

**Tarrant Appraisal District
Board of Directors Meeting Minutes
February 9, 2024**

This meeting was conducted "in person" and in compliance with the Open Meetings Act as written in statute and was broadcast live on Facebook. A quorum of the members of the Board attended in person at TAD offices.

These minutes are a summary of the only subjects the board addressed and the actions it took. For details, see the Agenda & Video posted on TAD's website at this URL: <https://www.tad.org/board-of-directors> and Video Recording posted at: <https://www.facebook.com/TarrantAD>

Members Present:

Ms. Wendy Burgess, Tax Assessor Collector
Mr. Rich DeOtte
Mr. Alan Blaylock
Mr. Gary Losada (remote)
Ms. Gloria Peña, Secretary
Mr. Vince Puente, Chairman

Also Participating:

Mr. Joe Don Bobbitt, Chief Appraiser
Mr. Brad Patrick Director of Administration
Mr. Matthew Tepper, TAD Attorney

Vince Puente called the meeting to order at 8:02am and verified a quorum was present. And that the notice was posted timely. After pledges and the Invocation, the Board took up the following agenda items:

5. Recognize Visitors; Hear Public Comments

Three members of the public spoke.

6. Legislative Update & Board of Director Training: TAD Attorney Matthew Tepper

Matthew Tepper gave an update of laws passed in the last Texas legislative year that affect appraisal districts and gave training to the board regarding their duties.

7. Action Items

a. Consent Agenda Items:

Ms. Peña removed the January meeting minutes from Item 7a(1) of the consent agenda and Mr. Blaylock removed the remaining Items 7a(1-2) from the consent agenda. The remaining Item 7a(3) was taken up.

7a(3) Action regarding approval for Chief Appraiser to purchase online ESRI (mapping software) hosted service on an annual basis.

Mr. Blaylock moved to approve the staff recommendation for 7a(3) to contract with New Edge in an amount not to exceed \$30,500 and Mr. DeOtte seconded. The motion passed unanimously, 5-0.

7a(1) Action regarding approval of Board of Directors meeting minutes - December 14, 2023; December 21, 2023; & January 12, 2024.

Mr. DeOtte moved to accept the Meeting Minutes from December 14 and 21, 2023 and Mr. Blaylock seconded. The motion passed 2-0, with abstentions from Mr. Blaylock, Mr. Losada, and Ms. Peña. Ms. Peña moved to accept the Meeting Minutes from January 12, 2024 and Mr. DeOtte seconded. The motion passed unanimously, 5-0.

7a(2) Action regarding consent to Agricultural Advisory Board member appointment.

Mr. Losada moved to approve the staff recommendation that Casey Amundson (two-year term 2024-2025), Michael J. Murphy (one-year term 2024), and Katrina J. Semnes (one-year term 2024) be appointed as agricultural advisory members and Ms. Peña seconded. The motion passed unanimously 5-0.

b. Deliberate and act on authorization for Chief Appraiser to contract with GIS consultant.

Ms. Peña moved to approve the contract with SIGIS, LLC at a cost not to exceed \$88,000 and Mr. Blaylock seconded. The vote passed 5-0.

c. Deliberate and act on authorization for Chief Appraiser to contract with insurance consultant service.

Mr. Puente abstained as Higginbotham is a client of a company of his. Mr. Losada moved to pass the staff recommendation to contract with Higginbotham for \$50,000 and Ms. Peña seconded and the motion passed, 4-0.

d. Review, deliberate, and action on contracts, billing agreement, verbal or written in excess of \$50,000 not previously reviewed.

No action was taken on this item. The Chair asked Mr. Bobbitt to bring background of the reason for the \$25,000 cap on IS purchasing.

e. Deliberate and act on possible revisions to TAD Board of Director's Policy Manual.

Ms. Peña moved to table the item and Mr. DeOtte seconded; This passed 4-1, Mr. Losada voted against.

8. Recess to executive/closed session pursuant to the following part(s) of the Texas Open Meetings Act, Government Code Ch. 551, for the following purposes:

At 11:15am, the Board recessed into Executive Session as provided in Item 8 of the Agenda.

Section 551.076 - Deliberation regarding security devices, security software or security audits.

Section 551.071 - Deliberation on a matter in which the Board of Directors seeks the advice of its attorney about contemplated litigation or on a matter in which the duty of the attorney to the governmental body under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas clearly conflicts with the Open Meetings Act, related to

9. Return to Open Session for Possible Action on Items Deliberated on in Executive/Closed Session.

At 1:05pm, the Board returned to Open Session as provided in Item 9 of the Agenda.

- a. Security devices, security software and/or security audits.
- b. Statements made by Tarrant Appraisal District's former Director of Information Services regarding the Tarrant Appraisal District's information systems

Mr. DeOtte moved to release the Apollo report on March 1st and Mr. Blaylock seconded. The motion passed 5-0.

10. Action Items, cont.

- a. **Deliberate and act on authorization for Chief Appraiser to contract with a website developer.**

Mr. DeOtte moved to approve the staff recommendation to contract with Improving Dallas in the amount not to exceed \$24,700 and Mr. Blaylock seconded. The motion passed 5-0.

- b. **Deliberate and act on authorization for the Chief Appraiser to purchase updated door entry system hardware and software for the TAD offices and consider action of moving committed funds to the general fund to cover cost**

Ms. Peña moved to approve the staff recommendation and Mr. Losada seconded. Mr. DeOtte read the staff recommendation as a friendly amendment to authorize the Chief Appraiser to engage EMC Integrated Systems Group for the purchase of a door entry key card hardware and software for TAD's main office and off-site location for an amount not to exceed \$44,140 from the building maintenance fund to the general fund and Mr. Blaylock seconded. Ms. Peña accepted the amendment and the motion passed 5-0.

11. Discussion Items

- a. Upcoming Purchases/Agenda Items
 - (1) Microsoft Office 365
 - (2) VOIP Phone updates for main building

Ms. Pena moved to table Item 11a for the next meeting and Mr. DeOtte seconded; the vote was unanimous, 5-0.

12. Information Items

- a. **Report by Taxpayer Liaison Officer**
- b. **Report by ARB Chairman**

c. Report by Chief Appraiser – Updates regarding: Appraisals, Entity Totals, Protests, Arbitrations, Lawsuits, Methods & Procedures Audit, Property Value Study Results, Training & Education, Open Records Requests, Building, Contracts, Financial, Salaries, Google Reviews and Survey Responses, and Miscellaneous Issues; Staff Introduction

Mr. Bobbitt said he is prioritizing IS Security, replacing CAMA at an estimated cost of \$3 million with an additional data conversion cost of \$1 million, and bringing TAD into a new building. He also said he plans to make William Durham the new Deputy Chief Appraiser.

13. Propose future agenda items; Set Next Meeting Date; Adjourn

Items 7d, 7e and 11a were proposed as future agenda items. The board expects to meet in a called meeting on March 1st and the next regular meeting date is expected to be May 10th, 2024. The meeting adjourned at 1:34pm.



Vince Puente, Presiding Officer