



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

APRIL 17, 2025

3:00 p.m.

ITEM 1: CONVENING OF MEETING

Alex Buck convened the meeting at 3:02 pm.

BOARD MEMBERS PRESENT:

Rob Altman	Mike Hennefer
Alex Buck	Lisa McEntire
Angie Cox	Ann Pomykal
Rick Guzman	Charles Stafford
Dawn Waye	

BOARD MEMBERS ABSENT: All Present

STAFF PRESENT: Don Spencer, Jeanne Ashlock, Chris Littrell,
Misty Baptiste, Kim Collins, Daniel Gonzalez

ITEM 2: ESTABLISHMENT OF QUORUM

ITEM 3: INVOCATION AND PLEDGES

Invocation was given by Dawn Waye.

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.

Christian Hale - UNT Real Estate Major - has applied for the Appraisal Review Board and wanted to reiterate his desire to serve.

ITEM 5: PRESENTATIONS AND REPORTS

A. CHIEF APPRAISER REPORT - DON SPENCER

- Been a short 5 months since new software has gone live - wants to show gratitude to staff of Denton CAD in learning new software to be ready for equalization phase - very pleased with how things have come together - new software company has worked so well with us to ensure we are prepared - very

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responsive to questions and needs - grateful for support of board to move to new software

- April 2-3 - went to Denton County Days in Austin - talked to local and state officials - testified before House Sub Committee on behalf of TAAD on 7 bills pertaining to property tax system
 - Appraisal notices mailed out as of yesterday - already started to have people come in to make appointments and talk about values
 - Angie Cox - asked about timeline to see efficiencies of new software - will it be a one year or two year cycle
 - Notes are currently being taken on system and processes - will take at least a year to see what the impact could be on staffing and budget
- B. ADMINISTRATION DIVISION UPDATES - DEPUTY CHIEF OF APPRAISAL - CHIRS LITTRELL
- Provided a handout with appraisal division stats
 - Some stats were tracked in past - some were not - currently creating a baseline
 - BPP - in January - sent 20504 renditions
 - March 6 - started processing - 6582 received so far - processed 3953 - 840 extensions requested - bulk of renditions come in after April 15 - BPP has a very short window - have only 2.5 weeks to work before their notices have to be mailed out - have 3 temps working in BPP now
 - Commercial - completed field work and reinspections - some have wrong date - some have to be reinspected again - 111 new plats - entered and worked
 - Residential - 1975 Market Areas - each Market area has to be analyzed - analysis has been completed
 - Ag - 135 rollbacks - 972 new Ag applications - 1124 Ag applications received to date - 535 determinations made - some cannot be processed due to the request for additional data
 - Mapping - 2682 processed - 9018 processed since January 1
 - Things are being uncovered that are beneficial and some that need more tweaking - working through settings and configurations for maximum efficiency
 - Staff is asking questions that have not been asked by other CAD's which are bringing out good processes to change for the future
 - Rob Altman asks for clarification on True Prodigy roll out, training and support process - explained the training academy that True Prodigy provides - having live data means much more to Denton CAD Appraisers rather than the training portions from others - some departments are focusing on just their area
 - Charles Stafford - asks how many CAD's have moved to True Prodigy - approximately 17 districts prior to us joining and now added approximately 5 more
 - Mike Hennefer - very interested in measurements - wants to encourage DCAD staff to share problems with the BOD to be able to ride the wave together
 - Dawn Wayne - Tax Office really appreciates True Prodigy and the changes made - seems to interface seamlessly with their software

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C. ADMINISTRATION DIVISION UPDATES - DEPUTY CHIEF OF ADMIN -
JEANNE ASHLOCK

- Notices of Appraised Value went out on Tuesday, April 15
- As of this afternoon - 4K protests online - owner protests are trickling in
- 10 temp support staff added - looking at adding 5 more
- Appeals held a Meet and Greet with Agents from the area - seemed to be very beneficial - plan to continue that in future
- As of March 2025 - 3424 Homestead applications received - processed 2805 - still working on getting through the bulk processing
- Staffing update 125 budgeted positions - 103 filled - have 5-6 starting on May 1
- Lisa McEntire asked about how Homestead applications could be processed in a more timely fashion
- Angie Cox - what is the plan to process Homestead applications quicker so taxpayers don't have to pay and then ask for reimbursement
- Dawn Wayne - are Homestead applications being submitted online or in person - Both - if submitted online it's more efficient
- Around 7K homesteads still to process - seem to be holding steady - that 7000 number of homesteads does not include OV65, DVHS, or any other applications beyond General Homesteads
- If Legislature pushes 140K exemption through - TAC office will have to send out entirely separate bills - if passes it must go through an election process - we will probably have 2 separate appraisal rolls at certification - will provide a provisional roll to entities if it is voted in - will be on 2025 tax bills
- Mike Hennefer - what's the implication of 7K homestead applications being outstanding - Jeanne Ashlock states there is a possibility to catch up before bills go out
- Board of Directors requests having stats prior to meeting to study

D. TLO REPORT - DANIEL GONZALEZ - TAXPAYER LIAISON OFFICER

- ARB members - currently at 33 - need 9 to meet the budgeted 42
- Have received 11 applications so if all approved - will be fully staffed
- Training sessions have been held for currently appointed members
- Training sessions on April 25 and 28 for those members appointed today
- April 23 will be adopting procedures - will have panels on Tuesday's and Thursday's - will begin April 22 until May 8 for hearings if informal hearings are not productive
- Formal ARB hearings begin on May 12
- TLO submissions - received - one complaint received and has been addressed

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 FROM THE PREVIOUS BOARD OF DIRECTORS MEETINGS

B. ACKNOWLEDGE RECEIPT OF MONTHLY FINANCIAL STATEMENTS

C. ACKNOWLEDGE RECEIPT OF VALUE CHANGES SEC. 25.25(B) TAX CODE

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Charles Stafford made a motion to approve the consent agenda in its entirety. Ann Pomykal seconded the motion. The motion passed and the vote was unanimous.

