2025 - 2026

REAPPRAISAL PLAN

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EXECUTIVE SUMMARY

Bastrop Central Appraisal District has prepared and published this reappraisal plan to comply with the requirements of Tax Code Sec. 6.05(i) and 25.18. Additionally, this plan is intended to provide the Board of Directors, property owners, and taxing entities the appraisal district serves with a better understanding of the district's responsibilities and appraisal activities throughout the business year. We are dedicated to serving the community and ensuring a fair and accurate appraisal process.

The Bastrop Central Appraisal District (CAD) is a political subdivision of the State of Texas created effective January 1, 1980. The provisions of the Texas Property Tax Code govern the legal, statutory, and administrative requirements of the office. The district's governing body is the Board of Directors, consisting of nine members. The taxing units within Bastrop County appoint five members; three members are elected at large, and the Bastrop County Tax Assessor-Collector serves as the ninth member. The chief appraiser, appointed by the Board of Directors, is the chief executive officer of the appraisal district and delegates authority and appraisal responsibilities to his or her employees.

The appraisal district is responsible for local property tax appraisal and exemption administration for 32 taxing entities in the county as of August 2024. Some entity examples are the county, schools, cities, and municipal utility districts. Each entity sets its tax rate to generate revenue for public services such as schools, police and fire protection, road and street maintenance, and water and sewer systems.

The appraisal district's yearly property appraisals provide values to each entity so they may determine and set the tax rates necessary for revenue to operate and provide services. The appraisal district also determines eligibility for various types of property tax exemptions utilized by the taxing entities when calculating yearly bills.

The Texas Property Tax Code provides appraisal districts with comprehensive instructions and requirements for real and personal property appraisal. It specifies provisions for all other functions requisite of appraisal districts. Chapter 23 explicitly addresses appraisal methods and procedures. Subchapter A covers "Appraisals Generally" and defines the scope of work required for appraisal district property valuations.

Except as otherwise provided by the Property Tax Code, all taxable property is appraised at its "market value" as of January 1st. Under the tax code, "market value" means the price at which a property would transfer for cash or its equivalent under prevailing market conditions if:

- exposed for sale in the open market with a reasonable time for the seller to find a purchaser.
- both the seller and the buyer 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;
- both the seller and buyer seek to maximize their gains, and neither can take advantage of the exigencies of the other.

Section 23.01(b) requires that ***"The market value of property shall be determined by the application of generally accepted appraisal methods and techniques. If the appraisal district determines the appraised value of a property using mass appraisal standards, the mass appraisal standards must comply with the Uniform Standards of Professional Appraisal Practice. The same or similar appraisal methods and techniques shall be used in appraising the same or similar kinds of property. However, each property shall be appraised based upon the individual characteristics that affect the property's market value, and all available evidence that is specific to the value of the property shall be taken into account in determining the property's market value."***

EXECUTIVE SUMMARY

Additional sections of Chapter 23 further instruct appraisal districts on actions required when utilizing the cost, market, or income approach to appraisal and to use the most appropriate valuation model to determine the market value for each property. Other sections of Chapter 23 cover when special appraisal provisions are to be utilized for certain types of property and property that have been designated as agricultural use. The district follows standards for appraisal practices and procedures set forth by the International Association of Assessing Officers (IAAO) and the Uniform Standards of Professional Appraisal Practice (USPAP) promulgated by the Appraisal Foundation. The district shall appraise property in accordance with any appraisal manuals required by law to be prepared and issued by the comptroller. (Texas Property Tax Code Section 5.05 (c-1)) In cases where the district has entered a contract for professional valuation services, the agreement also requires the appraiser or appraisal company to adhere to similar professional standards.

The district follows an annual budget calendar that begins on January 1. The reappraisal calendar, however, is developed on a timeline established by key dates set by the Tax Code for appraisal districts and tax assessor collectors and begins August 1st of each year. As such, the activities set forth for the 2025-2026 reappraisal plan will start in the fall of 2024 and conclude in the summer of 2026.

The Texas Property Tax Code, under Sec. 25.18, requires each appraisal office to implement a plan to update appraised values for real property at least once every three years. The District's current policy is to conduct a general appraisal of taxable property every year because of the changing markets in Bastrop County AND THE REQUIREMENTS OF THE Property Value Study. Appraised values are reviewed annually and are subject to change.

The Texas Property Tax Code, under Sec. 25.18(b)(1) requires the identification of the 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. The county is sectioned into seven market areas with quadrants to further identify areas subject to review. At least each Region's properties with a last inspection date greater than three years shall 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. Proposed assignments are further defined in Appendix B.

TAX CODE REQUIREMENTS

The Written Plan In 2005, Section 6.05, of the Texas Property Tax Code, was amended by adding Subsection (i) 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 for 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 In 2005, Subsections (a) and (b), Section 25.18, Tax Code, were amended as follows:

a) Each appraisal office shall implement a 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 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.

REAPPRAISAL CYCLE

The Texas Property Tax Code explicitly identifies activities and a period to complete a reappraisal (...” at least once every three years...”). However, it is the practice of the Bastrop Central Appraisal District to follow an appraisal cycle that takes place annually. This is due in part to the biennial Property Value Study performed by the Property Tax Assistance Division and the current market conditions within Bastrop County. Individual property inspections are completed on a cycle to ensure each property has a last inspection date of three years or less and no more than six years per IAAO standards.

ANNUAL ACTIVITIES

Performance Analysis—*Independent* -- Following the conclusion of the protest phase, the certified values for that valuation year are reanalyzed with ratio studies to examine the appraisal accuracy and uniformity on an overall basis and by market area within property reporting categories. Ratio studies are conducted in compliance with the current *Standard on Ratio Studies* of the International Association of Assessing Officers and assist in the preliminary planning of fieldwork and analysis areas for the upcoming valuation year. *Third-Party* -- Section 5.10 of the Texas Property Tax Code requires the comptroller to conduct a study at least once every two years to determine the degree of uniformity and the median level of appraisals by the appraisal district within each major category of property. The Property Value Study (PVS) uses statistical analysis of sold properties and appraisals of unsold properties as a basis for assessment ratio reporting. The preliminary results of this study are released in January following the year for which the study is conducted. Results are then certified to the Education Commissioner of the Texas Education Agency in July. This outside (third party) ratio study provides meaningful data to BCAD regarding the accuracy and uniformity of yearly appraisal work while also assisting in identifying potential areas requiring reanalysis the following appraisal year.

Third Party -- Section 5.102 of the Texas Property Tax Code requires the comptroller to review at least once every two years, the governance of each appraisal district, taxpayer assistance provided, and the operating and appraisal standards, procedures, and methodology to determine compliance with generally accepted standards, procedures, and methodology. This review, referred to as the Methods and Assistance Program (MAP), will be conducted during the year when a Property Value Study is not undertaken. The comptroller must deliver a written report concerning the MAP findings to the chief appraiser, CAD board of directors, and each superintendent and board of trustees in school districts in the CAD. This review allows the appraisal district to ensure that the office policies, procedures, and appraisal standards and methodology comply with the Tax Code and USPAP requirements.

BCAD 2022 PVS results indicated an overall median level of appraisal of 1.01 and a COD of 15.46. The 2023 MAP review final scores indicated that the district passed all the mandatory requirements and adequately met all the established benchmarks identified within appraisal district activities. BCAD is currently providing values to the State Comptroller’s Property Tax Assistance Division (PTAD) for the 2024 PVS and will receive a MAP review in 2025.

Analysis of Available Resources – Historic expenditures are reviewed following the completion of a fiscal year, and future projections and goals are also considered when a new year’s budget process begins. Yearly trends in what are considered the top labor-driving activities of the district are utilized to develop benchmarks for categories within the budget. Staffing and budget requirements for tax year 2025 are detailed in the 2025 proposed budget, currently under review by the Board of Directors (Appendix A) and scheduled for adoption in August 2024. In addition to an annual budget review, existing office and appraisal practices and procedures are reviewed each August during a planning session to determine the necessity of additions or changes to accommodate future plans, goals, and predicted market trends. Web Service Systems are reviewed with year-specific functions identified, and system updates are scheduled based on plans and goals. Existing GIS resources are specified and reviewed for required updates and are scheduled as needed.

REAPPRAISAL CYCLE

Planning and Organization – A calendar of key events is prepared each year to memorialize important deadlines that correlate with Texas Property Tax Code requirements. (Appendix C) Each division within the appraisal department organizes its workflow around these critical dates to remain on schedule for the next tax year. Personnel requirements and reassignments are determined by September of each year in conjunction with managers' and directors' planning sessions. New CAD goals and projects from the August planning session are also integrated with departmental calendars and Project Status Reports to ensure tracking, maintenance, and completion.

Mass Appraisal System—Computer-Assisted Mass Appraisal (CAMA) system, Web Service systems and third party software, additions or revisions are specified and scheduled with the appropriate vendor to research feasibility, costs, and completion timelines. All computer forms and procedures are reviewed and revised as required. Communication with key personnel for the CAMA provider is maintained throughout the year as various identified updates, projects, and goals are met.

Data Collection Requirements – Field and office procedures are reviewed and revised as required for data collection specific to individual properties. Technological advances and opportunities are monitored routinely for potential cost-effective changes or additions to improve data collection efficiency. Activities scheduled for each tax year that involve data collection include new construction, demolition, remodeling, re-inspection of selected market areas, and field or office verification of sales data and relevant property characteristics. Onsite inspections, aerial imagery, and sketch validation software and procedures are utilized each year to verify and/or update the recorded sketch characteristics of all improved properties in the district. The field inspection assignments are further defined in Appendix B.

Sales data is acquired through various sources, such as field discovery, protest hearings, fee appraisals, third-party vendors, builders, realtors, brokers, and websites. Sales analysis procedures are reviewed, and potential new sources of sales information are continually sought and researched to ascertain as much sale data as possible to ensure accurate and equitable appraisals.

Non-sales market data that provides insights and a basis for yearly valuations is acquired from paid publications, web services, and other paid or free sources. Information critical to the income approach to value is collected from the sources and compared with prior years' data, as well as property-specific information submitted during the protest phase of the appraisal cycle. Changes in any of the metrics are noted and updated for the new appraisal cycle.

Since real estate markets are susceptible to external influences, yearly analysis of sales and non-sales data is critical to analyze, forecast, and determine the impact on appraisal values. Data relative to external issues such as weather-related natural disasters or local and/or national economic adversities will be examined to consider if factors exist to apply to properties if analysis concludes they are impacted by these events.

