

Williamson Central Appraisal District

Board of Directors Meeting

Minutes of June 14, 2010

Harry Gibbs, chairman, called the regular meeting of the Williamson Central Appraisal District Board of Directors to order Monday, June 14, 2010 at 9:02 a.m. Board members present: Harry Gibbs, Robert Tagge and Deborah Hunt. Quorum declared. Richard Templeton was absent and Brig Mireles had notified the Board he would be arriving a little late.

Receipt of Public Comments

No public comments.

Consider approval of minutes of the Board of Directors for the regular meeting – May 20, 2010.

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

Consideration of Monthly Financials

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

Board of Directors CAMA Committee Selection

The Board discussed the idea of trying to work with Tyler Technologies (Tyler), the District's current CAMA provider, to work on getting a return on the District's investment. At a previous meeting, both Gibbs and Templeton had expressed interest in working on a committee that would try to address these issues. Lankford informed the Board that the District would be willing to set up a meeting with Mark Hawkins at Tyler and that both he and Pam Orr, the District's Director of Operations, would like to attend.

The idea was, if Tyler could take what the District develops and sell it to others, we could possibly get credit on the District's maintenance contract for the coming year.

Lankford informed the Board that he was impressed with Tyler's on-line protest feature compared with other vendors. He also mentioned that this development is free to everyone using their software. A meeting would need to be scheduled with the CAMA Committee, Lankford and Orr prior to speaking with Tyler. Hunt commented on Tyler and how easy they have been to work with and feels the District has made a very wise decision in continuing to work with them.

Gibbs appointed himself and Templeton to the CAMA Committee.

Mireles arrived to the meeting at 9:15 a.m.

2011 Budget Workshop

Healthcare Benefit Renewal Presentation

Lankford informed the Board that the information regarding the insurance renewal had not arrived at the District office until after the Board packets were delivered and therefore were not included in the packet.

Debra Spellings with Spellings & Humphries, L.L.P. distributed a packet of information regarding the health benefit program, which was reviewed with the Board members. United Health Care is the District's current benefit provider. Spellings reminded the Board that the District currently offers the HRA program which reimburses the employee for the benefit. Spellings recommended to the Board staying with United Health Care as the District's provider, leaving the HRA in place and reviewing again in 12 months. With this plan, the employee would pay the same amount they are currently, the cost for dependent care would increase somewhat.

The Board inquired about what is currently showing in the 2011 budget; they were informed that a two percent increase would be included from what was currently showing.

Spellings reviewed the short term disability summary of costs and benefits and recommended staying with Sun Life for this benefit. She also informed the Board that the District's current long term disability provider is Sun Life; she recommended changing providers to Lincoln Financial and take the premium savings. Our rate with them is good for three years.

Spellings informed the Board that the vision and dental coverage will renew on October 1st and confirmed that VSP, the District's current vision provider, has agreed to renew at the same rate it is currently.

Lankford reminded the Board that the proposed budget would be mailed to the entities tomorrow.

Retirement Benefits Presentation

Kristina Acuña with Texas County & District Retirement System was present to report on the District's retirement plan.

Tagge mentioned providing employees something in the way of a COLA and also was interested in making a lump sum contribution. Gibbs expressed his opinion that the District should pay for today instead of leaving anything unfunded.

Acuña reviewed contribution scenarios with the Board.

2011 Preliminary Budget

The Board discussed and reviewed the 2011 preliminary budget.

Lankford informed the Board that the ARB budget now includes litigation expense, per discussion at a previous meeting. He reviewed the Financial Statement and Fund Balances spreadsheet and the account maximums for each.

Lankford informed the Board that he had contacted the metro chief appraisers regarding their end of the year surplus funds and reported that most all of them do indeed keep capital reserve expenditures. Lankford reported that the District has approximately \$200,000 in surplus funds. He expressed his wishes of not wanting to send an increased budget out to the entities. Lankford also informed the Board that the annual Operations Survey (a survey distributed by the Comptroller's office) inquires about the amount of reserves each District has.

