



Denton Central Appraisal District
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DENTON CENTRAL APPRAISAL DISTRICT

BOARD OF DIRECTORS MINUTES

NOVEMBER 10, 2022

3:00 p.m.

ITEM 1: CONVENING OF MEETING

Roy Atwood convened the meeting at 3:00 pm.

BOARD MEMBERS PRESENT: Roy Atwood
Charles Stafford
Alex Buck
Ann Pomykal
Michelle French, Ex Officio Member

ABSENT: David Terre

STAFF PRESENT: Don Spencer, Kim Collins, Misty Baptiste,
Ashley Aguado

OUTSIDE COUNSEL: David Tabor - Perdue, Brandon, Fielder, Collins
and Mott, LLP

ITEM 2: ESTABLISHMENT OF QUORUM

ITEM 3: INVOCATION AND PLEDGES

Invocation was given by Michelle French.

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

PERSONS DESIRING TO ADDRESS THE BOARD OF DIRECTORS MUST FILL OUT A SPEAKER'S CARD PRIOR TO THE MEETING. NO PRESENTATION SHALL EXCEED THREE MINUTES. THE BOARD CANNOT DELIBERATE ON ANY SUBJECT THAT IS NOT INCLUDED ON THE AGENDA.

No public present to address the Board.

ITEM 5: CHIEF APPRAISER'S REPORT
INTERIM CHIEF DON SPENCER

A. BUDGET

As of October 28, 2022 the Budget was approved for 2023. We received no resolutions to disapprove. No letters or negative feedback of any kind.

B. MEETINGS WITH ENTITIES

Mr. Spencer has attended the Flower Mound Town Council meeting and provided information on budget, plans and initiatives. Received very good feedback from Council Members. Also attended the Denton ISD Board meeting and had the opportunity to talk with Dr. Wilson and had a positive conversation. Mr. Spencer received some good feedback to move into 2023 with and some good positive movement from Denton ISD.

C. UPDATE FROM AGRICULTURAL APPRAISAL ADVISORY BOARD MEETING

The Ag Advisory Board had their routine meeting in the Fall. They have addressed the Farm and Ranch Survey from the Comptroller. Ag Board members helped to fill out the survey and productivity schedule with Eagle Appraisal. This will be used to set new values for 2023. By the end of 2022 there will be two vacancies on the Ag Advisory Board. Richard Webster passed away in October and Shirley Haisler will be retiring from the Board effective January 2023. New applicants will be presented to the Denton CAD Board by January. Currently have four Ag Advisory Board Members but will be down to three once Mrs. Haisler's retirement is effective.

ITEM 6: TAXPAYER LIAISON REPORT - ASHLEY AGUADO

To date there have been eight individual complaints and two ongoing complaints. All complaints have been responded to by the TLO and forwarded to the appropriate manager. Ms. Aguado gave a brief summary of each of the individual complaints. Ongoing complaints are long waits and phone calls not being returned specifically by the BPP Department.

Roy Atwood commented that some people will email him directly and often it is not something he can address so he does forward those to the TLO email address.

Ann Pomykal asked about the outcome of most of the complaints. Ms. Aguado stated that she answers their questions, provides education and then often the Taxpayer will stop responding to emails so when they no longer respond to communication - the complaint is then closed. Mr. Spencer adds that if it is a complaint against the ARB - those are logged and sent to the Comptroller's Office which is a once a year requirement. Comptroller uses those complaints to highlight area for opportunity. Complaints about the ARB are also sent to the ARB Chair for him to be made aware.

Alex Buck asked about the two ongoing complaints - both are due to staffing issues and the lack of Manager in the BPP Department and the time of the year.

ITEM 7: 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 VALUE CHANGES

Ann Pomykal made a motion to approve all items on the Consent Agenda. Alex Buck seconded the motion. The motion passed and the vote was unanimous.

ITEM 8: DISCUSS, CONSIDER AND APPROVE CHANGES TO THE BOD POLICY

Mr. Spencer referenced the memo that was sent to the Board addressing the policy on meetings and how they are called. Existing policy states the meetings are on the fourth Thursday and that is very definite. Suggesting change to policy giving the board the ability to schedule meetings as needed - giving them more flexibility.

