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MARY LOUISE NICHOLSON
COUNTY CLERK
BY 

Notice is hereby given that on February 10, 2023, the Board of Directors of Tarrant Appraisal District will meet in open session beginning at 9:00 a.m. at 2500 Handley-Ederville Road, Fort Worth, Texas

The meeting will also be broadcast live on Facebook. The link for the broadcast:

<https://www.facebook.com/TarrantAD>

AMENDED AGENDA

(February 6, 2023)

- 1. Call to Order**
- 2. Verify Presence of Quorum and Posting of Meeting Notice**
- 3. Pledges of Allegiance**
- 4. Invocation**
- 5. Recognize Visitors; Hear Public Comments**
- 6. Action Items**
 - a. Consent Agenda Items:
Action regarding approval of Board of Directors meeting minutes –January 13, 2023
 - b. Deliberate and act on authorization of Chief Appraiser to execute sublease for real property
- 7. Discussion Items**
 - a. Discussion and possible action on TAD's conflict of interest policy
 - b. Discussion and possible action on TAD's processes for disaster recovery of its electronic data to include discussion and possible action on how TAD backs up its electronic data and TAD's efforts to insure cybersecurity
- 8. Information Items**
 - a. Report by Taxpayer Liaison Officer
 - b. Report by Chief Appraiser
- 9. Recess to executive session pursuant to the following part(s) of the Texas Open Meetings Act Government Code Ch. 551, for the following purposes:**

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- a. Section 551.072 – Deliberation regarding the possible lease of real property
- b. Section 551.071 - Consultation with TAD’s attorney regarding conflicts of interest on matters 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 conflict with the Open Meetings Act
- c. Sec. 551.074 To deliberate on personnel matters relating to conflicts of interest
- d. Section 551.089 – Deliberation regarding security devices including security assessments or deployments relating to information resources technology and network security information

10. Return to Open Session

- a. Vote on any matters considered in executive session

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

Next meeting date: Friday, May 12, 2023

Jeff Law
Executive Director/Chief Appraiser

The public is invited to address the Board during the Public Comments period under Agenda Item 5 regarding any item on the Agenda and other issues under the Board’s jurisdiction. During the Public Comments period, the Chairman will allow each speaker five minutes but may expand the time as needed if doing so will not interfere with the Board’s completing its business and adjourning its meeting at a reasonable time. The Board may refuse to hear comments on subjects not reasonably related to items on the Agenda, to policies and procedures of Tarrant Appraisal District or Tarrant Appraisal Review Board, or to other issues under the Board’s jurisdiction. The Board may not respond to comments regarding items not on the Agenda.

**Action Item 6(a): Action Regarding Approval of Board of Directors Meeting
Minutes –January 13, 2023**

Staff Recommendation:

Approve January 13, 2023 as presented.

**Tarrant Appraisal District
Board of Directors Meeting Minutes
January 13, 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 and Video Recording posted on TAD’s website at this URL:

<https://www.facebook.com/TarrantAD>

Members Present:

Ms. Kathryn Wilemon, Chairman
Mr. Rich DeOtte, Secretary
Mr. Jungus Jordan
Mr. J.R. Martinez
Mr. Tony Pompa

Not Present:

Ms. Wendy Burgess, Tax Assessor Collector

Also Participating:

Mr. Jeff Law, Chief Appraiser
Mr. Matthew Tepper, TAD Board Attorney

Ms. Wilemon called the meeting to order at 9am, and verified a quorum was present. After the pledges and invocation, the Board took up the following agenda items.

6. Recognize Visitors; Hear Public Comments

Five members of the public spoke.

7. Action Items

a. Consent Agenda Items

(1) Action regarding approval of Board of Directors meeting minutes – December 9, 2022

(2) Action regarding purchase of Tape Library System to replace existing system

Mr. Pompa asked to remove Item 7a(2) from the Consent Agenda and it was removed. This will be an Information Item at a future meeting. Mr. Jordan moved to approve the remaining Consent Agenda Item 7a(1); Mr. Martinez seconded the motion which passed unanimously. Items 7(b) and (c) were moved to after Item 11.

8. Discussion Items

Discussion follow-up regarding authorization of agent (AoA) forms

Mr. Law shared information from a meeting of the Texas Association of Appraisal Districts legislative subcommittee that he chairs regarding best practices for AoA forms.

9. Information Items

- a. Report by Taxpayer Liaison Officer
- b. Report by Chief Appraiser

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

- a. Section 551.072 – To deliberate regarding the possible lease of real property.
- b. Section 551.074 – To deliberate on and evaluate the job performance of the Executive Director/Chief Appraiser.

At 10:45am, the Board recessed into Executive Session as provided in Item 10 of the Agenda. At 1:10pm, the Board returned to Open Session as provided in Item 11 of the Agenda.

11. Return to Open Session

- a. Vote on any matters considered in executive session.

7(b). Deliberate and act on authorization of Chief Appraiser to execute sublease for real property

Mr. Martinez moved to authorize the Chief Appraiser to retain a Commercial Real Estate Agent to negotiate a lease for space that can be used for warehouse space and ARB hearings. Mr. Jordan seconded and the motion passed unanimously.

7(c). Deliberate and act on evaluation of the Executive Director/Chief Appraiser

Mr. Pompa moved to retain Jeff Law as the Executive Director/Chief Appraiser under the same terms as 2022 and Mr. Martinez seconded and the motion passed unanimously.

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

Mr. Martinez proposed a future Discussion Item to review the Human Resources Policy regarding conflict of interest in Section 12 of the Personnel Policies and Procedures Manual, Subsection P.

The next meeting date is scheduled for Friday, Friday 10th, 2023. The meeting was adjourned at 1:15pm.

Kathryn Wilemon, Chairman

Rich DeOtte, Secretary

Action Item 6(b): Deliberate and act on authorization of Chief Appraiser to execute sublease for real property

Discussion Item 7(a): Discussion and possible action on TAD's conflict of interest policy

Discussion Item 7(b): Discussion and possible action on TAD's processes for disaster recovery of its electronic data to include discussion and possible action on how TAD backs up its electronic data and TAD's efforts to insure cybersecurity