

WICHITA APPRAISAL DISTRICT

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BOARD OF DIRECTORS MEETING

October 12, 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, Austin Cooper, Jeff Kindt, Jeff Watts, Glenn Barham and Steve Fairchild. Board member Jeff Taylor arrived during the Chief Appraiser's Report. Also, present were Lisa Stephens-Musick, Chief Appraiser, Dent Keltner, Director of Operations and Terri Segovia, Administrative Assistant. Board members Max Schlegal and Tommy Smyth were absent.

Call to Order & Invocation

Mr. Cookingham called the meeting to order at 11:01 a.m. Mr. Watts gave the invocation.

Establishment of Quorum

Mr. Cookingham established a quorum was present.

Approval of Minutes from August Meeting

Mr. Maroney offered a motion to approve the minutes of the August board meeting as presented. Mr. Kindt seconded the motion, which passed 7-0.

Chief Appraiser's Report

- A. Annual Report – Mr. Keltner provided a copy of the 2022 Annual Report. The annual report is required by the IAAO Standard on Public Relations as well as the district's public relations policy. The report provides an overview of the district's operations over the past year.
- B. Lawsuit/Arbitration Update – The board was provided a current list of lawsuits and arbitrations. Ms. Stephens-Musick updated the board on recent suits that were filed against the district after ARB board orders were issued in July. Discussion of the use of "topline" agreements, allowing the property owner/agent to retain the right for further appeals. Twenty-two arbitrations were filed against the district for 2022 after the board orders were issued; the district had 18 arbitrations filed in 2021.
- C. Personnel – Education – All appraisers are currently taking continuing education classes as part of their recertification requirements. Two appraisers will be testing for their registered professional appraiser designation; candidates to test in a proctored environment in the office as opposed to travel. Ms. Stephens-Musick provided the board a list of Tier One appraisal districts showing the number of employees along with the average years of service per district; Wichita Appraisal District had the second highest years of service of the responding appraisal districts. The district is currently conducting internal training for future transitions.
- D. ARB – Hearings were held early October as opposed to December as in past years due to legislative changes requiring districts to hold hearings no later than 90 days after the ARB approved the appraisal roll. Approximately 34 protests were scheduled with four property owners appearing either in person or by affidavit; there were 21 no shows. Hearings will be scheduled again in January 2023.
- E. School District Taxable Audits/PVS Appeals – Mr. Keltner informed the board since 2001 the district has filed paperwork with the state to recoup state funding lost due to late filed exemptions, late filed protests, lawsuits, etc. resulting in the local value decreasing hence less tax revenue per student for the ISD. Audits conducted between 2017-2021 have recovered over \$3.5 million in state funding for the school districts in Wichita County.

Discussion & Appropriate Action: Amend Budget/Surplus Funds Server

Ms. Stephens-Musick informed the board a server is needed and requested the board approve the transfer of funds allocated for this purpose out of capital expenditures. Mr. Watts offered a motion to transfer funds for the purchase of a server, which was seconded by Mr. Kindt. The motion passed 8-0.

Discussion & Appropriate Action: 2023 Health Insurance Contribution to be Paid by the District

A discussion was held regarding changes to the district's health insurance. Ms. Stephens-Musick explained the increase in insurance costs for 2023 and the change of plan options to keep the increase to a minimum. She presented the board the proposed defined contribution to staff's health insurance. Mr. Barham offered a motion to increase the defined contribution to \$833.00, which was seconded by Mr. Taylor. The motion passed 8-0.

Discussion & Appropriate Action: 2023 Disaster Plan

Ms. Stephens-Musick presented the district's 2023 Disaster Plan; there were no amendments to the plan for 2023. Mr. Fairchild offered a motion to approve the disaster plan for 2023 as presented, seconded by Mr. Maroney. The motion passed 8-0.

Approval of Financial Reports

Mr. Barham offered a motion to approve the financial reports for August and September. Mr. Fairchild seconded the motion, which passed 8-0.

Taxpayer Liaison Report

The taxpayer liaison officer had nothing to report.

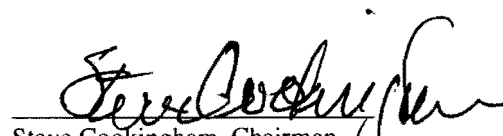
Public Comment

There were no comments from the public.

Adjournment

Mr. Cookingham announced that the next Board meeting would be Tuesday, December 14, 2022. He adjourned the meeting at 12:07 p.m.


Jeff Watts, Secretary


Steve Cookingham, Chairman