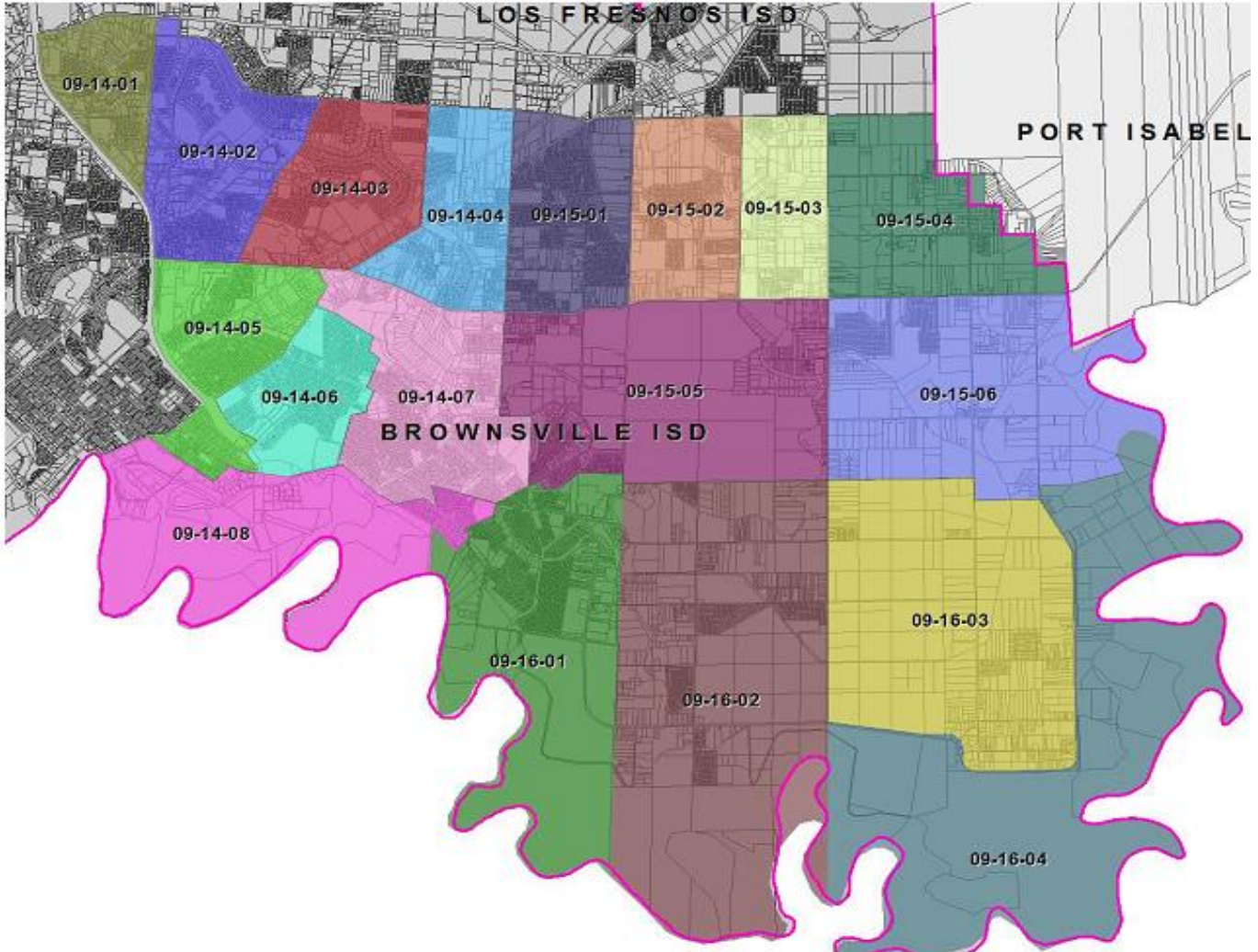
Personal Property mail out tenant listings for M1 category
Route field work for M1 category by park code
Continue to work on split accounts
Collect sales, Income, and Cost data
Data Entry
Quality Control
Review and analyze cost tables / Compare new construction cost from all residential property
Review problem areas (Discovered from conference hearings and current sales)
Perform sales analysis / Market shifts
Test results of neighborhood adjustments with sales ratios
Analyze preliminary and final values
Audit final values

REAL ESTATE

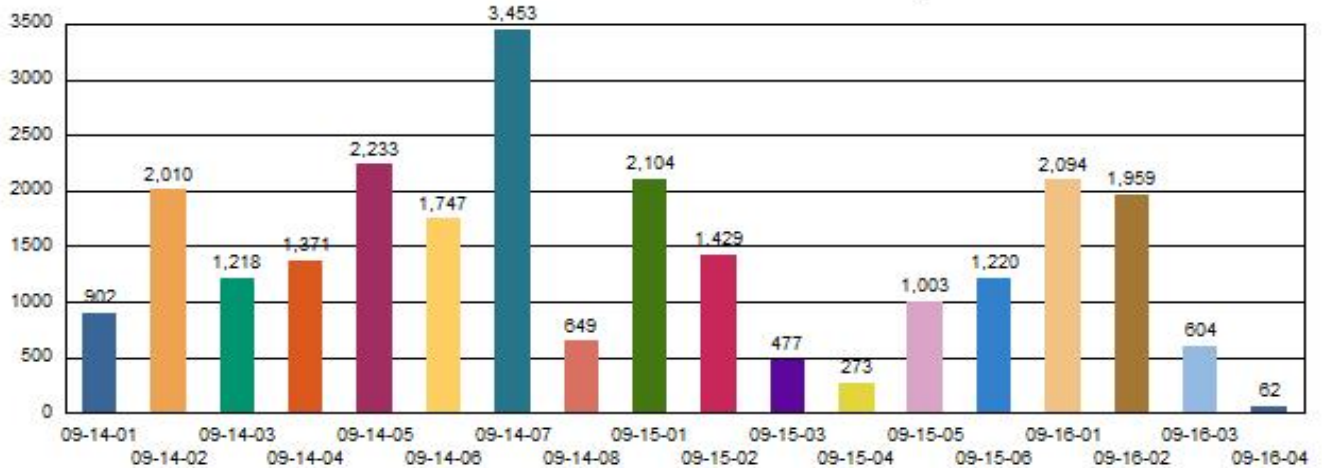
2015/2016 Re-Appraisal Plan By Number of Parcels and Map Numbers

2015 Re-Appraisal Plan

Number of Parcels by Map Number

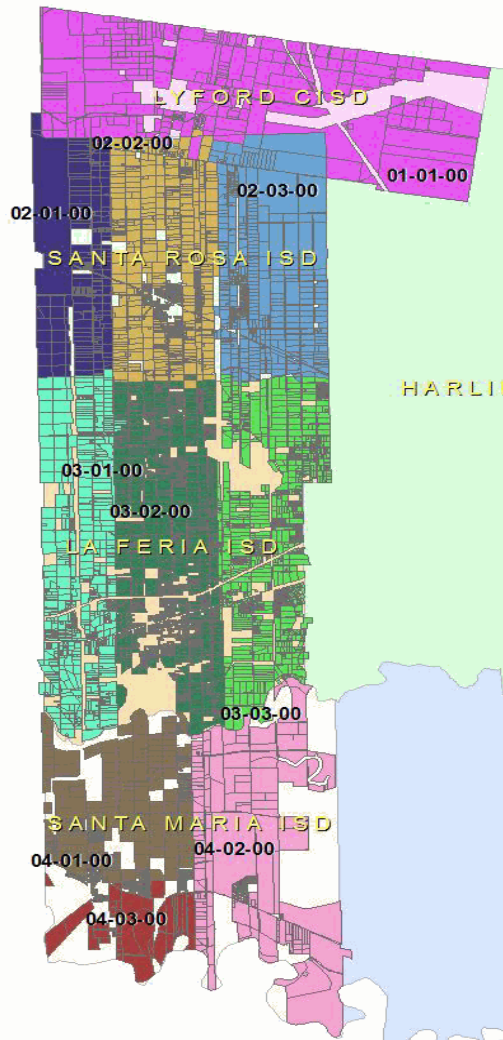


Parcel Count Breakdown - Total 24,808

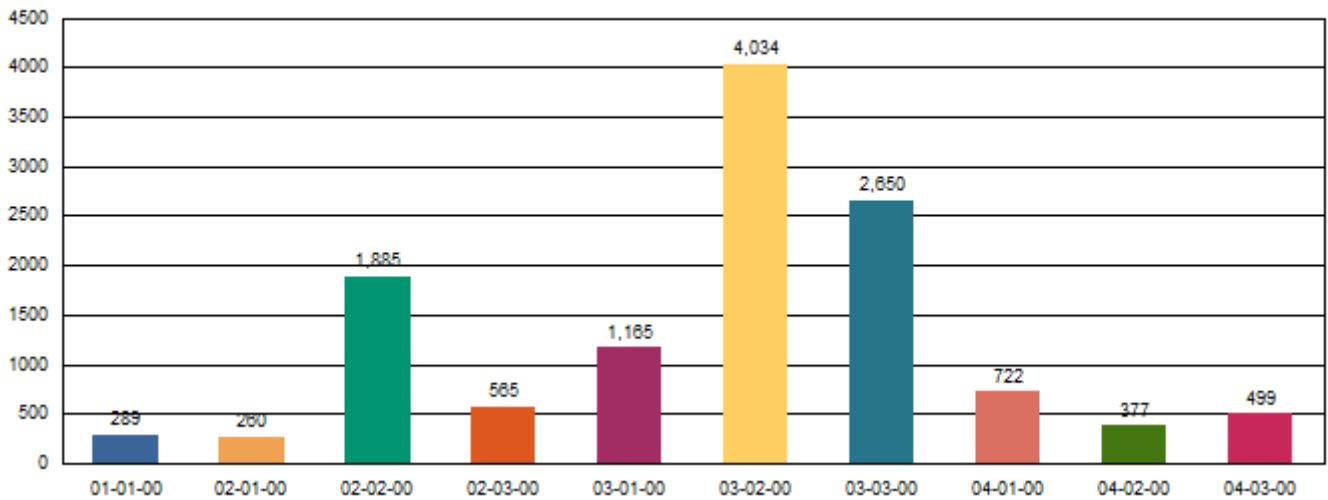


2016 Re-Appraisal Plan

Number of Parcels by Map Number



Parcel Count Breakdown - Total 12,446



**CAMERON APPRAISAL DISTRICT 2015/2016
REAPPRAISAL PLAN LISTING BY SUBDIVISION PREFIX**

CAMERON APPRAISAL DISTRICT 2015 RE-APPRAISAL PLAN PREFIX LISTING BROWNSVILLE ISD

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CAMERON APPRAISAL DISTRICT 2016 RE-APPRAISAL PLANPREFIX LISTING ILY, ISR, ILA, ISM

