

# Williamson Central Appraisal District

## Board of Directors Meeting

### Minutes of June 10, 2015

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Harry Gibbs, chairman, called the regular meeting of the Williamson Central Appraisal District Board of Directors to order Wednesday, June 10, 2015 at 9:03 a.m. Board members present: Harry Gibbs, Deborah Hunt, Charles Chadwell and Rufus Honeycutt. Cecilia Crowley was absent. Quorum declared.

#### Receipt of Public Comments

No public comments.

#### Taxpayer Liaison Officer's Report

##### Report on Property Owner Contacts

Charley Rouse, the District's Taxpayer Liaison Officer, was present to report on the status of his contact with property owners.

Rouse reviewed two complaints that have been resolved.

Rouse informed the Board of a letter received from a property owner making allegations against district personnel. Lankford addressed the Board regarding the complaint which was made by Richard Davis. Billy White, the District's Assistant Director of Appraisal addressed the Board. White informed the Board that the value was reduced by the Appraisal Review Board (ARB) and that Davis' dissatisfaction was with the informal.

Rouse reported that generally this has been a good month.

Rouse commended the personnel at the District stating that they help make his job easier.

The Board thanked Rouse.

#### Consultation with Attorney on Current Litigation

Executive Session began at 9:14 a.m. and ended at 10:16 a.m.

The Board recessed at 10:16 a.m. and returned to open session at 10:25 a.m.

#### Consideration and possible action on items discussed in Executive Session

##### Consultation with Attorney on Current Litigation

No action taken

Consider Approval of Minutes of the Board of Directors for the regular meeting – May 14, 2015

Hunt moved for approval of the minutes as presented. Honeycutt seconded.  
The motion carried.

## 2016 Budget Workshop

### 2014 Financial Audit Report

Nathan Krupke, with Belt Harris Pachasek, LLP was present to report on the District's 2014 financial audit.

Krupke provided a handout to the Board and reviewed the financial audit report. Krupke explained to the Board how prepaid items, created as a result of paying invoices immediately as they are received, has affected our fund balance. Lankford discussed changes the District will make in the future. We will no longer pay bills in December that are due in January. Any assigned funds for budget buydown will be moved to the contingency line item. Discussion followed.

Chadwell left the meeting at 10:50 a.m.

### 2014 Year-End Financials

A handout was provided to the Board. Lankford discussed the 2014 Year-End Financials and indicated that there will be additional adjusting journal entries.

### Assigned Obligated Funds

Lankford addressed assigned obligated funds. Board discussion followed. Lankford reminded the Board of previous discussions concerning not using surplus funds every year to buy down the following year's budget.

Lankford reviewed the AG opinion as well as the opinion of one of our attorneys, Pete Smith, regarding the use of reserves. Discussion followed.

### 2016 Budget Review

Lankford reviewed Texas County and District Retirement System (TCDRS) possible elected rates for the District. He recommended to the Board electing a rate higher than required to reduce the District's unfunded liability. A retiree Cost Of Living Adjustment (COLA) was discussed. The Board will review retiree COLAs again next year.

Lankford reviewed changes to several budget categories.

Lankford informed the Board that only one response to our entity salary survey was received. He requested that the Board approve a 4% increase which can be reduced if necessary. Discussion followed regarding utilizing the previous year's entity salary raises for budgeting purposes. Hunt commented that this can cause problems as raises change from year to year.

### Texas County and District Retirement System

Honeycutt made a motion to stick with the 16.12% elected rate for the District retirement plan. Hunt seconded. The motion carried.

There was no action on retiree COLA.

### Employee Health Insurance

Hunt moved to approve the recommendation made at the May Board meeting by Debra Spellings, the District's insurance consultant, to continue employee health

insurance coverage with United Health Care and long term disability coverage with Lincoln Financial. Honeycutt seconded. The motion carried.

#### 2014 Financial Audit Report

The Board tabled the 2014 Financial Audit Report until the next meeting.

#### 2014 Year-End Financials

No motion necessary.

#### Assigned Obligated Funds

No action taken.

The Board moved to agenda item IX H, Internet Connection Reserve Expenditure.

Leonard Molina, the District's IT Manager provided a handout and addressed the Board. Molina discussed issues that occurred with our current internet connection earlier this year. Lankford reiterated the significance of these problems. Fiber would increase our internet connection reliability.

Costs associated with implementing fiber for our internet connection were reviewed.

Lankford requested a \$10,000 technology reserve expenditure for the initial set up of the fiber.

Hunt moved to use \$10,000 from the technology reserve budget. Honeycutt seconded. Discussion followed. The motion carried.

