

**Tarrant Appraisal District
Board of Directors Meeting Minutes
Friday, December 13, 2024**

This meeting was conducted in compliance with the Open Meetings Act as written in the statute. A quorum of the members of the Board attended in person at the Tarrant Appraisal District boardroom, 2500 Handley Ederville Rd, Fort Worth, Texas.

These minutes are a summary of the only subjects the Board addressed and the actions it took. For details, see the agenda, supporting documents and video posted on TAD's website at this URL: <https://www.tad.org/board-of-directors> and TAD's YouTube and Facebook channels.

Members Present:

Mr. Alan Blaylock
Mr. Matt Bryant
Ms. Wendy Burgess, Tax Assessor Collector
Mr. Rich DeOtte
Mr. Eric Morris
Mr. Gary Losada
Ms. Gloria Peña, Secretary
Mr. Vince Puente, Chair
Ms. Callie Rigney

Also Participating:

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

Chair Puente called the meeting to order at 8:02am, verified a quorum was present and the notice was posted timely. After pledges and invocation, the board took up the following agenda items:

5. Public Comments- Mr. Bennett, Mr. Dodson, Ms. Syed, Mr. Crouch & County Administrator Merritt spoke.

6. Information Items

- a) **Report by Taxpayer Liaison Officer**
 - i. ARB complaints, comments, and suggestions report for Comptroller
 - ii. TLO Monthly Report

Ms. Jacobson was unable to attend. The report she provided was reviewed.

- b) **Report by Chief Appraiser**
 - i. Public Speaking Engagements
 - ii. Customer Service Surveys
 - iii. CAMA Conversion

- iv. Technology Update
- v. Updated Sales Ratio

Chief Bobbitt presented his report and the materials were provided in the agenda packet.

7. Action Items

a) Consent Agenda Items:

- i. Action regarding approval of Board of Directors meeting minutes from November 8, 2024**

This item was removed from consent by Mr. DeOtte to after 7(e). Ms. Pena moved to approve the minutes as presented and Mr. Blaylock seconded. The motion passed 8-0 as Mr. DeOtte abstained.

- iv. Action regarding approval of contract for McCreary, Veselka, Bragg & Allen, PC to serve as the legal counsel for the TAD Board of Directors**

This item was removed from consent by Mr. Puente to after 7(e). Mr. Puente moved to approve the contract with a 90-day notice added and Mr. Tepper agreed to add this to the contract. Mr. DeOtte seconded, and the motion passed 9-0.

- ii. Action regarding approval of Resolution to modify the number of Regular and Auxiliary ARB Members**
- iii. Action regarding adoption of 2025 Tarrant Appraisal District Investment Policy**
- v. Action regarding consent to Agricultural Advisory Board member appointments**
- vi. Action regarding approval for Chief Appraiser to execute contract for Aerial Imagery Services with Pictometry International Corp (d/b/a EagleView) as part of Interlocal Agreement with Tarrant County and Tarrant County 9-1-1 District**
- vii. Action regarding approval for Chief Appraiser to renew contract for GIS consulting services**
- viii. Action regarding approval for Chief Appraiser to renew contract for DocuSign for an electronic signature solution**
- ix. Action regarding approval to contract with Improving Enterprises for temp-to-hire IS staff member**

Ms. Pena moved to approve staff recommendations for remaining consent agenda items 2-3 & 5-9 as presented and Mr. DeOtte seconded. The motion passed 9-0.

- b) Consider and possible action on penalty & interest waiver requests for late allocation payments from taxing entities for good cause and possible refund of penalty & interest for entities already paid**

- i. City of Grand Prairie**
- ii. Hurst-Euless-Bedford ISD**
- iii. Keller ISD**
- iv. City of Burleson**
- v. Tarrant County**

vi. Tarrant County Hospital District

After discussion, Mr. Puente moved to make a one-time exception based on the entity list on page 34 of those specific late fees, and we waive and/or refund penalties and interest fees to entities as presented and then notify all entities that we are going to enforce the policy going forward. The motion was seconded by Mr. DeOtte and failed, 3-6 with Mr. Puente, Mr. DeOtte, and Mr. Morris voting in favor and Mr. Blaylock, Mr. Bryant, Ms. Burgess, Mr. Losada, Ms. Pena, and Ms. Rigney voting against.

Ms. Rigney moved to waive penalties interest from all taxing entities and refund all penalties and interest already paid during calendar year 2024 including those listed on page 34 for a total of \$148,146.41 (calculated from page 44) from the general fund. Mr. DeOtte seconded, and the motion failed 3-6, with Mr. DeOtte, Mr. Morris, Ms. Rigney, voting in favor and Mr. Blaylock, Mr. Bryant, Ms. Burgess, Mr. Losada, Ms. Pena and Mr. Puente voting against.

After the two motions failed, no action was taken.

c) Action regarding purchase of new payroll/HR software for 2025

Mr. Blaylock moved to approve the staff recommendation as presented and Ms. Pena seconded the motion. It passed 9-0.

d) Deliberation & action on options for committing unspent funds from 2024 Budget

Mr. Blaylock moved to commit unspent funds as presented into the Building & Maintenance fund and Technology fund. Ms. Pena seconded. The motion passed 9-0.

e) Consider and possible action concerning TAD's membership with the Texas Association of Appraisal Districts (TAAD)

Mr. Morris moved to end TAD's membership with TAAD for 2025 and Ms. Rigney seconded. The motion passed 6-3, with Mr. Bryant, Mr. DeOtte, Mr. Losada, Mr. Morris, Mr. Puente, and Ms. Rigney voting for and Blaylock, Burgess, and Pena voting against.

f) Resolution 2024-5 In recognition and appreciation of service by Rich DeOtte

Mr. Losada moved to approve the resolution as presented and Ms. Pena seconded. The motion passed 9-0.

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:

- Section 551.076 – Deliberation regarding the deployment, or specific occasions for implementation, of security personnel or devices related to Board of Directors meetings

- Section 551.074 – Deliberation regarding the annual job performance evaluations of the Chief Appraiser
- Section 551.074 – Deliberation regarding the annual job performance evaluation and appointment of the Taxpayer Liaison Officer for 2025

The board recessed to Executive Session at 10:34am.

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

The board returned from Executive Session at 1:26pm.

Mr. DeOtte moved to authorize the Chief Appraiser to offer Dr. Elizabeth McIlvaine the position as the Taxpayer Liaison Officer for 2025 with compensation as budgeted. Mr. Losada seconded, and the motion passed 9-0.

Mr. Puente moved to give the Chief Appraiser a base salary increase of 2.5% effective 2/1/25. Ms. Pena seconded, and the motion passed 9-0.

10. Propose Future Agenda Items; Set Next Meeting Date; Adjourn

- a) Next Published Meeting date is at 8am on January 10th, 2025, at Tarrant Appraisal District, 2500 Handley Ederville Rd, Fort Worth, Texas.
- a) The board was asked to submit requested future agenda items to the Chairman & Chief Appraiser by email no later than 8-days prior to next scheduled meeting (to allow time for draft process and posting).
- a) The meeting adjourned at 1:30pm.



 Gloria Peña, Board Secretary

 Vince Puente, Board Chair