

WICHITA APPRAISAL DISTRICT

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BOARD OF DIRECTORS MEETING

June 14, 2023

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, Max Schlegel, Jeff Taylor, Austin Cooper, and Glenn Barham. Steve Fairchild arrived after the approval of the Budget Committee Meeting minutes. Also present were Lisa Stephens-Musick, Chief Appraiser and Terri Segovia, Administrative Assistant. Board members Jeff Kindt, Jeff Watts and Tommy Smyth were absent.

Call to Order & Invocation

The meeting was called to order at 11:11 a.m. Mr. Cooper offered the invocation.

Establishment of Quorum

Mr. Cookingham established a quorum was present.

Approval of Minutes for April Meeting

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

Approval of Minutes for May 16, 2023, Budget Committee Meeting

Mr. Cooper offered a motion to approve the minutes of the May budget committee meeting as presented. Mr. Taylor seconded the motion, which passed 6-0.

Chief Appraiser’s Report

- A. 2023 Protest Activity – Ms. Stephens-Musick gave an update of protest activity. Hearings before the Appraisal Review Board began on May 31 and will continue into mid-July. At this reporting, there is a slight decrease in protests over the previous year; however there continues to be a large number of requests for informal hearings. The staff is better prepared to handle the volume of protests due to an update in the software system.
- B. Legislation – Ms. Stephens-Musick provided information regarding bills passing this legislative session that will affect the District’s budget. Additional requirements for software will be required as well as the need to audit homestead exemptions on a five-year schedule will need to be considered in the District’s 2024 budget. One of the legislative priorities for this session, providing property tax relief, was not accomplished in the regular session and the governor has called a special session for this purpose.

Executive Session Pursuant to Texas Government Code Section 551.074

Mr. Cookingham closed the meeting at 11:38 a.m. and the board entered an executive session.

- A. 551.074 – personnel matter for which an executive session is legally authorized. Chief Appraiser’s annual evaluation, contract, and compensation.
- B. Any other matter for which an executive session is legally authorized.

Return to Open Session

Mr. Cookingham reopened the meeting at 11:58 a.m.

Discussion & Appropriate Action: Chief Appraiser's Annual Evaluation, Contract and Compensation

Mr. Schlegel offered a motion to approve an employment contract with Lisa Stephens-Musick to run January 1, 2024, through December 31, 2025. Mr. Barham seconded the motion, which passed 7-0.

Discussion & Appropriate Action: 2024 Budget Proposal

The board reviewed the 2024 budget proposal. After a discussion of additional costs due to recent legislation, Mr. Barham offered a motion to approve an increase in the 2024 budget by 7.43% over the 2023 budget of \$2,085,930.00. Mr. Schlegel seconded the motion, which passed 7-0.

Discussion & Appropriate Action: Auditor's Engagement Letter for 2022 Financial Audit

The board was provided an engagement letter from Edgin, Parkman, Fleming & Fleming, LLC., to perform the district's 2023 financial audit. Mr. Cooper offered a motion, with a second from Mr. Fairchild, to approve acceptance of the engagement letter. The motion passed 7-0.

Approval of Financial Reports

Mr. Fairchild offered a motion to approve the financial reports from April and May. Mr. Cooper seconded the motion, which passed 7-0.

Taxpayer Liaison Report

The taxpayer liaison officer had nothing to report.

Public Comment

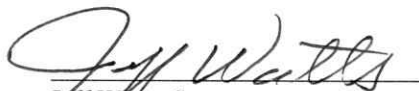
There were no comments from the public.

Next Meeting August 9, 2023

Mr. Cookingham announced the next Board meeting will be Wednesday, August 9, 2023.

Adjournment

Mr. Cookingham adjourned the meeting at 12:25 p.m.


Jeff Watts, Secretary


Steve Cookingham, Chairman