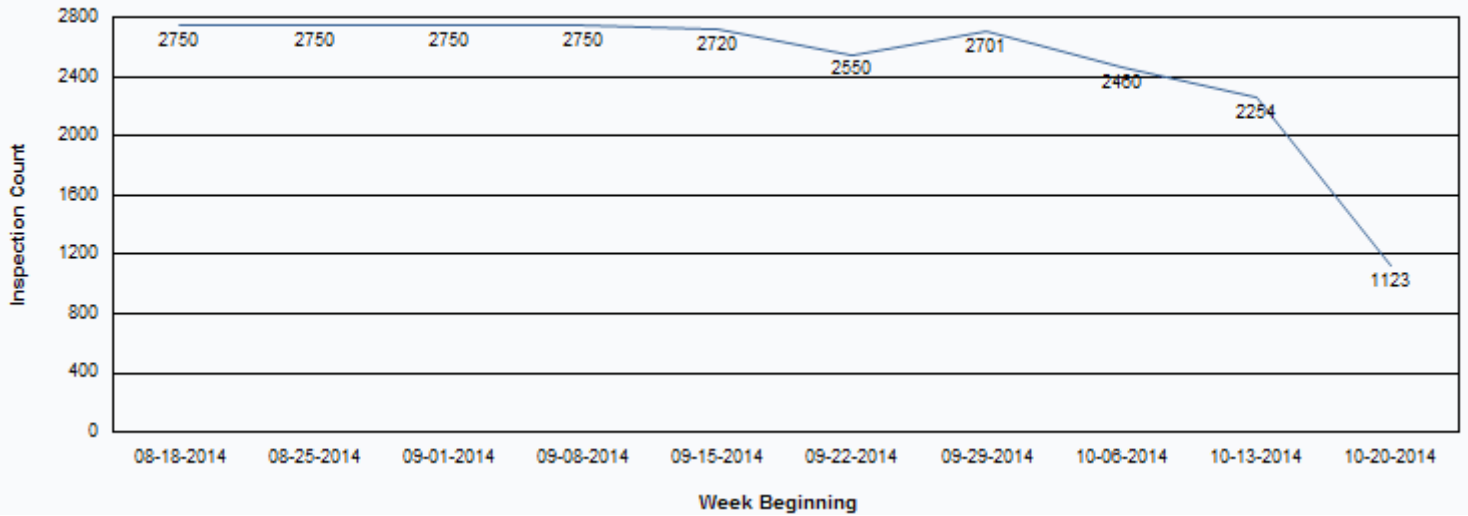
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85-5383	85-5385	85-5387	85-5388	85-5389	85-5390	85-5392	85-5393	85-5394	85-5397
85-5392	85-5393	85-5394	85-5397	85-5398	85-5401	85-5402	85-5404	85-5405	85-5407

85-5402	85-5404	85-5405	85-5407	85-5408	85-5410	85-5555	85-6080	85-6170	85-6250
85-5555	85-6080	85-6170	85-6250	85-6350	85-6800	85-6801	85-6802	85-7000	85-7010
85-6801	85-6802	85-7000	85-7010	85-7020	85-7030	85-7140	85-7141	85-7142	85-7143
85-7140	85-7141	85-7142	85-7143	85-7144	85-7315	85-7490	85-7510	85-7840	85-7844
85-7490	85-7510	85-7840	85-7844	85-8190	85-8300	85-8310	85-8540	85-8600	85-8690
85-8310	85-8540	85-8600	85-8690	85-8790	85-8840	85-9250	85-9425	85-9800	85-9900
85-9250	85-9425	85-9800	85-9900	86-0011	86-0020	86-0940	86-1260	86-1460	86-2220
86-0940	86-1260	86-1460	86-2220	86-2221	86-2222	86-2223	86-2224	86-2225	86-2226
86-2223	86-2224	86-2225	86-2226	86-2227	86-2540	86-2860	86-4000	86-4300	86-5430
86-2860	86-4000	86-4300	86-5430	86-5800	86-6070	86-6071	86-6072	86-6210	86-6250
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91-7500	91-8250	91-8260	91-8280	91-9000	35-0000	63-0000	71-0230	71-0240	71-0250
63-0000	71-0230	71-0240	71-0250	71-0260	71-0270	71-0810	84-1400	84-1900	84-1910
71-0810	84-1400	84-1900	84-1910	84-5650	84-5675	84-6290	84-7330	84-7920	84-8840
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84-9120	85-1900	85-2240	85-2940	85-3290	85-3630	85-3990	85-4010	85-4030	85-4340
85-3990	85-4010	85-4030	85-4340	85-5380	85-5384	85-5395	85-5409	85-5730	85-5740
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85-9080	85-9600	86-0030	86-0031	86-0040	86-0050	86-4150	86-6700	86-7850	86-9000
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84-6982	84-7500	84-7680	84-7681	84-8010	84-8030	84-9650	84-9970	85-0125	85-0150
84-9650	84-9970	85-0125	85-0150	85-0151	85-0152	85-1540	85-1552	85-2270	85-2940
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85-4000	85-4690	85-5380	85-5386	85-5399	85-5400	85-5406	85-5600	85-7140	85-7840
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85-7843	85-7860	86-0015	86-0230	86-1580	86-6070	86-6180	86-6200	86-9000	86-9004
86-6180	86-6200	86-9000	86-9004	91-5220	91-8250	91-8260	91-9000	91-9001	97-4000
91-8260	91-9000	91-9001	97-4000						

**CAMERON APPRAISAL DISTRICT 2015 RE-APPRAISAL
PLAN PROPOSED INSPECTION TIMELINE REPORT**

Cameron Appraisal District 2015 IBR Re-Appraisal Plan

Proposed Inspections Timeline



**Cameron Appraisal District
2015 Re-Appraisal Plan - Proposed Inspections Timeline**

Week from 08-18-2014 to 08-22-2014

Map ID	Inspections
09-14-02	250
09-14-04	250
09-14-05	250
09-14-06	250
09-14-07	500
09-15-01	250
09-15-02	250
09-15-06	250
09-16-01	250
09-16-02	250
	2,750

Week from 08-25-2014 to 08-29-2014

Map ID	Inspections
09-14-02	250
09-14-04	250
09-14-05	250
09-14-06	250
09-14-07	500
09-15-01	250
09-15-02	250
09-15-06	250
09-16-01	250
09-16-02	250
	2,750

**Cameron Appraisal District
2015 Re-Appraisal Plan - Proposed Inspections Timeline**

Week from 09-01-2014 to 09-05-2014

<u>Map ID</u>	<u>Inspections</u>
09-14-02	250
09-14-04	250
09-14-05	250
09-14-06	250
09-14-07	500
09-15-01	250
09-15-02	250
09-15-06	250
09-16-01	250
09-16-02	250
	2,750

Week from 09-08-2014 to 09-12-2014

<u>Map ID</u>	<u>Inspections</u>
09-14-02	250
09-14-04	250
09-14-05	250
09-14-06	250
09-14-07	500
09-15-01	250
09-15-02	250
09-15-06	250
09-16-01	250
09-16-02	250
	2,750

**Cameron Appraisal District
2015 Re-Appraisal Plan -Proposed Inspections Timeline**

Week from 09-15-2014 to 09-19-2014

<u>Map ID</u>	<u>Inspections</u>
09-14-02	250
09-14-04	250
09-14-05	250
09-14-06	250
09-14-07	500
09-15-01	250
09-15-02	250
09-15-06	220
09-16-01	250
09-16-02	250
	2,720

Week from 09-22-2014 to 09-26-2014

<u>Map ID</u>	<u>Inspections</u>
09-14-02	250
09-14-03	250
09-14-04	121
09-14-05	250
09-14-06	250
09-14-07	500
09-15-01	250
09-15-02	179
09-16-01	250
09-16-02	250
	2,550

**Cameron Appraisal District
2015 Re-Appraisal Plan - Proposed Inspections Timeline**

Week from 09-29-2014 to 10-03-2014

<u>Map ID</u>	<u>Inspections</u>
09-14-01	250
09-14-02	250
09-14-03	250
09-14-05	250
09-14-06	247
09-14-07	453
09-15-01	250
09-15-05	251
09-16-01	250
09-16-02	250
	2,701

Week from 10-06-2014 to 10-10-2014

<u>Map ID</u>	<u>Inspections</u>
09-14-01	250
09-14-02	250
09-14-03	250
09-14-05	250
09-14-08	250
09-15-01	250
09-15-05	251
09-16-01	250
09-16-02	209
09-16-03	250
	2,460

**Cameron Appraisal District
2015 Re-Appraisal Plan - Proposed Inspections Timeline**

Week from 10-13-2014 to 10-17-2014

Map ID	Inspections
09-14-01	250
09-14-02	10
09-14-03	250
09-14-05	233
09-14-08	250
09-15-01	104
09-15-03	250
09-15-04	250
09-15-05	251
09-16-01	94
09-16-03	250
09-16-04	62
	2,254

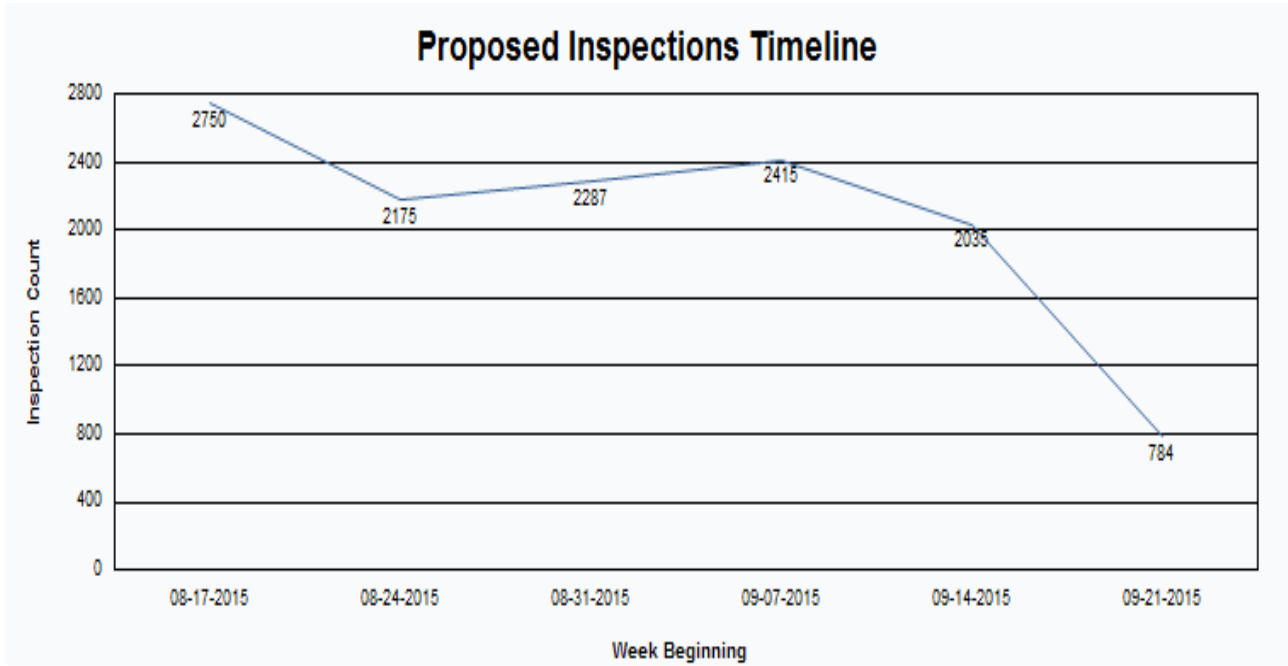
Week from 10-20-2014 to 10-24-2014

Map ID	Inspections
09-14-01	152
09-14-03	218
09-14-08	149
09-15-03	227
09-15-04	23
09-15-05	250
09-16-03	104
	1,123

Final Count:	24,808
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**CAMERON APPRAISAL DISTRICT 2016 RE-APPRAISAL
PLAN PROPOSED INSPECTION TIMELINE REPORT**

