



**Denton Central Appraisal District**  
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DENTON CENTRAL APPRAISAL DISTRICT  
BOARD OF DIRECTORS MINUTES  
AUGUST 26, 2021  
3:00 p.m.

**ITEM 1: CONVENING OF MEETING**

Charles Stafford convened the meeting at 3:01 pm.

**BOARD MEMBERS PRESENT:** Charles Stafford, Chairman  
David Terre, Vice Chairman  
George Pryor, Member  
Bryan Webb, Member  
Michelle French, Ex Officio Member

**BOARD MEMBERS ABSENT:** Roy Atwood, Secretary

**STAFF PRESENT:** Hope McClure, Misty Baptiste  
David Tabor, DCAD's Attorney

**STAFF ABSENT:** Don Spencer and Kim Collins

**ITEM 2: INVOCATION**

Invocation was given by Michelle French.

**ITEM 3: PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was stated to the U.S. Flag and Texas Flag by all who were present.

**ITEM 4: OPPORTUNITY FOR PUBLIC TO ADDRESS THE BOARD OF DIRECTORS**

Charles Stafford opened the meeting for an opportunity for the public to address the Board. Brandon Jones (City of Lewisville Council Member), Bev Henley (ARB Chair) and Norm Kasal (ARB Vice-Chair) were all present to address the Board.

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- Brandon Jones expressed his concern over the conversion back to an outdated computer system and the problems with conversion the City of Lewisville has seen. The city would like to know what the plan is for the long term solution for the District's CAMA Software.
- Bev Henley requested an item on the next board agenda to discuss budgeting for an ARB independent website. Ms. Henley shared a packet highlighting the need for independence from the District.
- Norm Kasal spoke to concur with Ms. Henley and the need for an independent website and states that the Appraisal District and ARB should be on the same team, but the public needs to view the ARB and DCAD separately.

### ITEM 5: PROGRESS REPORT

#### APPRAISAL AND ADMINISTRATIVE RELATED

##### TAXPAYER LIAISON – LIZ YARBROUGH (Speaking for Bea Lorne)

- Reported on ARB protests for 2021
- Stated the District received 7 written complaints
- Complaints were reviewed by ARB officers and TLO and then sent to the Texas Comptroller's office.
- Most complaints were either about the wait time, individual Appraisal Review Board members or the software's inability to process protests.
- The Appraisal Review Board began 2021 with 32 ARB Members and as of today, they have 23 members.

##### CHIEF APPRAISER - HOPE MCCLURE

- Introduced the District's Data Team - Marc Moffit and Robert Odeph (Paul DeLeon was not in attendance)
  - Mr. Moffitt complemented Mrs. McClure on her creation of the team and Mr. Odeph on his abilities and knowledge.
  - Spoke on the challenges of the software conversion.
  - The Data Team has been documenting processes, cleaning up a tremendous amount of gaps, spaces, and errors in the data to ensure integrity and making sure the database is functional and accurate.
  - Marc spoke about the relationship with the tax office and how much that has improved in the last year.

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- Mrs. McClure addresses some questions that have arisen about the software system
  - The District staff has made a list of things to discuss with Harris Govern at a meeting with them in September - so that things will look better as we head into protest season next year.
  - Harris Govern does have a new cloud based system they are rolling out slowly called Evolution - they are 2 years into a 5 year plan of rolling it out.
  - 2021 went as smooth as possible considering what the District went through in 2019-2020. Most of the issues that the District are still dealing with are related to the 2020 conversion.
- Mrs. McClure and Mr. Spencer just attended a Legislative Update Seminar. Mrs. McClure is in the process of creating a checklist of changes for each department. Mrs. McClure will get the board a summary once the list is created.
- Mrs. McClure has sent out Board Nominations to entities and has kick started the BOD election process for the 2022-2023 Board of Directors.
- 2021 Protest Stats
  - Number of Online Protests - roughly 60,000
  - Total Protests - roughly 90,000
  - Due to Pandemic - No in-person Protests - except for the last 2 weeks
  - More in-person protests will be happening in September 2021
  - ARB Hearings - 45% no show rate
  - DCAD predicted there would be 115,000 protests in 2021. The District received a lot less than expected.
  - DCAD decreased in parcel size due to consolidating and correcting Mineral Accounts and L3 Accounts
  - Denton County has roughly 454k parcels
    - 2020 Net Taxable - estimated \$115 Billion
    - 2021 Net Taxable - estimated \$125 Billion
    - 20% of taxpayers filed a protest in 2021

### ITEM 6: CONSENT AGENDA

THE ITEMS ON THE CONSENT AGENDA ARE CONSIDERED SELF-EXPLANATORY BY THE BOARD AND WILL BE ENACTED WITH ONE MOTION. THERE WILL BE NO SEPARATE DISCUSSION ON THESE ITEMS UNLESS A BOARD MEMBER OR CITIZEN SO REQUEST.

- A. APPROVAL OF MINUTES OF THE PREVIOUS BOARD OF DIRECTORS MEETINGS
- B. ACKNOWLEDGE RECEIPT OF MONTHLY FINANCIAL STATEMENTS
- C. ACKNOWLEDGE RECEIPT OF VALUE CHANGES

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Bryan Webb made a motion to approve all items on the Consent Agenda as submitted. George Pryor seconded the motion. The motion passed and the vote was unanimous.

ITEM 7: CONSIDER AND TAKE ACTION ON PENALTIES AND INTEREST FOR OUTSTANDING THIRD QUARTER ALLOCATIONS

Most of the outstanding allocations are from the Small MUD's who do not have regular staff to pay the allocations.

Bryan Webb made a motion to approve the penalties and interest on third quarter allocations as submitted. George Pryor seconded the motion. The motion passed and the vote was unanimous.

ITEM 8: DISCUSS ADDING FEDERAL HOLIDAYS TO THE DCAD CALENDAR - PRESIDENT'S DAY AND JUNETEENTH

Mrs. McClure presented the request for DCAD to observe two federal holidays in 2022, that they were not previously observing. President's Day and Juneteenth.

The Board blessed this request. Mrs. McClure will add the changes to the Employee Handbook and have the Board approve the changes at the next appropriate board meeting.

ITEM 9: CONSIDER AND APPROVE EAGLE APPRAISAL CONTRACT FOR AG PRODUCTIVITY SCHEDULES FOR 2022

Mrs. McClure presents the need to renew the Eagle Appraisal Contract for 2022 and explains how helpful Mr Zeitler's company was for 2021 as DCAD expanded their knowledge of Ag Appraisal. While the contract is for 2022 and 2023 there is a cancellation clause if DCAD chooses to cancel with a 30 days notice.

Bryan Webb made a motion to approve the Eagle Appraisal Contract as submitted. Michelle French seconded the motion. The motion passed and the vote was unanimous.

ITEM 10: ADJOURN TO EXECUTIVE SESSION PURSUANT TO SECTIONS 551.071 AND 551.074 OF THE TEXAS GOVERNMENT CODE FOR THE FOLLOWING PURPOSES:

- A. CONSULTATION WITH LEGAL COUNSEL
- B. DELIBERATION ON PERSONNEL MATTERS

The Board went into executive session at 4:00 p.m.

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ITEM 11: RECONVENE TO OPEN SESSION AND TAKE ACTION ON ITEMS DISCUSSED  
IN EXECUTIVE SESSION, AS NEEDED

The Board reconvened at 4:46 p.m.

No action was taken.

ITEM 13: ADJOURN

Chairman, Charles Stafford, adjourned the meeting at 4:46 pm.