



PARKER COUNTY APPRAISAL DISTRICT

1108 SANTA FE DRIVE

WEATHERFORD, TEXAS 76086

TELEPHONE: 817-596-0077

TNT@parkercad.org

Please complete and return to tnt@parkercad.org no later than July 5th, 2024.

Designated Officer / Employee (DOE)

Please provide the name, phone number, and email address of your designated officer or employee (DOE) who will prepare all Truth in Taxation (TNT) calculation forms in accordance with the rules and regulations of the Texas Property Tax Code and laws of Texas.

TAXING UNIT NAME	City of Willow Park
DOE FIRST AND LAST NAME	Bryan Grimes
DOE PHONE NUMBER	817-441-7108 x109
DOE EMAIL ADDRESS	bgrimes@willowpark.org

The governing body is responsible for designating by resolution, order, or ordinance, an officer or employee to calculate the no-new-revenue tax rate, voter-approval tax rate, and de minimis rate (if applicable).

Tax Code Sec. 26.04. SUBMISSION OF ROLL TO GOVERNING BODY; NO-NEW-REVENUE AND VOTER-APPROVAL TAX RATES.

(c) After the assessor for the taxing unit submits the appraisal roll for the taxing unit to the governing body of the taxing unit as required by Subsection (b), an officer or employee designated by the governing body shall calculate the no-new-revenue tax rate and the voter-approval tax rate for the taxing unit.

The Taxing Unit DOE will be responsible for the following:

1. Calculating the No-New-Revenue Rate, Voter-Approval Rate, and De Minimis Rate (if applicable), using the below taxing unit information:
 - a. Debt service for upcoming year.
 - b. Payments made into any Tax Increment Fund (TIF) last year, if applicable.
 - c. Sales Tax for Property Tax Relief spent on M&O expenses last year, if applicable.
 - d. Sales Tax For Property Tax Relief allocated to the taxing unit for the last four quarters, if applicable.
2. Producing, Posting, and Publishing TNT Notices, including:
 - a. [50-212, Notice of Tax Rate](#) which includes a table with Unencumbered Fund Balances and Schedule of Debt Obligations (not required for a small taxing unit which defined by a proposed rate 50 cents or less that will impose \$500,000 or less, school districts, nor water districts)

- b. Hearing/Meeting notice.
 - c. Estimate of Taxes on website – *PCAD will provide information.*
 - d. Taxing unit website requirements, see Comptroller’s [Database/Website Requirements](#)
3. Provide to PCAD for publication on the county TNT transparency website (<https://parkercounty.truthintax.com/>):
- a. Final signed Tax Rate Calculation Worksheet as prescribed by law.
 - b. Website URL of the Taxing Unit.
 - c. Public Email address of the Taxing Unit.
4. Provide to PCAD the 2024 adopted Tax Rate and the resolution, order, or ordinance with the M&O rate and Debt rate stated separately.

PCAD will provide the following:

- 1. Certified Value Totals, Values related to District Court Cases, including Average Home Values, Property Under Protest, Value of New Construction, Lost Property, Annexation/Disannexation, Captured Appraised Value in TIF zones, Tax Ceilings, etc.
- 2. Certified Anticipated Collection Rate and prior year actual collection rate.
- 3. Excess Debt Tax Collections for Prior Year.
- 4. Tax Collection Refund Reports.
- 5. Assistance with Tax Rate Calculation and Notices (tnt@parkercad.org).

Additional Useful Links:

Comptroller TNT Webpage: <https://comptroller.texas.gov/taxes/property-tax/truth-in-taxation/>
 TNT Basics: <https://comptroller.texas.gov/taxes/property-tax/docs/98-1080.pdf>
 Public Hearing Notices Flyer: <https://comptroller.texas.gov/taxes/property-tax/docs/98-1082.pdf>

List additional Taxing Unit Contacts involved in TNT process (optional):

First & Last Name	Title/Position	Phone Number	Email Address
Candy Scott	Chief Financial Officer	817-441-7108 x107	cscott@willowpark.org

Form Completed by:

Date:

Bryan Grimes, City Manager

06/20/24