Cameron Appraisal District 2016 Re-Appraisal Plan



**Cameron Appraisal District
2016 Re-Appraisal Plan - Proposed Inspections Timeline**

Week from 08-17-2015 to 08-21-2015

<u>Map ID</u>	<u>Inspections</u>
01-01-00	250
02-01-00	250
02-02-00	250
02-03-00	250
03-01-00	250
03-02-00	500
03-03-00	250
04-01-00	250
04-02-00	250
04-03-00	250
	2,750

Week from 08-24-2015 to 08-28-2015

<u>Map ID</u>	<u>Inspections</u>
01-01-00	39
02-01-00	10
02-02-00	250
02-03-00	250
03-01-00	250
03-02-00	500
03-03-00	250
04-01-00	250
04-02-00	127
04-03-00	249
	2,175

Week from 08-31-2015 to 09-04-2015

<u>Map ID</u>	<u>Inspections</u>
02-02-00	500
02-03-00	65
03-01-00	500
03-02-00	500
03-03-00	500
04-01-00	222
	2,287

**Cameron Appraisal District
2016 Re-Appraisal Plan - Proposed Inspections Timeline**

Week from 09-07-2015 to 09-11-2015

<u>Map ID</u>	<u>Inspections</u>
02-02-00	750
03-01-00	165
03-02-00	750
03-03-00	750
	<u>2,415</u>

Week from 09-14-2015 to 09-18-2015

<u>Map ID</u>	<u>Inspections</u>
02-02-00	135
03-02-00	1,000
03-03-00	900
	<u>2,035</u>

Week from 09-21-2015 to 09-25-2015

<u>Map ID</u>	<u>Inspections</u>
03-02-00	784
	<u>784</u>

Final Count:	<u>12,446</u>
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**CAMERON APPRAISAL DISTRICT 2015 RE-APPRAISAL
PLAN BY NUMBER OF PARCELS AND STATE CODE**

**CAMERON APPRAISAL DISTRICT 2015 RE-APPRAISAL PLAN
NUMBER OF PARCELS BY STATE CODE**

State Code	Description	Count
A	Single Family Residence	19,211
B	Multifamily Residence	715
C1	VACANT LOTS & TRACTS	2,873
D1	Qualified Ag Land	271
D2	FARM AND RANCH IMPRV ON QUALIFIED OPEN SPACE LAND	261
E	RURAL LAND, NON QUALIFIED OPEN SPACE & RES IMPRV	146
F1	Commercial Real Property	1,295
F2	Industrial Real Property	30
J3	Electric Company (Including Co-op)	2
J4	Telephone Company (including Co-op)	2
J5	Railroad	2
		24,808

**CAMERON APPRAISAL DISTRICT 2016 RE-APPRAISAL
PLAN BY NUMBER OF PARCELS AND STATE CODE**

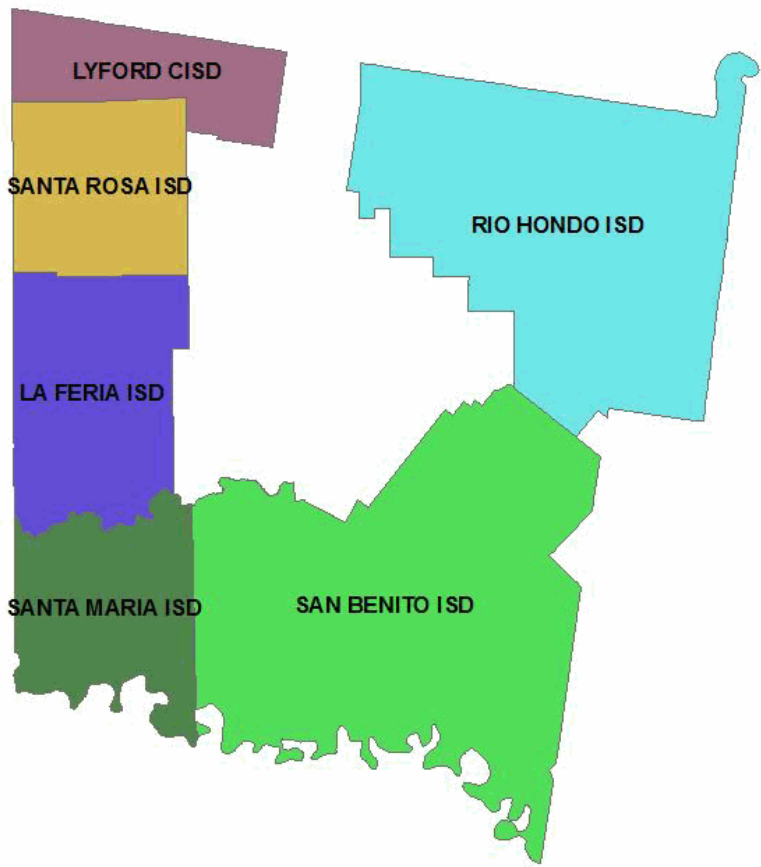
**CAMERON APPRAISAL DISTRICT 2016 RE-APPRAISAL PLAN
NUMBER OF PARCELS BY STATE CODE**

State Code	Description	Count
A	Single Family Residence	7,059
B	Multifamily Residence	48
C1	VACANT LOTS & TRACTS	1,362
C1	Vacant Lots and Land Tracts	483
D1	Qualified Ag Land	1,865
D2	FARM AND RANCH IMPRV ON QUALIFIED OPEN SPACE LAND	272
E	Farm or Ranch Improvement	550
E	RURAL LAND, NON QUALIFIED OPEN SPACE & RES IMPRV	415
F1	Commercial Real Property	378
F2	Industrial Real Property	6
J2	Gas Distribution System	1
J4	Telephone Company (including Co-op)	2
J5	Railroad	2
J8	Other Type of Utility	2
		12,445

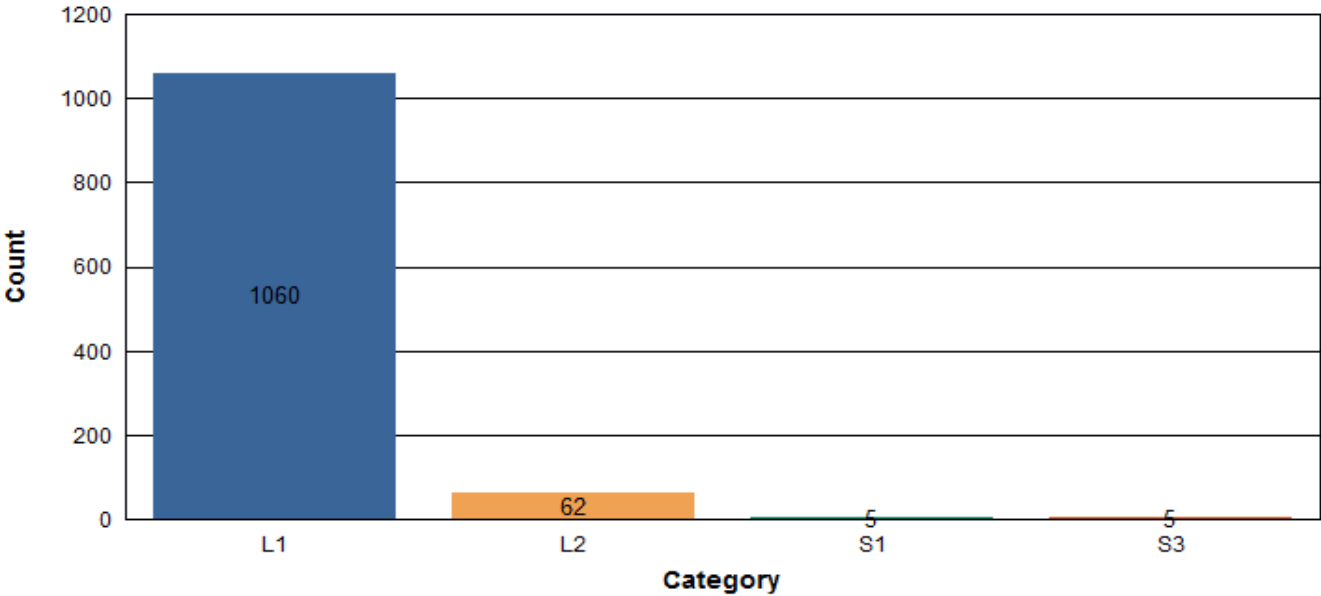
PERSONAL PROPERTY

Cameron Appraisal District 2015 Re-Appraisal Plan
Business Personal Property

Cameron Appraisal District 2015 Re-Appraisal Plan Business Personal Property



Business Personal Property



Cameron Appraisal District
2015 Re-Appraisal Plan - Business Personal Property

213792	213795	213799	213807	213816	213820	213833	213913	213919	213936
213833	213913	213919	213936	213949	213999	214037	214051	214052	214072
214037	214051	214052	214072	214126	214180	214186	214220	214266	214316
214186	214220	214266	214316	214320	214338	214393	214397	214406	214413
214393	214397	214406	214413	214449	214454	214465	214484	214488	214493
214465	214484	214488	214493	214569	214570	214616	214636	214675	214683
214616	214636	214675	214683	214687	214732	214766	214767	214794	214827
214766	214767	214794	214827	214829	214838	214857	214890	214979	214983
214857	214890	214979	214983	214997	215000	215079	215082	215094	215118
215079	215082	215094	215118	215123	215138	215145	215233	215254	215258
215145	215233	215254	215258	215259	215283	215307	215311	215327	215339
215307	215311	215327	215339	215348	215359	215362	215366	215376	215388
215362	215366	215376	215388	215398	215400	215406	215421	215452	215469
215406	215421	215452	215469	215473	215537	215540	215550	215569	215598
215540	215550	215569	215598	215601	215602	215607	215608	215612	215614
215607	215608	215612	215614	215690	215749	215854	215865	215866	215870
215854	215865	215866	215870	215871	215876	215877	215888	215898	215944
215877	215888	215898	215944	215962	216015	216071	216077	216083	216087
216071	216077	216083	216087	216150	216167	216170	216180	216198	216200
216170	216180	216198	216200	216233	216308	216309	216322	216327	216337
216309	216322	216327	216337	216338	216353	216388	216399	216405	216477
216388	216399	216405	216477	216484	216489	216497	216512	216539	216554
216497	216512	216539	216554	216572	216736	216771	216772	216782	216882
216771	216772	216782	216882	216887	216893	216908	216924	216925	216976
216908	216924	216925	216976	217016	217033	217066	217088	217146	217157
217066	217088	217146	217157	217171	217203	217218	217226	217229	217413
217218	217226	217229	217413	217424	217428	217480	217516	217537	217540
217480	217516	217537	217540	217580	217586	217599	217605	217625	217672
217599	217605	217625	217672	217697	217700	217701	217702	217727	217747
217701	217702	217727	217747	217784	217797	217799	217803	217812	217856
217799	217803	217812	217856	217895	217900	217932	217970	218114	218172
217932	217970	218114	218172	218187	218198	218239	218269	218303	218375
218239	218269	218303	218375	218400	218401	218408	218409	218496	218506
218408	218409	218496	218506	218523	218524	218566	218576	218577	218603
218566	218576	218577	218603	218614	218631	218656	218657	218684	218718
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219138	219178	219251	219293	219303	219330	219331	219360	219414	219434

