

WICHITA APPRAISAL DISTRICT

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BOARD OF DIRECTORS MEETING

February 16, 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, Kerry Maroney, Jeff Taylor, Glenn Barham, Steve Fairchild, Jeff Watts and Austin Cooper. Board member Max Schlegel arrived after the invocation. Also present were Lisa Stephens-Musick, Chief Appraiser, Dan Conatser, Director of Appraisal, Monty Toliver, Director of Residential Appraisal, Dent Keltner, Director of Operations, Paul Bata, Cartographer/IT Director and Denise Skinner, Administrative Assistant. Board members Jeff Kindt and Tommy Smyth were absent.

Call to Order

The meeting was called to order at 11:00 a.m. It was established that a quorum was present. Mr. Watts gave the invocation.

Election of Officers

Mr. Maroney offered a motion to reappoint Mr. Cookingham as Board Chair, Mr. Schlegel as Vice Chair and Mr. Watts as Secretary. Mr. Fairchild seconded the motion, which passed 8-0. The 2022 Board officers are:

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

Adoption of Minutes

Mr. Watts offered a motion to approve the minutes of the December 2021 board meeting as presented. Mr. Fairchild seconded the motion, which passed 8-0.

Chief Appraiser's Report

- A. 2021 Property Value Results – The Comptroller of Public Accounts – Property Tax Assistance Division (PTAD) released the results of the 2021 Property Value Study (PVS) on January 31; the board was provided a copy of the results indicating the appraisal district was within the confidence interval for each school district. Ms. Stephens-Musick explained to the board how critical the property value study is for school funding and with the district passing this study the school districts within Wichita County will receive the state funding they are entitled to receive. School districts that do not receive favorable results can have their state funding reduced due to an appraisal district's failure to appraise property at market value.
- B. 2022 Reappraisal Plan Status – Mr. Keltner advised of heavy foot traffic in the office due to mailings from the district. Mailed 900 business personal property renditions in mid-January, 6,200 homestead exemption applications mailing February 16 in addition to approximately 2,000 applications, surveys and other required mailings. Mr. Toliver presented the board with a timeline of the residential appraisal cycle and informed the board that the residential staff is currently 60% complete in valuating properties. He advised that values will increase significantly due to the robust real estate market. Mr. Conatser reported the commercial department has completed inspections for real estate, processing sales and are beginning to value properties; they are processing business personal properties as they are received in the office. The commercial staff is utilizing efficiencies learned during the past two years, and specifically internet searches for business personal property because it is faster and more accurate than on-site inspections. He also stated that the county has new commercial properties under construction and the service industries, hotels and restaurants, are getting back to normal business.

- C. 2022 Methods and Assistance Program (MAP) Review – Ms. Stephens-Musick explained that the Methods and Assistance Program (MAP) study is conducted in years that the PVS is not conducted; the district will be studied in 2022. The district has submitted preliminary documentation as required and a representative from PTAD is scheduled to be in the office on March 7th to conduct the study.
- D. Litigation/Arbitration – Ms. Stephens-Musick updated the board on district on lawsuits and arbitrations. The district had settlement talks on one lawsuit and in the past week have received settlement offers additional lawsuits that the district is reviewing. The district has three arbitration cases that have settled without a hearing, eight cases have been to hearing with the district having to pay for arbitration fees twice. Two cases will be heard by an arbitrator later in the week.
- E. 2022 TAAD Conference – Ms. Stephens-Musick informed the board because of COVID concerns the district only sent three members to the TAAD conference held in Grapevine this year. The conference was slightly different this year due to the uncertainty of COVID, but it was good to have the conference in person to be able to learn from our peers.
- F. Pictometry Demonstration – Mr. Bata advised that the district had received the early access of the recently flown Pictometry imagery. He compared early flights with this recent flight to highlight the much-improved visual detail in this current flight.

Discussion & Appropriate Action: Approval of Amended Personnel Manual

The board was provided with a proposed amendment to the Weapons Banned section of the Personnel Manual to comply with recently enacted state laws. Mr. Watts offered a motion to approve the amendment to the Personnel Manual. Mr. Fairchild seconded the motion, which passed 8-0.

Discussion & Appropriate Action: Adoption of Investment Policy

The 2022 Investment Policy for the district was presented to the board; no changes were made to the policy from the prior year. Mr. Schlegel offered a motion to approve the 2022 Investment Policy. Mr. Watts seconded the motion, which passed 8-0.

Financial Reports

Mr. Fairchild offered a motion to approve the financial reports of December 2021 and January 2022. Mr. Cooper seconded the motion, which passed 8-0.

Taxpayer Liaison Report

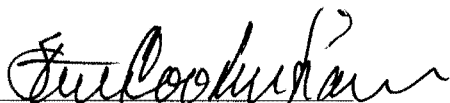
There was nothing to report.

Public Comment

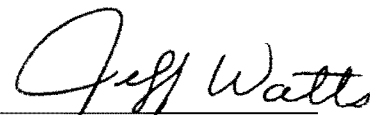
There were no comments from the public.

Adjournment

Mr. Cookingham announced that the next Board meeting would be Wednesday April 13, 2022. He adjourned the meeting at 12:35 p.m.



Steve Cookingham, Chairman



Jeff Watts, Secretary