



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

SEPTEMBER 13, 2018

3:00 p.m.

ITEM 1: CONVENING OF MEETING

Charles Stafford convened the meeting at 3:00 pm.

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

BOARD MEMBERS ABSENT: None

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.

Chairman Stafford moved to Item 9

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 gave a positive report about the 2018 Methods and Assistance Program (MAP) that the State requires of each Appraisal District. The District passed with flying colors with “Exceeds” in every category.

George Clerihew informed the Board about the upcoming ARB Hearing on Sept 19th and gave the Board a TDLR update, informing them that the attorney has filed a response to the complaints that were addressed in the August 2nd meeting.

Kathy Williams updated the Board on an IAAO class that will be taking place this week at 3901. The District currently has eight employees working towards their IAAO designations. She informed them that refresher courses will be held in October. These refresher courses are required for employees to keep their state license current.

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 AUGUST 02, 2018
- B. ACKNOWLEDGE RECEIPT OF MONTHLY FINANCIAL STATEMENTS
- C. ACKNOWLEDGE RECEIPT OF VALUE CHANGES

Mike Hassett made a motion to approve the Consent Agenda as submitted. Michelle French seconded the motion. The vote to approve the Consent Agenda as submitted was unanimous.

ITEM 7: PUBLIC HEARING FOR THE 2019-2020 DENTON CAD REAPPRAISAL PLAN

Charles Stafford opened the public hearing at 4:19 pm. No public was present to address the Board. Charles Stafford closed the public hearing at 4:20 pm.

ITEM 8: CONSIDER AND APPROVE THE 2019-2020 DENTON CAD REAPPRAISAL PLAN

Roy Atwood made a motion to approve the Denton CAD 2019-2020 Reappraisal Plan. The motion was seconded by George Pryor. The vote to approve the DCAD Reappraisal Plan was unanimous.

ITEM 9: CONSIDER AND APPROVE EMPLOYEE GROUP HEALTH, DENTAL, VISION, LIFE, AD&D, LTD, AND LONG TERM CARE INSURANCE

Mrs. Williams informed the Board that the District had some larger than normal claims this year. Due to those claims, it was necessary to explore ways to save the plan money. Most of the cost saving changes are behind the scenes and will not impact the employees.

Kallen McCoy, insurance representative from AIA Life and Health Services, was available to answer questions.

David Terre made a motion to approve the employee's insurance plan as recommended by staff. George Pryor seconded the motion. The vote to approve the employee's insurance plan as recommended by staff was unanimous.

Chairman Stafford moved to Item 13

ITEM 10: CONSIDER AND APPROVE DCAD'S FINANCIAL AUDITOR FOR 2019-2020

Kathy Williams and the Board discussed two options to either keep the current auditor of Hankins, Eastup, Deaton, Tonn & Seay or send out a bid for a new auditing company. Kathy recommended that they continue with the current auditor. Their agency is very thorough and is always willing to answer questions through the year.

Mike Hassett made a motion to approve Hankins, Eastup, Deaton, Tonn & Seay for the DCAD's 2019-2020 financial auditor. Michelle French seconded the motion. The vote to approve Hankins, Eastup, Deaton, Tonn & Seay for the DCAD's 2019-2020 financial auditor was unanimous.

ITEM 11: DISCUSS AND APPROVE SERVICE AGREEMENT BETWEEN DCAD AND TYLER TECHNOLOGIES FOR IMAGE COLLECTION PROJECT

Mr. Clerihew informed the Board that Tyler Technologies has proposed an agreement to take street view pictures on most of our residential accounts. The pictures are used to benefit the appraisers and for use during the Appraisal Review Board process. This is a budgeted item and the Tyler Technologies contract has been reviewed by our attorney.

David Terre made a motion to approve the service agreement between DCAD and Tyler Technologies for the Image Collection Project and to allow the Chief Appraiser to sign all related documents. The motion was seconded by Mike Hassett. The vote to approve the agreement was unanimous.

ITEM 12: CONSIDER AND APPROVE WARDLAW APPRAISAL GROUP FOR APPRAISAL SERVICES FOR MINERAL, UTILITY, AND INDUSTRIAL PROPERTIES FOR 2019-2020

Wardlaw Appraisal Group currently appraises the District's mineral, utility and industrial properties. The current contract will expire on December 31, 2018. Wardlaw has agreed to continue their current service with only a \$2000 per year increase. Staff is currently very pleased with the service and professionalism and recommends approving the contract for Wardlaw Appraisal Group for years 2019-2020.

George Pryor made a motion to approve the contract agreement between DCAD and Wardlaw Appraisal Group as submitted. David Terre seconded the motion.

Mike Hassett amended the motion by adding "and to allow the Chief Appraiser to sign all related documents". David Terre seconded the motion.

The vote to approve the contract agreement between DCAD and Wardlaw Appraisal Group as submitted and to allow the Chief Appraiser to sign all related documents was unanimous.

- ITEM 13: 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 3:09 pm.

Roy Atwood entered the meeting

- ITEM 14: RECONVENE TO TAKE ACTION ON THE ITEM DISCUSSED IN EXECUTIVE SESSION

The Board reconvened at 4:12 pm.

No action was taken at this time.

Chairman Stafford returned back to Item 4.

- ITEM 15: ADJOURN

Chairman, Charles Stafford, adjourned the meeting at 4:30 pm.