



**Notice is hereby given that on November 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>

## **AGENDA**

- 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:
    - (1) Action regarding approval of Board of Directors meeting minutes – August 11, 2023; September 18, 2023; October 2, 2023; October 18, 2023
    - (2) Consider granting a retiree pension cost of living adjustment (COLA) for 2024 and consider action of moving committed funds to the general fund to cover the cost
    - (3) Approval of the purchase of the IBM Passport Advantage Annual Software Subscription and Support Renewal
    - (4) Action regarding renewal of the annual “CoStar Suite” Subscription
    - (5) Action regarding payment of Annual Maintenance and Support services provided by Manatron, Inc. and payment of annual Escrow Fee
    - (6) Approval of the purchase of IBM FlashSystem 5200 Solution
  - b. 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
- 7. Information Items**

a. Report by Taxpayer Liaison Officer

b. Report by Chief Appraiser

(1) Status on 4<sup>th</sup> Quarter Activities

(2) Update on Comptroller's 2023 Property Value Study and upcoming 2024 MAPS Review

**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 551.074 – 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.

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.

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

Reconvene in open session for possible further discussion and possible action on items deliberated in executive session related to:

a. The search for a permanent chief appraiser; and

b. Statements made by Tarrant Appraisal District's former director of information services regarding Tarrant Appraisal District's information systems.

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

Next meeting date: Thursday, December 14, 2023

William Durham

Executive Director/Interim 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)(1): Action Regarding Approval of Board of Directors Meeting Minutes – August 11, 2023; September 18, 2023; October 2, 2023; October 18, 2023**

**Staff Recommendation:**

**Approve August 11, 2023; September 18, 2023; October 2, 2023 & October 18, 2023 Board of Directors Meeting Minutes as presented.**

**Tarrant Appraisal District  
Board of Directors Meeting Minutes  
August 11, 2023**

This meeting was conducted “in person” and in compliance with the Open Meetings Act as written in statute. 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 posted on TAD's website at this URL:

<https://www.tad.org/about/board-of-directors>  
and Video Recording posted at:  
<https://www.facebook.com/TarrantAD>

**Members Present:**

Ms. Wendy Burgess, Tax Assessor Collector (9:01 arrival)  
Mr. Tony Pompa, Chairman  
Mr. Rich DeOtte, Secretary  
Mr. Jungus Jordan  
Mr. J.R. Martinez  
Mr. Vince Puente

**Also Participating:**

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

Mr. Pompa called the meeting to order at 9:00am and verified a quorum was present. After the pledges and invocation, the board took up the following agenda items:

**5. Recognize Visitors; Hear Public Comments**

Six members of the public spoke.

**6. Public Hearing on FY 2024 Tarrant Appraisal District Annual Budget**

Three members of the public spoke.

**7. Action Items**

a. Consent Agenda Items:

- (1) Action regarding approval of Board of Directors meeting minutes – June 9, 2023.
- (2) Action regarding Award of Contract for Retiree Group Medical Supplemental Insurance for 2024
- (3) Authorize Chief Appraiser to Execute Interlocal Agreement Renewal Between Tarrant County and the Tarrant Appraisal; District for Sheriff's Department Security Services

Mr. Puente moved to remove 7a(2) from the consent agenda and it was removed. Mr. DeOtte moved to approve the remaining items, 7a(1) and 7a(3) and Mr. Martinez seconded. This motion was passed unanimously, 5-0.

Mr. Puente moved to discontinue the Group Retiree Medical Supplemental Insurance program in fiscal 2024 with an annual ramp down of the base (negotiated) amount of the benefit of the percentage paid by TAD each year over 4-5 years. 2025 \$90, 2026 \$60, 2027 \$30, and 2028 \$0. Mr. Jordan seconded. TAD Attorney Matthew Tepper advised the board that when this program was discontinued at another CAD, they were sued and lost the lawsuit. Mr. DeOtte offered a friendly amendment to maintain the benefit for current retirees and not include a ramp down and Mr. Puente accepted this friendly amendment. Mr. Jordan withdrew his second. Mr. Puente withdrew his original motion and moved to continue the program with existing retirees but eliminating the amount paid by TAD effective for employees who retire on or after January 1<sup>st</sup> of 2024. Mr. DeOtte seconded the motion. Jeff Craig, the Director of Administration, reminded the Board that this will also require a policy change by the Board. This motion passed 4-1 with Mr. Martinez against.

