



Denton Central Appraisal District
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DENTON CENTRAL APPRAISAL DISTRICT

BOARD OF DIRECTORS MINUTES

NOVEMBER 13, 2025

3:00 p.m.

ITEM 1: CONVENING OF MEETING

Alex Buck convened the meeting at 3:02 pm.

BOARD MEMBERS PRESENT: Alex Buck Mike Hennefer
 Angie Cox - 3:07 arrival Lisa McEntire
 Rick Guzman Dawn Waye

BOARD MEMBERS ABSENT: Rob Altman, Ann Pomykal and Charles Stafford

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

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.

No public present to make comments

ITEM 5: PRESENTATIONS AND REPORTS

A. CHIEF APPRAISER REPORT - CHIEF APPRAISER, DON SPENCER

- Currently halfway through the election process of two open places - deadline to DCAD is December 15 - nearly half the votes have been cast at this time
- Hands out summary of exemptions and legislation that passed on election day in November.
 - HS exemption went from 100K to 140K and OV65 went from 10k-60k
- Moving forward on implementation of all new exemptions

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

- Hands out statistics sheet to the board members
- Highlights - Arbitrations have increased considerably from previous years - increased to 200+ from where we were last year
- Preparing an arbitration does take a lot of preparation time on the appraiser who should be working towards preparing for next protest season

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

- In October, Exemptions and Assistance department received 1717 Homestead applications and processed 3040 Homestead Applications
- Successfully sent all roll changes to tax office
- Approximately still 2000 homestead applications to be processed

D. TLO REPORT - TLO, DANIEL GONZÁLEZ

- Nothing to report for Taxpayer complaints

E. OPERATIONAL TECHNOLOGY AND PROCESS MODERNIZATION REPORTS - LEADERSHIP

- Each Department Director offers a short presentation for the Board of Directors on the benefits of and the significant improvements, including efficiencies, observed since the implementation of the new software system.

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

Mike Hennefer moves to approve the entire consent agenda. Angie Cox seconded. The motion passed and the vote was unanimous.

Break taken at 4:24

Reconvene at 4:28

ITEM 7: CONSIDER AND APPROVE UPDATED RECORDS MANAGEMENT POLICY AND RELATED TSLAC COMPLIANCE FORMS

- Don Spencer presents the records management policy and names Mr. Spencer as Records Management Officer with the State Office.
- Will be working to identify files that can be destroyed according to the Retention Schedule with the state.

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- Angie Cox asks is there a goal to get to that we no longer have hard copies - there are some opportunities to digitize some documents - may need to be outsourced if we need to go that route - not necessarily high on the priority list - the storage space right now cannot necessarily be used for office space
- Alex Buck - requests that records now going forward are mostly digital

Rick Guzman moves to approve the updated records management policy and TSLAC forms and authorizes the Chief Appraiser as compliance officer. Lisa McEntire seconded the motion. The motion passed and the vote was unanimous.

ITEM 8: DISCUSS, CONSIDER, APPOINTMENT OF ARB MEMBERS FOR 2026 TAX YEAR - DANIEL GONZALEZ, TLO

- Don Spencer reminds the board members if there is an application brought to the Board - Daniel Gonzalez has vetted all applicants before presenting to the board

Mike Hennefer moves to approve the appointment of both ARB Members presented. Dawn Waye seconded the motion. The motion passed and the vote was unanimous.

ITEM 9: 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 - CHIEF APPRAISER ANNUAL PERFORMANCE REVIEW
- B. DELIBERATION REGARDING REAL PROPERTY
- C. CONSULTATION WITH OUTSIDE COUNSEL ON ACTIVE LITIGATION

Adjourn at 4:36

ITEM 11: RECONVENE TO OPEN SESSION AND TAKE ACTION ON ITEMS DISCUSSED IN EXECUTIVE SESSION

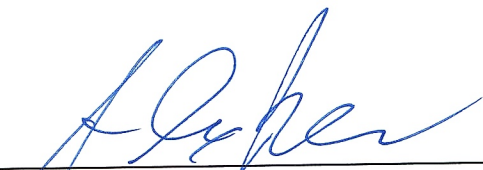
Reconvene at 5:54

Dawn Waye moves to approve Addendum 4 of the Employee Agreement. Lisa McEntire seconded the motion. The motion passed and the vote was unanimous.

ITEM 12: DISCUSS FUTURE AGENDA ITEMS - NEXT MEETING DECEMBER 11, 2025

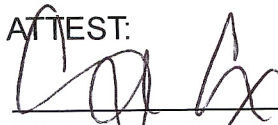
- Attendance Review of Board Members

ITEM 13: ADJOURN



Alex Buck, Chairman

ATTEST:



Angie Cox, Secretary