Valuation Model Specification – Common statistical measures test new and/or revised mass appraisal models each tax year. Model specification takes place across all property types and may also vary within a single category due to data availability, property characteristics, locations, and results of statistical testing. Market areas, a collection of properties with similar characteristics, locations, or both, are reexamined yearly to determine if they are still appropriate or need changes. Land, area, market, data availability, and highest and best use analysis are relied upon to determine the proper approach to value and models to apply to the properties within the county.

Valuation Model Calibration – Local market sales analysis and Marshall & Swift publications are used to set, test, and update cost tables as needed. Market analysis of comparable sales and locally tested cost data allows for the calibration of valuation models utilized in the market-modified cost approach to value. Sales data is also used to calibrate regression models by identifying and testing variables and the resulting coefficients for acceptable results based on various statistical measures. Information acquired regarding local rental rates, occupancy, expenses, and capitalization rates is utilized to update and modify income valuation models. The calculated values are tested for accuracy and uniformity by comparing them to known sale information using standard ratio study statistics.

REAPPRAISAL CYCLE

The Mass Appraisal Report – In each tax year, the Mass Appraisal Report required by the property tax code is prepared and certified by the chief appraiser after the valuation phase of the ad valorem tax calendar during May. The Mass Appraisal Report is completed in compliance with STANDARDS RULE 6 of the *Uniform Standards of Professional Appraisal Practice*. The signed certification by the Chief Appraiser is also compliant with STANDARDS RULE 6 of *USPAP*.

Hearing Process – Evidence to be used by the appraisal district to meet its burden of proof for market value and equity in informal conferences with appraisers and formal appraisal review board hearings is developed each year. That information is maintained electronically in categorized files by the appraisal department and utilized throughout the protest phase of the appraisal calendar. The public may obtain information from those files not made confidential by the Tax Code through appropriately filed public information requests.

ANNUAL REAPPRAISAL ACTIVITY DETAIL—2025 & 2026

PERFORMANCE ANALYSIS

Each year, following the conclusion of the protest phase, the certified values for that valuation year are reanalyzed with ratio studies to examine the appraisal accuracy and uniformity on an overall basis and by market area within property reporting categories. Ratio studies comply with the current *Standard on Ratio Studies* from the International Association of Assessing Officers. Median ratios are calculated for properties in each reporting category to measure the level of appraisal, also known as appraisal accuracy, as compared to the sales prices that have taken place since January 1st. The median ratio and COD are calculated in each real property market area to indicate the level of appraisal and identify potential market areas that may require new model specification and/or valuation models that would require recalibration. BCAD appraisers field check properties that, during the protest process, have come to our attention and may need to be inspected for quality, condition, depreciation, or location updates. Changes, as necessary, are made to properties to assure consistent treatment and uniformity within a neighborhood or market area. Inspections or changes of a specific property are also commonly followed by an inspection or review of the market area where the property is located. This assists in identifying potential global benchmark changes that may necessitate review and/or changes of other properties for consistency. The comptroller's MAP Review for 2023 and Property Value Study results for tax year 2024 will also provide a detailed analysis of the district's appraisal accuracy and uniformity and the utilization of methods and procedures required by the Tax Code. Results from both will be used as guides for potential appraisal or administrative changes for 2025 and 2026.

ANALYSIS OF AVAILABLE RESOURCES

Staffing and budget requirements for the tax year 2025 are detailed in the 2025 proposed appraisal district budget, currently under review by the Board of Directors. The 2025 budget planning began in March of 2024. Each yearly management planning session takes place in late August and is designed to analyze the past year's appraisal cycle statistics to assist in planning, organizing, and preparing for future appraisal goals. Existing appraisal practices typically continued each year are identified, and methods utilized to keep these practices current are examined. Historic productivity elements associated with each major department of the appraisal district and predicted future estimates are analyzed to ensure adequate resources will be available to achieve required yearly objectives and goals. Web Service Systems is reviewed with year-specific functions identified, and system updates are scheduled. Computer-generated forms are reviewed for possible revisions based on obsolescence and new procedures. Changes required that result from new legislation are scheduled for completion and testing. Existing maps and data requirements are identified, and updates are scheduled. New CAMA software budgeted for 2025 should be live by October, 2025. It will be tested and utilized during the time covered by this Reappraisal Plan. For the 2025 and 2026 years, any new additions to the software will be explored, considered, and tested for future implementation.

PLANNING AND ORGANIZATION

A calendar of key events corresponding with Tax Code requirements for appraisal districts is prepared each year. Additional calendars for various departments within the appraisal district are also maintained and coordinated with the Master Calendar to provide communication between departments on regularly scheduled tasks and goals. Each department or section organizes its workflow around essential dates and deadlines prescribed by the Tax Code to remain on schedule for the coming tax year. Personnel requirements and reassignments are determined by September of each year in conjunction with Managers' and Directors' planning sessions. Outlines of the 2025 and 2026 yearly appraisal activities calendars are attached for reference. (Appendix C)

ANNUAL REAPPRAISAL ACTIVITY DETAIL—2025 & 2026

MASS APPRAISAL SYSTEM

Computer Assisted Mass Appraisal (CAMA) system, Web Service system and third party software system revisions are identified and scheduled with the appropriate vendor for deployment. All computerized forms are reviewed and revised as required. A CAMA software conversion is set to begin in October of 2024 and conclude with a go-live date in October of 2025.

Continued development of GIS tools and custom analytical maps for appraisal staff and the public is planned for 2025 and 2026.

Finally, any new software available will be researched for possible addition and use during 2025 and 2026, which will enhance the ability to provide open data to the public and improve the operations of the appraisal district collectively.

DATA COLLECTION REQUIREMENTS

Field and office procedures are reviewed and revised as required for data collection. Activities scheduled for each tax year include adding newly constructed properties, deleting demolished properties, modifying remodeled properties, re-inspecting selected market areas, and field or office verification of sales data and relevant property characteristics. Onsite inspections, aerial imagery, and sketch validation software and procedures are utilized each year to verify and/or update the recorded sketch characteristics of all improved properties in the district. Most data is collected and transferred to the CAMA system through portable electronic devices. New software, GSA CAMA suite, will be implemented in the fall of 2025.

NEW CONSTRUCTION/DEMOLITION--- New construction field and office review procedures are reviewed and revised as required. The source of building permits and demolitions is confirmed, and system input procedures are revised as needed. Important major starting and finishing dates are projected and entered on the Appraisal Calendar for each tax year.

REMODELING---Market areas or neighborhoods with new building permits, available sales and prices, or external inspections that indicate the predominant age of the homes have initiated remodels or updates are identified and verified, and field activities are scheduled to update property characteristics data. A schedule for checking residential properties in various age strata in specified market areas to establish consistent condition identification levels and remodel standards is in place to monitor and apply the effects of depreciation consistently. Properties earmarked for such checks are field inspected for comparisons to the identified standards, and the effective ages are adjusted accordingly and consistently.

RE-INSPECTION OF SELECTED MARKET AREAS---Real property market areas and individual properties are examined for low or high sale ratios or high coefficients of dispersion. Market areas with high coefficients of dispersion and many ratio outliers properties are reviewed. In these areas, field, and office reviews are scheduled to verify and/or update property characteristic data or the need to adjust delineated market boundaries. Additional sales data is researched and verified, and in the absence of adequate market data, neighborhood delineation may be changed to reflect the similarities of neighborhoods with reference to the sale data. Prior year protest data is analyzed with GIS tools to further identify potential market areas with higher-than-average appeals in efforts to improve appraisal accuracy and uniformity.

FIELD OR OFFICE VERIFICATION OF SALE DATA AND PROPERTY CHARACTERISTICS--- Sale information must be verified, and property characteristics contemporaneous with the date of sale are captured. Sale ratio analysis requires that a property's condition, quality, and size on the sale date be the same as on the appraisal date. Adjustments must be made to the data to account for any differences which may have occurred between the sale and appraisal dates.

INCOME VALUATION DATA---Information acquired from sales, informal meetings with appraisers, and local and national publications regarding factors associated with the income approach to value will be researched to determine applicability with current or future income models. Other pertinent income data includes but is not limited to contract and market rental rates, asking rental rates, physical and economic vacancies, tenant reimbursements, operating expenses, capitalization rates, discount rates, lease-up projections, and finish-out costs.

Since real estate markets are susceptible to external influences, yearly analysis of sales and non-sales data is critical to analyze, forecast, and determine the impact on appraisal values. Data relative to external issues such as weather-related natural disasters or local and/or national economic adversities will be examined to consider if factors exist to apply to properties if analysis concludes they are impacted by these events.

RESIDENTIAL PROPERTY

RESIDENTIAL PROPERTY VALUATION PROCESS

The residential appraisal department is responsible for developing equal and uniform market values for improved residential property within the county. The staff generally values residential single-family, townhomes, condominiums, multifamily housing other than apartments, and manufactured homes. The department is made up of appraisers and support technicians. Data collected during the fieldwork and analysis phases of the appraisal calendar is stored in the CAMA database and utilized to provide market values each year. A calendar summarizing the department's yearly reappraisal activities is attached for reference. (Appendix C)

MODEL SPECIFICATION

Area Analysis--- Data on regional economic forces such as demographic patterns, regional location factors, employment and income patterns, general trends in real property prices and rents, interest rate trends, availability of vacant land, and construction trends and costs are collected from private vendors and public sources and provide the field appraiser a current economic outlook on the real estate market. Information is gathered from real estate publications and other outside sources, including seminars, conferences, and continuing education courses.

Neighborhood and Market Analysis--- Neighborhood analysis examines how physical, economic, governmental, and social forces and other influences affect property values. The effects of these forces are also used to identify, classify, and stratify comparable properties into smaller, manageable subsets of the universe of properties known as neighborhoods. Residential valuation and neighborhood analysis are conducted on these well-defined areas within the county. Analysis of comparable market sales data forms the basis for estimating market activity and the level of supply and demand affecting market prices for any given market area, neighborhood, or district. Market sales reflect the effects of these market forces and are interpreted by appraisers into an indication of market value ranges for all defined neighborhoods. Although all three approaches to value may be considered, residential sales can best be interpreted and applied using two generally accepted appraisal techniques: the cost and market or comparable sales approach. For low-density, multiple-family properties, the income approach to value may also be utilized to develop gross rent multipliers in the absence of recent sales data.

The first step in neighborhood analysis is identifying a group of properties that share certain common traits. A "neighborhood" for analysis purposes is defined as a geographic grouping of properties where the property's physical, economic, governmental, and social forces are generally similar and uniform. Once a neighborhood with similar characteristics has been identified, the next step is to define its boundaries. This process is known as "delineation". Some factors used in neighborhood delineation include location, sales price range, lot size, dwelling age, quality of construction and condition of dwellings, square footage of living area, and story height. Delineation can involve the physical drawing of neighborhood boundary lines on a map, but it can also involve statistical separation or stratification based on attribute analysis.