219331	219360	219414	219434	219446	219449	219452	219487	219489	219500
219452	219487	219489	219500	219523	219528	219529	219533	219537	219567
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220255	220284	220285	220287	220311	220337	220350	220354	220365	220397
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220409	220411	220413	220453	220472	220523	220528	220540	220586	220611
220528	220540	220586	220611	220615	220644	220648	220701	220738	220743
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220780	220795	220798	220801	220815	220832	220845	220866	220894	220919
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231856	231859	231906	231930	231933	231964	231966	231969	232066	232071
231966	231969	232066	232071	232209	232850	232855	232921	234237	234578
232855	232921	234237	234578	235713	236742	236743	236818	236828	236833
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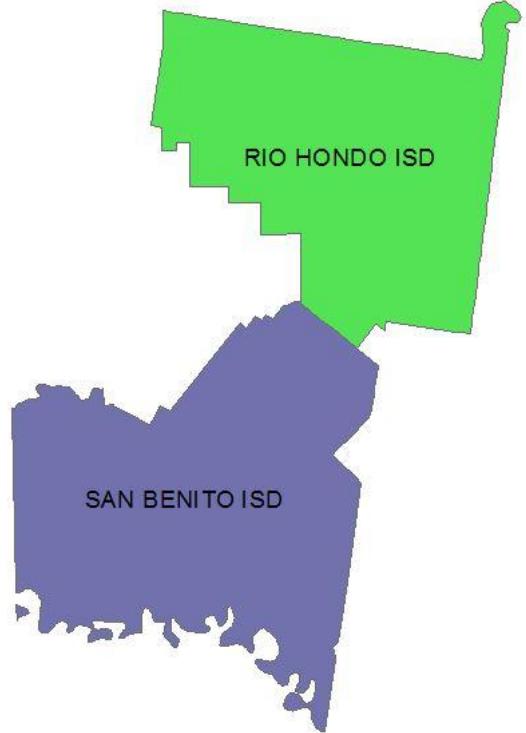
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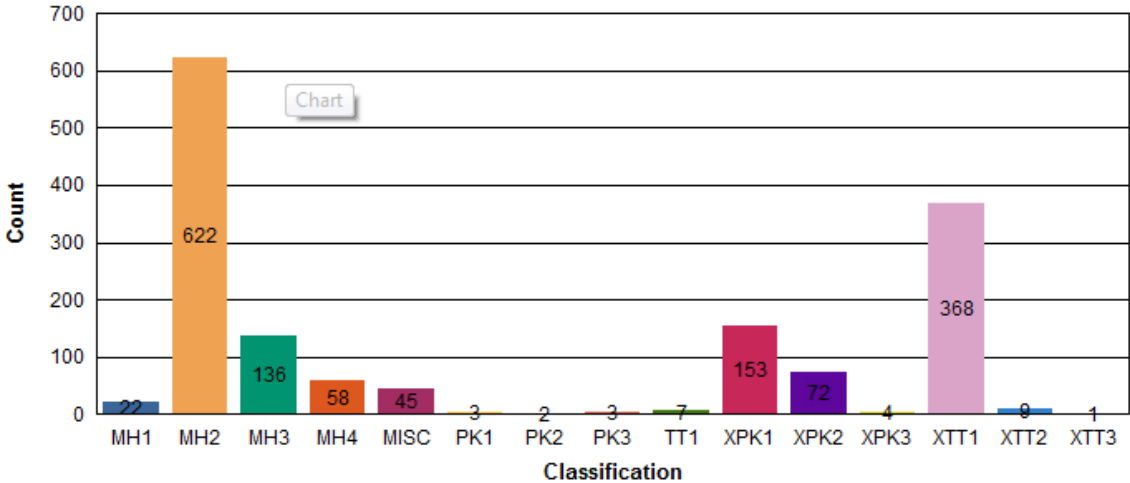
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Cameron Appraisal District 2015 Re-Appraisal Plan M1
Category

Cameron Appraisal District 2015- Reappraisal Plan M1 Category



M1 Category
Classifications



Cameron appraisal district
 2015 re-appraisal plan
 Mobile home parks - M1 category

Park Code	Description	Count
MH6005	ALEXANDER MHP - RIO HONDO	12
MH6020	RIVER RANCH RESORT - RIO HONDO	101
MH6025	TWIN PALMS MHP - RIO HONDO	63
MH7010	CIRCLE M TR PARK - SAN BENITO	21
MH7015	BARRIENTOS MHP - SAN BENITO	13
MH7020	DE LOS SANTOS MHP - SAN BENITO	23
MH7025	EL CAMINO REAL MHP - SAN BENITO	15
MH70254	EL CAMINO REAL 4TH - SAN BENITO	6
MH70255	EL CAMINO REAL 5TH - SAN BENITO	4
MH70256	EL CAMINO REAL MESQ - SAN BENITO	10
MH70257	EL CAMINO REAL PALM - SAN BENITO	9
MH7030	EL RANCHITO RV PARK - SAN BENITO	39
MH7035	THE TROPICS MHP - SAN BENITO	117
MH7038	FIRST COLONY MHP - SAN BENITO	19
MH7040	FUN N SUN MHP - SAN BENITO	632
MH7045	GARDEN MHP - SAN BENITO	52
MH7050	GREEN ACRES MHP - SAN BENITO	12
MH7055	LOS REYES MHP - SAN BENITO	147
MH7060	MONTERREY MOTEL RV - SAN BENITO	3
MH7075	PAN AM MHP & RV - SAN BENITO	33
MH7080	RESACA BEND RV PARK - SAN BENITO	33
MH7085	RESACA CITY RV MHP - SAN BENITO	46
MH7090	VALLEY RV PARK - SAN BENITO	5
MH7095	TROPICAL TRAILS MHP - SAN BENITO	47
MH7100	WILLIAMS ROAD MHP - SAN BENITO	43
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Cameron appraisal district
2015 re-appraisal plan
M1 category account listing

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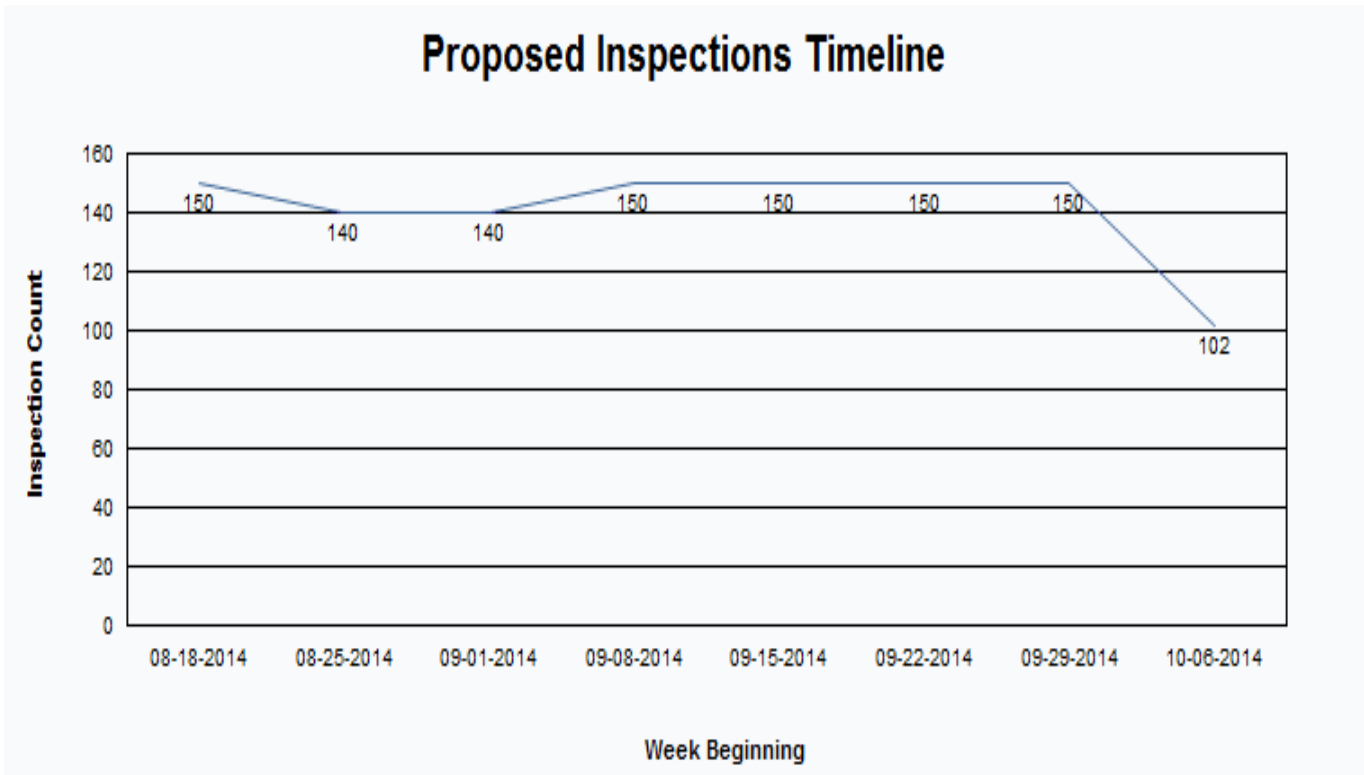
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**Cameron Appraisal District 2015 Re-Appraisal Plan
Proposed Inspection Timeline Report Business Personal
Property**

CAMERON APPRAISAL DISTRICT
 2015 RE-APPRAISAL PLAN - BUSINESS PERSONAL PROPERTY
 PROPOSED INSPECTIONS TIMELINE

Week From	Week To	Count
8/18/2014	8/22/2014	150
8/25/2014	8/29/2014	140
9/1/2014	9/5/2014	140
9/8/2014	9/12/2014	150
9/15/2014	9/19/2014	150
9/22/2014	9/26/2014	150
9/29/2014	10/3/2014	150
10/6/2014	10/10/2014	102
		1,132

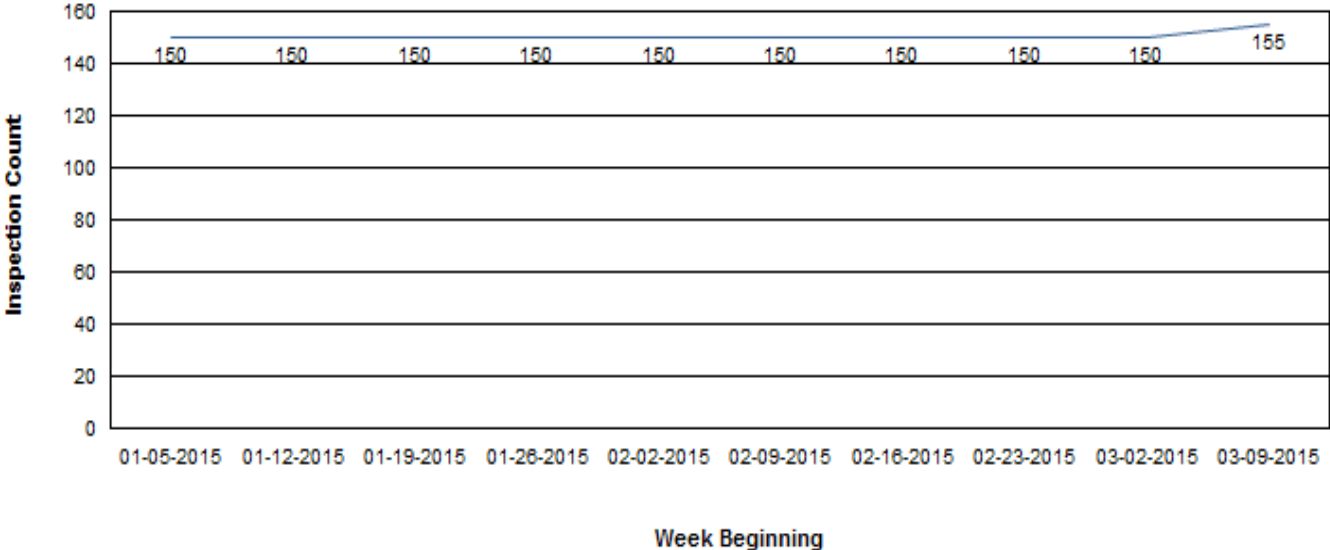


**Cameron Appraisal District 2015 Re-Appraisal Plan Proposed
Inspection Timeline Mobile Home Parks-M1 Category**

Cameron appraisal district
 2015 Re-appraisal plan – M1 Category
 Proposed inspections timeline

