

Williamson Central Appraisal District

Board of Directors Meeting

Minutes of October 4, 2018

Charles Chadwell, Chairman, called the regular meeting of the Williamson Central Appraisal District Board of Directors to order Thursday, October 4, 2018 at 9:02 a.m. Board members present: Charles Chadwell, Harry Gibbs, Donald Hisle, Jon Jewett and Larry Gaddes. Quorum declared. Rufus Honeycutt was absent.

Pledges of Allegiance

Receipt of Public Comments

There were no public comments.

Taxpayer Liaison Officer's Report

Update on Appointment of Appraisal Review Board by Administrative Law Judge

Charley Rouse, the District's Taxpayer Liaison Officer, provided an update on the appointment of the Appraisal Review Board (ARB) by the Administrative Law Judge. He informed the Board that the District had seven ARB applicants. Lankford clarified that members are paid a per diem depending on their years of service. This per diem rate starts at \$155 and goes up to \$220 per day. Rouse reported that Judge Lambeth will use a committee to make these appointments and that the application deadline had been set for October 11, 2018.

Report on Property Owner Contacts

Rouse also reported on his contact with property owners. He indicated that he had not received many calls this month. Discussion followed.

Breast Cancer Awareness Photo

The Board recessed at 9:07 a.m. to meet with appraisal district staff for a photo in recognition of Breast Cancer Awareness Month. They reconvened at 9:18 a.m.

Chief Appraiser Review & Chief Appraiser Compensation

Executive Session began at 9:19 a.m. and ended at 11:33 a.m.

Consideration and possible action on items discussed in Executive Session

Chief Appraiser Review & Chief Appraiser Compensation

Hisle made a motion to increase the Chief Appraiser's salary from \$170,000 to \$175,500. The motion was seconded by Jewett. Chadwell expressed that Lankford had done a great job in continuing to move the District forward. Gibbs complimented Lankford on the great innovations.

Consider approval of revised minutes of the Board of Directors for the regular meeting – July 12, 2018 and the minutes of the Board of Directors for the regular meeting – September 12, 2018.

Hisle moved for approval of both the July 12, 2018 revised minutes as well as the September 12, 2018 regular meeting minutes as presented. Jewett seconded. The motion carried.

Consideration of Monthly Financials

The August 2018 financials and expenditures were reviewed and filed for audit.

Multiple Regression Analysis Reserve Purchase

Lankford reminded the Board that the District had been doing business with BIS Consulting, an I.T. advisor, and had begun discussions on developing multiple regression analysis (MRA). BIS plans to hire Dan Fasteen who has worked with regression analysis and is an appraiser at an assessor's office. Fasteen will work with the District to finish analyzing Williamson County. Lankford announced that this would be the first step in getting comparison grids included on appraisal notices. He commented on the accuracy of these grids. Lankford indicated that the contract was still being finalized; however, in order to get the project moving, he would like to provide this vendor a down payment. It was indicated that the contract would be presented at the Board's next meeting. Lankford announced that the District would switch to this valuation methodology in the future.

Hisle made a motion to approve paying twenty percent of the BIS Consulting fee to provide for Lankford to move forward with the MRA project; these funds are to be taken from the CAMA reserve account. Gibbs seconded. The motion carried.

CycloMedia Technology Contract

Lankford reminded the Board that they had approved for him to request proposals for street level imagery at their last meeting. He listed the advantages and gained services of contracting with a new vendor, CycloMedia Technology, for the District's street level imagery. The Board requested that Lankford provide a demonstration of this product at a future meeting.

Jewett made a motion to approve the contract with CycloMedia for \$430,000. These funds are to be taken from the street level imagery reserve account. Hisle seconded. The motion carried.

Chief Appraiser's Report

2018 Planning Session & WCAD Goals

Lankford reminded the Board that the District's goals for the following year are determined at the annual planning meeting held by the management staff. He announced that one of the goals set this year was to recertify the District's CEAA (Certificate of Excellence in Assessment Administration) from IAAO (International Association of Assessing Officers). The District's goal is to complete four chapters of the CEAA.

Lankford reported that valuing properties using Multiple Regression Analysis (MRA) is another one of the District's goals. And the final goal will be updating videos on the District's website. He announced the objective to focus on making the videos shorter and more user friendly.

Entity Exemption Update

Lankford reported on the homestead exemption reduction by the City of Cedar Park. He announced that this entity had adopted a \$10,000 exemption (that would remove either one percent or \$10,000, whichever was greater, off the appraised value of a property from the city's property taxes). The District, through the advice of its attorney, accepted the adopted exemption and certified the appraisal roll. Later an Attorney General opinion was released indicating that this exemption would need to be reduced to \$5,000. Lankford reported that the District had made this change and supplemented this information to the tax office.

2019 TAAD Conference

Lankford informed the Board that the 2019 TAAD (Texas Association of Appraisal Districts) Conference would be held in Austin February 24 - 27, 2019 at the Renaissance Hotel in the Arboretum. He asked the members to let him know if they plan to attend.

Lawsuit, Arbitration and SOAH Reports

Lankford reviewed the lawsuit, arbitration and SOAH (State Office of Administrative Hearings) reports.

WCAD Christmas Party

Lankford invited the Board members to the District's annual Christmas Party. He announced that this year the event would take place at the Oasis in Austin on Saturday, December 8th.

Board Agenda Additions for Future Meeting

- Town Hall Meeting – Lankford and Chadwell indicated they would schedule a meeting

Board Announcements

- There were no Board announcements.

The Board set their next meeting date as follows:

Wednesday, November 7 or Thursday, November 8, 2018 at 9:00 a.m. It was discussed that this meeting date would be finalized at a later time.

The regular meeting adjourned at 12:08 p.m.

Respectfully,


Charles Chadwell, Chairman


Donald L. Hisle, Secretary