

2018 Appraisal Activities

Date	Event
8/1/17 to 5/1/18	Accept applications for exemptions and special valuations for 2018
8/1/17 to 3/30/18	Collect and review sales information to calibrate 2018 appraisal model
8/1/17 to 7/17/18	Correspond with property owners regarding newly filed applications
8/1/17 to 3/31/18	Ownership changes posted to CAMA & GIS databases from CAD research
8/1/17 to 3/23/18	Perform scheduled land inspections
8/1/17	Request Nominations from taxing jurisdictions for BOD 2018-2019 term
8/1/17 to 7/17/18	Review Exemption & Special Use Applications filed for 2018
8/9/17	Regular meeting of Board of Directors 7:00 pm at CAD office
8/21/17 to 8/25/17	Staff orientation for 2018 Reappraisal Activities
8/28/17	Deliver 4th quarter payment notices to taxing jurisdictions
8/28/17 to 1/26/18	Perform scheduled business personal property inspections
8/28/17 to 2/16/18	Perform scheduled improvement on-site inspections
8/31/17	Public Notice Published to accept applications for 2018-2019 ARB Office Vacancies
9/4/17	Labor Day Holiday - Office closed
9/13/17	Regular meeting of Board of Directors 7:00 pm at CAD office
9/14/17	ARB 3rd Quarterly Meeting
9/14/17	Chief Appraiser presents 3rd Qtr. Appraisal Roll Changes to ARB for approval
10/2/17	4th quarter payment due from taxing jurisdictions
10/5/17	Investment officer's report due for 3rd Qtr.
10/10/17	Internal auditors reports due on appraisal operations 3rd Qtr.
10/10/17	Unpaid 4th quarter payments from taxing jurisdictions accrue penalty
10/11/17	Regular meeting of Board of Directors 7:00 pm at CAD office

2018 Appraisal Activities

Date	Event
10/15/17	Deadline for taxing jurisdictions to submit nominations for 2018-2019 BOD members
10/19/17	Deadline for Chief Appraiser to prepare and deliver ballots to voting taxing jurisdictions
11/8/17	BOD Appoints New ARB members for 2018-2019 term
11/8/17	Regular meeting of Board of Directors 7:00 pm at CAD office
11/10/17	Veteran's Day Holiday - Office closed
11/22/17 to 11/24/17	Thanksgiving Holiday - office closed Wed @ noon, all day Thursday & Friday
11/27/17	Deliver 1st quarter payment notices to taxing jurisdictions
11/30/17	ARB 4th Quarterly Meeting
11/30/17	Chief Appraiser presents 4th Qtr. Appraisal Roll Changes to ARB for approval
12/1/17	Mail BPP Rendition Forms
12/13/17	BOD conducts Chief Appraiser Performance Evaluation
12/13/17	Regular meeting of Board of Directors 7:00 pm at CAD office
12/15/17	Deadline for taxing jurisdictions to return ballots cast in election of 2018-2019 BOD
12/25/17	12/26/18 Christmas Holiday - office closed
12/29/17	Deadline for Chief Appraiser to notify taxing jurisdictions and BOD nominees of election results
1/1/18	New Year's Holiday - office closed
1/2/18	1st quarter payment due from taxing jurisdictions
1/5/18	Investment officer's report due for 4th Qtr.
1/10/18	Internal auditors reports due on appraisal operations 4th Qtr.
1/10/18	Regular meeting of Board of Directors 7:00 pm at CAD office
1/10/18	Unpaid 1st quarter payments from taxing jurisdictions accrue penalty
1/15/18	Martin Luther King Holiday - office closed

2018 Appraisal Activities

Date	Event
1/29/18 to 2/9/18	Inspect newly discovered business personal property parcels
2/1/18	Filing Deadline for PTC Chapter 25 Protests
2/1/18	Late Filing Deadline for 2016 Homestead Exemptions
2/1/18	Tax Delinquency Date
2/12/18 to 5/18/18	Review BPP Renditions
2/14/18	Regular meeting of Board of Directors 7:00 pm at CAD office
2/19/18	President's Day Holiday - office closed
2/26/18	Deliver 2nd quarter payment notices to taxing jurisdictions
3/1/18 to 3/30/18	Review Vehicle Registration List
3/5/18 to 3/23/18	Internal Ratio Study and Appraisal Model Calibration
3/14/18	Regular meeting of Board of Directors 7:00 pm at CAD office
3/20/18	Ag Advisory Board Meeting
3/22/18	ARB 1st Quarterly Meeting
3/22/18	Chief Appraiser presents 1st Qtr. Appraisal Roll Changes to ARB for approval
3/29/18	Data entry for 2018 appraisal records ends
3/30/18	Good Friday Holiday - office closed
3/30/18	Last day for ownership changes for 2018
4/2/18	2nd quarter payment due from taxing jurisdictions
4/2/18 to 4/3/18	Error edits on appraisal file prior to printing appraisal notices
4/2/18 to 7/17/17	Ownership changes posted to CAMA and GIS databases from owner documents brought in by property owners/sellers
4/5/18	Investment officer's report due for 1st Qtr.
4/9/18	Print 25.19 Notices of Appraised Value for Real Property