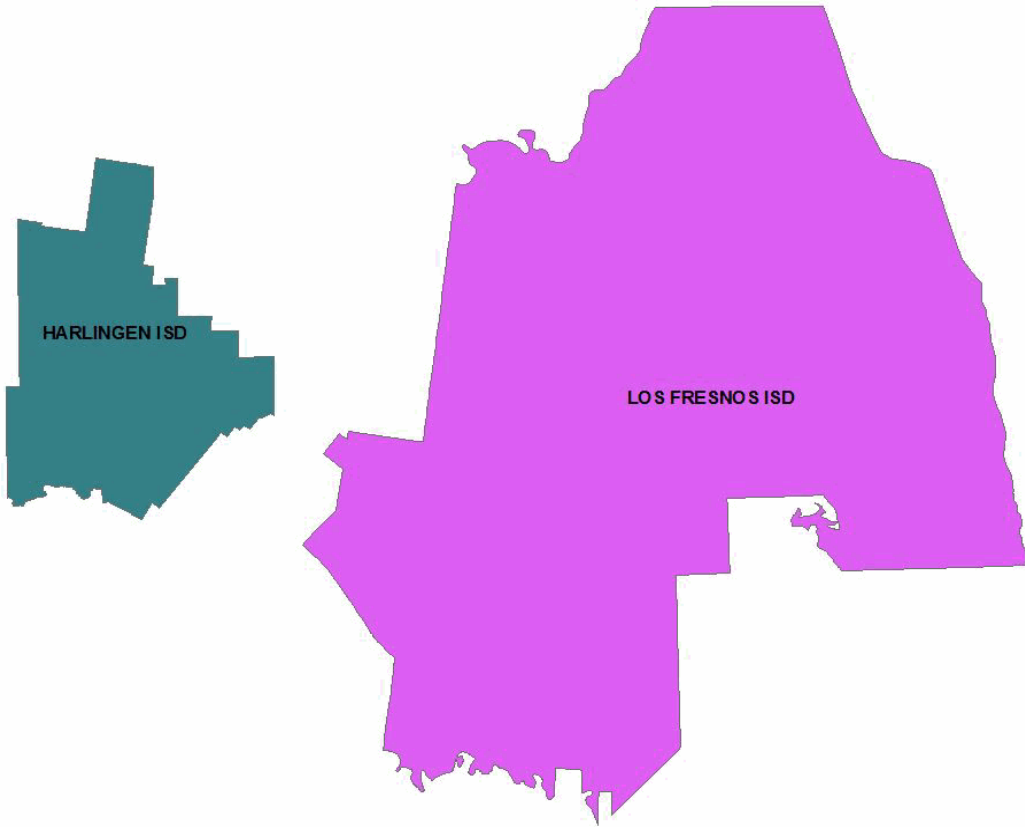
Week From	Week To	Count
1/5/2015	1/9/2015	150
1/12/2015	1/16/2015	150
1/19/2015	1/23/2015	150
1/26/2015	1/30/2015	150
2/2/2015	2/6/2015	150
2/9/2015	2/13/2015	150
2/16/2015	2/20/2015	150
2/23/2015	2/27/2015	150
3/2/2015	3/6/2015	150
3/9/2015	3/13/2015	155
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Proposed Inspections Timeline

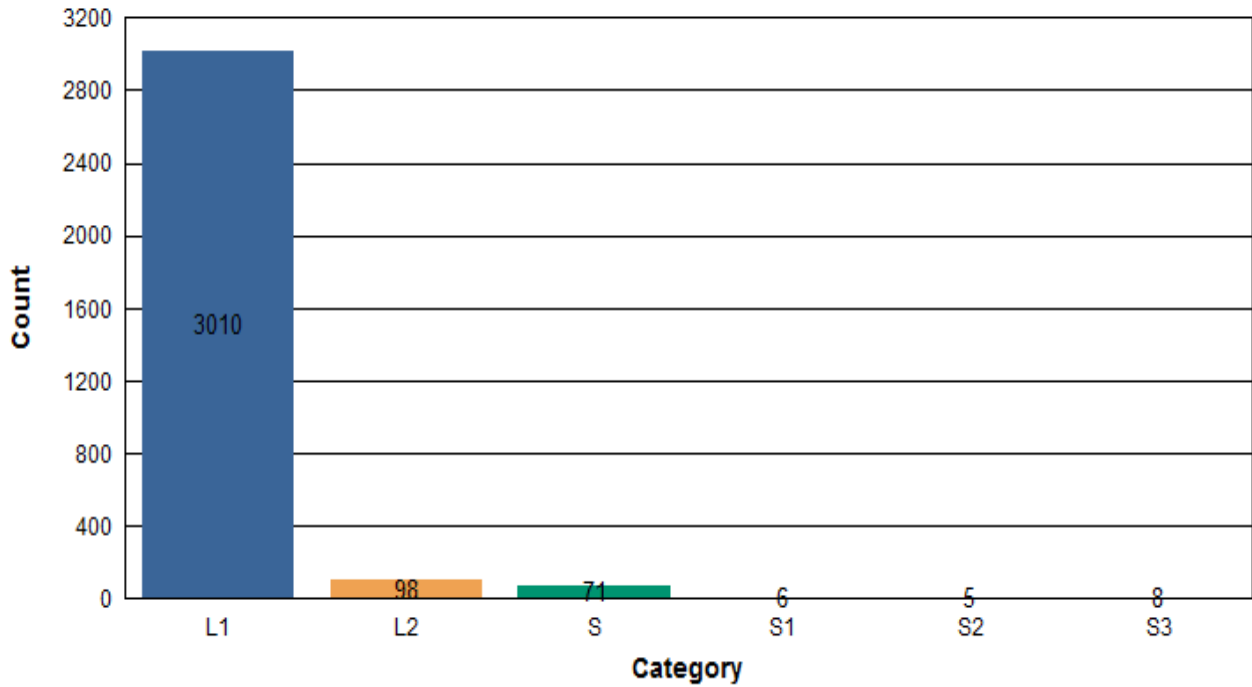


Cameron Appraisal District 2016 Re-Appraisal
Plan Business Personal Property

Cameron Appraisal District 2016 Re-Appraisal Plan Business Personal Property



Business Personal Property



CAMERON APPRAISAL DISTRICT
2016 REAPPRAISAL PLAN
BUSINESS PERSONAL PROPERTY - PROPERTY LISTING

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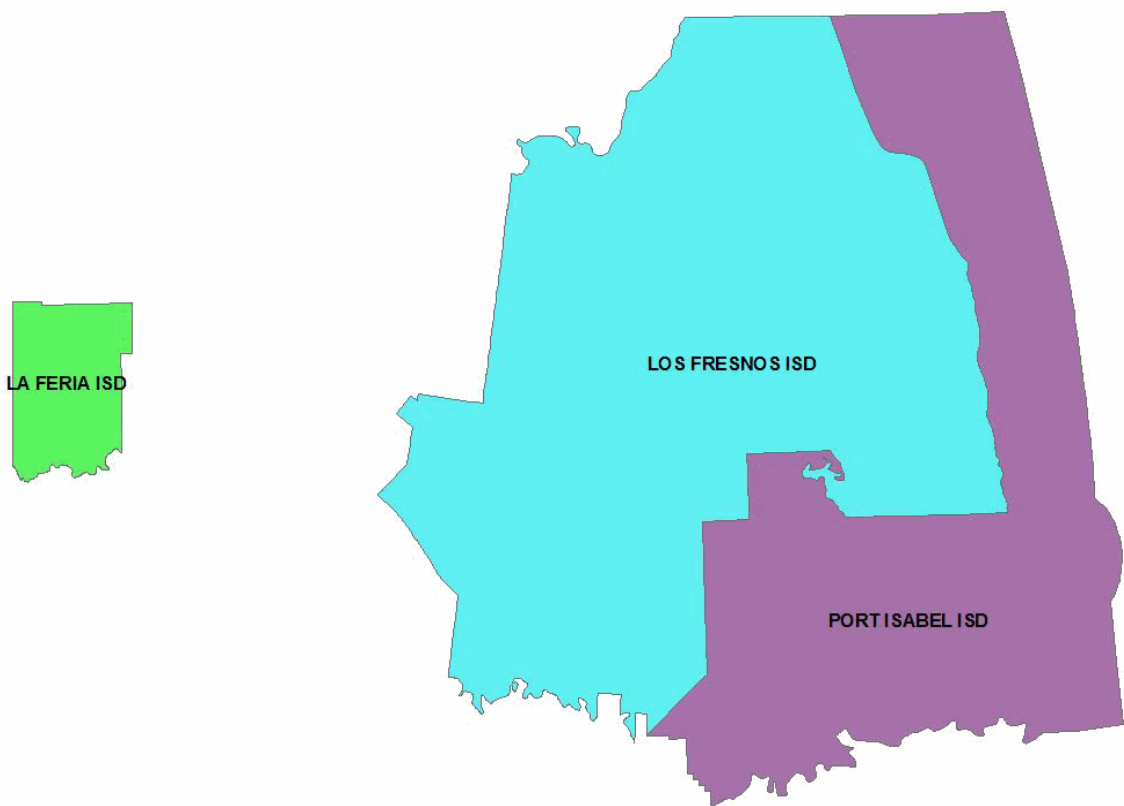
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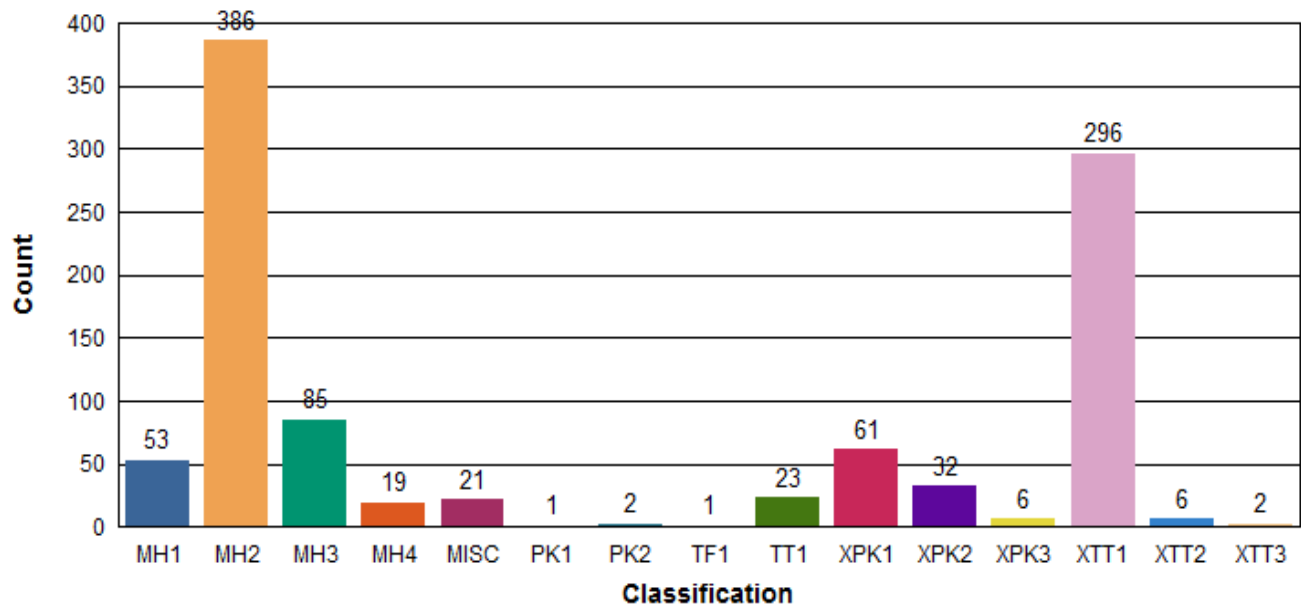
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Cameron Appraisal District 2016 Re-Appraisal Plan M1 Category



