

WICHITA APPRAISAL DISTRICT

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BOARD OF DIRECTORS MEETING

February 12, 2025

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 Taylor, Steve Fairchild, Max Schlegel, Glenn Barham, Woodrow Gossom, Jr., and Austin Cooper. Also present were Lisa Stephens-Musick, Chief Appraiser, Dent Keltner, Chief Appraiser Designee, Monty Toliver, Director of Appraisal and Terri Segovia, Administrative Assistant. Board members Shelby Womack, Jeff Kindt and Tommy Smyth were absent.

Call to Order & Invocation

Mr. Cooper called the meeting to order at 11:02 a.m. Judge Gossom gave the invocation.

Establishment of Quorum

It was established that a quorum was present.

Oath of Office

Ms. Segovia, Taxpayer Liaison, administered the oath of office to appointed board members.

Election of Officers

Mr. Fairchild offered a motion to appoint Mr. Cooper, as Board Chair, Mr. Barham seconded the motion, which passed 5-0. Mr. Schlegel offered a motion to appoint Jeff Taylor as Secretary, Judge Gossom seconded the motion, which passed 5-0. The 2025 Board officers are:

Board Chair: Austin Cooper
Secretary: Jeff Taylor

Public Comments

There were no comments from the public.

Approval of Minutes for December Board of Directors Meeting

Judge Gossom offered a motion to approve the minutes of the December 2024 board meeting as presented. Mr. Cooper seconded the motion, which passed 5-0.

Approval of Financial Reports

Ms. Stephens-Musick informed the Board a new security system was purchased in January to replace the 2014 system. Mr. Schlegel offered a motion to approve the financial reports for December 2024 and January 2025. Judge Gossom seconded the motion which passed 5-0.

Discussion & Appropriate Action: Adoption of Investment Policy

The 2025 Investment Policy for the district was presented to the board; no changes were made to the policy from the prior year. Mr. Fairchild offered a motion to approve the 2025 Investment Policy. Judge Gossom seconded the motion, which passed 5-0.

Discussion & Appropriate Action: Amend Board of Director Manual

Judge Gossom offered a motion to approve amending the Board of Director Manual to include a time limit per individual speaking during public comments. Mr. Fairchild seconded the motion, which passed 6-0.

Mr. Taylor joined the meeting during discussion of amending the Board of Director Manual.

Discussion & Appropriate Action: Update Bank Signature Cards and Safety Deposit Box Access

Mr. Taylor offered a motion, with a second from Judge Gossom, to include R. Austin Cooper and Jeff Taylor on bank signature cards in addition to Lisa Stephens-Musick and Norman Denton Keltner also approving access to Wichita Appraisal District safety deposit boxes to R. Austin Cooper along with Lisa Stephens-Musick, Norman Denton Keltner, Monty Toliver and Theresa Segovia. The motion passed 6-0.

Discussion & Appropriate Action: Budget Transfer from 40110-00 to 44160-01 and 44170-01

Mr. Barham offered a motion to transfer \$70,600 from 40110-00 Operational Salaries to 44160-01 IT Services \$50,600 and \$20,000 to 44170-01 GIS Services. Mr. Schlegel seconded the motion, which passed 6-0.

Discussion & Appropriate Action: Appoint ARB Members

The Board reviewed applications received from potential ARB members. Judge Gossom offered a motion, with a second from Mr. Barham to appoint David Adams, JJ On, John Thornton and Dawn Ferrell to the Appraisal Review Board. Motion passed 6-0.

Discussion & Appropriate Action: Advice & Consent Agricultural Advisory Board

The Board reviewed a list of the proposed Agricultural Advisory Board members for the District. Mr. Barham made a motion for the Board to give its advice and consent to the Chief Appraiser to appoint the proposed members to the Agricultural Advisory Board. Mr. Taylor seconded the motion, which passed 6-0. The 2025 Advisory Board members are:

Keith Easter
Joe Tom Collins
Howard Williamson

Chief Appraiser's Report

- A. Personnel - Mr. Keltner informed the Board, we are currently interviewing for two positions, one support staff and one appraiser position, due to recent resignations. New commercial appraiser, Reece Low is training and appears eager to learn.
- B. Appraisal Update - Mr. Toliver explained to the Board the four stages of appraisal and the staff is currently in the valuation stage. He reported the residential department is approximately 65% complete with valuations for 2025. He showed a 10-year graph with the number of sales for each year along with a graph indicating months of inventory which is increasing back to a normal market. The commercial department has completed appraisals on properties valued by the income approach which indicates an increase of approximately 3% and are focusing to complete the value of other types of property. Business personal property renditions are being received; we have seen an increase of approximately 300 over this time last year. Data indicates a 5 to 8% increase in rural

land with the greatest increases on tracts 100 acres and larger. Properties receiving agricultural valuation will receive a small increase due to a decrease in expenses.

Judge Gossom excused himself from the meeting during the Chief Appraiser's Report, a quorum was still present.

- C. 2024 Methods and Assistance Program (MAP) Review – Ms. Stephens-Musick presented the board with the final results of the 2024 Methods and Assistance Program review. She explained the financial consequences to school districts if an appraisal district fails a MAP Review and Property Value Study.
- D. Litigation/Arbitration – Ms. Stephens-Musick updated the board on lawsuits. She explained several suits have transferred courts. Five lawsuits have been settled, one has been dismissed and eight are still active. Mr. Keltner reported that twenty-two arbitrations were filed for 2024, nine have settled, thirteen have gone to hearings and we are waiting on a final ruling on one of the cases. Overall a 14% change. The District has paid \$3,300 in arbitration fees.

Taxpayer Liaison Report

There was nothing to report.

Next Board Meeting – April 9, 2025

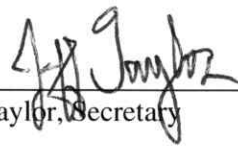
Mr. Cooper announced the next Board meeting would be Wednesday April 9, 2025.

Adjournment

Meeting was adjourned at 12:09 p.m.



Austin Cooper, Chairman



Jeff Taylor, Secretary