Mr. DeOtte moved to approve the Contract in 7a(2) for Retiree Group Medical Supplemental Insurance for 2024. Mr. Jordan seconded the motion. The motion passed unanimously 5-0.

#### 7b. Consider adoption of FY 2024 Tarrant Annual Budget

Mr. Jordan asked for the effect of Senate Bill 2 on this budget. Jeff Law explained that if the November 2023, Texas Constitutional Amendment required by Senate Bill 2 passes, it will require that the appraisal district will have to pay for the May 2024 election for a shortened term of three new at large TAD board members through the County Election office at an unknown cost. TAD expects an estimate from the County Election office next week and after receipt, the budget could be amended. This could change in a subsequent special session. Jeff Craig gave estimates for other CADs election costs.

Mr. Jordan moved to adopt the FY 2024 Tarrant Appraisal District Annual Budget and Mr. Martinez seconded. The motion passed unanimously, 5-0.

### 8. Discussion Item

Report on Senate Bill 2 passage, and potential modifications to the 2024 budget allocations for taxing units.

TAD Attorney Matthew Tepper provided a report on Senate Bill 2 that included:

1. School districts rates will be compressed and this means rates may be reduced for 2023.
2. The homestead exemption has increased from \$40,000 to \$100,000 but only for school district taxes. Senate Bill 2 also requires a Constitutional Amendment passing in November. Some local entities passed other optional exemptions.
3. The appraisal cap on non-residential homestead properties is a 20% limit increase. Taxpayers will not see this lowering until 2025. This is only for properties under \$5 million.
4. Starting January 1<sup>st</sup> there will be staggered 4-year terms for BOD members. In even numbered years, 5 members will be appointed by elected representatives of the County and in odd years, 3 members will be elected at large through the County election office. The Tax-Assessor Collector, as an ex-officio board member, begins voting July 1, 2024.

Vacancies will be filled by the board no matter how appointed or elected. The Board will return to appointing ARB members starting in 2025. Two elected at large members will have to approve each appointment.

## **9. Information Items**

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

Jeff Law gave a report on protests and the certification of the 2023 appraisal roll.

## **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 551.074 – Deliberation on the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee related to the “letter of repair” delivered to the Chief Appraiser on April 10, 2023.
- b. Hear complaints or charges made by a former employee against officers and employees of the Tarrant Appraisal District pursuant to Texas Government Code, 551.074

The Board recessed at 11:37am for a 5-minute break before going into executive session. The Board reassembled to open session at 2pm.

## **10. Return to Open Session**

- a. Vote on any matters considered in executive session

Mr. DeOtte moved for a ‘vote of confidence’ regarding the Chief Appraiser and Mr. Puente seconded. Mr. Jordan, Mr. Pompa, and Mr. Martinez voted yes and Mr. DeOtte and Mr. Puente voted no. The majority of the board voted that they have confidence in the Chief Appraiser, 3-2.

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

No items were proposed except the proposed revision resulting in the policy change regarding 7a(2). The next regular meeting was announced as November 10<sup>th</sup>. The meeting was adjourned at 2:17pm.

---

Tony Pompa, Chairman

**Tarrant Appraisal District  
Board of Directors Called Meeting Minutes  
September 18, 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. Matthew Tepper, TAD Attorney

Chair Pompa called the meeting to order at 9:04am 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**

Seven members of the public spoke.

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

At 9:29am, the Board recessed into Executive Session as provided in Item 6 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 appointment of an interim chief appraiser.

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.

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 12:03pm, the Board returned to Open Session as provided in Item 7 of the Agenda.