M1 Category

Classifications



CAMERON APPRAISAL DISTRICT
2016 RE-APPRAISAL PLAN
MOBILE HOME PARKS

Park Code	Description	Count
MH1017	BREEZE WOOD COVE PARK - LA FERIA	4
MH2010	ALL VALLEY MHP - LA FERIA	8
MH2015	CITRUS TRAILER PARK - LA FERIA	15
MH2030	ALMAZAN'S RV & MOBILE PARK - LA FERIA	23
MH2035	KEN LA MHP - LA FERIA	65
MH2040	KENWOOD RV PARK - LA FERIA	77
MH2043	LA FERIA MOTEL & RV - LA FERIA	10
MH2045	LA FERIA RV PARK - LA FERIA	17
MH2050	LARIAT MHP - LA FERIA	24
MH2060	PLEASANT ACRES MHP - LA FERIA	10
MH2075	V.I.P. MHP - LA FERIA	74
MH2080	YELLOW ROSE MHP - LA FERIA	52
MH4010	ARROYO CITY RV&MHP - ARROYO CITY	1
MH4020	CHANNEL VIEW RV MHP - ARROYO CITY	1
MH4025	CIRCLE L HIDEOUT RV - ARROYO CITY	10
MH4030	DIVING DOLPHINS RV - ARROYO CITY	17
MH4035	HOLIDAY OUT RV PARK - LOS FRESNOS	16
MH4045	PALMDALE VILLAGE - LOS FRESNOS	54
MH4050	DELLAS RV PARK - LOS FRESNOS	11
MH4055	SEAGULL MHP - BROWNSVILLE	34
MH4060	SEAWAY VILLAGE - ARROYO CITY	32
MH4075	TIP O TEX TR PK - OLMITO	1
MH5005	B & A RV PARK - PORT ISABEL	8
MH5007	BAYSIDE COURTS - PORT ISABEL	13
MH5020	DEL MAR MHP - PORT ISABEL	15
MH5040	CUEVAS MHP - LAGUNA HEIGHTS	33
MH5041	LAZY DAY'S TRL PRK - PORT ISABEL	16
MH5042	LAGUNA SECA PARK - PORT ISABEL	30
MH5043	OCEAN RAY EST MHP - PORT ISABEL	12
MH5045	PT ISABEL PARK CNTR - PORT ISABEL	162
MH5050	SANDPIPER MHP - PORT ISABEL	45
MH5055	SEA GARDENS MHP - LAGUNA HEIGHTS	25
MH5060	TARPON INN MHP - PORT ISABEL	11
MH5065	PORT ISABEL MARINA & RV - PORT ISABEL	46
MH5080	WATKINS COURT - PORT ISABEL	3
MH6010	HUMMINGBIRD COVE RV - RIO HONDO	20
		995

CAMERON APPRAISAL DISTRICT
2016 RE-APPRAISAL PLAN
M1 CATEGORY ACCOUNT LISTING

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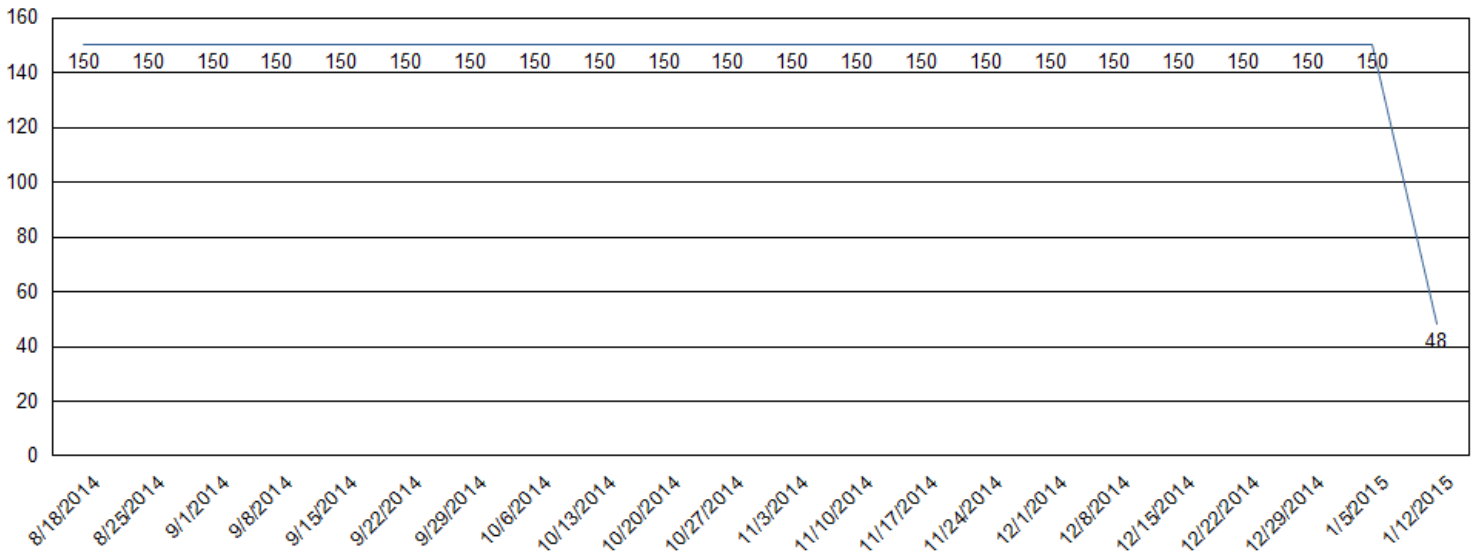
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392879	392880	392882	392888	392890	392897	392899	392902	392903	392905
392899	392902	392903	392905	392906	392907	392912	392913	392915	392917
392912	392913	392915	392917	392918	392921	392923	392925	392928	392930
392923	392925	392928	392930	392932	392933	392935	392936	392937	392938
392935	392936	392937	392938	392939	392941	392942	392943	392944	392945
392942	392943	392944	392945	392946	392947	392948	392949	392950	392953
392948	392949	392950	392953	393043	393092	393094	393095	393096	393097
393094	393095	393096	393097	393111	393117	393119	393120	393122	393123
393119	393120	393122	393123	393125	393128	393131	393132	393134	393136
393131	393132	393134	393136	393139	393140	393142	393144	393147	393148
393142	393144	393147	393148	393151	393153	393155	393158	393184	393190
393155	393158	393184	393190	393194	393197	393200	393205	393222	393229
393200	393205	393222	393229	393231	393233	393237	393239	393241	393243
393237	393239	393241	393243	393246	393250	393252	393254	393255	393259
393252	393254	393255	393259	393261	393265	393267	393273	393275	393279
393267	393273	393275	393279	393329	393332	393333	393336	393337	393348
393333	393336	393337	393348	393357	393363	393370	393381	393389	393412
393370	393381	393389	393412	393421	393449	393457	393463	393464	393465
393457	393463	393464	393465						

**CAMERON APPRAISAL DISTRICT 2016 RE-APPRAISAL
PLAN PROPOSED INSPECTION TIMELINE BUSINESS
PERSONAL PROPERTY**

Cameron appraisal district
 2016 Re-appraisal plan - Business Personal Property
 Proposed Inspections Timeline

Week From	Week To	Count
8/18/2014	8/22/2014	150
8/25/2014	8/29/2014	150
9/1/2014	9/5/2014	150
9/8/2014	9/12/2014	150
9/15/2014	9/19/2014	150
9/22/2014	9/26/2014	150
9/29/2014	10/3/2014	150
10/6/2014	10/10/2014	150
10/13/2014	10/17/2014	150
10/20/2014	10/24/2014	150
10/27/2014	10/31/2014	150
11/3/2014	11/7/2014	150
11/10/2014	11/14/2014	150
11/17/2014	11/21/2014	150
11/24/2014	11/28/2014	150
12/1/2014	12/5/2014	150
12/8/2014	12/12/2014	150
12/15/2014	12/19/2014	150
12/22/2014	12/26/2014	150
12/29/2014	1/2/2015	150
1/5/2015	1/9/2015	150
1/12/2015	1/16/2015	48
		3,198

