
Memorandum of Understanding

Memorandum of Understanding

Between

Williamson Central Appraisal District (WCAD)

and

Williamson County Tax Assessor/Collector

This Memorandum of Understanding (MOU) sets for the terms and understanding between the Williamson Central Appraisal District, identified as WCAD, and the Williamson County Tax Assessor/Collector, identified as Tax Assessor, to allow the utilization of the WCAD facilities and certain equipment by a limited number of personnel from the Tax Assessor's Office in the event that a catastrophe event disables the Tax Assessor's office responsibilities and duties from proceeding.

Background

The WCAD and the Tax Assessor work together in the property tax arena in that the WCAD appraises property and the Tax Assessor collects taxes.

Purpose

This MOU will allow the Tax Assessor to continue operations in collecting property tax payments in the event that a catastrophic event has disabled any or all of the Tax Assessor's offices.

The above goals will be accomplished by undertaking the following activities:

The WCAD Chief Appraiser will assign areas that the Tax Assessor's Action Team will be allowed to utilize during the catastrophic event in order to process property tax payments. The WCAD will provide the basic equipment i.e. telephone, desk/counter area, seating, pens, paper, access to a copy machine and internet access. The designated Implementation Team will provide the calculators and other unforeseen equipment needed to complete a transaction. The Action Team members will monitor the equipment to ensure all are working correctly.

Reporting

The WCAD and the Tax Assessor will review, on an annual basis, the needs and necessity of the MOU.

Funding

No commitment of funds necessary.

Duration

This MOU is at-will and may be modified by mutual consent of authorized officials from WCAD and the Tax Assessor. This MOU shall become effective upon signature by the authorized officials from the WCAD and the Tax Assessor and will remain in effect until modified or terminated by

any one of the partners by mutual consent. In the absence of mutual agreement by the authorized officials from WCAD and the Tax Assessor, this MOU shall end on (end date of partnership).

Contact Information

Williamson Central Appraisal District
Alvin Lankford
Chief Appraiser
625 FM 1460
Georgetown, TX 78626
512-930-3787
E-Mail: alvinl@wcad.org

Williamson County Tax Assessor/Collector
Larry Gaddes PCAC, CTA
Tax Assessor/Collector
904 South Main
Georgetown, TX 78626
512-943-1954
lgaddes@wilco.org

		
Date	Date	Date
Williamson Central Appraisal District Board of Directors	Dan A. Gattis Williamson County Judge	

ATTEST:


Nancy E. Rister
Williamson County Clerk

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Williamson Central Appraisal District (WCAD)

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Background

The Tax Assessor and the WCAD work together in the property tax arena in that the Tax Assessor collects taxes and the WCAD appraises property.

Purpose

This MOU will allow the WCAD to continue operations in appraising property in the event that a catastrophic event has disabled any or all of the WCAD office.

The above goals will be accomplished by undertaking the following activities:

The Tax Assessor/Collector will assign areas that the WCAD Chief Appraiser's Action Team will be allowed to utilize during the catastrophic event in order to appraise property. The Tax Assessor will provide the basic equipment i.e. telephone, desk/counter area, seating, pens, paper, access to a copy machine and internet access. The designated Implementation Team will provide the calculators and other unforeseen equipment needed to complete a transaction. The Action Team members will monitor the equipment to ensure all are working correctly.

Reporting

The Tax Assessor and the WCAD will review, on an annual basis, the needs and necessity of the MOU.

Funding

No commitment of funds necessary.

Duration

This MOU is at-will and may be modified by mutual consent of authorized officials from the Tax Assessor and WCAD. This MOU shall become effective upon signature by the authorized officials from the Tax Assessor and the WCAD and will remain in effect until modified or terminated by

any one of the partners by mutual consent. In the absence of mutual agreement by the authorized officials from the Tax Assessor and WCAD, this MOU shall end on (end date of partnership).

Contact Information

Williamson County Tax Assessor/Collector
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Chief Appraiser
625 FM 1460
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Dan A. Gattis
Williamson County Judge

01-27-2017


Date



Alvin Lankford
Williamson Central Appraisal District
Board of Directors

1/2/17
Date

ATTEST:



Nancy E. Rister
Williamson County Clerk