Neighborhood identification and delineation is the cornerstone of the residential valuation system at the district. Most residential analysis work is neighborhood-specific. Neighborhoods are visually inspected to verify delineations based on observable aspects of homogeneity. Neighborhood delineation is periodically reviewed to determine if further neighborhood specification is warranted. This process is also accomplished with Geographical Information Systems (GIS) by appraisers in the office when reviewing data trends in existing residential values, quality and age of construction components, and available sales data. Various GIS layers within digital maps are inspected yearly to determine whether current delineation requires changes because of shifting market trends. Whereas neighborhoods involve similar properties in the same location, a neighborhood group is defined as grouping similar neighborhoods in similar locations. Each residential neighborhood is assigned and coded to a neighborhood group based on observable aspects of homogeneity between the areas. Neighborhood grouping is highly beneficial in cost-derived areas of limited or no sales and in the direct sales comparison analysis. Defining comparable neighborhood groups increases the available market data by linking comparable properties outside a given neighborhood to other somewhat similar neighborhoods. The next hierarchy level is the neighborhood cluster, consolidating similar neighborhood groups. The highest level is identified as an overall market area and is usually defined geographically. The residential market areas identified by neighborhood codes and geographical areas are attached for reference. (Appendix D)

RESIDENTIAL

Highest and Best Use Analysis--- The highest and best use must be physically possible, legally permissible, financially feasible, and productive to its maximum. The highest and best use of residential property is often its current use. This is partly due to the fact that residential development, in many areas, through deed restrictions and zoning, precludes other land uses. Some areas sometimes transition from what was initially residential to another use. Appraisal standards require a property to be valued at its highest and best use. However, a Jurisdictional Exception is provided by USPAP when local law requires something contrary to the recognized standard. 23.01(d) of the Tax Code also addresses the valuation of residential properties with a homestead based on the residential value regardless of whether that is not the current highest and best use of the property. Most urban single-family properties in the county meet the highest and best-use analysis as the current residential use on the appraisal date.

After complete market analysis, neighborhood delineation, and HBU analysis, the last step in the model specification is to identify which model(s) will best replicate the forces of supply and demand and recreate values that closely match the sale prices in the defined areas. Two common models specified in the county's valuation of single-family residential properties are market-modified cost and sales comparison. The sales comparison approach is used on most urban homes, while market-modified cost is mainly applied to a few urban homes and all rural residential properties. Both techniques are detailed in the model calibration section.

MODEL CALIBRATION

Model calibration involves the testing, updating, and retesting of the various specified models by statistical standards to achieve values that replicate the sale prices analyzed had they taken place on the January 1st date of the appraisal. Various models used in the valuation process are identified, adjusted, and applied once sales data is collected and updated in the database each year.

Sales Information--- A sales file for storing sales data for improved properties is maintained for residential real property. Residential improved sales are collected from various sources, including field discovery, protest hearings, builders, publications, third-party sources, and realtors or brokers. A system of type, source, validity, and verification codes has been established to define salient facts related to a property's purchase or transfer and to help determine relevant market sale price information. As a result of the Tax Code requirement of a January 1 valuation, the effect of time as an influence on price is studied by inverse ratio method, unit value comparisons, paired and re-sales analysis, and multiple regression analysis. Monthly and sometimes daily time adjustments are illustrated through detailed analysis and applied in the ratio study to the sales as indicated within defined areas of study.

Cost Schedules--- Residential property within the county begins with an initial valuation from cost schedules that utilize a comparative unit method. Cost schedules are developed and tested each year by compiling known sale prices of new properties within each defined level of quality of construction and correlating the resulting value per square foot data into a table stored within the CAMA system. Tables are also developed through sales analysis to uniformly apply value for added exterior amenities of a home that are desirable and contribute to sale prices.

Depreciation---Physical depreciation is expressed as a percentage computed and subtracted from the estimated replacement cost new. The percentage rate depends on the class, condition, effective age, and economic life of an improvement. Depreciation tables are initially developed from Marshall & Swift publications, set up based on structure classifications, and observed each year through market sales for potential adjustments. The depreciation schedules ensure that all properties with the same quality and condition depreciate at the same level, ultimately leading to uniformity within a market area. A critical element in depreciation is commonly referred to as effective age and is the cornerstone of the schedules. Initial construction dictates the actual age of a structure by establishing a base year on which the age can be calculated. Initially, the actual and effective age are the same. However, over time, owners replace, change, or update a structure's deteriorating components, reducing the effective age of the property and the depreciation amount. Correlations of sales to effective ages of properties are utilized to trend and update depreciation schedules, as necessary.

RESIDENTIAL

Income Models---Income models are utilized if there is sufficient data to develop rent multipliers for residential property producing income, and there is little or no sales information to rely on a market sales approach to value. Typically, there is substantial residential sales information in rental areas, and the income approach is not generally used.

Market Modified Cost Model --- Neighborhood, or market adjustment factors are developed from appraisal statistics provided from ratio studies and are used to ensure that calculated values are consistent with the market. This approach accounts for neighborhood market influences not particularly specified in a purely cost model. The following equation denotes the hybrid model used:

MV = MA [RCN – D] + LV

The market value (MV) is calculated once the market adjustment factor (MA) is applied to the replacement cost new (RCN) with less depreciation (D), and then the land value (LV) is added. During the valuation phase of the appraisal year, statistical analysis of current appraised values as compared with recent time-adjusted sales determines the appropriate market adjustment for each neighborhood. Market adjustment factors assist in calibrating the model and are applied uniformly within individual neighborhood codes to account for location variances between market areas or across a jurisdiction. Thus, following an analysis of recent sales that were appropriately adjusted for the effects of time, calculated values following the application of the determined market adjustment factor will reflect the market influences and conditions only for the specified market area on the appraisal date of January 1.

Statistical Analysis--- Model specification and calibration is an iterative process and involves various statistical testing measures. Once a model is specified, fine-tuning takes place during the calibration process to produce the best resulting outcome statistics and, thus, accurate and consistent values. Residential appraisers perform statistical analysis annually to evaluate whether values are consistent with the market. Ratio studies are conducted on various market levels in the district to judge mass appraisal accuracy and uniformity of value. Appraisal statistics of central tendency and dispersion generated from sales ratios are conducted on specified neighborhood and market levels and summarized by year. These summary statistics provide the appraisers a tool to determine the level and uniformity of appraised value on a neighborhood or market area basis and consider whether appraised values require adjustments relative to changing market conditions. The level of appraised value is determined by calculating the median appraisal-to-sale ratio within each market area. The accuracy and uniformity of a market area is tested by the coefficient of dispersion for the same dataset.

Reconciliation and Valuation--- Based on the results of analyzing available market data, appraisers can adjust valuation tables as necessary to systematically apply values to the properties within the county efficiently.

RESIDENTIAL (BUILDER'S) INVENTORY

23.12 of the Tax Code allows a wholesale valuation of residential inventory if it is: 1) held for sale in the normal course of business for the owner; 2) has never been occupied as a residence; and 3) it has never been rented and produces no income. This special valuation is given to the owners who request it and are typically builders and developers. Each year, known bulk sales of residential properties are analyzed to determine discount factors to apply based on supply in the area, current demand, typical holding periods, and typical build-out timeframes. Once factors are established, all single-family residential properties that are/were owned on the first of the year by a known builder or developer are identified, and the factors are applied to the selected properties. Those properties are then sent the notice of value for the year with the calculated discount applied.

COMMERCIAL

COMMERCIAL PROPERTY VALUATION PROCESS

The commercial appraisal department is responsible for developing equal and uniform market values for improved commercial property within the county. The staff generally values apartments, office, retail, warehouse/manufacturing, and other business-related facilities. Data collected during the fieldwork and analysis phases of the appraisal calendar is stored in the CAMA database and utilized to provide market values each year. A calendar summarizing the department's yearly reappraisal activities is attached for reference. (Appendix C)

MODEL SPECIFICATION

Area Analysis--- Data on regional economic forces such as demographic patterns, regional location factors, employment and income patterns, general trends in real property prices and rents, interest rates, discount rates, financing trends, availability of vacant land, and construction trends and costs are collected from private vendors and public sources. The commercial appraisers and manager analyze the data and meet regularly to discuss how these factors and trends could impact the local real estate market. More detailed analysis by property type and various categories is then undertaken to determine what model recalibration and specification will need to occur during the upcoming valuation cycle.

Neighborhood and Market Analysis---A commercial neighborhood, submarket, or economic area comprises land and commercial properties located within the boundaries of a specifically defined geographic location or a collection of land and the commercial properties defined by similar business functions within a defined geographic location. The school districts within the county provide the first basis for the geographic delineation of commercial properties by location. Market area delineations can be based on man-made, political, or natural boundaries. Submarket analysis examines how physical, economic, governmental, and social forces at the local, national, and international levels influence or affect property values. The effects of these forces are used to determine the highest and best use for a property and to select the appropriate sale, income, and cost data in the valuation process. Economic area identification and delineation by each major property use type are key components in a commercial mass appraisal valuation system. Economic areas are periodically reviewed to determine if a revised delineation is required. The commercial market areas are attached for reference. (Appendix D)

Highest and Best Use Analysis--- The highest and best use is the most reasonable and probable use that generates the highest present value of the real estate as of the date of valuation. Property's highest and best use must be physically possible, legally permissible, financially feasible, and maximally productive. The use will generate the highest net return to the property over time. The appraiser must consider the most probable use permitted under local administrative regulations and ordinances. While its current zoning regulation may restrict a property's use, the appraiser may also consider the probability that the zoning could be changed based on activity in the area. A property's current use is often the highest and best use due to zoning regulations. However, there are times when the market and zoning changes proposed and allowed by a city have defined areas in transition where the highest and best use may not reflect the actual use of the property at the time of appraisal.

After complete market analysis, neighborhood delineation, and HBU analysis, the last step in the model specification is to identify which model(s) will best replicate the forces of supply and demand and recreate values that closely match the sale prices in the defined areas. The commercial department utilizes the cost, market-modified cost, sales comparison, and income approaches to value when determining which specific models will be applied to the various properties. Property type, use, and data availability typically drive the specification process.

COMMERCIAL

MODEL CALIBRATION

Model calibration involves the testing, updating, and retesting the various specified models by statistical standards to achieve values that replicate the sale prices analyzed had they taken place on the January 1st date of the appraisal. Various models used in the valuation process are identified, adjusted, and applied once sales data is collected and updated in the database each year.

