

WICHITA APPRAISAL DISTRICT

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BOARD OF DIRECTORS MEETING

October 13, 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, Kerry Maroney, Jeff Taylor, Glenn Barham, Max Schlegel, Austin Cooper and Tommy Smyth. Also, present were Lisa Stephens-Musick, Chief Appraiser, Monty Toliver, Director of Residential Appraisal, Dan Conatser, Director of Appraisal and Denise Skinner, Administrative Assistant. Board members Steve Fairchild, Jeff Watts and Jeff Kindt 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. Maroney gave the invocation.

Adoption of Minutes

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

Chief Appraiser's Report

- A. Reappraisal Update – Mr. Toliver presented information with regards to the local residential market. The data provided indicated that despite the pandemic, the housing market remains strong within the district but will have to see what impact the fourth quarter may bring to home values for the 2021 appraisal year. Mr. Conatser advised the board of recent inspections made by the commercial staff and their findings regarding new businesses versus closed businesses for 2021; the findings were similar to the results in 2020. The pandemic will have some effect on commercial real estate values, but the extent will not be known until additional data is obtained in the first quarter of 2021.
- B. Lawsuit/Arbitration Update – A current list of lawsuits and arbitrations recently filed was presented by Ms. Stephens-Musick; eighteen arbitrations were filed for 2020 as compared to eight in 2019. She informed the board that all of the lawsuits filed for 2019 have been settled.
- C. Methods and Assistance Program (MAP) - Ms. Stephens-Musick presented a copy of the 2020 Preliminary MAP Review results. The preliminary results indicated that the district passed the four mandatory questions but had two recommendations from the additional questions that the reviewer presented at the time of their in-office review; the recommendations were implemented within thirty days. The final review will be sent to all board members from the Comptroller's office in December with one hundred percent compliance.
- D. Personnel – Training, COVID-19 Update – The board was advised that required continuing education training for our licensed staff is being held in-house or virtually due to COVID-19; however, one staff member traveled in August and one will be traveling in November for core classes required to obtain their registered professional appraiser designation. TDLR has not extended the deadlines for any required education.

The district has not had any cases of COVID-19 amongst the staff, but has had staff quarantined due to potential exposure.

Discussion & Appropriate Action: 2021 Health Insurance High Deductible Health Plan Changes

A discussion was held regarding changes to the district's high deductible health plan. Ms. Stephens-Musick explained that TML continues to make available the plans that the district currently offers, but they are also offering Collective Plans with

different deductibles and out of pocket expenses. Mr. Maroney offered a motion to accept the collective plan options, which was seconded by Mr. Schlegel. The motion passed 7-0.

Discussion & Appropriate Action: 2020 Health Insurance Contribution to be paid by District

Ms. Stephens-Musick presented the board information for consideration regarding the district's contribution to the employees' health insurance plan based on the district's 2021 budget. After discussion, Mr. Taylor offered a motion to increase the health insurance contribution to \$793.00 per month, per employee. Mr. Cooper seconded the motion, which passed 7-0.

Discussion & Appropriate Action: 2021 Disaster Plan

Ms. Stephens-Musick presented the district's 2021 Disaster Plan. An addition to the Increased Readiness Procedures was made to read, "information updates will also be posted on the district's website www.wadtx.com"; additionally some minor wording was changed. Mr. Barham offered a motion to approve the disaster plan as amended, seconded by Mr. Taylor. The motion passed 7-0.

Approval of Financial Reports

Mr. Maroney offered a motion to approve the financial reports for August and September. Mr. Cooper seconded the motion, which passed 7-0.

Taxpayer Liaison Report

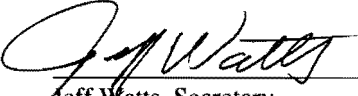
The taxpayer liaison officer had nothing to report.

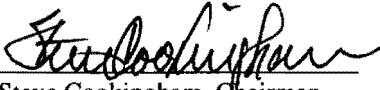
Public Comment

There were no comments from the public.

Adjournment

Mr. Cookingham announced that the next Board meeting would be Tuesday, December 08, 2020. He adjourned the meeting at 12:26 p.m.


Jeff Watts, Secretary


Steve Cookingham, Chairman