## **7. Return to Open Session**

- a. The appointment of an interim chief appraiser;  
Mr. DeOtte moved to appoint William Durham as the interim chief appraiser with salary the same as the previous chief appraiser but all other benefits Mr. Durham holds remain the same. Mr. Martinez seconded. The motion passed unanimously.
- b. The search for a permanent chief appraiser and;  
Mr. DeOtte moved to appoint the law firm of Matthew Tepper, MVBA, to help the board find appraisal executive recruiting firms to review for contracting services at a proposed called meeting October 2<sup>nd</sup> or October 12<sup>th</sup>. Mr. Jordan seconded and the motion passed unanimously.
- c. Statements made by Tarrant Appraisal District's former director of information services regarding Tarrant Appraisal District's information systems.  
Mr. DeOtte moved to authorize Matthew Tepper's legal firm, MVBA, to bring a report from a DIR approved IT forensics firm showing whether there was a breach and a possible scope of work for a possible full-fledged audit of the information systems. Mr. Martinez seconded. The motion passed unanimously.

## **8. Action Item**

- a. In light of the circumstances that have occurred since our last meeting to have a discussion of a Vote of Confidence, or similar vote, of the immediate past Chief Appraiser, Jeff Law.

Mr. Puente moved for a vote of no confidence in Jeff Law and Mr. DeOtte seconded. Mr. Jordan made a substitute motion to accept and acknowledge the resignation of Jeff Law, former Chief Appraiser of the Tarrant Appraisal District (TAD), as this is essential to begin to restore the public trust and confidence in the TAD organization and the fulfillment of it's mission. Mr. Martinez seconded. This motion passed unanimously. The initial motion of no confidence in former Chief Appraiser Jeff Law was again offered by Mr. Puente and seconded by Mr. DeOtte. Mr. DeOtte and Mr. Puente voted for the motion while Mr. Jordan, Mr. Pompa, and Mr. Martinez abstained. The motion passed 2-0.

- b. Discussion and possible action on the protocol to be followed when the Board of Directors needs to communicate with the public and/or the media outside of an Open Meeting.

The Board determined that the status quo of the Chair speaking to media, and through the communications consultant, on behalf of the board was sufficient and in the event that the Chair was unavailable, the Chair delegates that authority to the Secretary. Therefore, no action was taken regarding this item.

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

The only proposed future item was under 7(b) for the proposed called October 2<sup>nd</sup> meeting at 9:30am. The meeting was adjourned at 12:37 pm.

---

Tony Pompa, Chairman



**Tarrant Appraisal District  
Board of Directors Called Meeting Minutes  
October 2, 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. Matthew Tepper, TAD Attorney

Chair Pompa called the meeting to order at 9:30am 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**

One member of the public spoke.

**7(a) The search for a permanent chief appraiser**

This item was taken up before recessing to executive session. Darien George, Managing Partner of MacKenzie Eason and Gary Zeitler of Eagle Group presented and answered questions from the board.

**6. 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 10:17am, the Board recessed into Executive Session as provided in Item 6 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.

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 11:19am, the Board returned to Open Session as provided in Item 7 of the Agenda.

## **7. Return to Open Session**

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

Mr. DeOtte moved to authorize Matthew Tepper from the law firm MVBA to execute a contract with MacKenzie Eason for the search for a chief appraiser. Mr. Puente seconded the motion. Mr. Martinez abstained as he was not present for one of the presentations. The motion passed 4-0.

- b. Statements made by Tarrant Appraisal District's former director of information services regarding Tarrant Appraisal District's information systems.

No action was taken regarding this item.

## **8. Action Item**

Discussion and possible action on procedure for messages/mail received at the TAD offices for Board Members.

No action was taken. The board reiterated the importance of communicating mail addressed to the board within 24 hours. The Interim Chief Appraiser assured the Board this would be followed. The possibility of setting up @tad.org email addresses was discussed and is being looked into.

## **9. Information Items**

Interim Chief Appraiser, William Durham, reported that the letter regarding the TAD Board of Directors went to the entities on September 22, 2023 and he gave an overview of the deadline dates. He mentioned that TAD won the TCDRS Digital Hall of Fame Gold Medal for digital adoption of employee pension access. He honored Jeff Craig's forty years of service, his contribution to teaching appraising statewide, and recognized that TAD won the GFOA Certificate for Excellence in Financial Reporting again.

## **Propose future agenda items; Set Next Meeting Date; Adjourn**

The Board anticipates a called meeting at 9:30am, October 12<sup>th</sup>. The meeting was adjourned at 11:40am.