Sales Information--- Sales files for storing sales data for improved properties are maintained for each type of commercial real property. Commercial improved sales are collected from various sources, including district survey letters sent to buyers and sellers, field discovery, protest hearings, builders, publications, third parties, realtors, and brokers. A system of type, source, validity, and verification codes has been established to define salient facts related to a property's purchase or transfer and to help determine relevant market sale price information. The effect of time on price can be considered by paired, re-sales analysis or forecast trending and applied in the ratio study to the sales indicated within each neighborhood area.

Cost Schedules--- The cost approach to value is applied to all improved real property by utilizing the comparative unit or square foot method to determine replacement cost new. Replacement cost new should include all direct and indirect costs, including materials, labor, supervision, architect, and legal fees, overhead and a reasonable profit. Developing a comparative cost unit for each building class involves utilizing national cost data reporting services and considering actual cost information on comparable properties within the county. A base cost rate has been developed for each building class and represents the replacement cost per unit for a benchmark property for each class. Date and location modifiers are necessary to adjust cost data to reflect conditions in a specific market and cost changes over time. Since a national cost service is used as a basis for the cost models, location modifiers must adjust these base costs specifically for Bastrop County. The national cost services provide these modifiers and are checked with any known local sales obtained by the appraisal district.

Depreciation---Physical depreciation is a percentage computed and subtracted from estimated replacement cost new. The percentage rate depends on the class, condition, effective age, and economic life of an improvement. Depreciation tables are derived from Marshall & Swift publications, set up based on structure classifications, and observed yearly through market sales for potential adjustments.

Sales Comparison---Commercial sales models are derived using various comparison elements between properties within the same use type. Common elements include, but are not limited to, type, class, size, unit size, number of units, age, and location. When sufficient sales data is available for a use type, a comparison grid accounts for adjustments required for differences between the subject property and comparables to get final adjusted values and reconcile a median sales comparison value.

Income Valuation--- Properties that are typically not owner-occupied for which rental, vacancy collection loss, and expense data are available are also valued via an income approach. Many national, regional, and local publications are used, in addition to BCAD surveys, research, and information provided during informal conferences, to derive the typical rental rates, operating expenses, vacancy and collection loss rates, lease terms, finish-out allowances, and concessions by property type and location. Overall capitalization rates are derived internally from known sales and compared to local and national publications. The income approach parameters, including rental and vacancy and collection loss rates, operating expense ratios, and overall capitalization rates, are then inserted into the various income tables used to establish the final market value of a property.

Statistical Analysis--- The commercial appraisers perform statistical analysis annually to evaluate whether values are equitable and consistent with the market. Ratio studies are conducted on commercial market areas and/or property types in the district to judge mass appraisal accuracy and uniformity of value. Appraisal statistics of central tendency and dispersion generated from sales ratios are available for each neighborhood and are summarized by year. These summary statistics provide the appraisers a tool to determine both the level and uniformity of appraised value on a market area basis and consider whether appraised values require adjustments relative to changing market conditions.

LAND

Reconciliation and Valuation--- Based on the market data analysis and the methodology described in the cost, sales, and income approaches, the various models are calibrated, and values are developed for each commercial property. The cost approach model is applied to every improved property.

Additional valuation indicators may be developed and applied using the sales comparison and income approaches depending on the property type and data availability. A property type's final valuation is finalized by reconciling these indications of value and considering the weight of the market information available for evaluation and analysis in these approaches to value.

LAND VALUATION PROCESS

The land appraisal department is responsible for developing the equal and uniform market values for all vacant and improved land within the county. The department is made up of appraisers and a support technician. Data collected during the fieldwork and analysis phases of the appraisal calendar is stored in the CAMA database and utilized to provide market values each year. A calendar summarizing the department's yearly reappraisal activities is attached for reference. (Appendix C)

MODEL SPECIFICATION

Area Analysis--- Data on regional economic forces such as demographic patterns, regional location factors, employment and income patterns, general trends in real property prices, interest rates, discount rates, financing trends, availability of vacant land, and construction trends and costs are collected from private vendors and public sources. The land appraisers analyze the data and meet regularly to discuss how these factors and trends could impact the local real estate market. More detailed analysis is then completed to determine what model recalibration and specification will need to occur during the upcoming valuation cycle.

Neighborhood and Market Analysis---Land valuation is primarily guided by the principle of substitution and the analysis of known and available sales prices within market areas defined by similar factors such as location, zoning, economics, and land or building uses. Land is divided into four categories at BCAD. They are rural, transitional, residential, and commercial. Within those categories are market areas defined by location and typical use. Delineation of these market areas allows the land appraisers to specify similar land types and value them consistently and uniformly with tables derived from sales within the defined regions. The land market areas identified by land tables are attached for reference. (Appendix D)

Highest and Best Use Analysis--- The highest and best use is the most reasonable and probable use that generates the highest present value of the real estate as of the valuation date. Property's highest and best use must be physically possible, legally permissible, financially feasible, and maximally productive. That use will generate the highest net return to the property over time. The appraiser must consider the most probable use permitted under local administrative regulations and ordinances. While its current zoning regulation may restrict a property's use, the appraiser may also consider the probability that the zoning could be changed based on activity in the area. A property's current use is often the highest and best use due to zoning regulations. However, there are times when the market and zoning changes proposed and allowed by a city have defined areas in transition where the highest and best use may not reflect the actual use of the property at the time of appraisal.

After complete market analysis, neighborhood delineation, and HBU analysis, the last step in the model specification is to identify which model(s) will best replicate the forces of supply and demand and recreate values that closely match the sale prices in the defined areas. The land department utilizes the sales comparison approach to value and applies acquired sales to various models assigned to properties, often based on location and use type. Property type, use, and data availability typically drive the specification process.

LAND

MODEL CALIBRATION

Sales Information--- Sales files for storing sales data for vacant and improved properties are maintained for all real property. Vacant and improved sales are collected from various sources, including district survey letters sent to buyers and sellers, field discovery, protest hearings, builders, and realtors and brokers. A system of type, source, validity, and verification codes has been established to define salient facts related to a property's purchase or transfer and to help determine relevant market sale price information. The effect of time on price can be considered by paired sales analysis or forecast trending and applied in the ratio study to the sales as indicated within each neighborhood area.

Sales Comparison--- Land is valued primarily on the sales comparison approach. Sale properties are examined for their attributes and adjusted for their differences. The primary difference is size, but other attributes, such as view, location, frontage, zoning, topography, utility availability, and tree coverage, may also be used or considered. Rural land valuation is typically accomplished by establishing price-per-acre tables or lot tables from sales within variously defined market areas. This technique allows consistent appraisal across market areas in addition to the ability to change values on multiple properties in an efficient manner. Commercial tracts are categorized by established location boundaries, and yearly sales data assists in deriving price-per-square-foot tables to apply uniform appraisals and adjustments as needed efficiently. Residential land is valued using the sales comparison approach and verified yearly by an allocation or abstraction method.

Statistical Analysis--- The land appraisers perform statistical analysis annually to evaluate whether values are equitable and consistent with the market. Ratio studies are conducted on land market areas in the district to judge mass appraisal accuracy and uniformity of value. Appraisal statistics of central tendency and dispersion generated from sales ratios are available for each market area and are summarized by year. These summary statistics provide the appraisers a tool to determine the level and uniformity of appraised value on a market area basis and consider whether appraised values require adjustments relative to changing market conditions.

Reconciliation and Valuation--- Based on the results of analyzing available market data, land appraisers can adjust valuation tables as necessary to systematically apply land values to the properties within the county efficiently.

AGRICULTURAL LAND

If a property is devoted principally to agricultural use to the degree or intensity generally accepted in the area for five of the preceding seven years, it is eligible for special valuation, called productivity value. Agricultural valuation is based on net-to-land calculations that considers the income that would be due to the owner of the land under cash lease, share lease, **or** whatever lease arrangement is typical in that area for that category of land. Lease rates, commodity prices, and expenses are obtained from surveys and resources from the Department of Agriculture, Texas A&M, and the Bastrop CAD Ag Advisory Committee. This approach is basically an income approach but is based on a predetermined (agricultural) highest and best use, which may or may not be the highest and best use for the land. The Property Tax Assistance Division publishes the capitalization rate used to convert the net income to value. They also publish an appraisal manual for qualified open space land under the 1-d-1 law. The appraisal district is to use this manual in appraising qualified open-space land and ag-use land.

Wildlife management is another sub-category that may receive productivity value based on criteria that the owner must maintain, including but not limited to erosion, habitat, and predator control. Properties that have qualified as wildlife are required to file an annual report.

During field inspections of assigned areas yearly, appraisal staff will review properties with current productivity valuations to ensure continued compliance with established guidelines. Properties considered out of compliance are coded to be monitored for a year. If the property continues to be out of compliance, a courtesy letter is mailed to the owner, and the property is monitored for an additional year. At the end of the 2nd year, if the property continues to be out of compliance, the owner is notified by certified mail to refile for 1-d-1 Open space appraisal.

BUSINESS PERSONAL PROPERTY

BUSINESS PERSONAL PROPERTY PROCESS

The personal property appraisal department is responsible for developing equal and uniform market values for all business personal property, leased assets, vehicles and aircraft, and multi-location assets within the county. The department is made up of appraisers and support technicians. Data collected during the fieldwork and analysis phases of the appraisal calendar is stored in the CAMA database and utilized to provide market values each year. A calendar summarizing the department's yearly reappraisal activities is attached for reference. (Appendix C)

DATA COLLECTION

The business's personal property data is collected yearly through field inspections and property owner renditions. Annual field inspections allow for discovering new businesses, ownership changes, relocations, or closings of businesses not revealed through other sources. BCAD utilizes outside vendors who establish a listing of vehicles within the jurisdiction of the Texas Department of Transportation (TxDOT) Title and Registration Division. Leased and multi-location assets are mainly provided through owner renditions.

MODEL SPECIFICATION

SIC Code Analysis--- The federal government developed Standard Industrial Classification (SIC) codes to describe property. They are used to classify and value business personal property accounts. SIC code identification and delineation are critical parts of the business personal property valuation system. Analysis work done in association with the valuation process is SIC code-specific.

MODEL CALIBRATION

Cost schedules---The primary approach to the valuation of business personal property is the cost approach, which is based on the value-in-use of items in a business as if they were to be sold to continue operation. Each year, the cost tables for each type of personal property are updated using information received from renditions during the protest season. The quality/density schedules derived from inventory, furniture, and fixtures are then entered into the BCAD cost tables. Depreciation is also adjusted each year to reflect the passage of time. During the valuation season, final values may be based on BCAD cost and depreciation tables, renditions (actual depreciated costs), sale prices, if available, or state cost and depreciation schedules where BCAD may lack data.

