

# WICHITA APPRIASAL DISTRICT

PO BOX 5172 600 Scott St Wichita Falls TX 76307  
940-322-2435 940-322-8190 Fax

## BOARD OF DIRECTORS MEETING

December 08, 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, Steve Fairchild, Jeff Taylor, Jeff Watts, Kerry Maroney, and Austin Cooper. Also present were Lisa Stephens-Musick, Chief Appraiser, Denise Skinner, Administrative Assistant. Max Schlegel arrived after the approval of the minutes from the October board of directors meeting. Board members Jeff Kindt 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. Watts gave the invocation.

### Adoption of Minutes

Mr. Fairchild offered a motion to approve the minutes of the October board meeting as presented. Mr. Watts seconded the motion, which passed 7-0.

### Chief Appraiser's Report

- A. 2021 Board of Director Appointments – Ms. Stephens-Musick provided board members with a list of 2021 board members. Reappointed board members include: Jeff Kindt, appointed by the City of Burkburnett and Burkburnett ISD; Jeff Watts, appointed by Wichita County and City View ISD, Steve Fairchild, appointed by the City of Iowa Park and Iowa Park CISD and Austin Cooper, appointed by Wichita County. Returning board members include: Steve Cookingham, Glenn Barham, Jeff Taylor, Kerry Maroney and Max Schlegel. Tommy Smyth, Wichita County Assessor/Collector continues to serve as an Ex Officio member of the board.
- B. Annual Report – A copy of the 2020 Annual Report was provided to the board. The report will be available for view on the district's website the week of December 14<sup>th</sup> as part of the district's public relations plan.
- C. Lawsuit Update and Arbitration Update – The board was advised of recent hearings held regarding the denial of exemption under Sec. 11.35 of the tax code for temporary exemption for property damaged by disaster. The board was made aware of potential lawsuits as a result of these hearings. This is a new exemption enacted in the 2019 legislative session in response to Hurricane Harvey. The properties requesting this exemption were claiming damage due to the COVID19 pandemic. An Attorney General Opinion issued in the spring opined that the exemption was for physical damage and not economic damage. The board was informed of the results of three 2020 arbitrations.
- D. Personnel – Ms. Stephens-Musick reported that residential appraiser, Tia Schaeffer, recently received her RPA designation. Westly Garcia, residential appraiser, passed his Level III exam and commercial appraiser, Leslie Dunn, is scheduled to take her Level III exam in early February.

- E. Covid-19 Update – Ms. Stephens-Musick informed the board that the District currently has six employees out of the office because of Covid-19 concerns. Of those six, four employees have tested positive and two are quarantined because of close contact with a positive case.

**Discussion & Appropriate Action: 2020 Budget**

The board members were presented with a projection of possible funds remaining at the end of the 2020 fiscal year. After board discussion, Mr. Watts offered a motion to make a voluntary contribution of \$40,000 to TCDRS to reduce the unfunded liability; \$14,000 reserved for the required Truth in Taxation mailing for 2021, with any remaining surplus put into reserve designated for future hardware and software purchases. Mr. Fairchild offered a second to the motion, which passed 8-0.

**Discussion & Appropriate Action: Approve Resolution for 2021 TCDRS Plan Contributions**

A discussion was held regarding the 2021 TCDRS plan contributions. Mr. Watts made a motion to adopt an Order to Maintain TCDRS Plan Provisions for the Plan Year 2021 at an elected rate of 10%. Mr. Maroney seconded the motion, which passed 8-0.

**Financial Reports**

Mr. Watts made a motion to approve the financial reports for October and November, followed by a second from Mr. Cooper. The motion passed 8-0.

**Taxpayer Liaison Report**

The taxpayer liaison officer had nothing to report.

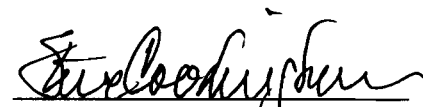
**Public Comment**

There were no comments from the public.

**Adjournment**

Mr. Cookingham announced that the next Board meeting would be Tuesday, February 09, 2021. He adjourned the meeting at 11:54 a.m.

  
Jeff Watts, Secretary

  
Steve Cookingham, Chairman