

Denton Central Appraisal District
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DENTON CENTRAL APPRAISAL DISTRICT
BOARD OF DIRECTORS MINUTES

MARCH 14, 2024

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
David Terre
Michelle French

STAFF PRESENT: Don Spencer, Chris Littrell, Misty Baptiste, Kim Collins, Matt Fitch, Michelle Landberg, Warren Ramsey, Richard Duncan

STAFF ABSENT: Jeanne Ashlock

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 for Comments.

ITEM 5: PRESENTATION OF GAP ANALYSIS CONDUCTED BY IAAO

Video presentation from Justin Eimers on all finds from Denton CAD Interviews. Mr. Eimers was not able to be present at the board meeting due to weather conditions preventing flights. He sent the summary presentation and will be in attendance at the April Board Meeting to answer questions from the Board based on his findings and his presentation.

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In summarizing the comments from Mr. Eimers the Board of Directors hears that the main things that the analysis concluded is that Denton CAD needs more space, more staff, more training, and an upgraded CAMA software system. All of which the Board is in agreement on and has been working towards.

Ann Pomykal asks about next steps.

Mr. Eimers will be here for the April 11 Board meeting for questions and a more focused presentation. In the meantime, Denton CAD Leadership will start implementing recommendations and training improvements. The findings are a good source of support and the recommendations from IAAO will be good to take to the entities in future budget conversations.

David Terre points out that Mr. Eimers is recommending 32 added positions which is where IAAO believes Denton CAD should be right now. Mr. Terre asks how Leadership will pick and choose to prioritize for 2025 budget considerations. Reminders that Denton CAD has to act within reason. What are options with space and positions to make a reasonable request?

Don Spencer will have projections as to what he would like to see in the coming 3-5 years.

Mr. Terre suggests that this video be condensed for the public and to provide to the entities?

Mr. Spencer will be using this video as part of his yearly presentation to the entities prior to 2025 budget approval.

ITEM 6: CAD UPDATES

- CHIEF APPRAISER REPORT - DON SPENCER
 - Met with Taxing units last Monday to have a preliminary budget conversation with them - talked to them about work space and planning, training, improvements that are being made and being planned to make - working towards online applications for homestead, BPP renditions, AG applications, etc. - getting closer to having new kiosk set-up with ipads for Exemptions and Assistance and appeals check-in process, looking at new queuing system to be beneficial to all parties, allows for internal tracking - offers the possibility for people to check-in remotely for appeals
 - Eagleview - Aerial Imagery possibility to share the image files - with DenCo 911 and Denton County - what would a joint venture look like? The goal would be to be able to share and overlap so each would have yearly imagery rather than every other year for accuracy
 - Plan is now to mail out NAV's April 5 - rather than the April 1 date that was planned for. Waiting for Software to update and release a new portion soon - will be sending the large file to the print vendor on March 28. Gives staff a week to confirm that calculations are completed correctly.
 - Exemptions and Assistance are pounding away at exemption applications that have come in - continue working to automate the system - getting closer to speeding that process up.

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- Will have 40 total ARB members - 36 regular and 4 auxiliary members to begin the season
- Denton CAD will host training for ARB members with videos and appropriate procedures necessary for hearings.
- IT Department - almost finished with hardware refresh to MACbook AIR - no additional costs - 75% completed
- Don Spencer has had a couple of speaking engagements and has a few more booked - goal is to get out in the public - be informative and educational on protest process and what to expect
- Budget conversations will begin next month. Preliminary budget will be sent out to taxing units soon.
- APPRAISAL DIVISION UPDATES - CHRIS LITTRELL
 - Welcome Warren Ramsey as Supervisor of BPP - been in CAD industry for 19 years
 - Mr. Littrell provided printed current stats to the board
 - i. Residential Department - working on neighborhood analysis - so we can be hands off and provide those on time
 - ii. Received 1000 Ag applications at this time - deadline is April 30
 - iii. Commercial Department - 2% improvement growth for this year - lots of apartments and warehouses being built
 - iv. BPP Department - processed over 1200 renditions, have received 1600 to this point - that is up considerably since last year
 - v. Mapping Department - permits are complete - deeds are recorded through March 4 - Sales Data entered and completed through January 2024 - sketching is on track
- ADMINISTRATIVE DIVISION UPDATES - JEANNE ASHLOCK provided by Don Spencer due to Ms. Ashlock's absence

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 FROM THE PREVIOUS BOARD OF DIRECTORS MEETINGS
- B. ACKNOWLEDGE RECEIPT OF VALUE CHANGES SEC. 25.25(B) TAX CODE

Ann Pomykal made a motion to approve the consent agenda. Alex Buck seconded the motion. The motion passed and the vote was unanimous.