INDUSTRIAL / UTILITIES

INDUSTRIAL PERSONAL PROPERTY

An independent appraisal company, Capitol Appraisal Group, Inc. (CAGI), values some unique industrial personal property, utilities, and minerals. The following identifies CAGI's yearly responsibilities for these unique properties.

Identifying properties to be appraised: Each year, a meeting is held with CAGI to establish the potential list of properties the companies will be responsible for appraising as defined by the agreed contracts between CAGI and BCAD. Industrial properties on the list are identified as part of the appraiser's physical inspection process each year and through submitted data by the property owner. The appraiser may refer to legal documents, photos, and other descriptive items.

Identifying and updating relevant characteristics of each property in the appraisal records: The appraiser identifies and updates relevant characteristics through the inspection process. Confidential rendition, asset lists, and other confidential data provide additional information. Subject property data is verified through previously existing records and published reports.

Defining market areas in the district: Market areas for industrial properties tend to be regional, national, and sometimes international. Published information such as prices, financial analysis, and investor services reports are used to help define market areas.

Developing an appraisal approach that reflects the relationship among property characteristics affecting value and determines the contribution of individual property characteristics: Among the three approaches to value (cost, income, and market), industrial properties are most commonly appraised using replacement/reproduction cost new less depreciation models because of readily available cost information. Those appraisal models may also be used if sufficient income or market data are available.

Comparison and Review: The appraiser considers results that best address the individual characteristics of the subject property and that are based on the most reliable data when multiple models are used. Year-to-year property value changes for the subject property are examined using computer-assisted statistical review. Periodic reassignment of properties among appraisers or the review of appraisals by a more experienced appraiser also contributes to the review process.

UTILITIES, RAILROAD, AND PIPELINE PROPERTIES

Capitol Appraisal Group, Inc. values utilities using the unit method. The following identifies CAGI's reappraisal plan for these unique properties.

Identifying properties to be appraised: Utility, railroad, and pipeline properties that are susceptible to inspection are identified by inspection. The appraiser may also refer to other documents, both public and confidential, to assist in identifying these properties.

Identifying and updating relevant characteristics of each property in the appraisal records: The appraiser identifies and updates relevant characteristics through data collected during the inspection process and later submissions by the property owner, sometimes including confidential rendition. Additional data are obtained through public sources, regulatory reports, and analysis of comparable properties.

Defining market areas in the district: Market areas for utility, railroad and pipeline property tend to be regional or national in scope. Financial analyst and investor services reports are used to help define market areas.

Developing an appraisal approach that reflects the relationship among property characteristics affecting value and determines the contribution of individual property characteristics: For all three types of property, the appraiser must first form an opinion of highest and best use. Among the three approaches to value (cost, income, and market), pipeline value is calculated using a replacement/reproduction cost new less depreciation model [RCNLD]. In addition to the RCNLD indicator, a unit value model may also be used if appropriate data are available. Utility and railroad property are appraised in a manner like pipeline except that the RCNLD model is not used.

Comparison and Review: The appraiser considers results that best address the individual characteristics of the subject property when multiple models are used. Year-to year property value changes for the subject property are examined using computer-assisted statistical review. Periodic reassignment of properties among appraisers or the review of appraisals by a more experienced appraiser also contributes to the review process. These types of property are also subject to review by the Property Tax Division of the Texas Comptroller's Office through their annual Property Value Study.

MINERALS—OIL AND GAS

MINERALS – OIL AND GAS

Capitol Appraisal Group, Inc., values minerals. The following identifies CAGI's reappraisal plan for these properties.

Identification of new property and its situs. As subsurface mineral properties lie within the earth, they cannot be physically identified by inspection like other real property. However, the inability to directly inspect does not appreciably affect the ability to identify and appraise these properties. To identify new properties, CAGI obtains monthly oil and gas lease information from the Railroad Commission of Texas [RRC] to compare against identified oil and gas properties. The situs of new properties is determined using plats and W-2/G-1 records from the RRC, and CAGI's in-house map resources.

Identifying and updating relevant characteristics of all oil and gas properties to be appraised. Relevant characteristics necessary to estimate the value of remaining oil or gas reserves are production volume and pattern, product prices, expenses borne by the operator of the property, and the rate at which the anticipated future income should be discounted to incorporate future risk. CAGI obtains information to update these characteristics annually from regulatory agencies such as the RRC, the Comptroller of Public Accounts, submissions from property owners and operators, and published investment reports, licensed data services, service for fee organizations and through comparable properties, when available.

Defining market areas in the district and identifying property characteristics that affect property value in each market area. Oil and gas markets are regional, national, and international. Therefore, they respond to market forces beyond defined market boundaries as observed among more typical real properties.

Developing an appraisal approach that best reflects the relationship among property characteristics affecting value, and best determines the contribution of individual property characteristics. Among the three approaches to value (cost, income, and market), the income approach to value is commonly used in the oil and gas industry. Through use of the discounted cash flow technique in particular, the appraiser is able to bring together relevant characteristics of production volume and pattern, product prices, operating expenses and discount rate to determine an estimate of appraised value of an oil or gas property.

Comparison and Review. Use of the income approach is the first step in determining an estimate of market value. After that the appraiser reviews the estimated market value compared to its previous certified value and compares it to industry expected payouts and income indicators. The appraiser examines the model's value with its previous year's actual income, expecting value to typically vary within in a range of 2-5 times actual annual income, provided all appropriate income factors have been correctly identified. Finally, periodic reassignment of properties among appraisers and review of appraisals by a more experienced appraiser further expand the review process.

OTHER

DELIVERY OF NOTICES

Following the conclusion of the outlined appraisal activities, the chief appraiser will provide a notice of appraised value for each property as prescribed by Section 25.19 of the Texas Property Tax Code for each tax year covered by the plan. Per resolution as adopted by the Bastrop BOD, appraisal notices are mailed to properties whose value increased by more than $1,000 from the preceding year. Property owners may protest the value determined by the appraisal district within a timeframe specified by the Tax Code.

HEARING PROCESS

Evidence to be used by the appraisal district to meet its burden of proof for market value and equity in both informal hearings with appraisers and formal appraisal review board hearings is developed each year following the completion of the valuation phase. These items include, but are not limited to: cost schedules, quality/density schedules, depreciation schedules, useful life tables, land tables, maps, sale and equity comparable adjustment grids, sale data, rental surveys, vacancy information, expense ratios, overall capitalization rates, income tables, field cards and pictures. This information is maintained electronically in categorized files by the appraisal department and utilized throughout the protest phase of the appraisal calendar. The public may obtain information from those files not made confidential by the Tax Code through appropriately filed public information requests.

THE MASS APPRAISAL REPORT

Each tax year the Mass Appraisal Report required by the property tax code is prepared and certified by the Chief Appraiser at the conclusion of the valuation phase of the ad valorem tax calendar during May. The Mass Appraisal Report is completed in compliance with STANDARD RULE 6 of the *Uniform Standards of Professional Appraisal Practice.* The signed certification by the Chief Appraiser is also compliant with STANDARD RULE 6 of *USPAP*.

BASTROP CENTRAL APPRAISAL DISTRICT - 2025 BUDGET - SUMMARY

			2021 ACTUAL	2022 ACTUAL	2023 ACTUAL	2024 BUDGET	2025 BUDGET	DOLLAR DIFFERENCE	% DIFFERENCE
INCOME									
3120000 APPRAISAL DISTRICT									
	3121000	TOTAL LOCAL SUPPORT	2,305,113	2,656,545	3,219,057	3,492,087	3,978,665	486,578	12.23%
	3126000	TOTAL INTEREST INCOME	989	32,787	53,349	1,500	25,000	23,500	94.00%
	3127000	TOTAL OTHER REVENUE	5,137	12,073	10,540	5,700	12,200	6,500	53.28%
	3120000	GRAND TOTAL ALL REVENUE	2,311,240	2,701,405	3,282,947	3,499,287	4,015,865	516,578	12.86%
EXPENSES									
4120000 APPRAISAL DISTRICT									
	4121000	TOTAL PAYROLL	1,302,755	1,448,289	1,604,931	1,967,576	2,243,817	276,241	12.31%
	4122000	TOTAL INSURANCE	236,763	284,817	308,782	388,357	507,172	118,815	23.43%
	4123000	TOTAL PROFESSIONAL/CONTRACT	329,474	369,950	551,592	642,054	704,775	62,721	8.90%
	4124000	TOTAL OPERATIONS	156,527	189,042	133,713	235,100	290,000	54,900	18.93%
	4125000	TOTAL EDUCATION/TRAINING	17,961	15,163	9,518	25,500	25,500	-	0.00%
	4126000	TOTAL SUPPLIES	19,454	17,735	17,516	22,000	24,500	2,500	10.20%
	4127000	TOTAL BUILDING/UTILITIES	58,318	38,238	39,784	48,000	54,100	6,100	11.28%
	4128000	TOTAL CAPITAL OUTLAY	41,069	115,182	234,469	50,000	50,000	-	0.00%
	4120000	TOTAL APPRAISAL DIST EXPENSES	2,162,321	2,478,415	2,900,305	3,378,587	3,899,865	521,278	13.37%
4130000 APPRAISAL REVIEW BOARD									
	4131000	TOTAL ARB MEETING FEES	34,443	45,150	43,168	56,000	77,000	21,000	27.27%
	4132000	TOTAL ARB OPERATIONS	750	8,381	11,010	57,500	39,000	(18,500)	-47.44%
	4120000	TOTAL ARB EXPENSES	35,193	53,531	54,178	113,500	116,000	2,500	2.16%
		GRAND TOTAL ALL EXPENSES	2,197,514	2,531,946	2,954,483	3,492,087	4,015,865	523,778	13.04%

APPENDIX B - Inspections

All accounts have been coded with a Region Number and a Quadrant Number to assist in the assignment of inspection of properties. It is the goal of Bastrop CAD to physically inspect at least once every 3 years but no greater than the IAAO Standards on Mass Appraisal of Real Property that states properties should be physically inspected at least every 6 years.

2025 ASSIGNMENTS:
The following assignments have been scheduled for physical inspection:
Region 1 – 7 All quadrants with last inspection year 2021 or greater. The chart below is an estimate of the number of accounts per improvement type.

All regions will list new construction in addition to the current assignments.

