

# WICHITA APPRAISAL DISTRICT

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## BOARD OF DIRECTORS MEETING

**June 12, 2024**

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 Jeff Watts, Glenn Barham, Austin Cooper, Jeff Taylor, Jeff Kindt and Tommy Smyth. Also present were Woody Gossom, Lisa Stephens-Musick, Chief Appraiser, Dent Keltner, Deputy Chief Appraiser and Terri Segovia, Administrative Assistant.

### **Call to Order & Invocation**

The meeting was called to order at 11:01 a.m. Judge Gossom offered the invocation.

### **Establishment of Quorum**

Mr. Watts established a quorum was present.

### **Public Comments**

There were no comments from the public.

### **Approval of Minutes for April 10, 2024 Meeting**

Mr. Barham offered a motion to approve the minutes of the April 10th board meeting as presented. Mr. Cooper seconded the motion, which passed 5-0.

### **Approval of Minutes for May 22, 2024, Budget Work Session**

Mr. Barham offered a motion to approve the minutes of the May 22<sup>nd</sup> budget work session as presented. Mr. Kindt seconded the motion, which passed 5-0.

### **Chief Appraiser's Report**

- a. 2024 Protest Activity – Mr. Keltner gave an overview of protest activity this year as compared with prior years. He reported a 15% decrease in protests over the previous year. He reported currently there is an 8% increase in commercial with a decrease in protests for residential and business personal property. Informal meetings increased significantly creating additional challenges to the appraisers' already busy schedules. Hearings began on May 29, 2024 and will continue through mid-July.
- b. Arbitration & Lawsuit Update – Ms. Stephens-Musick updated the Board on lawsuits and arbitrations. The final arbitration for the 2023 year has been finalized and the district was not required to pay the arbitration fee. Arbitrations for 2023 resulted in value loss of 3.3 million. Four lawsuits have recently been settled and with an additional one being non-suited due to nonpayment of taxes.
- c. MAP Review – Ms. Stephens-Musick presented the Board with the final results of the 2024 Methods and Assistance Program review. She explained that the Comptroller is required to review appraisal districts and their procedures every other year. Ms. Stephens-Musick informed the board, the district has four recommendations to address to bring the district into 100% compliance.

### **Executive Session Pursuant to Texas Government Code Section 551.074**

Mr. Watts closed the meeting at 11:25 a.m. and the Board entered into 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. Watts reopened the meeting at 11:37 a.m.

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

Mr. Smyth offered a motion to approve a contract with Lisa Stephens-Musick to run January 1, 2025, through December 31, 2025. Mr. Cooper seconded the motion, which passed 5-0.

### **Discussion & Appropriate Action: 2025-2026 Mineral /& Utility Appraisal Contract**

Mr. Cooper offered a motion to approve the 2025-2026 Mineral/Utility Appraisal Contract with Pritchard & Abbott as presented. Mr. Taylor seconded the motion, which passed 5-0.

### **Discussion & Appropriate Action: Amend 2024 Budget Transfer from Account 44200 to Account 40120**

Mr. Taylor offered a motion to approve the transfer of \$30,000 from account 44200 to account 40120. Mr. Barham seconded the motion, which passed 5-0.

### **Discussion & Appropriate Action: 2025 Budget Proposal**

The Board reviewed the 2025 budget proposal of \$2,376,366.00 which represents an increase of 6.05% over the 2024 budget of \$2,064,969.55. Mr. Cooper offered a motion to approve the budget proposal. Mr. Kindt seconded the motion, which passed 5-0.

### **Discussion & Appropriate Action: Appraisal Review Board Per Diem**

The Board was provided a survey of ARB per diem showing Wichita County being less than average. Ms. Stephens-Musick requested increasing the per diem effective May 2024. Mr. Taylor offered a motion to approve the per diem increase as presented. Mr. Cooper seconded the motion, which passed 5-0.

### **Discussion & Appropriate Action: Appointment of Board Members**

Discussion was held regarding the appointment of board members to fill two positions that will be vacant since no candidates ran for Place 2 or 3 in the recent election. The Board will make the appointments at the August board meeting as required by law. No action was taken.

### **Approval of Financial Reports**

Mr. Cooper offered a motion to approve the financial reports from April and May. Mr. Taylor seconded the motion, which passed 5-0.

### **Taxpayer Liaison Report**

- a. Submission of Training Certificates - Ms. Segovia presented training certificates to the Board as required by Section 6.052 of the property tax code.
- b. The taxpayer liaison officer had nothing to report.

### **Next Meeting August 14, 2024**

Mr. Watts announced the next Board meeting will be Wednesday, August 14, 2024.

### **Adjournment**

Mr. Watts adjourned the meeting at 12:05 p.m.



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Austin Cooper, Secretary



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Jeff Watts, Chairman