

WICHITA APPRAISAL DISTRICT

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BOARD OF DIRECTORS MEETING

December 9, 2014

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 Max Schlegel, Steve Cookingham, Mike Avey, David Ramsey, Terry Walker, Ken Haney, Jeff Watts, Dorothy Roberts-Burns, and Steve Fairchild. Also present were Edward Trigg, Chief Appraiser; Lee Harvey, County Commissioner-elect; Brian Peterson, Commercial Appraiser, Denton Keltner, Land/Commercial Appraiser; and Sherrin Simpson, Administrative Assistant. Board member Tommy Smyth was absent.

Call to Order

The meeting was called to order at 11:04 a.m. and it was established that a quorum was present, with eight board members in attendance. Mr. Cookingham asked Jeff Watts to offer the invocation. Mr. Fairchild arrived at 11:09 a.m., making a final count of nine board members present.

Adoption of Minutes

Mr. Watts offered a motion to approve the minutes of the October board meeting as presented. Mr. Haney seconded the motion and the motion passed 9-0.

Chief Appraiser's Report

- A. Board of Directors Appointment – Mr. Trigg said the following members have been reappointed to serve another two-year term on the board. They include: Mike Avey, who represents Burkburnett City and ISD; Terry M. Walker, who represents Wichita County; Jeff Watts, who represents City View ISD; Steve Fairchild, who represents Iowa Park City and CISD.
- B. Appraisal Review Board of Wichita County (ARB) – Board members were given a list of members of the 2015 ARB. He reminded members that it is the local district administrative judge who makes appoints/reappointments to the ARB. This year it was Judge Bob Brotherton who reappointed Ben Bell and Mark Lam for an additional two-year term as well as appointing Greg Sweatt, Jim Williamson, and Chad Witherspoon to serve their first terms on the ARB.
- C. Texas Association of Appraisal Districts (TAAD) – Mr. Trigg invited board members to consider attending the TAAD annual conference in February 2015. He explained that the annual conference always has several agenda items of special interest to board members.
- D. Chief Appraiser Institute Report – Mr. Trigg introduced Brian Peterson, Commercial Appraiser, and Denton Keltner, Land/Commercial Appraiser, who attended the Chief Appraiser Institute, to report on their experiences. Mr. Peterson explained that the Institute is designed for new chief appraisers and appraisal district personnel who are interested in learning more about the overall responsibilities of appraisal districts beyond property appraisals. He and Mr. Keltner expressed gratitude at being allowed to attend, saying that the in-depth two week training gave them much more insight into the variety of issues appraisal districts deal with and how much Texas property tax laws govern the tasks of appraisal districts.

Presentation by Texas County & District Retirement System (TCDRS)

Because of weather difficulties, Amy Campbell, Manager of Employer Services, and Erika Nieto, Employer Services Representative, were unable to meet with the board in person. However, the information was presented through a webinar and telephone connection. In this way Ms. Campbell was able to direct the webinar and take questions from board members. No action was taken. Board members requested an in-person meeting with Ms. Campbell in April 2015 to review the District's retirement data compiled after year-end 2014.

Discussion & Approval of 2014 Budget & Surplus Designations

The board reviewed the District's projected expenses through December 31, 2014 that indicated an estimated surplus of approximately \$75,000. Discussion was held about the ability to use money from the Unassigned Fund-Disaster Purposes for expenses such as replacement of air conditioner if needed. Motion was made by Mr. Ramsey and seconded by Ms. Roberts-Burns to obligate said surplus funds by designating \$25,000 to Texas County & District Retirement for purpose of maintaining a positive funding ratio, \$25,000 to Legal Contingency, and the balance added to the Unassigned Fund-Disaster Purposes. Motion passed 7-0.

Discussion & Approval District 2015 Holiday Schedule

Board members were given a list of 2015 holidays for District employees, with no changes from those observed in 2014. Mr. Schlegel offered a motion, seconded by Ms. Roberts-Burns, to approve the holidays as presented. The motion passed 7-0.

Discussion & Approval of Disaster Plan

A copy of the district's Disaster Plan was provided to Board members. They were told that this is the same disaster plan that was approved for 2014, but one must be adopted each year. Mr. Avey offered a motion to approve the 2015 Disaster Plan without changes from 2014. Mr. Watts seconded the motion, which passed 7-0.

Financial Reports

Ms. Roberts-Burns made a motion to approve the financial reports of October and November. Mr. Watts seconded the motion, which passed 7-0.

Taxpayer Liaison Report

The Taxpayer Liaison Officer, Sherrin Simpson, said there was nothing to report.

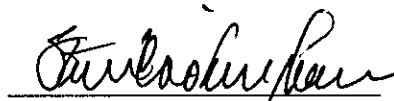
Public Comment

There were no comments from the public.

Adjournment

Mr. Cookingham adjourned the meeting at 12:59 p.m., after reminding board members that a meeting to review employee benefits will be scheduled for April 2015.


Jeff Watts, Secretary


Steve Cookingham, Chairman