---

Tony Pompa, Chairman

**Tarrant Appraisal District  
Board of Directors Called Meeting Minutes  
October 18, 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. Tony Pompa, Chairman  
Mr. Vince Puente

**Not Present:**

Mr. J.R. Martinez

**Also Participating:**

Ms. Sharon Baxter, TAD Attorney  
Mr. Brad Patrick, Interim Director of Administration

Chair Pompa called the meeting to order at 9:02am 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**

Four members of the public spoke.

**6. 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 9:18am, the Board recessed into Executive Session as provided in Item 6 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.

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 11:50am, the Board returned to Open Session as provided in Item 7 of the Agenda.

## **7. Return to Open Session**

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

No action was taken regarding this item. Chair Pompa noted the board's intention to conduct and publish a county survey regarding the Chief Appraiser position which MacKenzie Eason will conduct. He also said they expect to hire by the end of the year.

- b. Statements made by Tarrant Appraisal District's former director of information services regarding Tarrant Appraisal District's information systems.

No action was taken regarding this item. Chair Pompa said the Board expected to receive a report by the November 10<sup>th</sup> meeting.

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

No new future agenda items were proposed. The next meeting date is expected to be November 10<sup>th</sup>. The meeting adjourned at 11:52am.

---

Tony Pompa, Chairman

**Action Item 6(a)(2): Consider granting a retiree pension cost of living adjustment (COLA) for 2024 and consider action of moving committed funds to the general fund to cover cost**

Tarrant Appraisal District (TAD) periodically provides for cost of living adjustments (COLA) to the retirement benefits for its retired employees.

In recent years, GASB Statement 68 rule changes have limited the frequency that COLAs could be granted without penalizing the plan with a “repeating COLA designation”. To avoid the designation and penalty, a COLA cannot be granted any more often than every third year.

The most recent COLA was granted in 2021. The next opportunity to grant a COLA without the “repeating COLA designation” is 2024.

In order to prefund a COLA for 2024, payment to the Texas County and District Retirement System (TDCRS) must be made by December 31, 2023. Currently, there is \$850,000 in the Retirement Unfunded Liabilities Committed Fund.

Pre-funding for a 2% COLAs is illustrated on the following chart:

**CURRENT PLAN AND PROPOSED PLAN(S)**

	Current Plan	2% prefunded
<b>Basic Plan Options</b>		
Employee Deposit Rate	7.00%	7.00%
Employer Matching	250%	250%
Application of Matching	Future Only	Future Only
Prior Service Credit	95%	95%
<b>Retirement Eligibility</b>		
Age 60 (Vesting)	8 yrs of service	8 yrs of service
Rule Of	75 yrs total age + service	75 yrs total age + service
At Any Age	30 yrs of service	30 yrs of service
<b>Optional Benefits</b>		
Partial Lump-Sum Payment at Retirement	No	No
Group Term Life	NONE	NONE
COLA	N/A	2% FLAT
<b>Retirement Plan Funding</b>		
Normal Cost Rate	10.22%	10.22%
UAAL/(OAAL) Rate	0.62%	0.62%
Required Rate	10.84%	10.84%
Elected Rate	14.00%	14.00%
Additional Employer Contribution	\$0.00	\$825,807.00

**Staff Recommendations:**

- 1) Authorize a 2% COLA for TAD retirees for 2024;**
- 2) Authorize transfer of \$850,000 from the Committed Fund for Retirement Unfunded Liabilities to the General Fund for use in reducing the unfunded actuarial accrued liability; and**
- 3) Authorize payment of \$850,000 to TCDRS for use in reducing the unfunded actuarial accrued liability of TAD's retirement plan**

**Action Item 6(a)(3): Approval of the purchase of the IBM Passport Advantage Annual Software Subscription and Support Renewal**

Tivoli Backup Solution

The IBM PassPort Advantage Annual Software Subscription and Support renewal enables the District to continue the usage of the licensed products, IBM Technical Support, and access to upgrades, updates, and fix packs on the products. The six product suite of PassPort products enables the District to perform the following functions:

- Backup and recovery functions for TAD's Windows and Linux servers.
- Hardware and software inventory control on TAD's deployed PCs and workstations.
- Maintain Windows updates, fix packs and patches as required.
- Provide the Commercial Department with the ability to analyze and calibrate their valuation models.