ITEM 7: DISCUSS, CONSIDER, AND ADOPT REVISIONS TO BOARD OF DIRECTORS POLICIES

Packet includes additional ARB language and other revisions from last month - outside counsel has edited and approved.

Rob Altman made a motion to approve the revised Board of Directors Policies and Procedures. Dawn Waye seconded the motion. The motion passed and the vote was unanimous.

ITEM 8: DISCUSSION AND PLANNING FOR 2026 BUDGET PROPOSAL

Don Spencer provided a breakdown of Budget to BOD with Percentage of Change and impacts to numbers.

BOD and Administration worked through Budget line items and Mr. Spencer explained increases and decreases with specifics

Angie Cox - expressed concern about 5% salary increase based on conversations with entities

Don Spencer reiterates the importance of having competitive salaries due to being terribly understaffed and the demand on the staff - employees can go to surrounding CAD's and make more money and are asked to do less - most positions at other CAD's are median or even below median

Ann Pomykal asks what turnover rate is right now - no one had those answers available

Rob Altman - would like numbers to be broken out even more - would be interested in seeing salary studies - relative to IT, specialties - how do those apply industry wide?

Budget as is (and with BOD adjustments) will be presented to entities next week

Charles Stafford - expresses need for caution with salaries in respect to ISD's but also the need to hold on to experienced staff at DCAD

Angie Cox reiterates that she wants to be good stewards of money but be cognizant of entities and what they need

Board asks to see Salary Study sooner rather than later - Don Spencer intends to come back in May with line by line breakdown and with Salary Study

Ann Pomykal - the important thing to remember is to be good stewards of money - 3% is norm across the board - need to be responsible for all communities

Mike Hennefer - wants to make sure the board spends very specific time on budget to give it the proper attention

Rob Altman - asks for clarity in the statement that Denton CAD is 40 employees short? Even if we are full staffed at 125 - we are still 40 short from what other CAD's of similar size have based on Salary Studies

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No new positions added in 2026 budget - want to add more training and efficiency for those 125 people we do have before increasing staff

Dawn Waye - must keep in mind COLA increase of 2.5%

Rob - asks about IAAO memberships - can we articulate the benefit of this increase?

Don Spencer - everything we do is based on IAAO standards - want to provide possibility of accreditation

With taking 1.7 million from Reserve - still approximately 3 million in Reserves

Any changes to be made based on this discussion? No Changes

ITEM 9: CONSIDER AND TAKE ACTION ON PENALTIES AND INTEREST FOR OUTSTANDING 2025 SECOND QUARTER/ANNUAL ALLOCATIONS

There are just a few annual allocations still outstanding. Checks that arrived and were dated March 31 are accounted for. There are still three more outstanding payments that Kim Collins will reach out to for payment.

Mike Hennefer made a motion to waive the penalties and interest in the second quarter allocations. Rob Altman seconded the motion. The motion passed with a vote of 7-1 with Rick Guzman opposing the vote.

ITEM 10: DISCUSS, CONSIDER, APPOINT, ARB MEMBERS FOR 2025 TAX YEAR - DANIEL GONZALEZ, TLO

- Have received 11 applications - can only appoint 9 ARB members at this time based on number approved by the board
- Dawn Waye asks if there is any way to ask for a recommendation?
- David Tabor responds there are legal restrictions that preclude recommendations from being made by the CAD
- Don Spencer suggests if board would like - they can increase the number of auxiliary members at the May meeting - the board can increase new members to whatever number the board feel appropriate
- Alex Buck recommends not to accept the applicant with a full time job and the student applicant who is not involved in real estate
- Applications accepted - Ganita Doman, Melissa Cooper, Sonja Knight, Christian Hale, Nathan Majalap-Wilson, Ashton Parson, Ian Henderson, Elliott Bynum, Dante Tricoli

Ann Pomykal made a motion to accept the above applications. Mike Hennefer seconded the motion. The motion passed and the vote was unanimous.

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

A. DISCUSS PERSONNEL MATTERS

B. CONSULTATION WITH OUTSIDE COUNSEL ON ACTIVE LITIGATION

Don Spencer had nothing to discuss in executive session therefore the Board of Directors did not Adjourn.

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

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Did not adjourn to Executive Session - no need to reconvene and no action taken

ITEM 13: DISCUSS FUTURE AGENDA ITEMS - NEXT MEETING MAY 8, 2025

Ann Pomykal requests to see training and the benefit from that over the last two years.

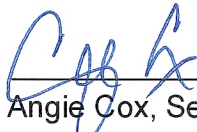
ITEM 14: ADJOURN

Alex Buck, adjourned the meeting at 4:47.



Alex Buck, Chairman

ATTEST:



Angie Cox, Secretary