

WICHITA APPRAISAL DISTRICT

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BOARD OF DIRECTORS MEETING

December 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 1:00 p.m. The quorum included Board members Jeff Watts, Austin Cooper, Max Schlegel, Glenn Barham, Steve Fairchild, Jeff Taylor, Jeff Kindt and Woody Gossom. Also, present were Kaycee Ryan, Jeanmarie Baer, attorney with PBFCM, Lisa Stephens-Musick, Chief Appraiser, Dent Keltner, Deputy Chief Appraiser, Monty Toliver, Director of Appraisal and Terri Segovia, Administrative Assistant. Board member Tommy Smyth was absent.

Call to Order & Invocation

Mr. Watts called the meeting to order at 1:02 p.m. Judge Gossom gave the invocation.

Establishment of Quorum

Mr. Watts established that a quorum was present.

Approval of Minutes October & November Board of Directors Meetings

Mr. Fairchild offered a motion to approve the minutes of the October & November board meetings as presented. Mr. Kindt seconded the motion, which passed 8-0.

Public Comments

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There were no comments from the public

Discussion & Appropriate Action: Reappraisal Plan

Ms. Ryan presented the Board with information and requested that the board amend the Wichita Appraisal District 2025-2026 Reappraisal Plan to change the annual appraisal of property to appraising once every three years. The information provided was from Johnson Central Appraisal District that recently changed to this reappraisal cycle. After considerable discussion, Mr. Barham offered a motion to take no action; Mr. Cooper seconded the motion, which passed 8-0.

Executive Session Per Texas Government Code Section 551.071 - Consultation with attorney including pending or contemplated litigation or a settlement offer. Employee Legal Expense, pending litigation.

Mr. Watts opened the Executive Session at 1:45 p.m.

Executive Session Per Texas Government Code Section 551.074 - Personnel matters including the appointment, evaluation, reassignment, duties, discipline, dismissal and/or compensation of individual district employees. Evaluation Taxpayer Liaison Officer and Appointment of Chief Appraiser Designee.

The board adjourned from Executive Session at 2:46 p.m.

Mr. Fairchild excused himself from the meeting during the Executive Session, a quorum was still present.

Discussion & Appropriate Action: Legal Expense, Personnel Matters

Mr. Taylor offered a motion to approve the engagement of Perdue Brandon Fielder Collins & Mott L.L.P. as legal counsel for litigation filed against individual employees of the Wichita Appraisal District. Mr. Barham seconded the motion, which passed 7-0.

Board members completed an evaluation of the Taxpayer Liaison Officer, Terri Segovia.

Mr. Cooper offered a motion to approve Denton Keltner as Chief Appraiser Designee. Judge Gossom seconded the motion, which passed 7-0. A contract will be drafted by Jeanmarie Baer, Perdue Brandon Fielder Collins & Mott L.L.P. for Board review at a future meeting.

Discussion & Appropriate Action: 2024 Budget

- A. Projected Balance with Authorized Expenditures – The board members were presented with a projection of possible funds remaining at the end of the 2024 fiscal year.
- B. Designation of Surplus Funds - After board discussion, Mr. Schlegel offered a motion to designate \$60,000 to TCDRS to apply towards the unfunded liability, \$40,000 in reserve for hardware/software purchases, with any remaining surplus applied to the reserve for interior updates. Mr. Taylor offered a second to the motion, which passed 7-0.

Mr. Barham excused himself from the meeting, a quorum was still present.

Discussion & Appropriate Action: ARB Appointments

Mr. Cooper offered a motion to reappoint ARB members John Deason, Glen Spadin, Jeremy Woodward, Stacie Cook and Carol Murray and appointed Mr. Woodward as Chair and Mr. Lemond as Secretary. Mr. Taylor seconded the motion which passed 6-0.

One application was received for new appointments to the 2025 Appraisal Review Board. No action was taken on the appointment of new ARB members.

Discussion & Appropriate Action: Contract GIS/IT

Mr. Taylor offered a motion to accept the contract between the District and Paul Bata for GIS/IT services. Mr. Cooper seconded the motion, which passed 6-0.

Discussion & Appropriate Action: Contract IT Services

Judge Gossom offered a motion to accept the contract between the District and Harris Govern for IT Services. Mr. Schlegel seconded the motion, which passed 6-0.

Discussion & Appropriate Action: 2025 Christmas Holidays

Ms. Stephens-Musick provided the Board with the 2025 holiday schedule for Wichita County, showing a three-day holiday for Christmas in 2025 in which the building will be closed all three days. She requested the Board grant, Friday, December 26th as a holiday for the appraisal staff for 2025. Mr. Cooper offered a motion to grant the additional holiday for 2025. Mr. Taylor seconded the motion which passed 6-0.

Chief Appraiser's Report

- A. 2024 Board of Director Appointments – Ms. Stephens-Musick provided board members with a list of the 2024 board of director nominees from the jurisdictions for the terms beginning in 2025. Although some jurisdictions have not submitted resolutions of their votes by the December 15 deadline, the number of outstanding votes will not affect the final results. The appointed board members for 2025 will be: Glenn

Barham, Jeff Taylor, Austin Cooper, who will serve three-year terms based on the number of votes received; Jeff Kindt and Shelby Womack will each serve a one-year term. Woody Gossom, Steve Fairchild, and Max Schlegel serve as the three elected at large members of the board and Tommy Smyth, Wichita County Assessor/Collector continues to serve as an Ex Officio member of the board.

- B. Lawsuit Update and Arbitration Update – Ms. Stephens-Musick presented the board with updated information regarding lawsuits. Dent Keltner informed the board that 22 arbitrations were filed against the District, approximately 50% less than filed in 2023. The new online system requiring arbitration filing through the Comptroller's office instead of the appraisal district, has expedited the process. Nine arbitrations have been settled, four have had determinations issued by arbitrators and nine have been heard with no determination issued yet or are pending hearing.
- C. Personnel – Ms. Stephens-Musick discussed the difficulty in hiring staff and reminded the board two new residential appraiser trainees were hired in the spring and an appraiser trainee will start on December 16th filling all vacancies.
- D. TAAD Conference – The 2025 TAAD conference will be held February 16-19 in Austin. The Board was invited to attend as there is a track of sessions for board members.

Approval of Financial Reports

Mr. Cooper offered a motion to approve the financial reports for October and November as presented. Mr. Kindt seconded the motion, which passed 6-0.

Taxpayer Liaison Report


The taxpayer liaison officer had nothing to report.

Next Board Meeting – February 12, 2025

Mr. Watts announced that the next Board meeting would be Wednesday, February 12, 2025.

Adjournment

Mr. Watts adjourned the meeting at 3:21 p.m.


Secretary


Chairman