ITEM 8: ACKNOWLEDGE RECEIPT OF THE ARB 2024 PROTEST HEARING PROCEDURES

Tax Code 41.01d - requires the Board to adopt the hearing procedures and acknowledge receipt of the 2024 Protest Procedures for the Denton CAD ARB.

Roy Atwood acknowledges receipt of procedures to the Board of Directors.

ITEM 9: CONSIDER AND APPROVE CHANGES TO PERSONNEL POLICY - 3.07
NEPOTISM POLICY

Denton CAD Board has received a revised version of the DCAD personnel policy - Mr. Spencer struck one sentence from the current policy and added one statement which accomplishes the goal to loosen restrictions. "Applicants or current employees shall not be allowed to work in a position in the direct report of a relative within the first degree."

Alex Buck made a motion to approve the changes to the personnel policy 3.07. Charles Stafford seconded the motion. The motion passed and the vote was unanimous.

ITEM 10: DISCUSS, CONSIDER AND AUTHORIZE CHIEF APPRAISER TO EXECUTE
CONTRACT FOR CAMA

Mr. Spencer provided CAMA RFP process - have gone through proposals, demos, visited with vendors, talked with Districts across the state who use this system - this vendor would provide online services, be legislative compliant, Able to share data "plug and play" - Feb 5 was deadline to respond to RFP - 2 vendors - Tyler and True Prodigy - Tyler has Enterprise - a software system not currently being used in the state of Texas - gives Don a lot of reservations - this product provides no reference to see how it works - True Prodigy - performed 12 recent and successful conversions across Texas - they are starting their 3rd cycle with Travis CAD - very comparable to Denton - Travis has had a lot of success with TP over the last couple of years - costs - for current CAMA system - 615K annually - there is an additional charge for mobile device applications - 50K for that - TP - has no licensing - cloud based system - does not need onsite service equipment - can scale resources up - a lot of redundancies - no issues with loss of connectivity - TP is the best product on the market in Texas. Denton CAD's current CAMA company is not showing any signs of advancement - it is time for Denton CAD to move forward.

Ann Pomykal made a motion to execute the contract CAMA software company True Prodigy. Alex Buck seconded the motion. The motion passed and the vote was unanimous.

Charles Staford voices his support of the decision based on Mr. Spencer's thorough research and expresses confidence in the software and the staff for this decision.

Michelle French voices her support of the change based on experience with other entities.

Roy Atwood expresses that Denton CAD was left with a sour taste in the past. Denton CAD knows that it does not want to be the beta site based on previous experience.

Alex Buck expressed that there are no hard feelings from True Prodigy - towards DCAD from the past issues - based on conversations had at the TAAD conference.

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ITEM 11: ADJOURN TO EXECUTIVE SESSION PURSUANT TO SECTIONS 551.071 AND 551.074 OF THE TEXAS GOVERNMENT CODE FOR THE FOLLOWING PURPOSES:

- A. DISCUSS PERSONNEL MATTERS
- B. CONSULTATION WITH OUTSIDE COUNSEL ON ACTIVE LITIGATION

Adjourn to Executive Session at 4:35.

ITEM 12: RECONVENE TO OPEN SESSION AND TAKE ACTION ON ANY NECESSARY ITEMS DISCUSSED IN EXECUTIVE SESSION

Reconvene from Executive Session at 4:57

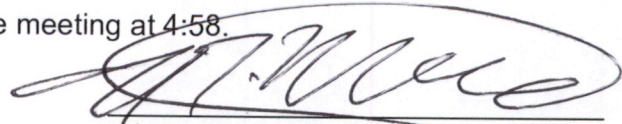
Alex Buck made a motion to approve Addendum 2 of the employment agreement between Denton Central Appraisal District and Don Spencer, Chief Appraiser, as presented and discussed in the Executive Session. Ann Pomykal seconded the motion. The motion passed and the vote was unanimous.

ITEM 13: DISCUSS FUTURE AGENDA ITEMS

Next meeting is April 11 at 3:00.

ITEM 14: ADJOURN

Chairman, Roy Atwood, adjourned the meeting at 4:58.



Roy Atwood, Chairman

ATTEST:



Ann Pomykal, Secretary