

Williamson Central Appraisal District

Board of Directors Meeting

Minutes of December 8, 2021

Charles Chadwell, Chairman, called the regular meeting of the Williamson Central Appraisal District Board of Directors to order Wednesday, December 8, 2021, at 9:02 a.m. Board members present; Charles Chadwell, Harry Gibbs, Donald Hisle, Jon Lux, Lora Weber and Larry Gaddes. Quorum declared.

Some of the District's management staff attended the meeting.

Pledges of Allegiance

Receipt of Public Comments

Carol Frey, the Chair of the Appraisal Review Board (ARB) was present to address the Board regarding the review of the Williamson County ARB and the pay structure. She expressed her preference for the ARB Chair to be included in meetings regarding the ARB budget. Frey mentioned that the ARB members had not received a pay increase since 2017. She indicated that she had been the ARB Chair since 2018 and had noticed that following the orientation of members, there had been a loss of between two to four newly appointed individuals who had resigned. Frey believed one reason for these departures was due to the current pay structure. She reviewed the hours required for the job and emphasized it to be a total summer commitment. The Texas Comptroller requests specific individuals who get appointed first. She reviewed the current ARB pay structure.

Frey proposed that the Board include an increase for the 2022 budget of \$190 for years one and two, \$220 for years three and four and \$250 for years five and six. She indicated that this would be approximately a \$30 pay increase per day, and this would only take affect for those serving consecutive years. She indicated that this could encourage a more diverse group of ARB applicants.

Frey also mentioned her wishes of being included, as the Chair of the ARB, in the ARB budget meetings; this would allow the Chair to have more knowledge of the items listed in the budget and would help to work together with the District to be able to plan for meetings appropriately and to help the ARB run more efficiently. Discussion followed.

Lankford indicated that this item would be included in a future agenda. He also mentioned that hearings would be restructured to not utilize every ARB panel every day and maximize the current panels. Lankford thought getting the ARB involved in their budget process was a great idea. He indicated that the District would need to request the number of panels needed for the ARB daily.

Lankford informed the Board that the District would conduct a study of other appraisal district ARB's to gather data on their hearings, pay, etc. He also mentioned that it was up to the judge to make the ARB appointments between December 30th and January 15th. ARB training begins in February and members must be in place by then to participate in the necessary training. Lankford also indicated that the number of auxiliary members had been increased.

Consider approval of minutes of the Board of Directors for the regular meeting – November 16, 2021.

Hisle made a motion to approve the November 16, 2021, and November 18, 2021, minutes as presented. Lux seconded. The motion carried unanimously.

Consideration of Monthly Financials

The October expenditures were reviewed and filed for audit.

Chief Appraiser Evaluation

Chief Appraiser Compensation

Executive Session began at 9:26 a.m. and ended at 11:27 a.m.

It was mentioned that the effective date for the Chief Appraiser salary increase should be included in the Board's motion.

Consideration and possible action on items discussed in Executive Session

Chief Appraiser Evaluation

The Board mentioned that the evaluation document provided by the consultant the Board had hired, which made some recommendations that were agreed to and some that would be considered in the future, would be provided to Lankford shortly. The Board mentioned including a policy on ethnicity training.

Chadwell indicated that Michael Francis, the salary consultant, brought up great points for going forward. These would be recommendations, not just for Lankford, but for the District's Chief Appraiser in general. Lankford to meet with Francis regarding the results of this document.

Chief Appraiser Compensation

Hisle made a motion for a three percent increase as a base salary and \$5,000 as a bonus. The motion failed due to a lack of a second.

Lux made a motion that, based upon the market analysis as well as Lankford's performance, the Board provide a four percent one-time bonus from Lankford's current base salary. The total of this bonus was \$7,570. It was indicated that, in the coming year, there would be a discussion on the stretch goals, etc. Weber seconded the motion. Weber inquired about an increase to the auto allowance. Lankford confirmed that this allowance was already included in the District's budget. The motion carried 3-2; Lux, Weber and Gibbs voted for; Chadwell and Hisle voted against.

The Board asked that this pay be effective immediately.

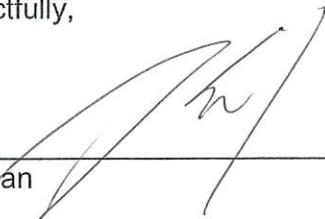
Lux reminded those in attendance that this was a living document and that appropriate changes would continue to be considered. It was mentioned that a salary analysis would be conducted for all District staff. Lux expressed his appreciation for the patience of all involved in getting through this process.

It was mentioned that, at the Board's January 13th meeting, the Board would determine its officers for the coming year.

The meeting adjourned at 11:45 a.m.

Respectfully,

Chairman



Secretary

