

APPRAISAL REVIEW BOARD OF WICHITA COUNTY

PO BOX 5172 600 SCOTT STREET
WICHITA FALLS, TEXAS 76307
940-322-2435

APPRAISAL REVIEW BOARD MEETING

May 4, 2023

Pursuant to notice, a meeting of the Appraisal Review Board (ARB) of the Wichita County was held in the offices of the Wichita Appraisal District this date. ARB members present were Rod Tieken, Joe Lemond, Larry Tegtmeyer, John Deason, Jonathan Tryer, Marshall Jeffus, Russell Reynolds, Glen Spadin, Paul Harper, Carol Murray, Stacie Cook and Jeremy Woodward. ARB member Dawson Druesedow arrived after the Establishment of a Quorum. Also present, Lisa Stephens-Musick, Chief Appraiser, Dent Keltner, Director of Operations, Monty Toliver, Director of Residential Appraisal and Terri Segovia, Administrative Assistant. Member Jeff Pendley was unable to attend.

Swearing in ARB Members

The ARB members were sworn in.

Call to Order

Mr. Tieken, ARB Chair, called the meeting to order at 8:33 a.m.

Establishment of Quorum

Mr. Tieken established that a quorum was present.

Introduction of ARB Members

Mr. Tieken started the introductions, followed by each ARB member present.

Approval of Minutes

Mr. Lemond offered a motion to approve minutes from the meeting held January 11, 2023, with a second from Mr. Tegtmeyer, which passed 13-0.

Chief Appraiser Submits Records to ARB

Chief Appraiser, Ms. Stephens-Musick submitted the appraisal records to the ARB effective May 4, 2023.

Public Hearing RE: Amend and Approve ARB Procedures & Rules

Mr. Tieken opened the public hearing at 8:40 a.m. There were no comments from the public. Mr. Tieken closed the public hearing at 8:41 a.m.

Amend and Approve ARB Procedures & Rules

Mr. Keltner reviewed the ARB Procedures & Rules, which were amended to comply with the Model Hearing Procedures published by the Comptroller of Public Accounts. A copy was emailed prior to the meeting for the members to review. Mr. Jeffus made a motion to accept the procedures as presented; Mr. Druesedow seconded the motion, which passed 13-0.

Discussion & Appropriate Action: Expedited Procedures

Ms. Stephens-Musick presented Expedited Procedures to the ARB and explained after recent discussion with the ARB attorney; the expedited procedures could be an option for property owners to provide additional time to present their case. Mr. Jeffus made a motion to accept the procedures as presented; Mr. Druesedow seconded the motion, which passed 13-0.

Review Scheduling of Protests

Mr. Keltner reviewed the scheduling of protests. Days for hearings have increased this year to include daily hearings July 5th through July 14th to accommodate the projected number of protests. The clerical staff is currently setting up the protests. The first days of hearings will be May 31st and June 1st with four days each of the following weeks leaving some flexibility the third week in July.

Review of Required Mailings

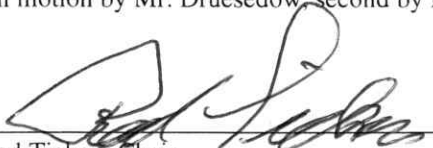
Ms. Stephens-Musick reviewed the documents required to be provided to property owners protesting, due to the scheduling of their hearing or when notifying of board actions.

Approval of Changes to Appraisal Rolls for Prior Years

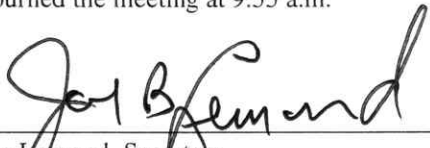
Mr. Keltner provided the ARB members with copies of supplements to prior years appraisal rolls and provided explanation of the changes. After reviewing, Mr. Druesedow offered a motion to approve supplements 940-994. Mr. Tegtmeyer seconded the motion, which passed 13-0.

Adjournment of Meeting

On motion by Mr. Druesedow, second by Mr. Jeffus; Mr. Ticken adjourned the meeting at 9:55 a.m.



Rod Ticken, Chair



Joe Lemond, Secretary