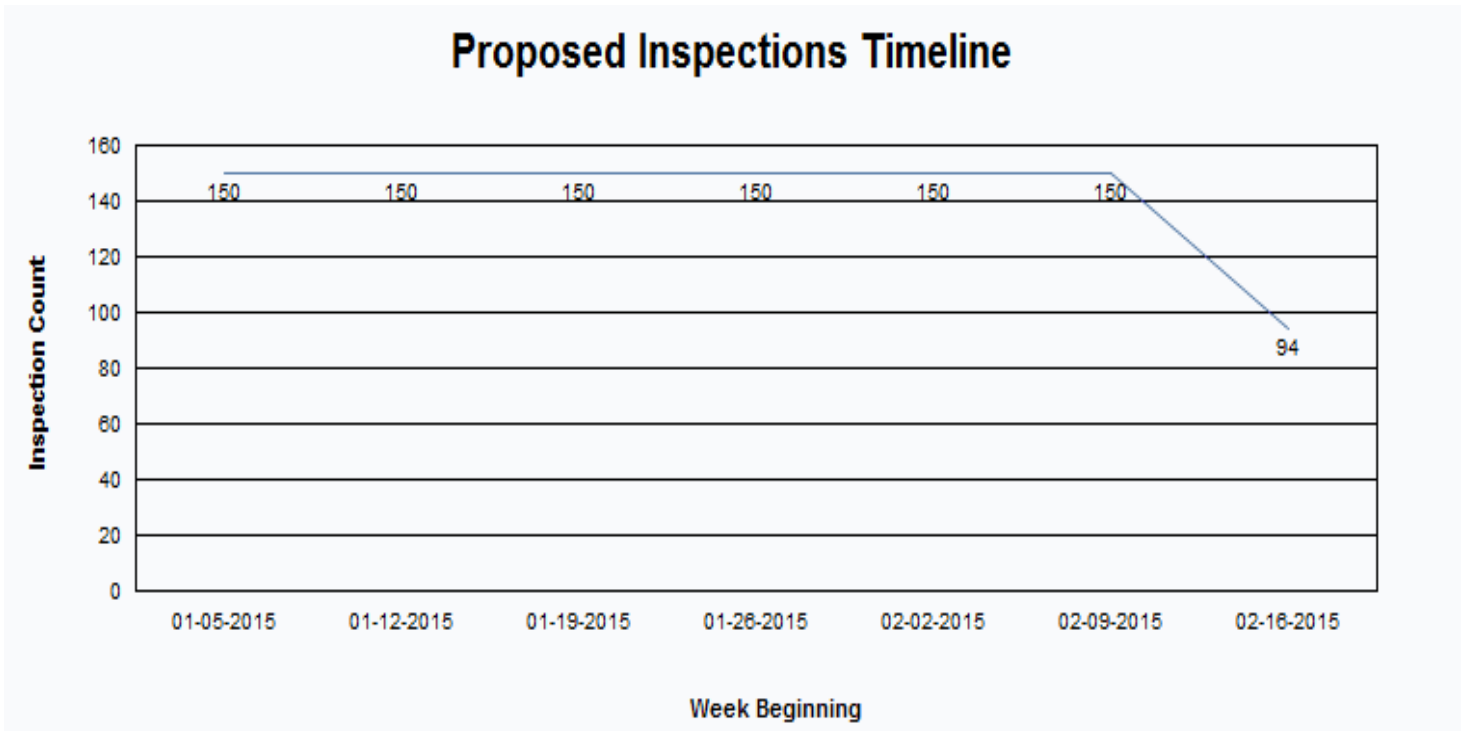
Proposed Inspections Timeline



**CAMERON APPRAISAL DISTRICT 2016 RE-APPRAISAL
PLAN PROPOSED INSPECTION TIMELINE M1
CATEGORY**

CAMERON APPRAISAL DISTRICT
 2016 RE-APPRAISAL PLAN - M1 CATEGORY
 PROPOSED INSPECTIONS TIMELINE

Week From	Week To	Count
1/5/2015	1/9/2015	150
1/12/2015	1/16/2015	150
1/19/2015	1/23/2015	150
1/26/2015	1/30/2015	150
2/2/2015	2/6/2015	150
2/9/2015	2/13/2015	150
2/16/2015	2/20/2015	94
		994



Thos. Y. Pickett & Company Report

**Cameron Appraisal District
Oil and Gas Reserves
2015-16 Appraisal Procedures and Reappraisal Plan**

June 26, 2014

*by
Thos. Y. Pickett & Company, Inc.*

APPRAISAL PROCEDURES & REAPPRAISAL PLAN

OIL AND GAS RESERVES

Executive Summary – Oil & Gas

- Thos. Y. Pickett & Co., Inc. (“Thos. Y. Pickett” or “Pickett”) annually reappraises all producing mineral leases within the CAD’s boundaries using a Discounted Cash Flow (“DCF”) methodology;
- Thos. Y. Pickett uses the Comptroller’s Manual for Discounting Oil and Gas Income pursuant to Tax Code Section 23.175;
- Thos. Y. Pickett determines oil and gas prices in accordance with Tax Code Section 23.175;
- Thos. Y. Pickett’s written procedures for identifying new properties are included herein.

Overview – Oil and Gas

Oil and gas reserves consists of interests in subsurface mineral rights. Thos. Y. Pickett & Co. is contracted to reappraise this type of property annually for the appraisal district. The completed appraisals are all retrospective in nature. The purpose of the appraisals is to estimate market value as of January 1 in accordance with the definition of market value established in the Texas Property Tax Code (Sec. 1.04). “Market value” means the price at which a property would transfer for cash or its equivalent under prevailing market conditions if:

- A. exposed for sale in the open market with a reasonable time for the seller to find a purchaser;
- B. both the seller and the purchaser know of all the uses and purposes to which the property is adapted and for which it is capable of being used and of the enforceable restrictions on its use; and
- C. both the seller and purchaser seek to maximize their gains and neither is in a position to take advantage of the exigencies of the other.

The appraisal results will be used as the tax base upon which a property tax will be levied. Each mineral interest is listed on the appraisal roll separately from other interests in the mineral in place in conformance with the Texas Property tax Code Sec. 25.12. A listing of the oil and gas properties appraised by Pickett for the appraisal district shall be made available at the appraisal district office. Subsurface mineral rights are not susceptible to physical inspection. This condition creates the need to invoke the Departure Provision as required by the Standards Rule 6-7 (f) comment of the Uniform Standards of Professional Practice. However, the inability to physically examine the property does not affect the appraisal process or the quality of the results. The appraisal district is aware of this limiting condition and agrees that it is appropriate.

Documents relevant to an understanding of these appraisals include the confidential rendition, if any, filed with the appraisal district by the owner or agent of the property; the Texas

Comptroller's Manual for Discounting Oil and Gas Income; other reports described in the Texas Property Tax Code; and other confidential data supplied by the owner or agent; the General Appraisal Manual adopted by the Texas Comptroller of Public Accounts; Property Assessment Valuation published by the International Association of Assessing Officers and adopted by the Texas Comptroller of Public Accounts and the Texas Property Tax Code.

Pickett's oil and gas appraisal staff includes licensed engineers as well as experienced appraisers who are knowledgeable in all three approaches to value. Oil and gas appraisal staff stays abreast of current trends affecting oil and gas properties through review of published materials, attendance at conferences, course work and continuing education. All oil and gas appraisers are registered with the Texas Department of Licensing and Regulation, (formerly, the Texas Board of Tax Professional Examiners).

Assumptions and Limiting Conditions

All appraisals are subject to the following assumptions and limiting conditions:

1. Title to the property is assumed to be good and marketable and the legal description correct.
2. No responsibility for legal matters is assumed. All existing liens, mortgages or other encumbrances have been disregarded and the property is appraised as though free and clear, under responsible ownership and competent management.
3. The appraisers developing these appraisals are not required to give testimony or attendance in court by reason of the appraisals, unless directed by, employed by, and provided legal counsel by the Appraisal District.
4. The appraisers do not inspect every property every year.
5. All sketches on the appraisal documents are intended to be visual aids and should not be construed as surveys or engineering reports unless otherwise specified.
6. All information in the appraisal documents have been obtained by members of Thos. Y. Pickett's staff or by other reliable sources.
7. The appraisals were prepared exclusively for ad valorem tax purposes.

Property Discover and Data Collection Process

Mineral properties are identified and appraised based on their Railroad Commission Identification Number (RRCID). Upon completion of a new well, a Completion Report must be submitted to the Railroad Commission (RRC). The RRC then issues a RRCID. Production from that property is reported by RRCID. Periodically, wells are completed and start producing prior to being issued a RRCID. The production from these wells still must be reported to the RRC and are usually reported by Drilling Permit Number (DP). Since mineral properties are appraised using a Discounted Cash Flow analysis, production data is required to do the analysis. The RRC is the primary source of that data.

Procedure:

1. At the beginning of the year, the RRC database is searched for new wells that started producing prior to January 1 of the appraisal year. These wells are identified by RRCID

or Drilling Permit (DP) number and added to the mineral appraisal database for the county. A well is considered to have value as of January 1 if it has reported production prior to that date, has filed a completion report showing completion prior to that date, or was perforated into a producing formation which showed the presence of oil or gas prior to January 1.

2. Completion reports and plats are retrieved from the RRC to identify the location of the producing wells. These locations are cross-referenced with jurisdictional maps to establish situs.
3. Division of Interest (DOI) statements are requested from the operator of the well to establish working and royalty interests.
4. Additional reviews of the RRC database are done periodically during the year to identify any wells that may have been added to the RRC database after the first of the year, but were completed prior to January 1 of the appraisal year. New producing wells identified after the appraisal period are supplemented, going back up to five years.

Other appraisal data on the subject properties are collected from required regulatory reports from the Texas Railroad Commission and the Texas Comptroller of Public Accounts and by the property owner. Submitted data may be on a rendition form or in other modes that require confidentiality. Subject property data are verified through previously existing records and through published reports. Additional data are obtained and verified through published sources, regulatory reports and through analysis of comparable properties, if any. Due to the unique nature of many oil and gas properties there is no standard data collection form or manual.

Valuation Approach and Analysis

The three generally accepted approaches used in determining the Market Value of assets are the cost, income, and market approaches. The following is a brief description of the three general approaches to value.

Cost Approach

The cost approach considers the replacement cost of an asset as an indicator of value. The cost approach is based on the assumption that a prudent investor would pay no more for an asset than the amount for which he could replace or recreate the asset. The cost approach is sometimes performed by estimating the replacement cost of an asset functionally similar to the subject. Often, historical cost data can be used to indicate the current cost of reproduction or replacement. Adjustments are made for physical deterioration and the functional and economic obsolescence of the appraised asset.

Income Approach

The income approach measures the present worth of anticipated future net cash flows generated by the subject assets. The net cash flows are forecast for an appropriate period, or capitalized in

the case of a single period model, and then discounted to present value using an appropriate discount rate.

Market Approach

The market approach is performed by observing the price at assets comparable to the subject asset are bought and sold. Adjustments are made to the data to account for capacity differences and other relevant differences between the subject asset and the comparable assets.

Depending on the facts and circumstances of a particular appraisal, applying the three approaches independently of one another can yield conclusions that are substantially different. As the appraisal is performed, the strengths of the individual approaches are considered and the influence of each approach in the appraisal process is weighed according to its likely accuracy.

All oil and gas interest values are arrived at through an appraisal of the whole property. Each fractional interest is then assigned a value on the basis of its relative share of expenses, income and the value of the operating equipment. Multiple producing zones in the same well may be treated as separate properties.

Oil and gas properties are principally appraised through the income approach to value. Specifically, the discounted cash flow (DCF) technique is used almost exclusively. The almost exclusive reliance on income approach methods, adjusted for risk and market conditions, is typical of the oil and gas industry in dealings between buyers and sellers as well as in single-property appraisals. A mineral property's intrinsic value is derived from its ability to generate income by producing oil and/or gas reserves.

Income approach calibration involves the selection of the cost of capital or discount rate appropriate to the type of property being appraised as well as adjusting the projected revenue stream to reflect the individual characteristics of the subject property. The DCF model is also calibrated through the use of lease operating expenses that reflect the individual characteristics of the subject property.

A jurisdictional exception to the DCF model, as this process is described in the Statement on Appraisal Standards No. 2 of the Uniform Standards of Professional Appraisal Practice, must be taken. Section 23.175 (a) of the Texas Property Code specifies that the price of oil and gas used for the first year of the DCF analysis must be the monthly average price of the oil and gas received from the interest for the preceding year multiplied by a market condition factor as promulgated by the Texas Comptroller's office. Furthermore, the prices used for succeeding years are based upon escalation factors also stipulated by the Texas Comptroller's office.

Highest and best use analysis of the oil and gas reserves is based on the likelihood of the continued use of the reserves in their current use. An appraiser's identification of a property's highest and best use is always a statement of opinion, never a statement of fact.

Review and Testing

Review of appraisals is performed through a comparison of income indicators and compliance with Section 23.175 of the Texas Property Tax Code. A review of property values with respect

to year-to-year changes and with respect to industry-accepted income indicators is conducted annually. The periodic reassignment of properties among appraisers or the review of appraisals by an experienced appraiser also contributes to the review process.