#### Approval of Proposed 2016 Budget

Hunt moved to approve the preliminary budget, for the purposes of sharing with the entities, of \$7,890,100 for FY16. Honeycutt seconded. Motion carried.

#### Sketch Validation Reserve Expenditure

Lankford reviewed the discounted cost offered to the District by Tyler for Sketch Validation. Lankford recommended a CAMA reserves expenditure of \$5,400 to test our return on investment with Sketch Validation. Discussion followed.

Honeycutt moved to approve Lankford's recommendation. Hunt seconded. The motion carried.

#### Texas Department of Licensing and Regulations Resolution and Update

Lankford requested that the Board approve a resolution to hire Perdue Brandon Fielder Collins & Mott, LLP law firm to represent the District against a Texas Department of Licensing and Regulation (TDLR) complaint made by Dana Sean Shurtleff. Further discussion followed.

Honeycutt moved to approve the resolution to hire Perdue Brandon Fielder Collins & Mott to represent the District regarding the complaint to TDLR made by Shurtleff. Hunt seconded for further discussion.

Further discussion followed.

The motion carried.

## Chief Appraiser's Report

### Monthly Financials

Lankford informed the Board that the monthly financials are not in the Board packet due to timing they were received. Going forward monthly financials will be reviewed for the prior month to allow time for the financials to be received.

### Taxing Unit Challenge Petition Austin vs. TCAD

Lankford informed the Board of the implications the Taxing Unit Challenge Petition Austin vs. TCAD will have on some of our entities. He mentioned that there will be a hearing on June 22<sup>nd</sup> at 9:00 a.m. where taxing units within the City of Austin will be allowed to be present and make a statement.

This challenge will affect our overlapping entities by delaying when Travis Central Appraisal District will be able to certify their values to the end of August. Lankford has contacted our overlapping entities. Without commercial sales disclosure there will be continued trouble reaching a market value, something every appraisal district struggles with.

### Tyler Excellence Award Press Release

Lankford reminded the Board that the District had won the Tyler Excellence Award which provided flight, hotel and registration for one individual from the District to attend Tyler Connect. Aaron Stenulson, who put together the entire application package, was chosen to attend.

Stenulson was commended by the Board.

Lankford informed the Board that Tyler sent a press release to the papers recognizing the District for winning this award.

### Property Owner Surveys

Lankford reported slightly lower satisfaction statistics which were attributed to having four brand new appraisers who are still learning. Satisfaction is still at 92% which is outstanding.

Honeycutt expressed how impressed he is with our survey results.

### Protest Season Update

Lankford reported that we are up from last year, around a 10% total increase in protests. He believes that we may set a new record this year with the total number of people seen in inquiry combined with the number of protests.

### WCAD Presentations

Lankford discussed a number of presentations that had been made since the Board's last meeting.

Lankford had a discussion with media regarding reappraisal after the recent floods. The decision to do a reappraisal would be up to the entities. The District has been to the field and checked the effected properties and we are compiling the information. The District will then notify the entities affected of our findings. More information should be available by the next Board meeting. KC McDade, the District's Mapping Manager was commended by Lankford for his assistance locating flood affected areas.

Lankford presented several valuation updates. One at the City of Georgetown on May 26<sup>th</sup> and another at Commissioner's Court. Lankford presents valuation updates for these two entities on a yearly basis. Lankford also presented a valuation update at the Round Rock ISD budget workshop on June 9<sup>th</sup>.

Lankford mentioned that he had already reported on a presentation at the Legislative Conference Committee Meeting.

#### Lawsuit, Arbitration and SOAH Reports

Lankford reviewed the lawsuit report. He indicated that there is not much to report. However, several lawsuits have been settled which were reviewed by Lankford.

#### Board Agenda Additions for Future Meeting

- Budget Adjustment – move funds to the contingency category
- Annual Litigation Review from Chris Connelly
- COLA for Retirees – to be reviewed next year
- 2014 Financial Audit Report – action item for July meeting

#### Board Announcements

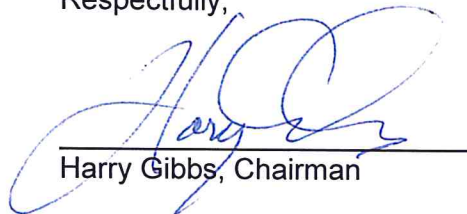
There were no Board announcements

The Board discussed the following meeting dates that had previously been set:

Thursday, July 9, 2015 at 9:00 a.m.  
Thursday, September 10, 2015 at 9:00 a.m.

The meeting adjourned at 11:57 a.m.

Respectfully,



Harry Gibbs, Chairman



Deborah Hunt, Vice Chairman