

Williamson Central Appraisal District
Chief Appraiser Compensation Policy and Review Process
August 12, 2021

Compensation Policy

To attract and retain a qualified Chief Appraiser, it is the policy of the Williamson Central Appraisal District Board of Directors to maintain a fair and competitive compensation package consistent with the economic constraints of the county and the state labor market in which we compete. The Williamson Central Appraisal District Board of Directors, with advice from Williamson County taxing entities, is responsible for ensuring that compensation decisions are made in a fair, consistent, and equitable manner.

Compensation Overview

The Chief Appraiser's total compensation presently consists of the following elements:

Base salary: The Chief Appraiser's base salary is based on education, experience, qualifications, relevant competitive markets, and internal alignment within the appraisal district.

Stipends: Stipends are consistent with those for other budgeted staff and any other budgetary requirements. These stipends are included at present:

- Cell phone stipend
- Travel stipend
- Longevity and certification stipend

The board may add any other stipends found to be necessary to the function of the position. The board may also approve a one-time performance bonus based on exceptional results in any given period.

Annual Compensation Review

Performance and compensation shall be appraised, in detail, at least once every twelve (12) month period in alignment with the appraisal district budget cycle by the Williamson Central Appraisal District Board of Directors. The review will consider competence in the performance of all assigned duties, sustained accomplishment of the objectives for the position, and any new certifications or extraordinary performance levels attained.

The Chief Appraiser is eligible to receive a salary merit increase each fiscal year based on this review. The maximum percentage amount to be applied to base salary for this increase will be consistent with the maximum percentage for other staff in the current year. The Chief Appraiser may also receive a one-time performance bonus not to exceed 5% of base salary due to extraordinary performance as determined by the board. Stipends will be adjusted to align with those budgeted for staff and any other requirements.

Three-Year Competitive Market Review

Due to the complexity of determining base salary market value in a statewide market, the Board will engage in a comprehensive market value review every three years to ensure the base salary, stipends, and other compensation remains competitive and fair. The board may engage outside assistance in undertaking this review. The first comprehensive market value review will take place in 2022 and then every three years thereafter.