

**Tarrant Appraisal District  
Board of Directors Meeting Minutes  
March 1, 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:**

Mr. Rich DeOtte  
Mr. Alan Blaylock  
Mr. Gary Losada  
Ms. Gloria Peña, Secretary  
Mr. Vince Puente, Chairman

**Also Participating:**

Mr. Joe Don Bobbitt, Chief Appraiser  
Mr. Brad Patrick, Director of Administration  
Ms. Sharon Baxter, TAD Attorney

Vince Puente called the meeting to order at 8:01am, 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**

Mr. Crouch and Mr. Bennett spoke.

**6. Information Items**

**a. Report by Chief Appraiser – Updates regarding: Staff Introduction, Public Outreach, Property Value Study, Training & Education, CAMA Conversion & Building**

Support Services Director Donna Perlick familiarized the board regarding that department. Mr. Bobbitt covered the items written in his report.

**7. Action Items**

**a. Consent Agenda Items:**

Mr. Blaylock withdrew 7a(2) from the consent agenda.

**7a(1) Action regarding approval of Board of Directors meeting minutes - February 9, 2024.**

**7a(3) Action regarding approval of contract for McCreary, Veselka, Bragg & Allen, PC to serve as the legal counsel.**

Mr. DeOtte moved to approve the remaining consent agenda items 7a(1&3) as presented- the meeting minutes from 2/9/24 and the contract for 2024 with MVBA, PC. Mr. Losada seconded. The motion passed unanimously, 5-0.

**7a(2) Action regarding staff recommendation for renewal of End User License Agreement (EULA) for Marshall & Swift Rate Tables and Moore's Precision Rate Tables.**

Mr. Losada moved to approve the use of the rate tables for 2024 at a cost not to exceed \$92,704.51 and Mr. Blaylock seconded. The motion passed unanimously 5-0.

**b. Review, deliberate and act on contracts, billing agreements, written or verbal in excess of \$50,000 not previously reviewed.**

Ms. Peña moved to approve work performed by Improving Dallas in November and December 2023 at a total of \$45,500 and Mr. DeOtte seconded. The vote passed unanimously 5-0.

**c. Review and discuss salary and position changes not originally listed in the 2024 budget.**

Ms. Peña moved to approve the staff recommendation to proceed with the proposed budget amendment per the prescribed manner in the Property Tax Code (which does not increase the overall budget). Mr. DeOtte seconded and the motion passed, 5-0.

**d. Review and discuss possible action on TAD Personnel Policy Manual changes.**

Mr. DeOtte moved to separate the staff recommendation of two items-7.0(A)(4)(f) & 7.0(A)(8) into two separate votes and Mr. Puente seconded. The vote was unanimous, 5-0. Ms. Pena moved to pass the staff recommendation on 7.0(A)(4)(f) and Mr. DeOtte seconded. Mr. DeOtte moved to pass the policy language to be amended to reflect a 2.5% salary increase at the proof of passing the Level IV exam and a 2.5% salary increase at the receipt of the RPA certification. This passed 4-1, Mr. Puente voting against.

**e. Review, discuss and action on ballot for upcoming Board of Directors general election.**

Ms. Peña moved to approve the ballot language as presented and Mr. DeOtte seconded; This motion passed, unanimously, 5-0.

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

Mr. DeOtte moved to approve the red-lined version labeled 'Copy 1' in the packet and Mr. Losada seconded. Mr. DeOtte amended his motion to change the regular meeting start time to 8am and Mr. Losada agreed. Mr. Puente offered a friendly amendment to add the word 'two' to the phrase 'any member may place an item on the agenda' and Losada seconded. Mr. DeOtte offered a friendly amendment to add page numbers and this was seconded by Mr. Losada. Ms. Peña offered a friendly amendment to change the word 'of' to 'or' in the phrase 'chief of secretary'. All four changes were accepted by Mr. DeOtte and Mr. Losada. The vote was 4-1 in favor of the motion as amended with Ms. Peña against.

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

No items were proposed as future agenda items. The board expects to meet in a called meeting on April 5<sup>th</sup> and the next regular meeting date is May 10<sup>th</sup>, 2024. The meeting adjourned at 10:07am.

  
Vince Puente, Presiding Officer

  
Gloria Peña, Board Secretary