

Williamson Central Appraisal District

Board of Directors Meeting

Minutes of March 31, 2010

Harry Gibbs, chairman, called the regular meeting of the Williamson Central Appraisal District Board of Directors to order Wednesday, March 31, 2010 at 9:02 a.m. Board members present: Harry Gibbs, Robert Tagge, Brig Mireles, Deborah Hunt and Richard Templeton. Quorum declared.

Receipt of Public Comments

ARB Taxpayer Survey

Two members of the Appraisal Review Board (ARB) were present for public comments, Cheryl Jakubowski and Dr. Ronald Brandon. Jakubowski expressed some concerns regarding the taxpayer survey that would be presented to taxpayers. Brandon indicated that the ARB endorses the idea of a survey, but has concerns about the negative bias it may cause and the possible misuse of information. The ARB members present suggested conducting a pilot project for the first year. Jakubowski presented replacement questions for two of the questions that were presented to them. These ARB members also indicated they would like to control this data.

Consider approval of minutes of the Board of Directors for the regular meeting – February 11, 2010.

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

Consideration of Monthly Financials

Lankford informed the Board that the Professional Services category was currently showing a lower remaining percentage due to the Pictometry payment being paid at the first of the year.

January 2010 financials and expenditures were reviewed and filed for audit.

ARB Taxpayer Survey

The Board members agreed that since the ARB is an independent board, the Taxpayer Survey should be controlled by them. Lankford expressed his appreciation to the ARB members who were present at the meeting for taking the time and interest in the process. Lankford indicated to the Board that he would gather the surveys on a monthly basis in graphic form. Templeton suggested making these charts available to the public. Mireles agreed.

Hunt liked the suggested changes presented by the ARB members present today, but asked that a question be included regarding how the taxpayer felt he or she was treated. Hunt also recommended including information regarding the taxpayers hearing date and time to the survey. The Board members agreed that the modifications made to the survey should be the ARB's decision.

Hunt thanked the ARB members for their initiative and indicated that they could report back to the Board at their option. No action was taken.

ARB Customer Service Training

Lankford informed the Board that the District would be more than willing to provide some customer service training for the ARB, if that is what the Board decides.

Brandon, a member of the ARB who was present at the meeting, offered that the ARB is always open to additional training. Jakubowski suggested possibly developing in-service training that they could conduct themselves.

The Board suggested that the ARB members investigate this training and possibly consult with their attorney, Roy Armstrong. Hunt and Lankford will help accommodate, if there are any questions.

Investment Committee

Lankford indicated to the Board members that the Investment Committee, according to the Investment Policy, should run concurrently with the Board of Directors terms.

The current committee consists of; Deborah Hunt, Alvin Lankford and Kimberly Gamboa.

Gibbs pointed out the CEU requirements, which Hunt indicated she would provide. Gibbs appointed Hunt to the WCAD Investment Committee.

Air Conditioner Service

Lankford informed the Board that the District has about 24 air conditioning units, which cost about \$25.00 per month per unit in service calls alone.

Preston Bebee, the Service Manager with MTech Comfort Systems was present. Bebee reviewed the items covered in the service contract. He indicated that the equipment the District has is of about average quality.

The Board indicated that the District should be preparing for the potential replacement of the air conditioning units and that sturdier equipment might be considered. It was pointed out as well that if we replace an outdoor unit, the indoor unit would also need to be replaced. The District will consider reserving monies in the 2011 budget process.

2010 Appraisal Notice Process Changes

The Appraisal Notice process had been discussed at previous meetings. Lankford informed the Board that the District would now be sending Notices out to all property owners and therefore he would like this portion of their previous motion to be rescinded.

Hunt moved to rescind the motion previously made at the January 14, 2010 meeting regarding the 25.19(e) Notice regarding properties valued at less than \$1,000. Tagge seconded. The motion carried unanimously.

2009 Budget Amendment

Lankford explained to the Board that due to spending more on litigation this year, we would like to move \$60,000 from the Personnel (6000) budget category to the Services (6200) category to cover the additional expense.

Tagge made a motion to move \$60,000 from the Personnel (6000) budget category to the Services (6200) budget category. Hunt seconded. The motion carried unanimously.

