



**D**ENTON **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 08, 2020

3:00 p.m.

ITEM 1: CONVENING OF MEETING

Charles Stafford convened the meeting at 3:04 pm.

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

STAFF PRESENT: George Clerihew, Kathy Williams,  
and Hope McClure

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: SWEARING IN OF BOARD OF DIRECTORS

All of the 2020-2021 Board of Directors were officially sworn in by taking the Oath of Office.

ITEM 5: ELECTION OF OFFICERS FOR BOARD OF DIRECTORS

George Pryor made a motion to nominate Charles Stafford as Chairman of the Denton Central Appraisal District Board of Directors. Michelle French seconded the motion. The vote to elect Charles Stafford as Chairman of the Denton Central Appraisal District Board of Directors was unanimous.

Once Mr. Stafford was voted in, he administered the rest of the meeting as Chairman.

George Pryor made a motion to nominate David Terre as Vice-Chairman of the Denton Central Appraisal District Board of Directors. Michelle French seconded the motion. The vote to elect David Terre as Vice-Chairman of the Denton Central Appraisal District Board of Directors was unanimous.

George Pryor made a motion to nominate Roy Atwood as Secretary of the Denton Central Appraisal District Board of Directors. Michelle French seconded the motion. The vote to elect Roy Atwood as Secretary of the Denton Central Appraisal District Board of Directors was unanimous.

ITEM 6: OPPORTUNITY FOR PUBLIC TO ADDRESS THE BOARD OF DIRECTORS

No public was present to address the Board.

ITEM 7: PROGRESS REPORT

APPRAISAL AND ADMINISTRATIVE RELATED – GEORGE CLERIHEW AND KATHY WILLIAMS

George Clerihew informed the Board that the District completed the transition from the old CAMA system to the new CAMA system, as well as, converting from Windows based computers to MAC computers. He also advised the Board there are eleven spots open on the Appraisal Review Board. George announced Randall Tackett, Business Personal Property Supervisor, will retire effective January 16, 2020.

Kathy Williams updated the Board on the remodel project at 3901 Morse. She informed them that the remodel is almost complete. Employees are scheduled to move back into that building on Tuesday, January 14th.

LIAISON – BEATRICE LORNE

Ms. Lorne had no report this month.

ITEM 8: DISCUSSION OF CRITERIA OF EXECUTIVE SEARCH

Charles Stafford presented an update regarding finding a firm for the executive search. His first conversation was with the Texas Association of School Boards' (TASB) executive search. He learned that TASB educates people on how to navigate the search process for a niche market. TASB recommended the Board conduct their search by using a firm that knows the market for this specific niche. This led to the identification of two firms that had experience and knew the business of this market. The final decision of which firm to use was based on the most expeditious use of taxpayer dollars and fees associated. The firm chosen by the Board was Eagle Appraisal & Consulting, owned by Gary Zeigler.

ITEM 9: EXECUTIVE SESSION IN ACCORDANCE WITH THE TEXAS GOVERNMENT CODE SECTION 551.071 AND 551.074:  
A. PERSONNEL

The Board went into executive session at 4:06 pm.

ITEM 10: RECONVENE TO TAKE ACTION ON THE ITEM DISCUSSED IN EXECUTIVE SESSION

The Board reconvened at 5:05 pm.

David Terre made a motion to engage Eagle Property Tax Appraisal Consulting to assist in finding the next Chief Appraiser for Denton County. George Pryor seconded the motion. The vote to engage Eagle Property Tax Appraisal Consulting to assist in finding the next Chief Appraiser for the Denton Central Appraisal District was unanimous.

ITEM 11: ADJOURN

Chairperson, Charles Stafford, adjourned the meeting at 5:10 pm.