

Williamson Central Appraisal District

Board of Directors Meeting

Minutes of February 3, 2017

Harry Gibbs, Chairman, called the regular meeting of the Williamson Central Appraisal District Board of Directors to order Friday, February 3, 2017 at 9:02 a.m. Board members present: Harry Gibbs, Deborah Hunt, Cecilia Crowley, Rufus Honeycutt, Charles Chadwell and Larry Gaddes. Quorum declared.

Pledges of Allegiance

Receipt of Public Comments

There were no public comments.

Taxpayer Liaison Officer's Report

Report on Property Owner Contacts

Charley Rouse, the District's Taxpayer Liaison Officer, was present to report on the status of his contact with property owners. Rouse reported receiving no calls since the Board's last meeting.

Consider approval of minutes of the Board of Directors for the regular meeting – January 12, 2017.

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

Consideration of Monthly Financials and Quarterly Investment Report

Lankford announced that some individual line item adjustments had been made to the monthly financials. He also mentioned an adjustment of \$6,682 from the salaries category to ARB Services; Lankford indicated that this adjustment was due to the increase in property owner protests.

Hunt moved for approval to transfer \$6,682 out of the salary expense budget category into ARB services. Crowley seconded. The motion carried unanimously.

The December 2016 financials and expenditures were reviewed and filed for audit. Kimberly Gamboa, the District's Business & HR Manager, distributed the quarterly Investment Report. The report was reviewed and filed for audit.

Resealing and Restriping of Parking Lot

David Blaylock, the District's Information Technology Manager, was present to report that the office parking lot was in need of resealing and restriping. Blaylock indicated that the District received estimates from four vendors. He compared these estimates and mentioned that he had contacted the references for the two lowest priced bids. Blaylock noted that Bennett Paving Inc. (Bennett) came with great recommendations and had provided a detailed quote. He recommended hiring Bennett.

Chadwell made a motion to accept the proposal from Bennett Paving Inc. Honeycutt seconded. The motion carried unanimously.

Annual Review of Contracts

Lankford announced that, per the Board's request, the District's vendor contracts are presented to them each year for review. He reminded the members that these contracts are approved individually, by the Board, at the time of inception. Discussion followed. No motion was made.

Notice of Appraised Value Revisions

Lankford mentioned the wording on the notice of appraised value (notice), which was discussed previously by the Board, concerning the fact that the appraisal district only determines the value of property; the taxing units decide whether or not property taxes will increase.

Honeycutt inquired if this sentence could stand alone on the notice. The Board also requested that the font size be increased and made bold to help draw attention.

No motion was made.

Chief Appraiser Evaluation Procedures

Executive Session began at 9:26 a.m. and ended at 10:06 a.m.

The Board recessed at 10:06 a.m. and reconvened at 10:14 a.m.

Consideration and possible action on items discussed in Executive Session

Chief Appraiser Evaluation Procedures

No action was taken. It was mentioned that the Board would draft a revised questionnaire and survey.

Chief Appraiser's Report

Pictometry Change Finder & Tyler Sketch Validation Update

Lankford reminded the Board of the sketch validation project that had previously been done. A small test sample had been conducted to check the value of the project and then the Board had approved proceeding with the rest of Williamson County. Lankford displayed the return on investment numbers for this project; reporting a great return of 625%. He reminded the Board that this project is not done every year.

Lankford also reminded the Board that the District does property change detection each year. The return on investment for change finder, which was displayed, was showing a yield of 647%. He reported this to be the best return the District had seen on change detection; which also benefits the taxing units.

Lankford explained the difference between change detection and sketch validation. He indicated that he had been discussing detection of agricultural use changes with Pictometry, one of the District's vendors. Individuals at Pictometry are looking at ways of identifying properties that have changed their use.

Mass Appraisal Report

Lankford informed the Board that the Mass Appraisal Report was part of the Methods and Assistance Program (MAP) Review as well as the International Association of Assessing Officer's (IAAO) Certificate of Excellence in Assessment Administration (CEAA). He indicated that both the 2015 and 2016 Mass Appraisal Reports were available on the District's website. Lankford reviewed the contents of the report.

Meetings with Legislators

Lankford reminded the Board that he and Hunt were members of TAAD's Legislative Committee. He indicated that he and Gaddes had met with a number of Legislators at the Capitol to discuss the District's legislative priorities. Lankford discussed these priorities, including; equal and uniform appraisal, the MAP Review regarding a method of appealing when an appraisal district receives a failure on any mandatory question and supporting an effort to bring failing appraisal districts into compliance sooner.

Lankford also mentioned the idea of appraisal districts receiving credit for portions of the MAP Review from achieving the CEAA from IAAO.

Removal of the property tax estimate from the appraisal notice of value was also discussed; proposing that the estimate still be provided to the property owner, but through a separate mail-out.

Lankford mentioned proposed legislation regarding electing the appraisal district Board of Directors and/or the Chief Appraiser. He indicated that this process should be independent of political pressure.

New Website Update

Lankford displayed the District's updated website; indicating that this new site was put into place a little sooner than expected due to issues that were being experienced with the old site. He explained that the new and old sites were very similar, but that he felt the new site was easier to navigate.

Chadwell left the meeting at 10:43 a.m.

Family Events for Employees and Board Members

Lankford reminded the Board about the Employee Recognition Committee (ERC) that the District had put in place in order to recognize events in employee's and Board member's lives. He explained the responsibility of the ERC; which uses funds to acknowledge events. Lankford reminded the Board that in 2016, they had decided to join in funding this committee. He mentioned the one-time annual donation for 2017 was twenty dollars for any Board member who would like to contribute.

Lawsuit, Arbitration and SOAH Reports

Lankford reviewed the lawsuit and arbitration reports. There weren't any State Office of Administrative Hearings (SOAH) on which to report.

Board Agenda Additions for Future Meeting

- District Survey

Board Announcements

Gibbs expressed his gratitude to the Board members and the District staff for their thoughts during his recent hospital stay.

The Board set their next meeting dates as follows:

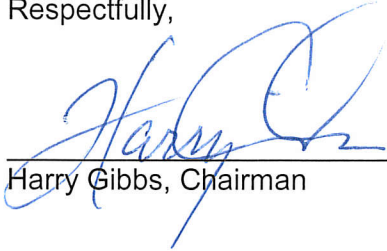
Thursday, March 16, 2017 at 9:00 a.m. (with an alternate date of March 2, 2017)

Thursday, April 13, 2017 at 9:00 a.m.


Wednesday, May 17, 2017 at 9:00 a.m.

The meeting adjourned at 11:02 a.m.

Respectfully,



Harry Gibbs, Chairman



Cecilia M. Crowley, Secretary