



DENTON **C**ENTRAL **A**PPRAISAL **D**ISTRICT
3911 MORSE STREET, P O BOX 2816
DENTON, TEXAS 76202-2816

DENTON CENTRAL APPRAISAL DISTRICT

BOARD OF DIRECTORS MINUTES

APRIL 26, 2018

3:00 p.m.

ITEM 1: CONVENING OF MEETING

Charles Stafford convened the meeting at 3:02 pm.

BOARD MEMBERS PRESENT: Charles Stafford, Chairman
David Terre, Vice Chairman
Mike Hassett, Secretary
George Pryor, Member
Roy Atwood, Member
Michelle French, Ex Officio Member

STAFF PRESENT: Rudy Durham, George Clerihew,
Kathy Williams, and Hope Pierson

ITEM 2: INVOCATION

Michelle French gave the invocation.

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

No public was present to address the Board.

ITEM 5: PROGRESS REPORT

APPRAISAL AND ADMINISTRATIVE RELATED – RUDY DURHAM, GEORGE CLERIHEW AND KATHY WILLIAMS

Rudy Durham and George Clerihew had no report this month.

Kathy Williams reported, per the Board's request, that a letter was sent to all the agents that work with the District informing them that staff would not be able to accept any gifts for doing their job. Including, but not limited to meals, donuts, ice cream and gift cards. An email was sent to all the employees informing them to not accept any gifts for doing their job.

She also informed them that the District's initial request for a permit to install a chain-link fence across the back of the District's properties was denied by the city. The city said chain-link fences are not allowed in this area. The fence company is still working with the permit office.

LIAISON – BEATRICE LORNE

Ms. Lorne had no report this month.

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 BOARD OF DIRECTORS MEETING OF MARCH 22, 2018 AND APRIL 02, 2018
- B. ACKNOWLEDGE RECEIPT OF MONTHLY FINANCIAL STATEMENTS
- C. ACKNOWLEDGE RECEIPT OF VALUE CHANGES

David Terre made a motion to approve items B & C on the Consent Agenda as submitted. Roy Atwood seconded the motion. The vote to approve items B & C on the Consent Agenda as submitted was unanimous.

David Terre made a motion to approve item A with name changes on page one. Michelle French seconded the motion. The vote to approve item A with name changes on page one was unanimous.

ITEM 7: PRESENTATION AND ACCEPTANCE OF 2017 FINANCIAL AUDIT – DAN TONN

Mr. Dan Tonn, from Hankins, Eastup, Deaton, Tonn and Seay, presented and explained the information contained in the 2017 Denton Central Appraisal District's financial audit. He informed the Board that all findings in the audit were positive.

A motion was made by Mike Hassett to approve the 2017 Financial Audit. George Pryor seconded the motion. The vote to approve the 2017 Financial Audit was unanimous.

ITEM 8: APPROVAL TO CHANGE DCAD'S CAMA SOFTWARE TO TRUE PRODIGY – KATHY WILLIAMS & BRAD GREEN

Kathy Williams and Brad Green presented a recommendation to change the District's CAMA software to True Prodigy. The new software is cloud based and offers many advanced features that would benefit the District's appraisal database.

A motion was made by Michelle French to approve the change to the DCAD's CAMA software to True Prodigy, to authorize DCAD to become a beta site and to have the Chief Appraiser sign future documents. Roy Atwood seconded the motion. The vote to approve the DCAD's CAMA software to True Prodigy was unanimous.

ITEM 9: RECEIPT OF DCAD'S 2019 PROPOSED BUDGET FOR FUTURE REVIEW

The Board received their 2019 proposed budget and will discuss it at the next scheduled meeting.

ITEM 10: EXECUTIVE SESSION IN ACCORDANCE WITH THE TEXAS GOVERNMENT CODE SECTION 551.071 AND 551.074:
A. PERSONNEL ISSUE B. CONSULTATION WITH ATTORNEY

The Board went into executive session at 3:42 pm.

ITEM 11: RECONVENE TO TAKE ACTION ON THE ITEM DISCUSSED IN EXECUTIVE SESSION

The Board reconvened at 4:53 pm.

A motion was made by Mike Hassett that “the board engage Tom Brandt of Fanning, Harper, Martinson, Brandt & Kutchin to research management efficiency and integrity and policies and procedures. And authorize Charles Stafford to be the person of contact for Mr. Brandt”. Roy Atwood seconded the motion. The vote to approve the motion was unanimous.

ITEM 12: ADJOURN

Chairman, Charles Stafford, adjourned the meeting at 5:02 pm.