

**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.

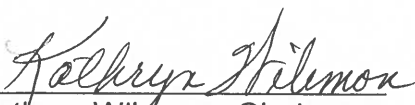
### 7(c). Deliberate and act on evaluation of the Executive Director/Chief Appraiser

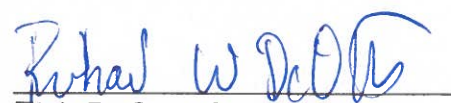
Mr. Pompa moved to retain Jeff Law as the Executive Director/Chief Appraiser under the same terms as 2022 and Mr. Martinez seconded and the motion passed unanimously.

## 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 10<sup>th</sup>, 2023. The meeting was adjourned at 1:15pm.

  
Kathryn Wilimon, Chairman

  
Rich DeOtte, Secretary