

WICHITA APPRAISAL DISTRICT

P.O. Box 5172 600 Scott Street Wichita Falls, Texas 76307
940-322-2435 940-322-8190 Fax

BOARD OF DIRECTORS MEETING

February 12, 2019

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, Mike Avey, Kerry Maroney, Jeff Watts, Terry Walker and Jeff Taylor. Board member Max Schlegel arrived after the approval of December's minutes. Also present were Lisa Stephens-Musick, Chief Appraiser, Monty Toliver, Residential Supervisor, Dent Keltner, Sr. Commercial Appraiser and Dina Norcross, Administrative Assistant. Board members Steve Fairchild and Tommy Smyth were absent.

Call to Order

The meeting was called to order at 11:05 a.m. and it was established that a quorum was present. Mr. Watts gave the invocation. Reappointed members Mike Avey, Jeff Watts and Terry Walker were sworn in prior to the meeting.

Election of Officers

Mr. Avey offered a motion to reappoint Mr. Cookingham as Board Chair, Mr. Schlegel as Vice Chair, and Mr. Watts as Secretary. Mr. Walker seconded the motion, which passed 7-0. The 2019 Board officers are:

Chair: Steve Cookingham
Vice Chair: Max Schlegel
Secretary: Jeff Watts

Adoption of Minutes

Mr. Maroney offered a motion to approve the minutes of the December 2018 board meeting as presented. Mr. Watts seconded the motion, which passed 7-0.

Chief Appraiser's Report

- A. Personnel – Ms. Stephens-Musick reported that all personal received performance reviews in January conducted by their supervisors. A priority is for senior staff members to share institutional knowledge of the district. Harassment training videos, supplied by the district's insurance provider, were viewed by all staff in early February. In January, the district held a business personal property workshop for appraisal districts that utilize PACS software. In January the district held a training workshop for business personal property Utilizing PACS software for other districts; twenty-two persons registered and a waiting list after the second day of promoting.
- B. 2019 Reappraisal Plan - Dent Keltner and Monty Toliver reported on the progress of the reappraisal activity for the district. Mr. Keltner reported that business personal property renditions had been mailed to property owners in mid-January; the majority of completed forms will be returned to the district mid to late March as the deadline for filing is April 1st. Commercial inspections have been completed and the valuation process is underway to meet the deadline of March 22nd. Mr. Toliver indicated that the residential staff was reviewing and valuing the neighborhoods that had been inspected in the fall and would start the cost calibration of the remaining neighborhoods in early March.
- C. Ag Advisory Board Meeting – This meeting was delayed due to the Farm Service Agency closure during the federal government shut down. The district is waiting for the FSA board to reschedule their meeting to be able to hold the ag advisory board meeting. Once the meeting is held, the chief appraiser will present an ag advisory board member update for consent and approval by the district's board.

- D. 2018 Final Methods and Assistance Program Review – The comptroller’s office recently released the final MAP review results. The board was provided the results indicating the district had received the highest ratings possible. They were also provided a sample of other districts’ results as a comparison.
- E. Legislation – With the legislature currently in session, the board was updated on the 2019 legislative priorities of the Texas Association of Appraisal Districts. Additionally, the board was provided a summary of the property tax reform bills currently filed and the possible implementation required by the district.

Discussion & Appointment of Appraisal Review Board (ARB) Officers

The board was provided names of the 2019 ARB members as appointed by Judge Barney Fudge. Mr. Taylor offered a motion to appoint Ross Brotherton as Chair and Rita Vokes as Secretary of the ARB. Mr. Maroney seconded the motion, which passed 8-0.

Discussion & Approval of Investment Policy

The 2019 Investment Policy for the district was presented to the board; no changes were made to the policy from the prior year. Mr. Barham offered a motion to approve the 2019 Investment Policy, Mr. Maroney seconded the motion, which passed 8-0.

Taxpayer Liaison Report

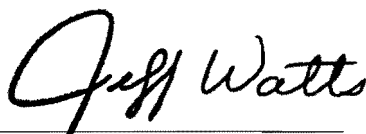
There was nothing to report.

Financial Reports

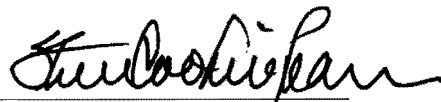
Mr. Barham offered a motion to approve the financial reports of December 2018 and January 2019. Mr. Schlegel seconded the motion, which passed 8-0.

Adjournment

Mr. Cookingham announced that the next Board meeting would be Tuesday April 9, 2019. He adjourned the meeting at 12:25 p.m.



Jeff Watts, Secretary



Steve Cookingham, Chairman