



Denton Central Appraisal District
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DENTON CENTRAL APPRAISAL DISTRICT

BOARD OF DIRECTORS MINUTES

AUGUST 14, 2025

3:00 p.m.

ITEM 1: CONVENING OF MEETING

Alex Buck convened the meeting at 3:00 pm.

BOARD MEMBERS PRESENT:	Rob Altman - in at 3:50	Lisa McEntire
	Alex Buck	Ann Pomykal
	Angie Cox	Charles Stafford
	Rick Guzman	Dawn Waye

BOARD MEMBERS ABSENT: Mike Hennefer

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

ITEM 2: ESTABLISHMENT OF QUORUM

ITEM 3: INVOCATION AND PLEDGES

Invocation was given by Charles Stafford.

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.

No public present to make comments

ITEM 5: PRESENTATIONS AND REPORTS

A. CHIEF APPRAISER REPORT - CHIEF APPRAISER, DON SPENCER

- a. Certified at 99.9% of the Appraised Value - ARB Certified with just under 500 protests to be completed out of 145,000 protests filed - only about 300 million dollars left under protest out of over 251 billion dollars on the tax roll.
- b. Were able to provide 3 provisional rolls to School Districts with the proposed increases in exemptions to be determined by votes in November

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- c. Some members of Leadership attended Texas Legislative Updates Conference in Dallas - unpacking all legislation that was passed during 89th Session in Austin.
 - i. Denton CAD will continue to work with CAMA Software Company to implement all changes For Legislature.
 - ii. Data team is working on list for entities to know how this will affect tax rolls for next year
- d. Lisa McEntire asked about the implementation of 5-year Exemption Audit - DCAD must state a reason in the letter for asking for new applications for exemptions
- e. Ann Pomykal asks "For the average homeowner - how hard is the change to exemption processing to communicate?" will have 1-2 mass mailings at the beginning of year to those determined that they no longer qualify for exemptions - Don Spencer does want to get ahead of this with press releases as early as possible and communication with taxing entities.
- B. Quick update on Homestead exemptions - processed 4700 applications in July - a little less than 6000 accounts that currently have pending applications - average was hovering around 9000 - use of Software System is helping to refine the processing of applications and build the necessary knowledge base to be even more helpful.
- C. Training and Development Update
 - a. In the past the resources and staff were not available to truly train new employees as they were brought in. The Board wanted more investment in training and education. Through many changes and realignment in departments - we are able to evaluate the strengths and weaknesses of departments. The Exemptions and Assistance Department utilizes the Wednesday afternoons when the office is closed to the public to train on specific "snapshot" areas as does the Residential Department.
 - b. Denton CAD has been a Center for Education for years - the courses that are hosted at Denton - cater to our educational needs - RPA candidates are trained here and don't have to travel and pay the money to send someone else. Will be looking for opportunities to host other course work and state Certification courses through IAAO, TAAO, and TAAD.
 - c. Looking forward to the future - want a full-on Onboarding process to incorporate CAD values, software training and cross-training for new employees building a team environment, camaraderie, etc.- want to strive to look at revitalizing the work environment and culture.
 - d. Will continue to work on Skills Analysis
 - e. Have a goal to work to become a leader and model statewide for other CAD's
 - f. Charles Stafford asks about neighboring districts - "would they like to get in on the training we are doing?"
 - g. Angie Cox asks if there is a timeline for future training, assessments, and cross-training during non-protest time to specifically get the bulk of applications processed.
 - h. Don Spencer responds that Department Leadership is in charge of assessments of their department.

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- i. Don Spencer also states in reference to Cross-Training that Denton CAD currently does not have the luxury of being able to send departments to other departments right now to help out - some departments do partner up and share help when they can
- j. Don Spencer there is not a specific timeline to be able to address the above issue - some is an implementation from top down - until we are able to address our staffing issue the luxury of extra time for any department is at a minimum.
- k. Ann Pomykal says she would like to see Cross-Training be a priority and a goal - as well as a Statewide name for Training.

D. ADMIN DIVISION UPDATES - DEPUTY CHIEF OF APPRAISAL, CHRIS LITTRELL

- a. Training and Development
 - i. Classroom - State Required Core Courses towards RPA License
 - ii. External Training
 - 1. Trips to Other CAD's to research organizational structures, policies and procedures, etc.
 - iii. Internal Department Specific Training
 - 1. Commercial Round Tables
 - 2. Property Assessment
 - 3. Workshops on Tax Code
 - 4. Staff Competencies on Hiring Qualifications
- b. Dawn Waye offers a compliment on the foundation that is being built when hiring new staff
- c. Chris Littrell hands out a packet of the specific numbers for departments and the work that is being accomplished in each department
- d. As of today - there are only 400 properties left under protest

E. TLO REPORT - TLO, DANIEL GONZÁLEZ

- a. Hands out the TLO Report for this month - total of 27 official complaints - only 1 still ongoing - all others have been addressed - main focus are the ARB Hearings and displeasure with the ruling they have heard
- b. Rob Altman asked if there were any deficiencies for the ARB - Daniel González forwards the information to the ARB Chair and he is very Code Based since Denton CAD cannot train them directly.
- c. Rob Altman asks what the training is for ARB?
- d. Once they are appointed the Board is hands off and the training is provided by the Comptroller's office.
- e. Angie Cox asks what does the portal look like? Is there a way to create an automated response from the TLO address. There is not a portal for complaints - that is an email specific place to register complaints
- f. Still working through ARB reappointment applications to see who is applying for reappointment

ITEM 6: CONSENT AGENDA

THE ITEMS ON THE CONSENT AGENDA ARE CONSIDERED
SELF-EXPLANATORY BY THE BOARD AND WILL BE ENACTED WITH ONE

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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

Ann Pomykal moves to approve the entire consent agenda. Charles Stafford seconded. The motion passed and the vote was unanimous.

ITEM 7: DISCUSS, CONSIDER, APPOINTMENT OF ARB MEMBERS FOR 2026 TAX YEAR - DANIEL GONZALEZ, TLO

A. 2 applications brought for 2026 for 2-year term

Lisa McEntire moves to appoint those 2 appointments for 2 years. Dawn Waye seconded the motion. The motion passed and the vote was unanimous.

ITEM 8: 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. DELIBERATION REGARDING REAL PROPERTY

C. CONSULTATION WITH OUTSIDE COUNSEL ON ACTIVE LITIGATION

Adjourn at 4:21

ITEM 9: RECONVENE TO OPEN SESSION AND TAKE ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION

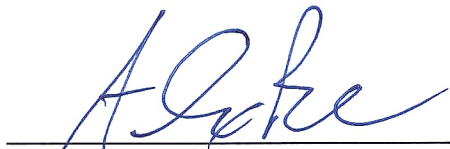
Reconvene at 5:00

No items discussed in Executive Session to take action on.

ITEM 10: DISCUSS FUTURE AGENDA ITEMS - NEXT MEETING SEPTEMBER 11, 2025

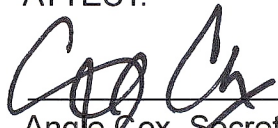
ITEM 11: ADJOURN

Alex Buck, adjourned the meeting at 5:01.



Alex Buck, Chairman

ATTEST:



Angie Cox, Secretary