

Williamson Central Appraisal District

Board of Directors Meeting

Minutes of July 13, 2017

Deborah Hunt, Vice Chairman, called the regular meeting of the Williamson Central Appraisal District Board of Directors to order Thursday, July 13, 2017 at 9:01 a.m. Board members present: Deborah Hunt, Rufus Honeycutt, and Larry Gaddes. Cecilia Crowley joined the meeting via phone conference. Quorum declared. Harry Gibbs and Charles Chadwell were absent.

There was an issue with the meeting recording.

Pledges of Allegiance

Receipt of Public Comments

No public comments

Taxpayer Liaison Officer's Report

Report on Property Owner Contacts

Charley Rouse, the District's Taxpayer Liaison Officer (TLO), was not in attendance at the meeting. In his absence the Board reviewed a report that Rouse had provided. Lankford indicated that some issues Rouse has been receiving could be handled by the District. He mentioned that this could be discussed at a future meeting.

Consider Approval of Minutes of the Board of Directors for the regular meeting – June 1, 2017

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

Consideration of Monthly Financials

The May 2017 financials and expenditures were reviewed and filed for audit.

2018 Budget Workshop

Employee Insurance Presentation

Lankford announced that, due to time constraints today, Debra Spellings, the District's insurance consultant, could provide a full presentation at the Board's next meeting. He announced that in order to provide timely information to its employees, he would be requesting an approval of the District's insurance today. Lankford shared Spelling's recommendation of maintaining the current insurance plan. He explained that the renewal that was received was showing at a 9% increase. The renewal number that had been sent to the District's entities was 15%. Lankford indicated that after Spellings negotiation, the rate was reduced to a 5% increase. He expressed the advantage of maintaining continuity for the District's employees and indicated this would constitute a \$56,000 savings in the District's proposed budget.

Entity Budget Overview Meetings

A copy of the budget overview packet was distributed to the Board members. Lankford explained that the details contained in the packet are reviewed with the District's largest entities when he discusses the proposed budget with them. He indicated that he had met with Williamson County, Georgetown ISD and Round Rock ISD thus far and the information had been well received. Lankford informed the Board that he would provide additional information when the other members could be present.

2018 Budget Review

Lankford reviewed a few items that had been changed in the budget. He indicated that Sidwell parcel fabric could be removed from the budget and purchased out of reserve monies at the appropriate time. He mentioned that between the parcel fabric (\$96,000) and the insurance savings, discussed previously at today's meeting, the total amount of savings in the proposed budget would be \$152,000.

Lankford noted one additional change in the proposed budget for Capitol Appraisal Group (CAG), the District's outside appraisal vendor. He indicated that an amount of \$60,600 had been budgeted. Last year, in working with CAG, the District had agreed to share a technician and therefore the cost of the contract would increase. This increased contract amount was \$16,000 over last year. Lankford reported still having a \$130,000 decrease from the proposed budget amount to the entities after these changes.

Gamboa provided an updated version of the salary survey from the taxing entities. It was pointed out that Florence ISD was proposing a 5% pay raise; however, it was indicated that they had been trying to catch up with the market and were working to retain their teaching staff. The increases were showing to be generally between 2-3%. Lankford reminded the member that the proposed budget had been sent to the entities at 3% and that additional options could be discussed at the September Board meeting.

Employee Insurance

Honeycutt made a motion to accept the proposal for employee health insurance with United Health Care for \$54,561. Crowley seconded. The motion carried.

Website Update for Taxpayer Liaison Officer

Lankford mentioned that he would prefer to discuss the website update for the Taxpayer Liaison Officer (TLO) when the District's TLO, Charley Rouse, could be present. He briefly reviewed the potential update to the website; indicating that the reasons you would contact the TLO would be included for the property owner's reference.

This item will be discussed again when Rouse is present.

Chief Appraiser Job Description

Lankford informed the Board that the Chief Appraiser job description item, which is included as part of the Chief Appraiser compensation process, would be postponed until the next Board meeting.

The Board postponed adjourning into executive session for the Chief Appraiser compensation process for a future meeting.

Chief Appraiser's Report

Lankford indicated that most of the items listed in the Chief Appraiser Report would be discussed at the Board's next meeting.

Board of Directors Election Process Update

Lankford reminded the members of the upcoming Board of Directors election. Gaddes indicated that he had spoken with Judge Dan Gattis regarding his wishes to continue serving on the Board as an ex-officio member. Gaddes mentioned that possible candidates for the County to nominate to the Board of Directors would be discussed further.

Hunt informed the Board that she would hold off on her decision on whether she would run for election again. Lankford reminded the Board of the issue that occurs in election years with entities timely placing this item on their agendas. Honeycutt mentioned the idea of returning to a five-member Board.

Lankford asked that the Board advise him, by the end of July, if they would be willing to serve.

Board Agenda Additions for Future Meeting

- Items that were postponed from today's meeting
- 2018 Budget

Board Announcements

- Crowley mentioned that she had notified Lankford that she would not be running for re-election.

Board members were reminded of the previously set meeting date:
Thursday, September 7, 2017 at 9:00 a.m.

The meeting adjourned at 9:36 a.m.

Respectfully,



Deborah Hunt, Vice Chairman



Rufus Honeycutt, Member