Appraisal-to-sales ratios are the preferred method for measuring performance, however sales are very infrequent and often the sales conditions are not made public for the sales that do occur. Furthermore, market transactions normally occur for multiple sites and include real and personal property, tangible and intangible, making analysis difficult and subjective. Performance is also measured through comparison with valid single-property appraisals submitted for staff review. Finally, Pickett's mineral appraisal methods and procedures are subject to review by the Property Tax Division of the Texas Comptroller's office. The Comptroller's review, as well as comparisons with single-property appraisals, indicates the validity of the models and the calibration techniques employed.

THOS. Y. PICKETT & COMPANY, INC.
VALUATION TIMELINE - CAMERON APPRAISAL DISTRICT 2015 - 2016

	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY
EVENT	2014	2015	2015	2015	2015	2015	2015	2015	2015	2015	2015	2015	2015	2016	2016	2016	2016	2016
Industrial Property Inspections																		
Personal Property Inspections																		
New Discovery Property Inspections																		
Mineral Property Valuations																		
Industrial/Personal Valuations						15th												
Copy of Renditions to *TYP/Review All					15th	15th												
Late/Extended Renditions to *TYP/Review All																		
Notices Generated by Thos. Y. Pickett & Co., Inc.						15th	(Or as required to meet the time frame of agreed ARB date)											
Informal Meetings With Owners/Agents						15th												
Appraisal Review Board Hearings on *CAD Selected Date																		
Certified Values to CAD On or Before								20th	(Unless otherwise specified by Chief Appraiser)									
Address Any 25.25 Correction Filings as Required																		
Submit Data for Property Valuation Study											15th							
Review Initial *Category G Ratios/Informal Hearing if Necessary																		
Review Utility *Category J Ratios/Informal Hearing if Necessary																		
File Formal Value Study Protest as Required																10th		
Category J and G Ratios/Hearing Before *Adm. Law Judge																		

NOTE: Same timeline for 2015 and 2016 valuation projects unless revisions required by changes in statutes for CAD policies.

Shaded areas indicate time span unless specific date identified.

* "TYP" will mean Thos. Y. Pickett & Co., Inc.

* "CAD" will mean Cameron Appraisal District

* "Category G" will mean Oil and Gas Mineral Reserves as described by the Property Tax Division of the State of Texas Comptroller's Office

* "Category J" will mean Utility Property as described by the Property Tax Division of the State of Texas Comptroller's Office

* "25.25 Corrections" will mean Section 25.25 Correction of Appraisal Roll as described in the Texas Property Tax Code

* "Adm." will mean Administrative

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**Thos. Y. Pickett & Company, Inc
Cameron Appraisal District
Industrial Property
2015-16 Appraisal Procedures and Reappraisal Plan**

June 26, 2014

*by
Thos. Y. Pickett & Company, Inc.*

SUMMARY REVALUATION PROGRAM REPORT

INDUSTRIAL PROPERTY

Overview

Industrial property consists of processing facilities and related personal property. Thos. Y. Pickett & Co., Inc. (“Thos Y. Pickett” or “Pickett”) is contracted to reappraise this type of property annually for the appraisal district. The completed appraisals are all retrospective in nature. The purpose of the appraisals is to estimate market value as of January 1 in accordance with the definition of market value established in the Texas Property Tax Code (Sec. 1.04). “Market value” means the price at which a property would transfer for cash or its equivalent under prevailing market conditions if:

- A. exposed for sale in the open market with a reasonable time for the seller to find a purchaser;
- B. both the seller and the purchaser know of all the uses and purposes to which the property is adapted and for which it is capable of being used and of the enforceable restrictions on its use; and
- C. both the seller and purchaser seek to maximize their gains and neither is in a position to take advantage of the exigencies of the other.

The effective date of the appraisals is January 1 of the year for which this report is submitted unless the property owner or agent has applied for and been granted September 1 inventory valuation as allowed by Section 23.12(f) of the Texas Property Tax Code.

The appraisal results will be used as the tax base upon which a property tax will be levied. The properties are appraised in fee simple in conformance with the Texas Property Tax Code Sec. 25.06. This is a jurisdictional exception to the Standards Rule 6-5 (c) Comment of the Uniform Standards of Professional Appraisal Practice. A listing of the industrial properties appraised by Pickett for the appraisal district is available at the appraisal district office. Industrial properties are re-appraised annually. Properties are inspected annually where necessary and at least bi-annually.

Documents relevant to an understanding of these appraisals include the confidential rendition, if any, filed with the appraisal district by the owner or agent of the property; other reports described in the Texas Property Tax Code; asset lists and other confidential data supplied by the owner or agent; the General Appraisal Manual adopted by the Texas Comptroller of Public Accounts; Property Assessment Valuation published by the International Association of Assessing Officers and adopted by the Texas Comptroller of Public Accounts; and Engineering Valuation and Depreciation by Marston, Winfrey and Hempstead; and the Texas Property Tax Code.

Pickett’s industrial appraisal staff includes licensed engineers as well as experienced appraisers who are knowledgeable in all three approaches to value. Industrial appraisal staff stays abreast of current trends affecting industrial properties through review of published materials, attendance at conferences, course work and continuing education. All industrial appraisers are registered with the Texas Board of Tax Professional Examiners.

Thos. Y. Pickett & Company, Inc

Assumptions and Limiting Conditions

All appraisals are subject to the following assumptions and limiting conditions:

1. Title to the property is assumed to be good and marketable and the legal description correct.
2. No responsibility for legal matters is assumed. All existing liens, mortgages or other encumbrances have been disregarded and the property is appraised as though free and clear, under responsible ownership and competent management.
3. The appraisers developing these appraisals are not required to give testimony or attendance in court by reason of the appraisals, unless directed by, employed by, and provided legal counsel by the Appraisal District.
4. The appraisers do not necessarily inspect every property every year.
5. All sketches on the appraisal documents are intended to be visual aids and should not be construed as surveys or engineering reports unless otherwise specified.
6. All information in the appraisal documents have been obtained by members of Thos. Y. Pickett's staff or by other reliable sources.
7. The appraisals were prepared exclusively for ad valorem tax purposes.
8. The appraisers have inspected as far as possible, by observation, the improvements being appraised; however, it is not possible to personally observe conditions beneath the soil or hidden structural components within the improvements. Therefore, no representations are made as to these matters unless specifically considered in an individual appraisal.

Discovery Process and Procedures

Data is collected as part of the inspection process and through later submissions by the property owner. Submitted data may be on a rendition form or in other modes that require confidentiality. Subject property data is verified through previously existing records and through published reports. Additional data are obtained and verified through published sources, regulatory reports and through analysis of comparable properties, if any. Due to the unique nature of many industrial properties there is no standard data collection form or manual.

Valuation Approach and Analysis

The three generally accepted approaches used in determining the Market Value of assets are the cost, income, and market approaches. The following is a brief description of the three general approaches to value.

Cost Approach

The cost approach considers the replacement cost of an asset as an indicator of value. The cost approach is based on the assumption that a prudent investor would pay no more for an asset than the amount for which he could replace or recreate the asset. The cost approach is sometimes performed by estimating the replacement cost of an asset functionally similar to the subject. Often, historical cost data can be used to indicate the current cost of reproduction or replacement. Adjustments are made for physical deterioration and the functional and economic obsolescence of the appraised asset.

Income Approach

The income approach measures the present worth of anticipated future net cash flows generated by the subject assets. The net cash flows are forecast for an appropriate period, or capitalized in the case of a single period model, and then discounted to present value using an appropriate discount rate.

Market Approach

The market approach is performed by observing the price at assets comparable to the subject asset are bought and sold. Adjustments are made to the data to account for capacity differences and other relevant differences between the subject asset and the comparable assets.

Depending on the facts and circumstances of a particular appraisal, applying the three approaches independently of one another can yield conclusions that are substantially different. As the appraisal is performed, the strengths of the individual approaches are considered and the influence of each approach in the appraisal process is weighed according to its likely accuracy.

Industrial properties are generally appraised using replacement/reproduction cost new less depreciation models. Replacement costs are estimated from published sources, other publicly available information and comparable properties. Reproduction costs are based on actual investment in the subject or comparable properties adjusted for typical changes in cost over time. Depreciation is calculated on the age/life method using typical economic lives and depreciation rates based on published sources, market evidence and the experience of knowledgeable appraisers. Adjustments for functional and economic obsolescence may be made if utilization and income data for the subject property justify such. Income Approach models (direct capitalization and discounted cash flow) are also used when economic and/or subject property income information is available. Capitalization and discount rates are based on published capital costs for the industry of the subject property. A market data model based on typical selling prices per unit of capacity is also used when appropriate market sales information is available.

Because cost information is the most readily available type of data, the cost approach model is almost always considered and used. If sufficient data is available, either or both of the other two models are considered and may be used. The market data and income approach models must be reduced by the value of the land in order to arrive at a value of improvements and personal property.

Model calibration in the cost approach involves the selection of the appropriate service life for each type or class of property. Further calibration can occur through the use of utilization or through-put data provided by the owner or agent. Income approach calibration involves the selection of the cost of capital or discount rate appropriate to the type of property being appraised as well as adjusting the projected income stream to reflect the individual characteristics of the subject property. Model calibration in the market data approach involves adjusting sales prices of comparable properties to reflect the individual characteristics of the subject property.

In reconciling multiple model results for a property, the appraiser considers the model results that best address the individual characteristics of the subject property while maintaining equalization among like properties. Final results for each property may be found on the appraisal district's appraisal roll.

Land valuation for industrial properties is the responsibility of appraisal district staff as is the highest and best use analysis of the site. Sites are analyzed for highest and best use as though they were vacant. Highest and best use analysis of the improvements is based on the likelihood of the continued use of the improvements in their current and/or intended use. An appraiser's identification of a property's highest and best use is always a statement of opinion, never a statement of fact.

STATE OF TEXAS §

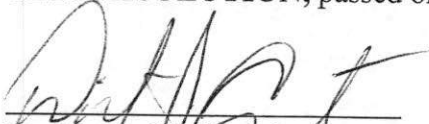
COUNTY OF CAMERON §

**RESOLUTION
ADOPTING REAPPRAISAL PLAN FOR 2015-2016**

WHEREAS, pursuant to the Texas Tax Code, each appraisal district board of directors is required to approve, by resolution, a periodic reappraisal plan,

NOW, THEREFORE BE IT RESOLVED, that the Board of Directors of the Cameron Appraisal District hereby adopts and approves the reappraisal plan attached hereto.

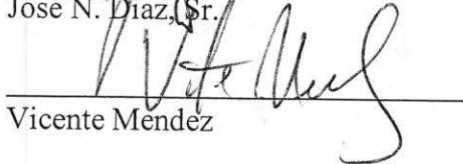
THIS RESOLUTION, passed on this 18th day of August, 2014.



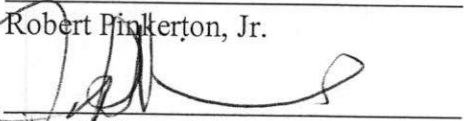
David Argabright



Jose N. Diaz, Sr.



Vicente Mendez




Robert Pinkerton, Jr.



Jesse Villarreal



Carlos H. Cascos



Roberto Garcia

Ricardo Morado

Herman Otis Powers, Jr.