



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

January 23, 2019

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
Roy Atwood, Member
George Pryor, Member
Michelle French, Ex Officio Member

BOARD MEMBERS ABSENT: Mike Hassett, Secretary

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: CONSIDER AND APPROVE A RESOLUTION FOR APPOINTING APPRAISAL REVIEW BOARD CHAIRMAN AND SECRETARY

Ben Armstrong of the Appraisal Review Board, addressed the Board of Directors regarding ARB elections.

David Terre made a motion to appoint Robert Warner to the Chair position and Ben Armstrong to the Secretary position of the Appraisal Review Board. George Pryor seconded the motion. The vote to appoint Robert Warner to the Chair position and Ben Armstrong to the Secretary position of the Appraisal Review Board was unanimous.

ITEM 6: DISCUSS AND APPROVE CHANGING NUMBER OF APPRAISAL REVIEW BOARD MEMBERS TO TWENTY WITH FIVE AUXILIARY MEMBERS

Mr. Clerihew informed the Board that Robert Warner, Chairman of the ARB, requested changing the number of ARB members to twenty and have five auxiliary members. This makes the dividing of members into panels and the number needed to make quorum more efficient.

George Pryor made a motion to approve the resolution to change the number of ARB members to twenty with five auxiliary members. Roy Atwood seconded the motion. The vote to approve the resolution to change the number of ARB members to twenty with five auxiliary members was unanimous.

ITEM 7: PROGRESS REPORT

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

Rudy Durham informed the Board that the District is anticipating getting appraisal values sent out to the taxpayers by April 15th and the certified totals to the entities by July 25th.

George Clerihew updated the Board, informing them the field appraisers are continuing to work hard and the fieldwork cut-off date will be April 3rd.

Kathy Williams updated the Board on the upcoming TAAD Conference in Austin and asked about reservations and travel plans.

LIAISON – BEATRICE LORNE

Beatrice Lorne had no report this month.

ITEM 8: 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 DECEMBER 13, 2018
- B. ACKNOWLEDGE RECEIPT OF MONTHLY FINANCIAL STATEMENTS
- C. APPROVE DCAD INVESTMENT POLICY
- D. ACKNOWLEDGE RECEIPT OF VALUE CHANGES

David Terre made a motion to approve the Consent Agenda as submitted. George Pryor seconded the motion. The vote to approve the Consent Agenda as submitted was unanimous.

The Board moved to Item #10.

ITEM 9: DISCUSS AND APPROVE CHANGES TO PERSONNEL POLICIES AND PROCEDURES

Tom Brandt, an attorney with Fanning, Harper, Martinson, Brandt & Kutchin, handed the Board recommendations for new policies and procedures. They documented changes regarding the code of ethics and outside employment.

Roy Atwood made a motion to approve the policy changes as submitted. Michelle French seconded the motion. The vote to approve the DCAD's policy changes as submitted was unanimous.

- ITEM 10: EXECUTIVE SESSION IN ACCORDANCE WITH THE TEXAS GOVERNMENT CODE SECTION 551.071 AND 551.074:
- A. CONSULTATION WITH ATTORNEY
 - B. PERSONNEL – REVIEW OF CHIEF APPRAISER

The Board went into executive session at 3:12 pm.

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

The Board reconvened at 5:04 pm.

No motion was made at this time.

The Board scheduled their next meeting for February 15th at 1:00 pm.

The Board returned to Item #9.

- ITEM 12: ADJOURN

Chairperson, Charles Stafford, adjourned the meeting at 5:07 pm.