

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

May 12, 2020

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, Tommy Smyth, Kerry Maroney, Jeff Taylor, Austin Cooper, Jeff Watts and Max Schlegel. Jeff Kindt arrived during the Chief Appraiser's Report. Also present were Lisa Stephens-Musick, Chief Appraiser, and Denise Skinner, Administrative Assistant. Board member Steve Fairchild was 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. Barham to offer the invocation.

Adoption of Minutes

Mr. Schlegel offered a motion to approve the minutes of the February 2020 board meeting as presented. Mr. Watts seconded the motion, which passed 8-0.

Discussion & Appropriate Action - 2019 Financial Audit

Paul Fleming of Edgin, Parkman, Fleming & Fleming presented the District's 2019 Annual Financial Report. He advised that the audit went according to plan and there were no misstatements to report. Mr. Taylor made a motion to approve the audit as presented. Mr. Cooper seconded the motion, which passed 8-0.

Chief Appraiser's Report

- A. Update on Operations Related to Disaster Declaration - Ms. Stephens-Musick informed the board that the office has been closed to the public since mid-March due to COVID-19; the staff has been working in the office. She made them aware of the sanitation activities that were being undertaken and added costs due to cleaning supplies, masks, gloves and other items related to safety and sanitation of the office. She told them of the changes that will be implemented to accommodate ARB hearings beginning in June. The office will open up to the public on May 18th with restrictions.
- B. Appraisal Notices & Preliminary Values – Ms. Stephens-Musick advised that the district mailed real estate notices on April 10th as was originally planned and the majority of business personal property notices were mailed on April 27th. The board was provided the preliminary estimates of taxable values for 2020 as were provided to the jurisdictions on April 29th. Most jurisdictions' estimates indicated increases in overall value; Iowa Park CISD, Electra ISD and Electra Hospital District estimates indicated decreases in value due to the decline in mineral valuations.
- C. 2020 MAP Review – The board was reminded that the Comptroller's MAP reviewer was in the office at the time of the February Board meeting. The district received two recommendations at the end of the review and both have since been rectified. The district will receive the preliminary and final results later in the year.
- D. Arbitration & Lawsuit Update – Ms. Stephens-Musick presented the board with updated information regarding arbitrations and lawsuits. One lawsuit is currently in negotiations for an agreement. The district had eight arbitrations filed in 2019; three have been heard by arbitrators. While all three received some reduction in value, two of the arbitrations resulted in the appraisal district paying the arbitration fee. The five remaining arbitrations will be heard later in May.

Discussion & Appropriate Action: Appointment of Budget Committee

Mr. Cookingham appointed the following board members to serve on the 2021 Budget Committee: Steve Cookingham, Jeff Taylor, Austin Cooper, Jeff Watts, and Glenn Barham. Mr. Schlegel made a motion to approve the budget committee members. Mr. Maroney seconded the motion, which passed 9-0.

Approval of Financial Reports

Mr. Cooper offered a motion to approve the financial reports for February, March and April 2020. Mr. Maroney seconded the motion, which passed 9-0.

Taxpayer Liaison Report

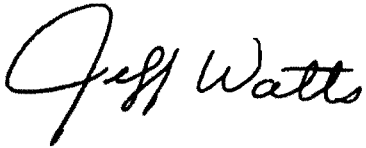
The taxpayer liaison officer had nothing to report.

Public Comment

There were no comments from the public.

Adjournment

Mr. Cookingham announced that the next Board meeting would be Tuesday, June 9, 2020. He adjourned the meeting at 12:25 p.m.



Jeff Watts, Secretary



Steve Cookingham, Chairman