

Williamson Central Appraisal District

Board of Directors Meeting

Minutes of January 14, 2010

Harry Gibbs, chairman, called the regular meeting of the Williamson Central Appraisal District Board of Directors to order Thursday, January 14, 2010 at 9:06 a.m. Board members present: Harry Gibbs, Robert Tagge, Brig Mireles, Deborah Hunt and Richard Templeton. Quorum declared. Gibbs welcomed new member, Richard Templeton, to the meeting.

Commissioner Cynthia Long administered the oath of office to the newly elected Board of Directors members for 2010-2011; Harry Gibbs, Robert Tagge, Brig Mireles, Deborah Hunt and Richard Templeton.

Election of Officers

The floor was opened for nominations for officers. Hunt moved to continue with the current officers; Harry Gibbs as Chairman, Brig Mireles as Vice Chairman and Robert Tagge as Secretary. Templeton seconded. Motion carried unanimously.

Gibbs left the meeting. Mireles took over the meeting in Gibbs' absence.

Receipt of Public Comments

No public comments.

Consider approval of minutes of the Board of Directors for the regular meeting – December 10, 2009.

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

Consideration of Monthly Financials

November 2009 financials and expenditures were reviewed and filed for audit.

Delegate for TAAD Conference

Hunt moved and Templeton seconded to designate Alvin Lankford as the voting delegate for Williamson CAD for the TAAD annual conference meeting. Tagge moved and Templeton seconded for the alternate to be Deborah Hunt. Both motions carried unanimously.

Board of Directors Policy

Larry Gaddes, the District's Public Services Manager, was present and distributed the M.A.P. Review update and a copy of the updated District map that the Board had discussed at their previous meeting. Gaddes reviewed the changes to the M.A.P. Review from the last Board meeting for the Board Policy and the General Policies and Procedures for Public Access. Several changes were discussed regarding these documents. Lankford indicated that the Boards' Policy would be posted on the District's website, once it was finalized and that a secondary link would be posted to the General Policies and Procedures for Public Access.

The Board requested that the District list Charley Rouse, the Taxpayer Liaison Officer's contact information on the District's website. Adding the Appraisal Review Board Chairman's information was also discussed. The map to the District will be revised. Gaddes indicated that the revisions that were made will now satisfy all M.A.P. Review questions in the affirmative.

Lankford informed the Board that the District will not be included in the 2010 M.A.P. Review, but would be for 2011. He also informed them that the District would end up doing the MAP Review every odd year and the PVS every even.

Hunt thanked Gaddes and all staff for doing such a great job with such a huge project.

Hunt moved for approval to adopt the Board Policy with the suggested changes. Tagge seconded. The motion carried unanimously.

Selection of Auditor

Kimberly Gamboa, the District's Administration Manager, distributed the audit Statement of Qualifications comparison spreadsheet to the Board members. Lankford reminded the Board that the District is currently using Davis and Kinard for their audit vendor. He indicated that, because of the changes in the budget process that he is proposing, he would like to have an auditor with as much experience as possible.

The Board asked that the District get pricing from the three audit companies that were presented to them today; Davis, Kinard & Co. P.C., John F. Lewis, P.C. and Peña Swayze and Co., L.L.P. They also asked that the District inquire about a two year contract with the option for an extension.

Hunt moved to table this item until the February Board meeting. Tagge seconded. The motion carried unanimously.

Ag Advisory Committee

Lankford informed the Board that the current Ag Advisory Committee members were all willing to serve another 2-year term. He read the portion of the Property Tax Code regarding the Ag Advisory Committee and staggered terms.

Tagge indicated that he had spoken to several of the Ag Advisory Committee members and that things seem to be running smoothly. He indicated that these members seem to work well together. James Griner, who is in charge of the District's Ag Appraisal department, gave positive feedback on the current committee.

Tagge recommended that the committee members decide on their own staggered terms.

Tagge moved to appoint Ronnie M. Pitts, James Davidson, Jr., Wilbert J. Vorwerk, Gene Lawhon, Charlene Sefcik and F. Eugene Haydon to the Williamson Central Appraisal District Ag Advisory Committee. Hunt seconded. The motion carried unanimously.

2009 Budget Amendment

Lankford informed the Board that the District had overspent in 2009 in the litigation budget category. Two out of three judges had placed the District on the dismissal docket which caused additional monies to be spent due to having to deal with a large number of cases.

Lankford requested a budget amendment to move monies from the salaries category, which ended up with surplus funds due to some positions not being filled and others being filled at a lesser dollar amount, along with the savings that occurred with the District's health insurance, to the services category.