REGION	Commercial	Misc.	Mobile Home	Residential	Utility	Vacant Land	Grand Total
R1	304	191	1000	3638	358	225	5716
R2	54	211	1215	1850	487	246	4063
R3	214	258	752	1775	248	143	3390
R4	64	206	1617	1394	684	434	4399
R5	165	75	1066	2522	476	133	4437
R6	193	91	1145	1933	449	157	3968
R7	77	81	176	1962	97	358	2751
Grand	**1071**	**1113**	**6971**	**15074**	**2799**	**1696**	**28724**

2026 ASSIGNMENTS:
The following assignments have been scheduled for physical inspection:
Region 1 – 7 All quadrants with last inspection year 2022 or greater. The chart below is an estimate of the number of accounts per improvement type.

All regions will list new construction in addition to the current assignments.

REGION	Commercial	Misc.	Mobile Home	Residential	Utility	Vacant Land	Grand Total
R1	74	109	844	1960	364	1919	5270
R2	54	168	587	1062	250	2333	4454
R3	98	229	508	1582	168	2858	5443
R4	29	197	1823	1359	667	1640	5715
R5	171	124	1106	3791	377	2198	7767
R6	266	68	936	1668	252	2234	5424
R7	23	56	144	1273	65	4516	6077
Grand	**721**	**951**	**5948**	**12693**	**2143**	**17700**	**40156**

APPENDIX C - Calendar

Calendar of Key Events

Throughout the year

- Research returned mail.
- Mail applications for special appraisals and exemptions requiring annual applications, such as new homestead exemptions, surviving spouse, historic exemptions, ag-use applications due to change of ownership.
- Gather sales data from sales confirmation letters, deed records and other sales sources for sales files.
- Get deed information from County Clerk's office.
- Research property ownership.
- Key name/address changes, splits/combines, new property and personal property into CAMA. Track value loss due to property acquiring 1st time exemptions and 1st time 1-d or 1-d-1 appraisal, value gain due to new improvements for taxing units.
- Send copies of associated mineral deeds to Capitol Appraisal Group.
- Send copies of splits/combine parcels to map department.
- Update address change file as new addresses received.
- Process and upload export files of appraisal and GIS data to website.
- Prepare and post Board of Directors agenda and packets for meetings
- Process and notate accounts needing physical inspections from local building permits and work orders.
- Answer phone calls and assist walk-in customers.

January

- Conduct field inspections on residential, land, mobile homes, commercial, industrial, pipelines and personal property.
- Real property is inspected and checked for accuracy in class and depreciation in designated areas.
- Check for new construction and demolition of improvements.
- Begin planning sales ratio studies for all areas within the CAD.
- Review schedules in comparison to available sales data to determine areas needing significant adjustment or close review.
- Review renditions as received.
- Prepare for financial audit by independent CPA firm.
- Check for 65 and over homestead exemptions that need to be granted automatically and run program.
- Check that mapping updates have been processed as scheduled.
- Post updated public service announcement as required.
- Place ¼ page ad in local newspaper on availability of exemptions, rendition requirements, special appraisals, and tax deferrals.
- Chief Appraiser begins work on the next year's budget.
- Notify 1-d-1 request to refile by certified mail.
- **2025—**Five appointed Board of Director members are sworn in. 2 to serve a 1-year term; 3 to serve a 3-year term.

February

- Personal property appraisers continue to work renditions as received.
- Renditions received, scanned, and processed.
- Applications (homestead and agriculture) received, scanned and processed.
- Real Property appraisers continue to work property and do analysis.
- Update residential schedules, Ag schedules, and mobile home depreciation schedules.
- Begin ratio studies on real property.
- Begin quality control audits on value and correct or adjust accounts as needed.
- Submit sales information and deed transactions to State Comptroller Office by Feb 1. EPTS
- Receive and key rendition extension requests.
- Mineral and special property renditions and /or extension requests are faxed, mailed, or emailed to mineral appraisers and the original filed in house.
- Register ARB members for annual training.
- Chief Appraiser continues work on the next year's budget.

APPENDIX C - Calendar

March

- Real Property appraisers continue to work property and do analysis.
- Finalize residential schedules, Ag schedules, and mobile home depreciation schedules.
- Complete ratio studies on real property.
- Finalize quality control audits on value and correct or adjust accounts as needed.
- Continue transferring information from received renditions to CAMA.
- Receive and key rendition extension requests.
- Applications (homestead and agriculture) received are scanned and processed.
- Mineral and special property renditions and/or extension requests are emailed to mineral appraisers and the original filed in house.
- Review edits and audits before notices run; correct or adjust accounts as needed.
- Proof all changes; print out change report and compare to appraisals.
- Chief Appraiser continues work on the next year's budget.
- Board of Directors Budget Workshop
- **2026 -** Board of Directors Contract with Bastrop County Elections to conduct 2026 Election of BOD Members

April

- BPP appraisers continue to process received renditions.
- Appraisers work with property owners regarding proposed values and protests filed.
- Chief Appraiser continues work on next year's budget and sends preliminary budget to entities after Board approval.
- Continue transferring information from received renditions to CAMA.
- Applications (homestead and agriculture) receive are scanned and processed
- Place Protest and Appeals Procedure ad in local newspaper by **April 1**.
- Renditions due by April 15 unless extension requested; continue to receive and key rendition extension requests.
- Check that mapping updates have been processed as scheduled.
- Review edits and audits before notice run; correct or adjust accounts as needed.
- Ensure all ARB members are scheduled for mandatory training.
- Mail out Notices of Appraised Value.
- Coordinate with CAD staff on hearing schedule and protests filed.
- Schedule protest hearings and mail Notice of Protest letters.
- 1-d-1 Applications are due by April 30.

May

- Coordinate mineral and special property input to CAD.
- Renditions receiving 30-day extension are due **May 15** unless chief appraiser extends deadline to **May 30**.
- Continue transferring information from received renditions to CAMA.
- Receive and key rendition extension requests and accounts granted additional 15-day extension.
- Mineral and special property renditions and/or extension requests are faxed, mailed, or e-mailed to mineral appraisers and the original filed in-house.
- Ensure all ARB members have attended mandatory training and certificates of completion are on file.
- Code returned value notices and research ownership and addresses.
- Coordinate with CAD staff on hearing schedule and protests filed.
- Appraisers work with property owners regarding proposed values and protests filed.
- Schedule protest hearings and mail Notice of Protest letters.
- Appraisers defend values at protest hearings.
- Post ARB hearing Agenda as necessary.
- Begin ARB hearings
- Provide ARB support; make record of minutes during hearings, make copies as needed, supply forms and orders as needed, etc.
- Enter into CAMA all changes ordered by ARB.

APPENDIX C - Calendar

June

- Appraisers work with property owners regarding proposed values and protests filed.
- Coordinate with CAD staff on hearing schedule and protests filed.
- Appraisers defend values at protest hearings.
- Enter changes ordered by ARB.
- Submit appraisal records to ARB for review.
- Submit completed Operations Survey to State Comptroller.
- Chief Appraiser begins update of USPAP Report (Mass Appraisal Report).
- Chief Appraiser submits recommended next year's budget to CAD board and taxing units by June 15.
- Chief Appraiser submits estimated pro-rated budget shares to CAD board and taxing units by June 15.
- Schedule protest hearings and mail Notice of Protest letters.
- Prepare cause folders for hearings.
- Compile information for evidence packets for property owners filing protests and requesting evidence.
- Post ARB hearing Agenda as necessary.
- Continue ARB hearings
- Provide ARB support; make record of minutes during hearings, make copies as needed, supply forms and orders as needed, etc.
- Mail ARB Notices and Orders certified, return receipt requested.
- Enter into CAMA all changes ordered by ARB.
- Coordinate with mineral and special property appraisers on hearing schedule and protests filed.
- Code returned value notices and research ownership and addresses.
- Print and mail personal property rendition penalty letters.
- Verify that rendition penalties are applied correctly.
- Exemptions department begins Homestead Audit
- **2026 -** Post Election Notice of Candidate Filing Deadline (three Board of Director Members elected at large)

July

- Appraisers work with property owners regarding proposed values and protests filed.
- Appraisers defend values at protest hearings.
- Enter into CAMA all changes ordered by ARB.
- Prepare hearing list and information on informal meetings and formal hearings to check on evidence and reason for changes in value by contract appraisers.
- Post ARB hearing agenda as necessary
- Continue ARB hearings
- Provide ARB support; make record of minutes during hearings, make copies as needed, supply forms and orders as needed, etc.
- Mail ARB Notices and Orders certified, return receipt requested.
- Enter into CAMA all changes ordered by ARB.
- Quality Control reports to verify values by mineral and special property appraisers prior to Approval and Certification.
- Quality Control reports to review exceptional values prior to Approval and Certification.
- ARB approves Appraisal Records by July 20.
- Chief Appraiser certifies Appraisal Roll to taxing units by July 25.
- Compile truth in taxation information for county, cities, and special districts and supply needed information to all schools. Submit to taxing units value loss due to property acquiring 1st time exemption and 1st time 1-d or 1-d-1, value gain due to new improvements and recap of homesteads.
- **2026—**Mail out financial audit bid letters.
- **2026—**Prepare 2027-2028 Reappraisal Plan.
- **2026—**Board of Directors Order for Election of Elected Board of Directors Members
- **2026—**Filing date begins for candidates seeking place on ballot (three Board of Director Members elected at large)

APPENDIX C - Calendar

August

- Conduct field inspections on residential, land, mobile homes, commercial, industrial, pipelines and personal property.
- Real property is inspected and checked for accuracy in class and depreciation in designated areas.
- Appraisers continue to work on any pending protest hearings.
- Submit sales information to State Comptroller's Office by Aug 1. EPTS.
- Submit Certified Appraisal Roll to State Comptroller by Aug 1. EARS.
- Supplement data and values to other appraisal districts or tax offices as needed.
- Hold Public Hearing on Budget.
- Continue ARB Hearing process for any rescheduled or newly scheduled protests.
- Compose and mail letter to property owners filing late ag application informing them of the 10% penalty for late filing.
- Place ¼ page Notice of Budget Hearing Ad in newspaper at least 10 days before the hearing date.
- Submit Notice of Budget Hearing to taxing units at least 10 days before hearing date.
- **2026—**Submit 2027-2028 Reappraisal Plan to Taxing Authorities 10 days before August BOD meeting.
- **2026—**Candidate filing deadline for Elected BOD Member positions (three Board of Director Members elected at large)
- **2026**—Ballot Drawing and Ballot Information Form Deadlines (three Board of Director Members elected at large)
- **2026—**Mail requests for bid on CAD Depository for 2027 appointment.

