

# APPRAISAL REVIEW BOARD OF WICHITA COUNTY

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## APPRAISAL REVIEW BOARD MEETING

May 16, 2017

Pursuant to notice, a quorum meeting of the Appraisal Review Board (ARB) of Wichita County was held in the offices of the Wichita Appraisal District this date. ARB members present included Austin Cooper, Kreg Keesee, Ross Brotherton, Lynn Landrum, Don Daugherty, Mac Reid, Ben Bell, Chad Witherspoon, Greg Sweatt and Jim Williamson. ARB member Randy Catlin was absent.

### Oath of Office

New ARB member Ross Brotherton took the Oath of Office prior to the meeting's call to order. Also before the meeting taking the Oath were reappointed ARB members Greg Sweat, Chad Witherspoon and Jim Williamson. Ben Bell was sworn in after the meeting due to his late arrival, which motions will reflect only 9 votes.

### Call to Order

Austin Cooper, ARB Chair, called the meeting to order at 8:30 a.m. and established that a quorum was present.

### Approval of ARB Minutes

Mr. Reid offered a motion to approve minutes for the ARB meeting December 14, 2016. Mr. Sweatt offered a second to the motion, which passed 9-0.

### Chief Appraiser Submits Records to ARB

Chief Appraiser, Eddie Trigg, submitted the appraisal records to the Appraisal Review Board effective May 16, 2017.

### Procedures and Rules of the 2017 Appraisal Review Board

The ARB members reviewed the ARB Procedures & Rules, which include all the requirements as set out by the Office of the Comptroller's Property Tax Assistance Division (PTAD). A copy of the procedures was emailed to the members for review prior to the meeting. Mr. Landrum offered a motion to approve the Procedures as presented. Mr. Keesee seconded the motion, which passed 9-0.

### Approval of Appraisal Roll Changes

Chief Appraiser Designee Lisa Stephens-Musick provided ARB members with copies of supplements to previous year's appraisal rolls and offered to explain any changes about which members might have questions. She reviewed a spreadsheet that listed all supplements to prior years' appraisal rolls and the explanations on those. Mr. Cooper offered a motion to approve supplements 507-524. Mr. Reid seconded the motion, which passed 9-0.

ARB members were given copies of a tentative schedule for ARB hearings and asked to notify Dina Norcross the taxpayer liaison officer of dates that they are unavailable to serve on hearing panels.

### Adjournment of Meeting

Mr. Cooper adjourned the meeting at 9:05 a.m.

Secretary



Chair