Chief Appraiser Evaluation Form Committee

Lankford reminded the Board that he would be placing his evaluation on a future agenda for their consideration. The Evaluation Form Committee will consist of Mireles and Templeton. Hunt will be available for comments and advice. The committee was asked to forward their recommended questions to Lankford and he would assemble the form.

Chief Appraiser's Report

CAMA Update

Lankford reported that the District's CAMA Appraisal system was discussed by the District Directors and Managers at their annual planning meeting. They had discussed the top ten issues that required some additional attention from the current CAMA vendor, Tyler Technologies.

Mark Hawkins, with Tyler Technologies, was present to report on the status of the top ten issues.

All items on the list are either completed by Tyler or are being worked on currently. Hawkins indicated that some of these issues have recently been submitted to Tyler. Hawkins also reported on a few items that will be coming in the future including: an appeals website, an interactive appeal calendar, revamping the M.A.P.S. compliant appraisal card and market and MRA analysis configuration.

Lankford commended Hawkins and his team for their efforts. He indicated that he would like to take the next month to weigh everything out and make his recommendation to the Board in April or May.

2009 Earl Luna Award Recognition

Lankford reported to the Board members that Hunt, due to her efforts throughout the year, was awarded the Earl Luna Award at the 2010 TAAD Conference.

WCAD Deputy Chief Appraiser

Lankford announced that he had named Chris Connelly, who was currently the Director of Appraisal, as his new Deputy Chief Appraiser. He also mentioned that the organizational chart would be revisited again in the future.

Investment Policy

Lankford informed the Board that it is time for the Investment Policy to be reviewed. This item will be included on the Boards' next meeting agenda.

Yotta Final Update

Lankford reported that the final Yotta cost figures have been compiled and that the total value added for this project was \$88,530,128. The total costs involved were \$135,620, and the total estimated taxes gained were \$2,213,253, with the return on investment at 1632%.

Lankford expressed his feelings that this project was extremely well worth the money spent and thanked the Board and the staff for their efforts.

Chief Appraiser Initiatives

Lankford informed the Board that he would be changing this item in the future to read "WCAD Initiatives" since it is not only he who makes the initiatives happen, but the staff.

Lankford distributed a copy of the District's updated website front page. He also indicated that the appraisal videos should be ready for the public by mid-April. The videos may be able to be viewed at a future Board meeting and will be released when Notices are mailed.

Lankford reported on the new proposed WCAD logo. He indicated that four different logos were surveyed by staff. Tagge asked that these logos be included in the next Board packet.

Lankford informed the Board that the Entity Survey would be distributed to the entities in the next couple of weeks. He also reported on the new signage posted around the District that will show the separate Appraisal and Appraisal Review Board areas.

Arbitration Report

Lankford informed the Board that the District's last arbitration was completed.

Lawsuit Report

Lankford reviewed the Lawsuit Report. Only one new lawsuit has been added since the Boards' last meeting.

Chief Appraiser Presentations

Lankford reported that he has two presentations scheduled. One with RE/MAX, and one with the Round Rock Sertoma Club. He also reported that it had been requested by the Board that he meet with the Community Impact Newspaper. Lankford informed the Board that he was unable to get anything in the April edition of the paper, but was trying for May. A press release will be done in April.

Board Agenda Additions for Future Meeting

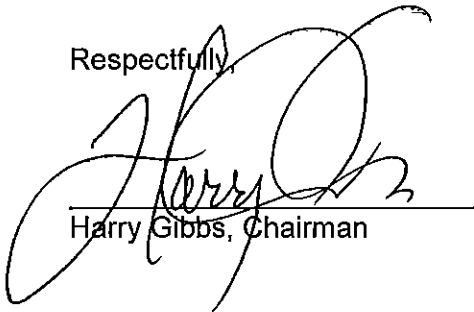
Hunt requested that her investment training requirement be placed on the next Board agenda.

The WCAD logo will also be included.

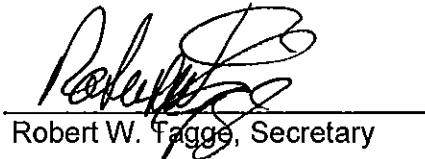
The next regular meeting was set for Thursday, April 22, 2010 at 9:00 a.m. The Board also set their May meeting date for Thursday, May 20, 2010 at 9:00 a.m.

The meeting adjourned at 11:22 a.m.

Respectfully,



Harry Gibbs, Chairman



Robert W. Fagge, Secretary