

WICHITA APPRAISAL DISTRICT

PO BOX 5172 600 Scott Street, Suite 300 Wichita Falls, TX 76307

940-322-2435 940-322-8190 Fax

BOARD OF DIRECTORS MEETING

December 14, 2022

Pursuant to notice, a meeting of the Board of Directors ("Board") of the Wichita Appraisal District ("the District") was held in the offices of the District this date at 11:00 a.m. The quorum included Board members Steve Cookingham, Glenn Barham, Kerry Maroney, Max Schlegel, Jeff Watts, Tommy Smyth, Jeff Kindt and Austin Cooper. Also, present were Lisa Stephens-Musick, Chief Appraiser, Dent Keltner, Director of Operations and Terri Segovia, Administrative Assistant. Steve Fairchild arrived after the approval of the minutes from the October board of directors meeting. Board member Jeff Taylor was absent.

Call to Order & Invocation

Mr. Cookingham called the meeting to order at 11:00 a.m. Mr. Watts gave the invocation.

Establishment of Quorum

Mr. Cookingham established that a quorum was present

Approval of Minutes October Board of Directors Meeting

Mr. Maroney offered a motion to approve the minutes of the October board meeting as presented. Mr. Watts seconded the motion, which passed 8-0.

Chief Appraiser's Report

- A. 2023 Board of Director Appointments – Ms. Stephens-Musick provided board members with a list of the board members for 2023. Reappointed board members include: Jeff Kindt, City of Burkburnett, Burkburnett ISD; Jeff Watts, Wichita County, City View ISD; Steve Fairchild, City of Iowa Park, Iowa Park CISD; and Austin Cooper, representing Wichita County. Returning board members include: Glen Barham, Jeff Taylor, Steve Cookingham, Kerry Maroney and Max Schlegel. Tommy Smyth, Wichita County Assessor/Collector continues to serve as an Ex Officio member of the board.
- B. Lawsuit Update and Arbitration Update – Ms. Stephens-Musick presented the board with updated information regarding lawsuits. Dent Keltner informed the board of 22 arbitrations filed against the district, only one case has been heard at this time; the arbitrator valued the property closer to the property owner's value which causes the appraisal district to pay the arbitration fee. One arbitration has been withdrawn with no change in value.
- C. TAAD Conference – The 2023 TAAD conference will be held February 19-22 in Grapevine. The board received an agenda indicating the sessions for board members and the board was invited to attend.
- D. Personnel – Ms. Stephens-Musick reported supervisors are busy preparing for annual performance evaluations to be held in January. The board was informed a new support staff member has been hired due to a recent resignation. Two appraisers recently tested and received their R.P.A. designation. One appraiser will be taking the mid-level exam in January and should be eligible to test for her R.P.A. in approximately a year and a half.

Discussion & Appropriate Action: 2022 Budget

- A. Projected Balance with Authorized Expenditures – The board members were presented with a projection of possible funds remaining at the end of the 2022 fiscal year.
- B. Designation of Surplus Funds – After board discussion, Mr. Watts offered a motion to designate \$14,000 to TCDRS to apply towards the unfunded liability, \$10,550 applied to Data Processing Equipment, \$3,000 applied to Office Furniture, with any remaining surplus applied to the reserve funds for future hardware purchases. Mr. Fairchild offered a second to the motion, which passed 9-0.

Approval of Financial Reports

Mr. Fairchild made a motion to approve the financial reports for October and November, followed by a second from Mr. Watts. The motion passed 9-0.

Taxpayer Liaison Report

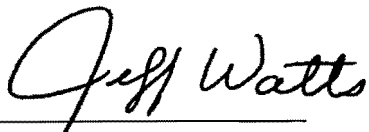
The taxpayer liaison officer had nothing to report.

Public Comment

There were no comments from the public.

Adjournment

Mr. Cookingham announced that the next Board meeting would be Wednesday, February 8, 2023. He adjourned the meeting at 11:35 a.m.



Jeff Watts, Secretary



Steve Cookingham, Chairman