

Williamson Central Appraisal District

Board of Directors Meeting

Minutes of August 13, 2010

Harry Gibbs, chairman, called the regular meeting of the Williamson Central Appraisal District Board of Directors to order Friday, August 13, 2010 at 9:04 a.m. Board members present: Harry Gibbs, Robert Tagge, Deborah Hunt, and Brig Mireles. Quorum declared. Richard Templeton was not present.

Receipt of Public Comments

No public comments.

Consider approval of minutes of the Board of Directors for the regular meeting – July 15, 2010.

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

Consideration of Monthly Financials and Quarterly Investment Report

June 2010 financials and expenditures were reviewed and filed for audit. The Quarterly Investment Report was also reviewed.

2011 Budget Workshop

Entity Budget Meetings

Lankford informed the Board that he and Kimberly Gamboa, the District's Administration Manager, had completed their budget meetings with Williamson County, Georgetown ISD, the City of Georgetown and the City of Cedar Park. He reported they were only lacking meetings with Leander ISD, the City of Round Rock and Round Rock ISD.

Lankford reminded the Board members that the City of Georgetown had suggested submitting the District's budget to the GFOA (Government Financial Officer's Association) to apply for an award. Gibbs mentioned once receiving an award, the District may want to speak on this subject at the TAAD Conference. It was mentioned that the budget packet would be sent out to the smaller entities who the District will not be scheduling meetings with.

One-Time Expenses

Lankford reviewed updates to the one-time expense spreadsheet that was distributed to the Board. He informed them that he had removed one-time expense items from the 2011 budget, since these would now be taken from reserve monies. Lankford announced that this change would, in turn, reduce the amount the entities would be required to pay into the District's budget. Although it was discussed that the 2010 budget would be ratified at this meeting, the Board decided to wait and amend the budget at a future meeting, due to the clarification in the law that was provided to them.

Per the Texas Property Tax Code, Section 6.06 (c), The Board may amend the approved budget at any time, but the secretary of the board must deliver a written copy of a proposed amendment to the presiding office of the governing body of each taxing unit participating in the district not later than the 30th day before the date the board acts on it.

Lankford informed the Board that the majority of the one-time expenses were associated with the on-line appeals for which the District is beginning to prepare. He indicated, with the Boards' permission at a previous meeting, these one-time expense items have begun to be purchased. The Board decided to wait until the end of the year to establish from which category of the budget these funds should be taken. An amendment to the budget will be done at that time.

Retirement Contribution Options

Lankford informed the Board that the decision regarding the retirement options would need to be made by the September Board meeting. Gibbs recommended waiting to take action until the next meeting when all Board members should be in attendance.

Placement of WCAD Board Agenda and Minutes on District Website

Per the Boards' request, placement of the Board agenda and minutes on the District website had been added to their agenda. Hunt requested that the District explore other local websites to provide the best website location for these documents.

The Board asked that the District proceed with placing both the WCAD Board agenda and the minutes from the Board meetings on the District's website.

ARB Substitute Chairman Compensation

Don McAlister, Vice Chairman of the ARB, was present to address the Board.

Lankford informed the Board that he was approached by McAlister, who has ended up running the ARB when the chairman has been out, which has been frequently due to some health issues in his family, regarding compensation. Lankford asked for the Boards' thoughts regarding this issue. The Board mentioned not limiting the pay to only the Vice Chairman, but to whomever would take on the Chairman duties.

Hunt moved to allocate a \$25.00 additional payment to the ARB member who may be taking on the duties of the Chairperson in the absence of the elected Chairperson. Tagge seconded. The motion carried unanimously.

Chief Appraiser's Report

2010 Budget Amendments

This item was previously discussed at this meeting.

WCAD Goal Suggestions

Lankford informed the Board that the District's annual planning meeting would take place next week, Wednesday through Friday, and that the Board had previously requested input on the District's goals.

Mireles commented on the on-line appeals and that he would like the District to have this process in place by the end of the year. Lankford indicated that this had already been declared the District's number one goal on homogenous properties. Mireles also mentioned reviewing all employee positions to ensure they are necessary. Hunt commended Lankford and the District on the outstanding job being done in addressing issues and executing initiatives. Lankford recognized the WCAD staff for their efforts.

Mailing of Board Minutes to Taxing Units

Lankford informed the Board that the District would continue to mail the Board minutes out to the taxing units.

WCAD Employee and ARB Badges

Lankford presented the Board with the final version of the employee and ARB badges. He indicated that the appraisal staff would appear more official with these new badges and would also be carrying their TDLR license to give more credibility.

WCAD Presentations

Lankford informed the Board that he had spoken at a local TAAD meeting in Waco regarding SB771. This bill has to do with having evidence to change a value from one year to the next that had an ARB, arbitration or court decision on that property. Lankford informed the Board his speech was very well received and that the attendees were impressed by the District video that he had played for them.

Property Owner Surveys

Lankford informed the Board that the ARB had given their approval to provide their surveys in the Boards' packet and reported seeing very positive results on both the Appraisal and Public Services surveys. Hunt commented on her appreciation of the ARB sharing their surveys with the Board members. Lankford informed the Board that the comments contained in the surveys would be addressed and incorporated into the District's annual planning meeting.

Appraisal Certification Report

Lankford reported having certified the appraisal roll early again this year, on July 21st and thanked staff for their efforts. He expressed the appreciation shown by the entities for the ability to view the values on the District's website.

Arbitration Report

Lankford reported that the District has had two arbitrations filed this year and one of these two had settled. He informed the Board that he had met with staff regarding some changes that would be taking place in the arbitration procedures that were very concerning to him. These concerns will be communicated with the Comptroller's office.

Lawsuit Report

Lankford reviewed the Lawsuit Report.

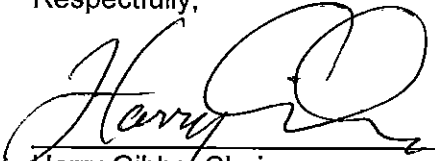
Board Agenda Additions for Future Meeting

Tagge mentioned a few items he would like added to the next Board agenda:
voice to print software and the possible purchase of an electronic white board.

The next regular meeting had previously been set for Thursday, September 9, 2010 at 9:00 a.m.

The meeting adjourned at 10:28 a.m.

Respectfully,



Harry Gibbs, Chairman



Robert W. Tagge, Secretary