2018 Appraisal Activities

Date	Event
4/10/18	Internal auditors reports due on appraisal operations 1st Qtr.
4/10/18	Unpaid 2nd quarter payments from taxing jurisdictions accrue penalty
4/11/18	Regular meeting of Board of Directors 7:00 pm at CAD office
4/11/18	Update preliminary appraisal data on website - turn on electronic protest option on homestead properties
4/13/18	Mail 25.19 Appraisal Notices on real property
4/16/18 to 5/15/18	Late Rendition Filing
4/17/18	Rendition filing Deadline and deadline for requesting extension for filing late rendition
4/27/18	Chief Appraiser delivers certified estimates for 2018 to taxing jurisdictions
5/1/18 to 7/17/18	Receive late applications for exemptions and special valuations
5/2/18 to 7/17/18	Accept Late Filed 1-d-1 Open Space & Timber Applications for 2018 -10% penalty applicable
5/9/18	2019 Budget Workshop during BOD meeting
5/9/18	Regular meeting of Board of Directors 7:00 pm at CAD office
5/10/18	Publish public notice of protest procedures
5/15/18	Deadline for filing late renditions
5/22/18	Mail 25.19 Appraisal Notices on Min/Util/Indus/BPP property
5/23/18	Edit BPP file for 25.19 Appraisal Notice preparation
5/24/18	Publish and post public notice of 06/14/18 hearing on 2019 budget
5/25/18	Mail Penalty Assessment Notice to Unrendered BPP property owners
5/28/18	Memorial Day Holiday - office closed
5/29/18	Deliver 3rd quarter payment notices to taxing jurisdictions
5/31/18	ARB 2nd Quarterly Meeting
5/31/18	ARB accepts 2018 appraisal records from Chief Appraiser

2018 Appraisal Activities

Date	Event
5/31/18	Chief Appraiser presents 2nd Qtr. Appraisal Roll Changes to ARB for approval
5/31/18	Last day to file protests for 04/13/18 appraisal notices
6/13/18	Public Hearing for consideration and adoption of 2019 operating budget
6/13/18	Regular meeting of Board of Directors 7:00 pm at CAD office
6/14/18	Notify taxing jurisdictions of 2019 budget adoption
6/22/18	Last day to mail Notice Of Hearing and requested evidence for protests scheduled on 07/10/18
6/25/18	Last day to file protests for 05/22/18 appraisal notices
6/27/18	Last day to mail Notice Of Hearing and requested evidence for protests scheduled on 07/12/18
6/29/18	Last day to mail Notice Of Hearing and requested evidence for protests scheduled on 07/17/18
7/2/18	3rd quarter payment due from taxing jurisdictions
7/4/18	Independence Day - office closed
7/5/18	Investment officer's report due for 2nd Qtr.
7/10/18	Internal auditors reports due on appraisal operations 2nd Qtr.
7/10/18	Scheduled ARB protest hearings starting at 1:30 pm
7/10/18	Unpaid 3rd quarter payments from taxing jurisdictions accrue penalty
7/11/18	Regular meeting of Board of Directors 7:00 pm at CAD office
7/12/18	Scheduled ARB protest hearings starting at 1:30 pm
7/17/18	ARB Approves Appraisal Records
7/17/18	Final filing deadline for 2018 1-d-1 Open Space Land & Timber Applications
7/17/18	Scheduled ARB protest hearings starting at 1:30 pm
7/18/18 to 7/20/18	Error edits to close appraisal file for certification
7/20/18	Create Certified History File for Real & Mineral Records

2018 Appraisal Activities

Date	Event
7/23/18	Archive GIS map data to match certified roll data
7/23/18 to 7/27/18	Prepare and Archive CAD copies of certified appraisal rolls & lists
7/23/18 to 7/28/17	Process jurisdiction requests for certified appraisal rolls/records/data files
7/25/18	Chief Appraiser certifies 2018 appraisal records to taxing jurisdictions
7/27/18	Update certified appraisal data on website for 2018