

WICHITA APPRIASAL DISTRICT

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BOARD OF DIRECTORS MEETING

December 12, 2017

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 Mike Avey, Glenn Barham, Steve Cookingham, Terry Walker, Steve Fairchild and Tommy Smyth. Max Schlegel and David Ramsey arrived after the approval of October minutes. Also present were Lisa Stephens-Musick, Chief Appraiser; and Dina Norcross, Administrative Assistant. Board member Jeff Watts was absent.

Call to Order

The meeting was called to order at 11:12 a.m. and it was established that a quorum was present. Mr. Cookingham gave the invocation.

Approval of Minutes

Mr. Fairchild offered a motion to approve the minutes of the October board meeting as presented. Mr. Walker seconded the motion, which passed 5-0.

Discussion & Action of 2016 Fund Balance & Surplus Designations

The board members were presented with a projection of possible funds remaining after the fiscal 2017 year end, showing a surplus of approximately \$46,000. After board discussion, Mr. Avey offered a motion to purchase 16 new computers, monitors and 9 iPads, estimated cost of \$30,000. The remaining funds to be applied to the Employee Benefit Reserve, Mr. Barham offered a second to the motion, which passed 7-0.

Chief Appraiser's Report

- A. Board of Directors for 2018 – The chief appraiser provided board members with a list of 2018 board members. Reappointed board members include: Glenn Barham and David Ramsey, appointed by City of Wichita Falls; Max Schlegel, appointed by Electra City, Electra ISD, and Electra Hospital; and Steve Cookingham, appointed by Wichita Falls ISD who also appointed new member Kerry D. Maroney to replace Kenny Haney. Mr. Haney's submitted his retirement letter November 16th, citing conflict of interest. Returning board members include: Mike Avey, Jeff Watts, Steve Fairchild and Terry Walker. Tommy Smyth, Wichita County Assessor/Collector continues to serve as Ex Officio member of the board.
- B. Appraisal Review Board of Wichita County – The Board was informed that Judge Fudge, local administrative judge would be appointing two new board members for the 2018 Appraisal Review Board of Wichita County (ARB). He reappointed members Kreg Keese, Don Daugherty, Lynn Landrum and Randy Catlin to serve two-year terms as well. Returning ARB members include Ben Bell, Ross Brotherton, Jim Williamson, Chad Witherspoon and Greg Sweatt.
- C. TAAD Annual Conference – The conference will be held February 25-28, 2018 in Ft. Worth. All board members are encouraged to attend. Tuesday, February 27th has a track especially for board of directors and board members can attend that day only if possible.

- D. Homestead Audit - A spreadsheet of accounts was presented listing the year(s) of erroneous exemptions that have been removed as a result of the audit. Accounts continue to be reviewed by Perdue, Brandon, Fielder, Collins and Mott, LLC.
- E. Property Value Study & Methods & Assistance Program – The Property Value Study reviewers for residential and commercial properties were in the county in mid-November; expecting clerical error report from the study in mid-December as the preliminary report is required to be published on January 31, 2018. Preliminary documents for the Methods & Assistance Program were submitted Thanksgiving week and we were recently notified that our review would be conducted starting on February 5, 2018.
- F. Legislative Implements-Renditions & Telephone Hearings - With the change in filing deadlines for renditions in Wichita County, the board was advised of actions the district is implementing to help publicize the change. Also, district staff has met with our telephone service provider to start preparing for the required availability of ARB hearings held via telephone

Discussion & Approval of Holidays

Mr. Barham offered a motion to approve a list of 2018 holidays for district employees, which represents the same holidays as those observed in 2017. Mr. Avey seconded the motion, which passed 7-0.

Financial Reports

Mr. Fairchild made a motion to approve the financial reports for October and November, followed by a second from Mr. Walker. The motion passed 7-0.

Taxpayer Liaison Report


The taxpayer liaison officer had nothing to report.

Public Comment

There were no comments from the public.

Adjournment

Mr. Cookingham announced that the next Board meeting would be Tuesday, February 13, 2018. He adjourned the meeting at 12:14 p.m.


Jeff Watts, Secretary


Steve Cookingham, Chairman