

# WICHITA APPRAISAL DISTRICT

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## BOARD OF DIRECTORS MEETING

April 10, 2018

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, Terry Walker, Mike Avey, Kerry Maroney, Jeff Watts and Steve Fairchild. Max Schlegel arrived after the meeting was called to order, he was sworn in after the meeting. Also present were Lisa Stephens-Musick, Chief Appraiser, Dan Conatser, Director of Appraisal, Monty Toliver, Residential Supervisor, Dent Keltner, Sr. Commercial Appraiser, Brian Peterson, Sr Commercial Appraiser and Dina Norcross, Administrative Assistant. Board members Tommy Smyth and Glenn Barham 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. Cookingham asked Mr. Watts to offer the invocation.

### Adoption of Minutes

Mr. Fairchild offered a motion to approve the minutes of the February 2018 board meeting as presented. Mr. Maroney seconded the motion, which passed 6-0.

### Discussion & Appropriate Action - 2017 Financial Audit

Paul Fleming of Edgin, Parkman, Fleming & Fleming presented the District's 2017 Annual Financial Report. He said it was a clean audit with no misstatements in the records. Mr. Watts made a motion to approve the audit as presented. Mr. Walker seconded the motion, which passed 6-0.

### Chief Appraiser's Report

- A. Personnel - Leslie Dunn and Westley Garcia the District's recently hired appraisers were brought into the meeting and introduced to the board.
- B. Appraisal Notice Calendar - Lisa provided a list of dates for mailing out appraisal notices, protest filing deadlines, ARB hearings, ARB approval of records and certification of the appraisal roll to jurisdictions.
- C. BPP Rendition Processing - Dan Conatser reviewed rendition processing statistics and gave an explanation of how business personal property is appraised.
- D. Preliminary Real Estate Values - Monty Toliver provided an overview of residential values providing percentage increases by neighborhood. Dent Keltner and Brian Peterson shared the values of commercial property.
- E. Property Value Study Protest Results - Reviewed results of Property Value Study Self Report protest that were performed on behalf of the school districts. This protest recovers funds that would otherwise be lost to the school district due to late filed exemptions and Sec 25.25 motions filed after the appraisal roll is certified in July until February of the following year.
- F. Board of Resignation, David Ramsey - Advised the board of David Ramsey's resignation, the City of Wichita Falls has been notified and will fill the board vacancy in the future

**Appointment of Budget Committee for 2019 Budget**

Mr. Cookingham appointed the following board members to serve on the 2019 Budget Committee: Steve Cookingham, Mike Avey, Terry Walker, Glenn Barham, and Kerry Maroney.

**Discussion & Appropriate Action- Telephone System**

Discussion was held regarding the purchase of a VOIP phone system. No action was taken at this meeting. Additional information was requested and the item will be placed on the June agenda.

**Taxpayer Liaison Report**

The taxpayer liaison officer had nothing to report.

**Public Comment**

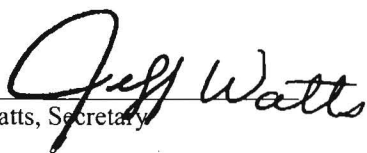
There were no comments from the public.

**Approval of Financial Reports**

Mr. Watts offered a motion to approve the financial reports of February and March 2018. Mr. Fairchild seconded the motion, which passed 6-0.

**Adjournment**

Mr. Cookingham announced that the next Board meeting would be Tuesday, June 12, 2018. He adjourned the meeting at 12:45 p.m.

  
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Jeff Watts, Secretary

  
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Steve Cookingham, Chairman