

**Tarrant Appraisal District  
Board of Directors Meeting Minutes  
December 14, 2023**

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, Secretary  
Mr. Jungus Jordan  
Mr. J.R. Martinez  
Mr. Tony Pompa, Chairman  
Mr. Vince Puente

**Also Participating:**

Mr. William Durham, Interim Chief Appraiser  
Mr. Matthew Tepper, TAD Attorney

Chair Pompa called the meeting to order at 9:00am and verified a quorum was present. 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. Action Items**

**a. Consent Agenda Items:**

- (1) Action regarding approval of Board of Directors meeting minutes – November 10, 2023; November 17, 2023; December 1, 2023; December 8, 2023; December 11, 2023
- (2) Action regarding renewal of annual maintenance agreements for all Environmental Systems Research Institute (ESRI) software products in support of TAD’s Geographic Information Systems (GIS) appraisal mapping system
- (3) Action regarding adoption of 2024 Tarrant Appraisal District Investment Policy
- (5) Action regarding consent to Agricultural Advisory Board member appointment
- (6) Action regarding selection of TxDIR – Atos, Backup as a Service (BaaS), Disaster Recovery as a Service (DRaaS) and Hosting
- (7) Action to Authorize Upgrade of Voice Over Internet Protocol (VOIP) Phone System

The person who had previously agreed to accept a Deputy TLO appointment notified the board on the day before this board meeting that he was withdrawing. Mr. Martinez moved to remove 6a(4) from the consent agenda and pass the remaining consent agenda items 6a(1-3 and 5-7) according to staff recommendations. This motion was seconded by Mr. Jordan and passed unanimously, 5-0.

- (4) Action regarding Appointment of Taxpayer Liaison Officer and Deputy Taxpayer Liaison for 2024

Mr. DeOtte moved to remove 'and Deputy Taxpayer Liaison Officer' from the item and appoint Shirley Jacobson as Taxpayer Liaison Officer. Mr. Martinez seconded the motion. The motion passed unanimously, 5-0.

**6b. Discussion and possible action on amending TAD's Personnel Policies and Procedures concerning Section 11.0 - "Retirement and Retiree Benefits" pertaining to the Retiree Group Medical Supplemental Insurance**

Mr. DeOtte moved to table this item until a future meeting and Mr. Martinez seconded the motion. This passed unanimously, 5-0.

The board took up item 7a next.

**7. Information Items**

**a. Report by Taxpayer Liaison Officer**

Shirley Jacobson gave the Taxpayer Liaison report.

**b. Report by Chief Appraiser**

**(1) Best Place to Work Award**

**(2) Communications Report**

This item was tabled until the next meeting.

**6c. Consider Approval to Purchase a New Queuing System to Improve Wait Time and Queue Management for Both TAD and TARB Customer Service Areas**

Brian Lipka, Interim IS Director, answered questions from the board regarding the queuing system and comparing it to the status quo. Mr. DeOtte moved to approve the purchase of the new queuing system per staff recommendation. Mr. Jordan seconded the motion and this item passed unanimously, 5-0.

**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:**

At 9:52am, the Board recessed into Executive Session as provided in Item 8 of the Agenda.

Section 551.074 – Deliberation on the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee related to the search for a permanent chief appraiser and chief appraiser interviews.

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 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 statements made by

Tarrant Appraisal District's former director of Information Services regarding the Tarrant Appraisal District's information systems.

At 5:18pm, the Board returned to Open Session as provided in Item 9 of the Agenda.

## 9. Return to Open Session

- a. The search for a permanent chief appraiser and;

No action was taken regarding this item.

- b. Security devices, security software and/or security audits.

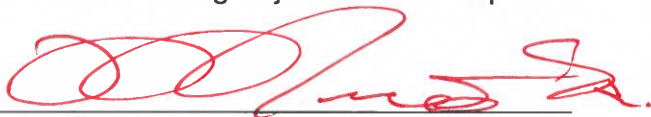
Mr. DeOtte moved to release a 3-page report of results of the investigation to the public. Mr. Jordan seconded and the vote was unanimous, 5-0. Mr. Tepper summarized the report.

## 6d Deliberation and action on options for committing unspent funds from 2023 Budget.

TCDRS Employer Representative, Erica Aguiere, presented options regarding staff recommendation 1 of this item to the board and Mr. Jordan moved to pass the staff recommendation to authorize an additional 1% COLA for a 3% total for TAD retirees for 2024, authorize additional payment of \$390,000 from the 2023 unspent funds for a total of \$1,240,000 to TCDRS for use in reducing the unfunded actuarial accrued liability, and. Mr. Puente seconded the motion and it passed unanimously, 5-0. Staff recommendations 2 and 3 from this item were tabled until the next meeting.

## 8. Propose future agenda items; Set Next Meeting Date; Adjourn

No future agenda items were proposed. The next meeting date is expected to be December 21<sup>st</sup>. The meeting adjourned at 5:48pm.



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Tony Pompa, Chairman

Vince E. Puente, SR.