

WICHITA APPRAISAL DISTRICT

P.O. Box 5172 600 Scott Street, Third Floor

Wichita Falls, Texas 76307

940-322-2435 940-322-8190 Fax

BOARD OF DIRECTORS MEETING

August 13, 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, Steve Fairchild, Glenn Barham, Mike Avey, Max Schlegel, Kerry Maroney, Terry Walker and Jeff Taylor. Also present were Lisa Stephens-Musick, Chief Appraiser, Denise Skinner, Administrative Assistant, Dent Keltner, Senior Commercial Appraiser, Brian Peterson, Senior Commercial Appraiser and Monty Toliver, Residential Supervisor. Board members Jeff Watts and Tommy Smyth were absent.

Call to Order

The meeting was called to order at 11:04 a.m. and it was established that a quorum was present. Mr. Cookingham asked Mr. Barham to offer the invocation.

Adoption of Minutes

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

Chief Appraiser's Report

- A. 2019 Certified Values – The chief appraiser presented the 2019 values as certified to the taxing jurisdictions on July 15, 2019. She reviewed the increases in value from 2018 to 2019 for each jurisdiction.
- B. 2019 ARB Hearings – A printed analysis was provided comparing the number of protests handled by the District for the past five years. Dent Keltner reported that 2019 was an active season with an increase in E-Filing from 191 last year to 356 this year, but the overall protested accounts were similar to 2018.
- C. 2020 Strategic Plan – A summary of the recent strategic planning session was presented to the board. The commercial/business personal property was presented by Brian Peterson, residential property was presented by Monty Toliver and the support staff was presented by Dent Keltner. They each discussed the goals set for the 2020 appraisal year.
- D. Litigation Update- An update of the lawsuits was presented with discussion that Lowe's Home Centers was recently settled.
- E. Education – Mr. Cookingham presented a letter from Gregg CAD thanking Wichita CAD for hosting a business personal property workshop in January. The workshop provided Gregg CAD processing techniques that helped better their work flow, resulting in no more overtime for their employees. The board was advised of recent and upcoming training for staff to include legislative updates as required by TDLR.

Public Hearing RE: 2020 Budget

Mr. Cookingham opened the public hearing at 12:19 p.m. to allow questions and comments regarding the proposed budget. With no members of the public in attendance, Mr. Cookingham closed the hearing at 12:20 p.m.

Discussion & Appropriate Action: Approval of 2020 Budget

Mr. Avey offered a motion to adopt the 2020 budget as proposed at \$1,792,010 which represents an increase of 4.28% over the 2019 budget of \$1,718,382. Mr. Maroney seconded the motion, which passed 8-0.

Discussion & Approval of Auditor's Engagement Letter

Mr. Avey offered a motion, with a second from Mr. Walker, to approve acceptance of the engagement letter with Edgin, Parkman, Fleming & Fleming, LLC to conduct the District's 2019 financial audit. The motion passed 8-0.

Discussion & Appropriate Action: Ross Brotherton's Resignation Letter and Replacement

Mr. Schlegel offered a motion to accept Mr. Brotherton's resignation from the Appraisal Review Board. Mr. Austin Cooper was appointed his replacement for the remainder of the term. Mr. Fairchild seconded the motion, which passed 8-0.

Financial Reports

Mr. Fairchild offered a motion to approve the financial reports of June and July. Mr. Avey seconded the motion, which passed 8-0.

Taxpayer Liaison Report

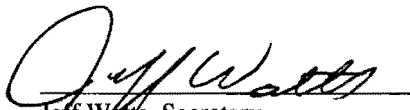
The taxpayer liaison officer had nothing to report.


Public Comment

There were no comments from the public.

Adjournment

Mr. Cookingham announced that the next Board meeting will be Tuesday, October 1, 2019. He adjourned the meeting at 12:26 p.m.


Jeff Watts, Secretary


Steve Cookingham, Chairman