

Williamson Central Appraisal District

Board of Directors Meeting

Minutes of April 4, 2019

Charles Chadwell, Chairman, called the regular meeting of the Williamson Central Appraisal District Board of Directors to order Thursday, April 4, 2019 at 9:03 a.m. Board members present: Charles Chadwell, Harry Gibbs, Jon Jewett and Larry Gaddes. Donald Hisle and Rufus Honeycutt were absent. 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 that he had received calls from owners inquiring when they would receive their appraisal value notices. Lankford announced that these were mailed on Tuesday, April 2nd. Rouse indicated that all property owner issues had been resolved quickly.

Consider approval of minutes of the Board of Directors for the regular meeting – March 7, 2019 and the Town Hall Sub-Committee meeting – March 18, 2019.

Gibbs moved for approval of both the March 7, 2019 and March 18, 2019 minutes as presented. Jewett seconded. The motion carried.

Consideration of Monthly Financials

The February 2019 financials and expenditures were reviewed and filed for audit.

Annual Review of Board Policy

Lankford reminded the members of the annual review of the Board Policy, which includes both the Budget and Investment policies as well. He announced that generally updates are obtained from information received during the annual TAAAD (Texas Association of Appraisal Districts) Conference. Lankford reported that no changes were required to the Board's Policy this year. He reminded the members of a few items; disclosure of conflicts of interest were also discussed. Lankford also informed the Board that a copy of their updated policy is generally distributed to the Appraisal Review Board members. He announced that the District was in compliance with all the requirements stated in the Board Policy; including, the annual review of contracts, the evaluation of the Taxpayer Liaison Officer and the review of either the Property Value Study or the MAP (Methods & Assistance) Review, in the appropriate years.

Jewett made a motion to approve the Board Policy, which includes both the Budget Policy and the Investment Policy, as presented. Gibbs seconded. The motion carried.

2020 Budget

Budget Board Meeting Calendar

Lankford informed the members that the calendar for the 2020 budget, which included some very important dates, was included in their packet. He announced that the proposed budget must be approved by the Board by June 15th and the final budget by September 15th.

Auditor Agreement

Lankford discussed a letter that was received from the District's financial auditor, Eide Bailly.

Jewett made a motion to accept the agreement with the District's financial auditor as presented. Gibbs seconded. Lankford explained the duties of the auditor and how the process works. The motion was amended to remove the word "Deputy" from the Chief Appraiser title in the agreement. The motion carried.

Town Hall Meeting

Lankford announced that a Town Hall sub-committee meeting, of which Gibbs is the Chairman, was conducted. Gibbs mentioned that things were moving along with the April 16th Town Hall Meeting and that a location had been secured and presentation speakers confirmed.

The meeting program was discussed. Gaddes indicated that he would coordinate getting information included on Next Door (a local social media network for neighborhood communities). A sign-in sheet, survey and question screeners were discussed. The Board also discussed the recording of this meeting.

Lankford provided an update regarding the costs for a potential radio advertisement that had been discussed previously. The Board thought it might be best to consider this for future Town Hall meetings.

Discussion points for each speaker were discussed. Gibbs thanked the committee members for their contribution. It was announced that the District would reach out to all its taxing units, elected officials and legislators.

Chief Appraiser's Report

New Technology Updates

Trepp, LLC Presentation

Lankford announced that Trepp, LLC is a firm that gathers information from public resources and then provides this information in a usable format for appraisers. Richard Quinlan, the District's Commercial Appraisal Manager, displayed information showing how the program works. It was announced that the purpose of this program was to help with setting the District's Commercial property values; it will also be helpful for defending lawsuits.

CycloMedia Technology, Inc. Presentation

Lankford announced that CycloMedia, per the Board's previous approval, had been hired to conduct street level imagery. K.C. McDade, the District's Director of Operations, provided a presentation.

McDade announced that the software can measure the depth and width of a property from multiple angles. The District had purchased only one capture; a fee would be associated if another capture was requested. Lankford announced that the District's appraisers would handle taking the property pictures from this point forward and that in the past, this imagery had been done once every six years. He expressed the interest in this software that had been shown by the taxing units.

Eagle View Technologies, Inc. Presentation

Lankford announced that the newest, very detailed, Eagle View imagery was in place. He also indicated that most of the District's major entities were accessing this information.

Fire Suppression Update

Lankford discussed the District's fire suppression system, which recently switched to a waterless method. He announced that, after testing, the gas was escaping too rapidly to turn the water system off at this time. He explained the different steps the District had attempted in order to make the system work.

The option of keeping the larger (original) air conditioning unit as a backup and purchasing a new unit was mentioned. Discussion followed.

Gibbs inquired about contacting the original contractor for the District's building. The Board asked that Lankford keep looking for other options and report back to them.

Roof Repair Update

Lankford displayed photos of the issues with leaks that were occurring on the District's roof. He reported that the material used was guaranteed for 30-50 years and that the vendor had sealed 2,500 square feet of the roof at a cost of \$9,600.

Legislation Updates

Lankford announced that HB2 was a major legislative bill for the District. He also indicated that no other bills, that had been previously discussed with the Board, had progressed. He announced it to be a fairly light year legislatively for appraisal districts.

2019 Entity Meeting

Lankford informed the Board that the 2019 Entity Meeting had gone smoothly and was well attended. Jewett, who had attended, felt the meeting was useful for the District's taxing units who receive specific detailed information. Lankford announced that District staff had done a great job gathering this information.

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.

Website Updates

Lankford reported that new videos for both the valuation of business personal property and agriculture had been added to the District's website. He mentioned that the video discussing the homestead exemption would be posted to the website soon.

Austin American Statesman Feature Article

Lankford announced that he had met with Williamson County Commissioner, Terry Cook regarding an article that was posted in the Austin American Statesman. Commissioner Cook felt it important to let property owners and others know the function of the District.

2019 WCAD Christmas Party

Lankford invited the Board members to attend the District's annual Christmas Party. This year this event will take place at Uncle Buck's located inside the Bass Pro Shop in Round Rock on Saturday, December 7th.

Board Agenda Additions for Future Meeting

- There were no Board agenda additions discussed.

Board Announcements

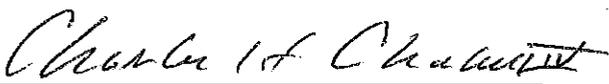
There were no Board announcements.

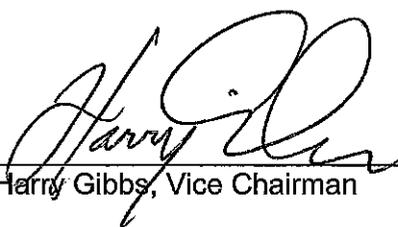
The Board set their next meeting dates as follows:

- Thursday, May 9, 2019 at 9:00 a.m.
- Thursday, June 13, 2019 at 9:00 a.m.
- Thursday, July 11, 2019 at 9:00 a.m.
- Thursday, September 5, 2019 at 9:00 a.m.

The meeting adjourned at 10:34 a.m.

Respectfully,


Charles Chadwell, Chairman


Harry Gibbs, Vice Chairman