Charles Stafford offered history that meetings used to be scheduled like clockwork and then if they were not needed could be canceled.

Ann Pomykal questioned there are some months without a meeting and asked Mr. Spencer for an explanation. Mr. Spencer explained that we must have one meeting per quarter and those can be calendarized at the beginning of the year and discuss when other meetings will be necessary and calendar those as well. This change would allow the board to call meetings, as needed.

Michelle French stated that it would be good to calendar it in as it has been helpful to know when meetings are to plan ahead for as calendars get full quickly.

Ann Pomykal asked about the process of reviewing the entire BOD Policy Manual. Does any of it need to be updated as a team not by an individual? Would like to see this done by Board members in the future. Asked Mr. Atwood for that to be a possibility in the first quarter.

Roy Atwood stated that we have been criticized by the public for canceling meetings when the subject matter wasn't ready. Once we have announced a meeting to the public - there should be a meeting so that we are pushed to get ready. Would like to see the dates set early and stuck to whether there is pressing business to attend to or not.

Charles Stafford pushed for the need for consistency with meetings.

Roy Atwood addressed that the plan is always for the fourth Thursday but this policy allows for flexibility, if needed.

Minutes - Board of Directors Meeting of November 10, 2022

Alex Buck asked should this policy change be made now or should we wait to change everything in the December meeting.

Roy Atwood would like to make this change now and other changes can be addressed at the beginning of the year.

Ann Pomykal made a motion to approve the changes to the BOD Policy concerning meeting dates. Alex Buck seconded the motion. The motion passed and the vote was unanimous.

ITEM 9: ADJOURN TO EXECUTIVE SESSION PURSUANT TO SECTIONS 551.071 AND 551.074 OF THE TEXAS GOVERNMENT CODE FOR THE FOLLOWING PURPOSES:

- A. DELIBERATION ON PERSONNEL MATTERS - DISCUSS CHIEF APPRAISER SEPARATION AGREEMENT
- B. DELIBERATION ON PERSONNEL MATTERS - DISCUSS AND CONSIDER WRITTEN EMPLOYMENT AGREEMENT AND APPOINTMENT OF CHIEF APPRAISER
- C. CONSULTATION WITH LEGAL COUNSEL
- D. ACTIVE LITIGATION UPDATE

Board went it to Executive Session at 3:23

ITEM 10: RECONVENE TO OPEN SESSION AND TAKE ACTION ON ANY NECESSARY ITEMS DISCUSSED IN EXECUTIVE SESSION

Board reconvened following Executive Session at 4:04

Charles Stafford made a motion to authorize the Board Chair to authorize a separation agreement on behalf of the Board and accept the former Chief Appraiser's resignation effective November 15, 2022 as discussed in Executive Session. Alex Buck seconded the motion. The motion passed and the vote was unanimous.

Roy Atwood added that the Board is approving the agreement as already signed by Hope McClure and her 7-day statutory rescission period expires on the day of this Board meeting and Mrs. McClure's resignation effective as of November 15.

Ann Pomykal made a motion authorizing the Board Chairman to sign the employment agreement with Don Spencer effective November 16, 2022 making him Chief Appraiser. Alex Buck seconded the motion. The motion passed and the vote was unanimous.

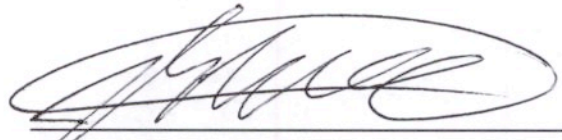
ITEM 11: DISCUSS/SET NEXT MEETING DATE AND FUTURE AGENDA ITEMS

Next meeting is Thursday, December 15 at 2:00 for Denton CAD Service Awards.

January Meeting scheduled for Thursday, January 26 at 3:00. Ms. Pomykal has requested that we put on the agenda for the January meeting the review of the BOD Policy Manual.

ITEM 12: ADJOURN

Chairman, Roy Atwood, adjourned the meeting at 4:11.



Roy Atwood, Chairman

ATTEST:



Ann Pomykal, Secretary