Hunt moved for approval of the transfer of funds from the personnel account to the services account in the amount of \$105,000. Templeton seconded. The motion carried unanimously.

Tagge inquired about where the District draws the line on some of the lawsuits and reminded everyone of the obligation we have to the entities. Lankford informed the Board that our stance does get us to our value, and that showing any weakness may cause further issues.

2010 Appraisal Notice Process Changes

Pam Orr, the District's Director of Operations, distributed copies of the Notice of Appraised Value drafted by the District and the same form that the Comptroller offers. It was commented that the check boxes have caused confusion in the past. These boxes have now been moved to the front of the form to help with this issue. Hunt commented on the Comptroller's form including an explanation regarding failure to check the correct box may result in the inability to protest. Other changes to the form were discussed.

The section of the Property Tax Code regarding notices was distributed to the Board and read aloud by Lankford. He proposed to the Board not sending notices to property owners whose amount of increase in appraised value is \$1,000 or less. The District would send a postcard only this year to these property owners. This will save the District a substantial amount of money.

Lankford indicated that a press release will be done at the time notices go out this year.

Hunt moved that the Board direct the Chief Appraiser to only send appraisal notices to properties required by the Texas Property Tax Code. Tagge seconded. The motion carried unanimously.

Hunt moved that the Board direct the Chief Appraiser to dispense with sending notices to properties that the amount of increase in value is less than \$1,000 as described in Section 25.19(e) of the Texas Property Tax Code. Tagge seconded. The motion carried unanimously.

The board recessed at 10:58 a.m. and reconvened at 11:09 a.m.

Chief Appraiser's Report

Employee of the Year Recognition

Lankford informed the Board that each year a District employee is chosen as the employee of the year from both the appraisal and appraisal support teams.

In 2009, Rosalinda Gonzalez on the appraisal support side and Karen Spencer on the appraisal side were named employee of the year.

M.A.P. Review Update

Lankford indicated that this item was discussed earlier during the Board of Directors Policy portion of the meeting.

Yotta Update

Lankford reviewed the Yotta statistics that were included in the Boards' packet. He expressed what a positive investment this project had been for the District. He informed the Board that the District had gained \$87.5 million in value which is around \$2 million in taxes. The cost for the District to work this project was around \$110,000. He also reported that the District would be finishing the main portion of this project about one month earlier than expected.

Insurance Update

Lankford informed the Board that United Health Care, the District's current health care provider, had contacted him to let him know that they could no longer administer the District's health insurance in the same manner. The District decided to change insurance companies after a recommendation from Spellings and Humphries, the District's insurance consultants. The additional cost for the first year of \$4,000 will be taken from insurance monies already accumulated and therefore will not affect the District's budget.

Lawsuit Report

Lankford reviewed the Lawsuit Report.

The board inquired how our district compares to others regarding how we handle our lawsuits. Lankford to compile this information. He informed the Board that the litigation team puts a lot of effort into placing the correct value on these properties.

Arbitration Report

Lankford reviewed the current binding arbitrations.

TAAD Contact List for Appriser

The Appriser magazine that arrives from TAAD for Board members will now be offered digitally. The Board members were asked to fill out information indicating their wishes on where they would like to receive this publication.

TAAD Conference

Lankford reminded the Board that tomorrow, January 15, 2010 is the deadline for early registration if they would like to attend the TAAD Conference. Hunt and Mireles will be attending. Templeton indicated he would get back with Lankford.

Website Video

Chris Connelly, the District's Director of Appraisal, was in attendance to present the District's website video regarding appraising properties. The video was viewed at the Board meeting.

Lankford informed the Board that the District would be providing additional videos as well, to try to keep the public informed of the entire appraisal process.

The Board had asked about the possibility of property owners downloading the website videos. Lankford indicated that he would look into this option.

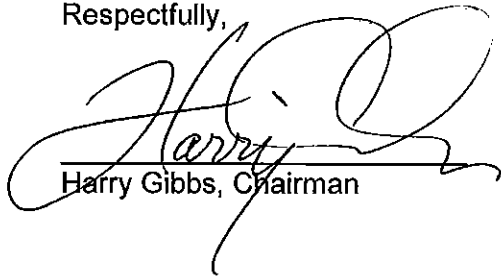
Board Agenda Additions for Future Meeting

Hunt commented on how proud she was of Lankford for his efforts in reaching out to the community and that he was doing an exceptional job. She did ask that all agendas include an item regarding Chief Appraiser initiatives.

The next regular meeting was set for Thursday, February 11, 2010 at 9:00 a.m.

The meeting adjourned at 12:10 p.m.

Respectfully,



Harry Gibbs, Chairman



Robert W. Page, Secretary