This purchase is for onsite daily reoccurring backups. We send this offsite to North Richland Hills

Part #	Description	Qty	Start
Date	End Date	Ext. Price	
E0LUVLL	STORAGE PROTECT SUITE ENTRY TERABYTE (1-100) ANNUAL SW S&S RNWL	5	
12/01/2023	12/31/2023	\$207.95	
E0LUVLL	STORAGE PROTECT SUITE ENTRY TERABYTE (1-100) ANNUAL SW S&S RNWL	64	
01/01/2024	12/31/2024	\$31,939.84	

Extended Subtotal: \$32,147.79

Total Client Price: \$32,147.79

This Proposal shall be governed by the following agreement: **DIR-TSO-3996**

**Staff Recommendation:**

**Approve and authorize the purchase of the IBM PassPort Advantage Annual Software Subscription and Support Renewal at an amount not to exceed \$32,147.79**

**Funds for this subscription are included in the FY 2023 Budget**

**Action Item 6(a)(4): Action regarding renewal of the annual “CoStar Suite” Subscription**

Since 2003, TAD has subscribed to CoStar Realty Information Inc. for information on comparable local, area and national sales data on commercial properties. The data is critical to the accurate valuation of commercial property. “CoStar Suite” is considered to be a premier source of valuation data in the marketplace.

Vendor’s Description of the Services provided by the “CoStar Suite” Subscription:

CoStar Property Professional – Includes full market inventory of properties and spaces, searchable by market and submarket, with details on each one. Also includes access to photos, aerials, maps, floor plans, stacking plans and more.

CoStar Comps – Includes commercial real estate comparables, across all property types. Also includes detailed sales transactions, including price, cap rates, names of buyers and sellers.

CoStar GO – Includes detailed information on properties, sales comps, tenant information and more. CoStar Go is fully integrated into a mobile platform optimizing exclusively for the iPad.

The subscription renewal provides 16 licenses that are shared among TAD’s commercial appraisal staff members. The data package subscription is priced on a monthly basis at \$6,548.85. On an annual basis, the total subscription cost is \$78,586.20.

**Staff Recommendation:**

**Authorize renewal of the annual subscription with CoStar Realty Information, Inc. for the “CoStar Suite” of services at a total cost not to exceed \$78,586.20.**

**Funds for this subscription are included in the FY 2024 Budget**



**Action Item 6(a)(5): Action regarding payment of Annual Maintenance and Support services provided by Manatron, Inc. and payment of annual Escrow Fee**

Amendment #1 to Agreement TX2010.014, the contract between TAD and Manatron, Inc. for the purchase and ongoing support of the Aumentum software previously approved by this Board, requires TAD to make annual maintenance and support payments through 2024.

2024 is Year #10 on the following schedule and the amount of annual maintenance and support fees due for 2024 is the \$310,586 in the "Adjusted Annual Price" column:

**ANNUAL MAINTENANCE AND SUPPORT FEES**

<b>Software Product</b>	<b>Original Annual Price</b>	<b>Adjusted Annual Price</b>
GRM Records, Enterprise Edition		
GRM Real Property (CAMA)		
GRM Personal Property		
GRM Assessment Administration		
GRM Appeals Management (includes ARB functionality & iSettle)		
<b>Total Annual Software Support Services Fees:</b>	<b>\$259,885.00</b>	
Adjusted Total Annual Software Support Services Fees: Year #1	\$259,885	\$259,885
Adjusted Total Annual Software Support Services Fees: Year #2	\$267,682	\$265,082
Adjusted Total Annual Software Support Services Fees: Year #3	\$275,712	\$270,384
Adjusted Total Annual Software Support Services Fees: Year #4	\$283,983	\$275,792
Adjusted Total Annual Software Support Services Fees: Year #5	\$292,503	\$281,307
Adjusted Total Annual Software Support Services Fees: Year #6	\$301,278	\$286,934
Adjusted Total Annual Software Support Services Fees: Year #7	\$310,316	\$292,672
Adjusted Total Annual Software Support Services Fees: Year #8	\$319,626	\$298,526
Adjusted Total Annual Software Support Services Fees: Year #9	\$329,215	\$304,496
Adjusted Total Annual Software Support Services Fees: Year #10	\$339,091	\$310,586

Manatron's invoice also includes an annual Escrow Fee for 2024 paid through Manatron to a third party, NGC Group (fka Iron Mountain), to maintain a current version of the Aumentum software source code. The annual escrow fee for this deposit account is \$2,787.00.

