

Williamson Central Appraisal District

Board of Directors Meeting

Minutes of July 10, 2019

Charles Chadwell, Chairman, called the regular meeting of the Williamson Central Appraisal District Board of Directors to order Wednesday, July 10, 2019 at 9:00 a.m. Board members present: Charles Chadwell, Harry Gibbs, Donald Hisle, Rufus Honeycutt and Jon Jewett. Larry Gaddes was absent. Quorum declared.

Pledges of Allegiance

Receipt of Public Comments

There were no public comments.

Consideration of Monthly Financials

The May 2019 financials and expenditures were reviewed and filed for audit.

Taxpayer Liaison Officer's Report

Report on Property Owner Contacts

Charley Rouse, the District's Taxpayer Liaison Officer (TLO), was present to report on the status of his contact with property owners. An update to Rouse's TLO report was distributed to the members.

Rouse indicated that the calls he had received regarding the Appraisal Review Board (ARB) would need to be reported to the Comptroller's office at the end of the year. He also mentioned a call from an owner who reported that he did not receive his ARB hearing notice. He informed the Board how this situation was rectified.

Rouse discussed an individual who had missed his ARB hearing. This issue was thoroughly researched by Carol Frey, the ARB Chair, to attempt to find a remedy. Chadwell expressed his appreciation for the work done by Rouse and Frey.

2020 Budget Workshop

Employee Insurance Presentation

Lankford announced that Debra Spellings and Letty De La Garza, with Benefits 360, were present to discuss the District's employee insurance benefits. Spellings reported that the District had their life insurance coverage with TCDRS (Texas County & District Retirement System). The long-term disability is covered through Sun Life and short-term disability through Lincoln Financial. She also mentioned that the medical insurance coverage had been provided by United Health Care (UHC) for several years. Spellings expressed that the benefits largely had not changed and that UHC was showing a five percent increase in their rates. She reminded the Board that lines of coverage could be packaged to get additional discounts and indicated that an additional three percent reduction would be given by UHC on the medical rate if both dental and vision were packaged.

Spellings reported that the District's dental and vision coverage was furnished by Sun Life. This coverage could also be moved to UHC to get an additional discount. Spellings discussed short and long-term disability; indicating that there had been a slight rate increase in the long-term portion.

The Board discussed the possibility of a rate pass with UHC. They also mentioned the idea of reducing the maximum out-of-pocket expense for employees instead of requesting a rate pass. Spellings indicated that she would look into these options.

Entity Budget Overview Meetings

Lankford informed the Board that the budget overview meetings with the District's entities were being scheduled and that he, Chris Connelly, the District's Deputy Chief Appraiser and Kimberly Gamboa, the Business/HR Manager, plan to meet with the larger taxing units. Lankford reviewed the Budget overview packet; which, he informed the Board, is sent to all taxing entities.

Lankford announced that these meetings, which begin happening after the Board approves the preliminary budget, had been very well received in the past and that they would continue to be conducted over the next couple of months.

2020 Budget Review

Lankford announced that the only updates to the budget at this time were to the insurance rates. The updated entity salary survey was distributed.

Employee Insurance

Honeycutt made a motion to accept the recommendations presented by the District's insurance consultants concerning employee insurances. The recommendation was to proceed with United Health Care for medical, dental and vision insurance coverage. Hisle seconded. Gibbs mentioned the fact that Spellings would be reviewing and possibly revising some items. The motion was revised to state the rates were "not to exceed" the ones presented earlier in the meeting. The motion carried unanimously.

Town Hall Plans

Lankford announced that the next Town Hall Meeting was being considered for the tax bill mailout timeframe. It was decided that this item would be postponed pending Gaddes' meeting attendance. Chadwell felt the previous meeting was a success and mentioned that the Board had discussed tentative plans for a meeting in the fall at the Georgetown ISD Administration building.

No motion was made.

Local Government Cooperative Purchasing Program Resolution

Lankford reminded the Board that, at their last meeting, they had accepted the quote received from Entech Sales and Service (Entech), an air conditioning company, to work on the server room air conditioning unit. He mentioned that Entech was part of the local government purchasing cooperative, which increases the purchasing power of government entities and allows the District to keep from having to seek competitive bids.

Lankford expressed that the District would like to join this cooperative in order to save money in the future. He indicated that the cost would be \$500 per year; but would be prorated for this year. Hisle made a motion to approve the local government cooperative purchasing program resolution. Honeycutt seconded. The motion carried unanimously.

Truth-in-Taxation Website

Lankford discussed new truth-in-taxation information, which was part of SB2 recently passed by the Texas Legislature, that would be added to the District's website. The information, which all appraisal districts will need to provide, will include final property values and tax rates. Lankford informed the Board that this information would be reviewed with them at their next meeting.

No motion was made.

Consider approval of minutes of the Board of Directors for the regular meeting – June 13, 2019.

Hisle moved for approval of the June 13, 2019 minutes as presented. Chadwell seconded. The motion carried unanimously.

Chief Appraiser's Report

Property Owner Surveys

Lankford discussed the property owner surveys. He mentioned that there were several comments regarding wait times. He displayed the residential wait times and indicated that the District was seeing owners before their scheduled time. Gibbs pointed out a few surveys; indicating the outstanding job done by District staff. Chadwell mentioned that he is always impressed at the number of owners who leave the office understanding the process.

Protest Season Update

Lankford provided an update on the protest season. He announced that the District's appraisal roll would be certified to its entities on time again this year. He estimated that the District would receive 60,000 protests; which amounts to over 800 per employee. Lankford indicated that scheduled Appraisal Review Board hearings would end next week.

Legislative Updates

Lankford informed the Board that, as part of management's annual planning meeting in mid-August, all legislation that affects appraisal districts would be thoroughly reviewed. This item is assigned to a group of managers to identify which department would be responsible for processes that might need to be changed. He also mentioned that the District anticipated being in compliance with all effective dates.

Chief Appraiser Evaluation & Compensation Reminder

Lankford indicated that the Chief Appraiser evaluation and compensation item had been added to the Board's agenda in order to remind members of the process. He reported that Gaddes generally does a salary survey of other Chief Appraiser's. Lankford indicated that the evaluation form would be provided at the September Board Meeting and that the actual evaluation generally occurs in October.

Lawsuit, Arbitration and SOAH Reports

Lankford reviewed the lawsuit and arbitration reports. There were no State Office of Administrative Hearings (SOAH) on which to report.

Board of Directors Election Process Update

Lankford was very happy to report that all Board of Director members had expressed their willingness to serve another term. He thanked the members for their service over the past two years. Lankford informed the Board that he would notify the taxing units of this news. He reviewed the election process.

Board Agenda Additions for Future Meeting

Hisle mentioned the possibility of changing the timing of the Board meetings. It was decided that it would be best, as a general rule, to continue scheduling these meetings on the second Thursday of the month.

Board Announcements

Chadwell mentioned the District's annual Christmas Party, indicating that he wanted to ensure there would be no issues in having a party. Lankford informed the Board members that this event was for employee recognition. He also indicated that local municipalities have parties such as this annually for their employees during regular work hours which not only incur party expenses but also payroll costs.

The Board has previously set their next meeting as follows:
Thursday, September 5, 2019 at 9:00 a.m.

Lankford reminded the members of the importance of the September Board meeting due to the District's budget needing to be finalized.

The meeting adjourned at 10:30 a.m.

Respectfully,



Charles Chadwell, Chairman



Donald Hisle, Secretary