The Board asked that the budget worksheet include an item that the total reserve should not exceed three months operating expenses.

The board recessed at 11:00 a.m. and reconvened at 11:06 a.m.

Gibbs requested a spreadsheet from Acuña showing the implications if adopting a two percent flat rate COLA increase. Hunt commented on the possibility of including a reserve account for employee costs (i.e. insurance / TCDRS). She also mentioned if the District is aware of an expense, it should be included in the budget.

Lankford expressed his firm belief in giving a merit increase in order to reward an employee's performance. He informed the Board that by the end of the year the District would be doing a mock evaluation using the new tools that had been put in place, basing their evaluation much more on performance than had been in the past.

Consider Approval of Proposed 2011 Budget

Hunt moved that the Board propose a preliminary budget to the entities of \$7,121,037 with consideration for reserve monies to be spent down against it to make it a flat budget. Mireles seconded. Discussion followed. Lankford reminded the Board that there were two budgets this year, one for the District and one for the ARB.

Gibbs communicated his thoughts of wanting a flattened rate for the retirement plan, stabilizing for a period of time showing actual costs.

Hunt amended her motion to present a preliminary budget to the entities of \$7,121,037 and apply \$300,000 in reserves and/or surplus funds to buy down to \$6,821,037 to reflect the two percent operating budget. Mireles seconded the amendment. The motion carried 3-1 with Hunt, Mireles and Gibbs for. Tagge opposed.

The Board asked that the \$300,000 to be applied in the reserve spreadsheet.

The board recessed at 11:53 a.m. and reconvened at 12:02 p.m.

Chief Appraiser's Report

Property Owner Surveys

Lankford informed the Board that the Property Owner Surveys continue to look very positive and indicated these surveys were being shared with employees. He inquired if the Board would like the ARB in attendance at a future meeting to discuss their surveys. The Board indicated that after the peak appeals season is over, we should ask for the ARB's attendance.

WCAD Website Statistics

Lankford reviewed the WCAD's website statistics that were included in the Boards' packet. Hunt inquired about the meaning of the "bounce rate". Lankford informed the Board that the Comptroller's office had placed a link to the District's videos on their website.

Protest Statistics

Lankford reported being 17 – 25% down from last year on protests. He indicated the District would still certify and forward to the entities, but that we would most-likely be at a higher rate than 95% on this date.

Board Room Arrangement

Lankford discussed the arrangement of the Board room with the Board members. He asked the Board for their input on the placement. Lankford will look into the cost of making some revisions.

Lawsuit Report

Lankford reviewed the Lawsuit Report.

Board Agenda Additions for Future Meeting

Gibbs requested that Acuña, with TCDRS, be present at the July Board meeting to further review retirement contribution scenarios.

Tagge presented a CD to Lankford "Signs of Terrorism" that might be viewed by all employees. He also mentioned today being Flag Day and the 235th anniversary of the U.S. Army.

Hunt requested that an item be added to the July Board meeting agenda regarding the designation of the District reserves.

Personnel Matters

Executive session began at 12:38 p.m. and ended at 12:43 p.m.

Consideration and possible action on items discussed in Executive Session

No action taken as a result of this executive session.

Chief Appraiser Review

Executive session began at 12:44 p.m. and ended at 1:40 p.m.

Consideration and possible action on items discussed in Executive Session

Mireles made a motion to award the Chief Appraiser \$5,600.00 as a one-time performance bonus. Tagge seconded. The motion carried unanimously.

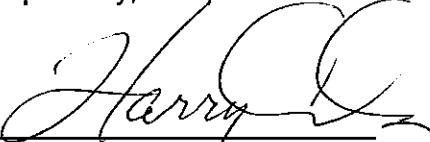
Lankford expressed his appreciation to the Board.

Lankford reminded the Board that their September meeting had already been set for Wednesday, September 9, 2009 at 9:00 a.m.

The next regular meeting was set for Thursday, July 15, 2010 at 9:00 a.m.

The meeting adjourned at 1:48 p.m.

Respectfully,



Harry Gibbs, Chairman



Robert W. Lodge, Secretary