**Staff Recommendation:**

**Authorize payment of the annual software maintenance and support fee in the amount of \$310,586 and the annual escrow fee in the amount of \$2,787, for a total payment to Manatron, Inc. of \$313,373**

**Funds are available in the FY 2024 budget**

**Action Item 6(a)(6): Approval of the purchase of IBM FlashSystem 5200 Solution**

This is a direct replacement for the IBM FlashSystem 5030 TAD is currently using. The IBM 5030 was purchased in 2017 and is now End of Life/ End of Support by IBM. This is a SAN Storage device that uses multi-channel, multi controller technology for redundancy, uptime and performance. The IBM FlashSystem 5200 System TAD is purchasing in this proposal contains the following technology:

- 100% Flash-Based --> IBM FlashCore Modules (FCM)
- 77 TiB Usable Capacity
- Integrated Data-at-Rest Encryption
- 512 GB System Memory
- (8) 16Gb FC SAN Ports
- 3-Year IBM Expert Care Advanced: 24x7x4

Part #	Description	Qty	Ext. Price
4662-6H2	4662-6H2 #1:IBM FLASHSYSTEM 5200 NVME CO	1	\$8,925.00
4662-6H2-9730	POWER CORD - PDU CONNECTION	1	\$14.28
4662-6H2-AGSB	9.6TB FLASHCORE MODULE 3	10	\$38,046.00
4662-6H2-AKCH	STANDARD S&H INDICATOR	1	\$0.00
4662-6H2-ALB3	16 GB FC 4 PORT ADAPTER CARDS (PAIR)	1	\$2,244.00
4662-6H2-ALE0	ENCRYPTION ENABLEMENT	1	\$1,275.00
4662-6H2-ALEC	ENCRYPTION USB FLASH DRIVES (FOUR PACK)	1	\$102.00
4662-6H2-ALG1	512 GB BASE CACHE	1	\$5,446.80
4663-A03	4662-6H2 #1.3 YEAR EXPERT CARE ADVANCED	1	\$11,771.15
5773-STG	SUPPORT LINE FOR STORAGE - 3 YEAR	1	\$0.00
FREIGHT SE	FREIGHT	1	\$0.00
<b>Extended Subtotal:</b>			<b>\$67,824.23</b>
<b>Total Client Price:</b>			<b>\$67,824.23</b>

This Proposal shall be governed by the following agreement: DIR-TSO-3996

**Staff Recommendation:**

**Approve and authorize the purchase of the IBM FlashSystem 5200 Solution at an amount not to exceed \$67,824.23**

**Funds for this subscription are included in the FY 2023 Budget**

**Action Item 6(b): 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**

At its August 11, 2023 meeting, the Board expressed its desire to discontinue paying for some or all of a qualified retiree's premium for a supplemental Medicare policy.

The original plan proposed would have considered 2023 as base year with a \$150 maximum amount paid per month by TAD for the qualified retiree and then in successive years beginning in 2024 the amount would start at \$120 and reduce to zero dollars in 2028.

After discussion, the plan was altered to allow that retirees and those that retire before January 1, 2024 would continue to be offered a Medicare supplement or equivalent with the maximum monthly premium paid by TAD at \$150.00. Eligible spouse can take advantage of the offered plan at 100% of the premium paid by the spouse. For those retiring on or after January 1, 2024, they will be offered the same policy, but TAD will not pay any of the premium.

**Background on retiree medical benefits:**

- 1) The Board each year decides whether or not to provide a medical benefit to its retirees. In this context, "retirees" means those who terminate employment with TAD while participating in, vested in, and eligible for retirement benefits under the terms of Texas County and District Retirement System. Since TAD first provided such benefits in 1989, providing medical benefits for retirees has required annual approval by the Board.
- 2) Currently, TAD has two categories of retirees: those who retire at age 65 or older and those "early retirees" who retire before reaching age 65.
- 3) TAD's providing medical benefits for retirees has been premised on the assumption that those who retire at age 65 or older will be eligible for Medicare benefits.
- 4) For those who retire at age 65 or older, TAD makes available and pays part of the cost of a "Medicare supplement" insurance plan. In the early years of providing such insurance, the Board determined that it would make a monthly cash payment directly to those who were not eligible under the insurance plan because they lived outside its coverage area, with the payment equal to what TAD would pay on their behalf if they lived in the coverage area. Doing so was premised on the assumption that such retirees would use the payment to purchase their own "Medicare supplement" or similar insurance plan. The option of receiving such direct cash payment was subsequently offered to any retiree age 65 or older.