<u>Board of Directors</u>

- **2025—**Adopts Next Year's Budget
- **2026—**Considers Financial Audit Bids
- **2026—**Adopts 2027-2028 Reappraisal Plan
- **2026—**Adopts Next Year's Budget

September

- Conduct field inspections on residential, land, mobile homes, commercial, industrial, pipelines and personal property.
- Real property is inspected and checked for accuracy in class and depreciation in designated areas.
- Supplement data and values to other appraisal districts or tax offices as needed.
- Board of Directors must adopt next year's budget by September 15.
- Begin work on reports of Property Value for State Comptroller's Office.
- After tax rates are set, files, lists and website are updated for new tax rates.
- Verify mapping updates have been processed as scheduled.
- **2025—**Begin process of 2026 Board of Directors appointment by taxing units. 2 members for a 4-year term.

October

- Review and update Ag Survey Letter as needed.
- Conduct field inspections on residential, land, mobile homes, commercial, industrial, pipelines and personal property.
- Real property is inspected and checked for accuracy in class and depreciation in designated areas.
- Meet with agricultural advisory board to discuss and address agricultural issues for the next appraisal year.
- Supplement data and values to other appraisal districts or tax offices as needed.
- Mail Ag Survey Letters to owners
- Submit completed Reports of Property Value to State Comptroller's Office.
- Chief appraiser schedules annual meeting of Agricultural Advisory Board to discuss and address agricultural issues for the next appraisal year.
- **2025—**Continue Board of Directors appointment process.
- **2026—**Board of Directors selects CAD Depository for 2027.

APPENDIX C - Calendar

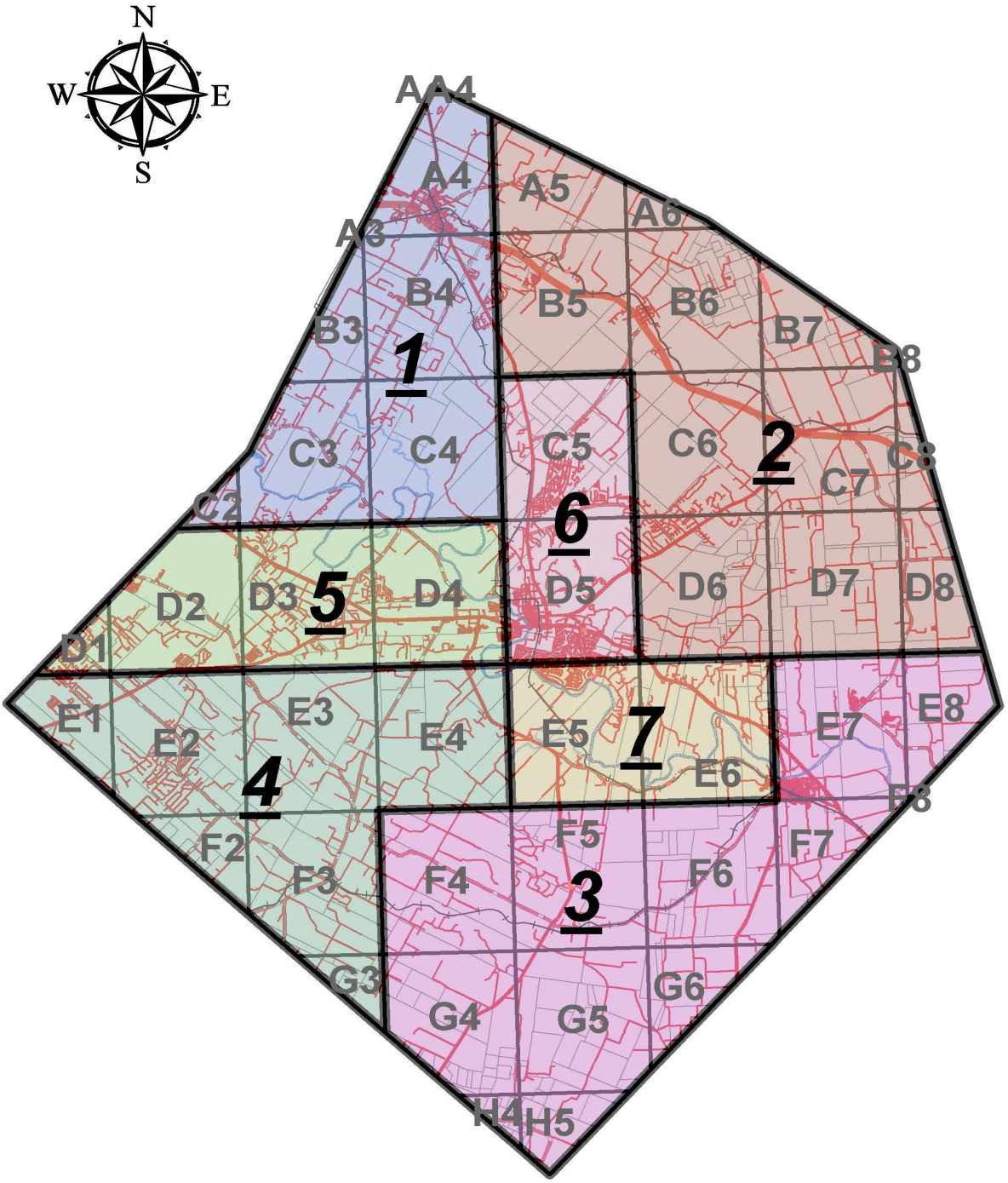
November

- Conduct field inspections on residential, land, mobile homes, commercial, industrial, pipelines and personal property.
- Real property is inspected and checked for accuracy in class and depreciation in designated areas.
- Supplement data and values to other appraisal districts or tax offices as needed.
- Continue to update deeds and maps.
- TLO receives applications for ARB openings and receives names for Chair and Secretary of ARB.
- **2026 -** November General Election - Three members elected at large. Terms 2 or 4, lots drawn for term at 1st meeting in January of 2027. 1 lot for 2-year term; 2 lots for 4-year term.
- **2026 -** Board of Directors canvass general election results.

December

- Conduct field inspections on residential, land, mobile homes, commercial, industrial, pipelines and personal property.
- Real property is inspected and checked for accuracy in class and depreciation in designated areas.
- Supplement data and values to other appraisal districts or tax offices as needed.
- TLO submits applications for ARB openings and names for Chair and Secretary of ARB to the Board of Directors.
- At recommendation of Chief Appraiser the Board of Directors appoints Ag Advisory Board members to 2-year term.
- Board of Directors appoints ARB members to 2-year term.
- **2025—**Notification of Board of Directors appointed by taxing units results.

APPENDIX D - Region/Quad Map



APPENDIX D - Region/Quad/NBHD

REGION	QUAD	NBHD CODE	NBHD NAME
R1	C4	NBHD0213	BASTROP RURAL 001
R1	C4	NBHD0214	BASTROP RURAL 002
R1	C2	NBHD0215	BASTROP RURAL 003
R1	C2	NBHD0216	BASTROP RURAL 004
R1	B4	NBHD0303	CEDAR HILLS
R1	A4	NBHD0309	COUNTY LINE SUB
R1	A4	NBHD0313	COMMERCIAL
R1	C3	NBHD0403	DOUBLE EAGLE RANCH
R1	A4	NBHD0501	ELGIN CITY 001
R1	A4	NBHD0502	ELGIN CITY 002
R1	A4	NBHD0503	ELGIN CITY 003
R1	A4	NBHD0505	ELGIN CITY 005
R1	B4	NBHD0506	ELGIN CITY 006
R1	B4	NBHD0511	ELGIN RURAL 001
R1	B4	NBHD0512	ELGIN RURAL 002
R1	B3	NBHD0513	ESTATES AT WILBARGER
R1	A4	NBHD0514	ELGIN MEADOWS
R1	B4	NBHD0801	HIDDEN OAKS
R1	A4	NBHD0803	HILLSIDE SUB
R1	A4	NBHD0812	HABITAT FOR HUMANITY
R1	A4	NBHD0813	HARVEST RIDGE
R1	B4	NBHD1202	LAS COLINAS
R1	C3	NBHD1215	LAZY RIVER ACRES
R1	B4	NBHD1307	MOBILE HOME ONLY ACCTS
R1	A4	NBHD1401	NEW TRAILS SUB
R1	C3	NBHD1611	POPE BEND RIVER ESTATES
R1	A4	NBHD1620	PEPPERGRASS
R1	C3	NBHD1805	RIVER CROSSING
R1	C3	NBHD1810	ROCKING S ESTATES
R1	A4	NBHD1911	SHENANDOAH
R1	A4	NBHD1915	SARATOGA FARMS
R1	B4	NBHD2016	THE ARBORS AT DOGWOOD
R1	C3	NBHD2019	TEXAS HERITAGE
R1	C3	NBHD2301	WEBBERWOOD
R1	C4	NBHD2302	WILBARGER ESTATES
R1	B4	NBHD2307	WAYSIDE OAKS
R1	C3	NBHD969	969 ESTATES

APPENDIX D - Region/Quad/NBHD

REGION	QUAD	NBHD CODE	NBHD NAME
R2	D6	NBHD0211	BASTROP HILLS
R2	D6	NBHD0213	BLUE BONNET ACRES
R2	B5	NBHD0214	BASTROP RURAL 002
R2	C6	NBHD0306	CIRCLE D
R2	C6	NBHD0307	CIRCLE D EAST
R2	B6	NBHD0313	COMMERCIAL
R2	D6	NBHD0314	COTTLETOWN
R2	B5	NBHD0508	ELGIN OAKS
R2	B5	NBHD0511	ELGIN RURAL 001
R2	B5	NBHD0512	ELGIN RURAL 002
R2	D7	NBHD0808	HIDDEN PINES
R2	D8	NBHD0810	HORSESHOE LAKE
R2	D6	NBHD1101	KC ESTATES
R2	C6	NBHD1204	LAKE BASTROP ESTATES
R2	B7	NBHD1210	LINCOLN LAKE ESTATES
R2	B6	NBHD1302	MCDADE AREA
R2	B5	NBHD1307	MOBILE HOME ONLY ACCTS
R2	C7	NBHD1602	PAIGE AREA
R2	D6	NBHD1604	PINE HILL ESTATES
R2	C6	NBHD1606	PINE VALLEY
R2	D6	NBHD1608	PINE VIEW ESTATES
R2	C6	NBHD1610	PIONEER PINES FARMS
R2	C6	NBHD1614	PONDEROSA HOMESTEAD
R2	D6	NBHD1905	SMITHVILLE RURAL 001
R2	D6	NBHD1906	SMITHVILLE RURAL 002
R2	D6	NBHD1907	SMITHVILLE RURAL 003
R2	B5	NBHD2016	THE ARBORS AT DOGWOOD
R2	B5	NBHD2309	WATERS SUB