- 5) Early retirees may choose to continue to participate, until they reach age 65, in the medical insurance coverages that TAD makes available to its then current active employees but must pay the full cost of the coverage for their (and their spouses if such coverage is elected) without any financial contribution from TAD. When an early retiree reaches age 65, he or she becomes eligible to take advantage of any "Medicare supplement" or similar insurance plan or the monthly case payment that TAD then makes available to those who retire at age 65 or older.
- 6) With the cost of "Medicare supplement" insurance plans rising and the issue of reducing governmental bodies' unfunded liabilities coming into sharper focus, the Board elected in 2013 to "cap" at \$150.00 per month the amount that TAD would pay toward the premium of such insurance or pay directly to retirees in lieu of such insurance. As a result, since 2013 retirees must pay any amounts over that \$150.00 per month.
- 7) At present in 2023, we have **83** active retirees.
- 8) For FY 2023 (current) those retirees selecting the provided BlueCross BlueShield of Texas supplemental policy do not pay any additional monthly premium above the \$150.00 cap as the monthly cost of premium for 2023 is currently \$120.30. If the retiree elects to include a spouse, the retiree pays the entire \$120.30 for the spouse's monthly premium.

#### **Contract award for retiree group medical insurance for 2024:**

The Board acted in August to approve the plan offered by Blue Cross/Blue Shield.

For discussion and possible action, TAD staff has proposed three options:

Option A: Make no change to current practices and make no change to TAD Personnel Policies and Procedures Section 11.0

Option B: The premium quoted is below the \$150 capped monthly rate, Current retirees and, as proposed, those retiring prior to January 1, 2024 would not pay anything in additional monthly premiums. Those employees retiring on or after January 1, 2024 would pay the entire \$120.30 premium. Any spouses added to the plan would pay the full premium. Section 11.0 (4) of TAD's Personnel Policies and Procedures would be updated as listed here:

For retired employees and those who retire before January 1, 2024, the employee's premium for the insurance or alternative plan will be paid by TAD in an amount not to exceed \$150.00 per month. Any additional amount above the \$150.00 monthly premium will be paid by the retiree. Retiree's spouse may participate, but will pay the full premium. Employees who retire on or after January 1, 2024 will have one or more insurance or alternative plans available to them, but the retiree in this case will pay the full premium ~~To~~

~~the extent the District's Board of Directors authorizes the aforementioned retiree medical insurance benefits : said benefits shall be governed by the applicable insurance plan(s) issued by the provider~~

Option C: The premium quoted is below the \$150 capped monthly rate, Current retirees and, those active as of December 31, 2023, would not pay anything in additional monthly premiums when they retire. Those employees hired on or after January 1, 2024, would pay the entire \$120.30 premium. Any spouses added to the plan would pay the full premium. Section 11.0 (4) of TAD's Personnel Policies and Procedures would be updated as listed here:

For retired and active employees as of December 31, 2023, for those that meet the retiree medical insurance stipulations under sections 1 and 2 above, the employee's premium for the insurance or alternative plan will be paid by TAD in an amount not to exceed \$150.00 per month. Any additional amount above the \$150.00 monthly premium will be paid by the retiree. Retiree's spouse may participate, but will pay the full premium. Employees hired on or after January 1, 2024 will have one or more insurance or alternative plans available to them, but the retiree in this case will pay the full premium ~~To the extent the District's Board of Directors authorizes the aforementioned retiree medical insurance benefits : said benefits shall be governed by the applicable insurance plan(s) issued by the provider~~

**Staff Recommendation:**

**Make no change to current practice and make no change to TAD Personnel Policies and Procedures Section 11.0 pertaining to the Retiree Group Medical Supplemental Insurance**