APPENDIX D - Region/Quad/NBHD

REGION	QUAD	NBHD CODE	NBHD NAME
R3	F4	NBHD0213	BASTROP RURAL 001
R3	F4	NBHD0218	BASTROP RURAL 006
R3	E7	NBHD0313	COMMERCIAL
R3	E7	NBHD0808	HIDDEN PINES
R3	E7	NBHD0811	HURTA RIVER ESTATES
R3	E7	NBHD0902	INDIAN LAKE
R3	F5	NBHD1201	LA REATA RANCH
R3	E7	NBHD1209	LAKE THUNDERBIRD
R3	F4	NBHD1301	MCELWREATH
R3	E7	NBHD1306	MONTERREY HILLS
R3	E7	NBHD1307	MONTERREY HILLS
R3	F5	NBHD1607	PINE VALLEY ESTATES
R3	F7	NBHD1809	RVICS
R3	E7	NBHD1902	SMITHVILLE CITY 001
R3	E7	NBHD1902A	SMITHVILLE CITY A
R3	E7	NBHD1902B	SMITHVILLE CITY B
R3	E7	NBHD1903	SMITHVILLE CITY 002
R3	E7	NBHD1904	SMITHVILLE CITY 003
R3	E7	NBHD1905	SMITHVILLE RURAL 001
R3	E7	NBHD1906	SMITHVILLE RURAL 002
R3	F5	NBHD1907	SMITHVILLE RURAL 003

APPENDIX D - Region/Quad/NBHD

REGION	QUAD	NBHD CODE	NBHD NAME
R4	E2	NBHD0101	ALUM CREEK
R4	E2	NBHD0102	ARBOR HILLS
R4	E2	NBHD0103	ARTESIAN OAKS
R4	E1	NBHD0213	BASTROP RURAL 001
R4	E4	NBHD0216	BASTROP RURAL 004
R4	E1	NBHD0217	BASTROP RURAL 005
R4	E4	NBHD0218	BASTROP RURAL 006
R4	E4	NBHD0219	BASTROP RURAL 007
R4	E4	NBHD0301	CEDAR CREEK BEND
R4	D1	NBHD0305	CIELO VISTA RANCH
R4	E3	NBHD0312	CULP SUB
R4	E4	NBHD0313	COMMERCIAL
R4	E4	NBHD0315	CASSENA RANCH
R4	E4	NBHD0507	EL CAMINO
R4	E2	NBHD0802	HIGH VIEW RANCH
R4	E1	NBHD1208	LEGEND OAKS
R4	E2	NBHD1214	LYTTON ACRES
R4	D1	NBHD1217	LANZOLA MHP
R4	D1	NBHD1304	MEADOW LAKE HEIGHTS
R4	E1	NBHD1305	MEADOW WOOD
R4	D1	NBHD1306	MONTERREY HILLS
R4	F3	NBHD1307	MOBILE HOME ONLY ACCTS
R4	E2	NBHD1501	OAK FOREST
R4	E2	NBHD1504	ORI ADD
R4	F3	NBHD1801	RED ROCK ACRES
R4	E2	NBHD1802	RANCHO ENCINO
R4	E1	NBHD1803	RIO VISTA RANCH
R4	F3	NBHD1804	RED ROCK
R4	D1	NBHD1808	RAINBOW EAST
R4	G3	NBHD1907	SMITHVILLE RURAL 003
R4	E2	NBHD1909	SCARLET OAKS
R4	E2	NBHD1910	SENDERO ESTATES
R4	E3	NBHD2022	TURNER ESTATES
R4	E2	NBHD2308	WOOD HOLLOW ESTATES

APPENDIX D - Region/Quad/NBHD

REGION	QUAD	NBHD CODE	NBHD NAME
R5	D3	NBHD0201	BASTROP CITY 001
R5	D4	NBHD0206	BASTROP CITY 006
R5	D4	NBHD0208	BASTROP COUNTY OAKS
R5	D3	NBHD0209	BASTROP COUNTY WEST
R5	D3	NBHD0210	BASTROP COUNTY WEST OAKS
R5	D3	NBHD0212	BLUE BONNET ACRES
R5	D2	NBHD0213	BASTROP RURAL 001
R5	D3	NBHD0214	BASTROP RURAL 002
R5	D3	NBHD0215	BASTROP RURAL 003
R5	D3	NBHD0216	BASTROP RURAL 004
R5	D2	NBHD0217	BASTROP RURAL 005
R5	D4	NBHD0218	BASTROP RURAL 006
R5	D4	NBHD0219	BASTROP RURAL 007
R5	D4	NBHD0222	BASTROP GROVE
R5	D3	NBHD0302	CEDAR CREEK ESTATES
R5	D2	NBHD0304	CHARRO ESTATES
R5	D3	NBHD0313	COMMERCIAL
R5	D4	NBHD0315	CASSENA RANCH
R5	D4	NBHD0507	EL CAMINO
R5	D2	NBHD0510	ELM RIDGE
R5	D2	NBHD0601	FOREST LAKES
R5	D2	NBHD0804	HERITAGE OAKS
R5	D3	NBHD0805	HMSTD HOBBS CREEK
R5	D4	NBHD0806	HUNTERS CROSSING
R5	D2	NBHD0812	HABITAT FOR HUMANITY
R5	D4	NBHD1002	JACOBS LANDING
R5	D3	NBHD1303	MARTINS MEADOW
R5	D3	NBHD1307	MOBILE HOME ONLY ACCTS
R5	D3	NBHD1503	OAK RIDGE ESTATES
R5	D4	NBHD1601	PECAN PARK
R5	D4	NBHD1601B	PECAN PARK B
R5	D3	NBHD1613	PERSIMMON HILLS

APPENDIX D - Region/Quad/NBHD

REGION	QUAD	NBHD CODE	NBHD NAME
R5	D3	NBHD1616	POPE BEND
R5	D3	NBHD1806	RIVER OAKS
R5	D4	NBHD1807	RIVERSIDE GROVE
R5	D2	NBHD1808	RAINBOW EAST
R5	D2	NBHD1913	STONY POINT
R5	D2	NBHD1916	SANTA FE ESTATES
R5	D4	NBHD2017	THE COLONY
R5	D2	NBHD2018	THE RANCH
R5	D4	NBHD2020	THE WOODLANDS
R5	D2	NBHD2021	THOUSAND OAKS
R5	D3	NBHD2023	THE FOREST COLO CROSSING
R5	D4	NBHD2024	THE COLONY MUD 1D-E
R5	D4	NBHD2025	THE COLONY MUD 1A
R5	D3	NBHD2306	WLYDWOOD ESTATES
R5	D4	NBHD2310	WOODRUN SUB
R5	D4	NBHD2311	WEST BASTROP VILLAGE

APPENDIX D - Region/Quad/NBHD

REGION	QUAD	NBHD CODE	NBHD NAME
R6	D5	NBHD0201	BASTROP CITY 001
R6	D5	NBHD0202	BASTROP CITY 002
R6	D5	NBHD0203	BASTROP CITY 003
R6	D5	NBHD0204	BASTROP CITY 004
R6	D5	NBHD0205	BASTROP CITY 005
R6	D5	NBHD0206	BASTROP CITY 006
R6	C5	NBHD0213	BASTROP RURAL 001
R6	D5	NBHD0214	BASTROP RURAL 002
R6	D5	NBHD0216	BASTROP RURAL 004
R6	C5	NBHD0306	CIRCLE D
R6	C5	NBHD0308	CAMP SWIFT
R6	D5	NBHD0313	COMMERCIAL
R6	C5	NBHD0512	ELGIN RURAL 002
R6	C5	NBHD0807	HOLIDAY HILLS
R6	D5	NBHD0812	HABITAT FOR HUMANITY
R6	D5	NBHD1101	KC ESTATES
R6	C5	NBHD1203	LAKE BASTROP ACRES
R6	C5	NBHD1204	LAKE BASTROP ESTATES
R6	D5	NBHD1211	LOST PINES DEV
R6	D5	NBHD1213	LAKEVIEW ESTATES
R6	D5	NBHD1216	LAKE BASTROP PINES
R6	C5	NBHD1302	MCDADE AREA 001
R6	D5	NBHD1307	MOBILE HOME ONLY ACCTS
R6	D5	NBHD1601	PECAN PARK
R6	D5	NBHD1601A	PECAN PARK SEC 3A
R6	D5	NBHD1601D	PECAN PARK DUPLEX
R6	D5	NBHD1603	PINE FOREST
R6	D5	NBHD1604	PINE HILL ESTATES
R6	D5	NBHD1608	PINE VIEW ESTATES
R6	D5	NBHD1609	PINEY RIDGE
R6	D5	NBHD1609MH	PINEY RIDGE MH
R6	D5	NBHD1617	PINE FOREST UNIT 12
R6	D5	NBHD1619	PINEY CREEK BEND
R6	D5	NBHD1901	SANDERS ESTATES
R6	C5	NBHD1912	SILENT VALLEY
R6	D5	NBHD2014	TAHITIAN U1

APPENDIX D - Region/Quad/NBHD

REGION	QUAD	NBHD CODE	NBHD NAME
R7	E5	NBHD0213	BASTROP RURAL 001
R7	E5	NBHD0216	BASTROP RURAL 004
R7	E5	NBHD0217	BASTROP RURAL 05
R7	E5	NBHD0218	BASTROP RURAL 006
R7	E5	NBHD0310	COLOVISTA COUNTRY CLUB
R7	E5	NBHD0311	COLOVISTA ESTATES
R7	E6	NBHD0313	COMMERCIAL
R7	E6	NBHD0314	COTTLETOWN
R7	E6	NBHD0401	DOTY RIVER ESTATES
R7	E6	NBHD0402	DUPLEX
R7	E5	NBHD0507	EL CAMINO
R7	E6	NBHD0809	HIDDEN SHORES
R7	E5	NBHD1307	MOBILE HOME ONLY ACCTS
R7	E5	NBHD1502	OAK GRANDE
R7	E5	NBHD1603	PINE FOREST
R7	E6	NBHD1612	PARK RIDGE ESTATES
R7	E6	NBHD1618	PECAN SHORES
R7	E6	NBHD1903	SMITHVILLE CITY 002
R7	E6	NBHD1904	SMITHVILLE CITY 003
R7	E6	NBHD1905	SMITHVILLE RURAL 001
R7	E6	NBHD1906	SMITHVILLE RURAL 002
R7	E5	NBHD1907	SMITHVILLE 003
R7	E6	NBHD1914	SMITHVILLE WEST
R7	E5	NBHD2014	TAHITIAN U1
R7	E5	NBHD2026	TAHITIAN U2
R7	E5	NBHD2027	TAHITIAN U3
R7	E5	NBHD2028	TAHITIAN U4
R7	E5	NBHD2029	TAHITIAN U5