

TRAVIS CENTRAL APPRAISAL DISTRICT

BOARD OFFICERS
RICHARD LAVINE
CHAIRPERSON
KRISTOFFER S. LANDS
VICE CHAIRPERSON
ED KELLER
SECRETARY/TREASURER



MARYA CRIGLER
CHIEF APPRAISER

BOARD MEMBERS
TOM BUCKLE
BRUCE ELFANT
SHELLDA D. GRANT
DENNY HAMILL
ELEANOR POWELL
RICO REYES
BLANCA ZAMORA-GARCIA

TCAD - BOARD OF DIRECTORS MINUTES OF THE DECEMBER 7, 2015 MEETING

1. Call to order

2. Determination of Quorum

Richard Lavine called to order the regular meeting of the Travis Central Appraisal District Board of Directors at 11:30 AM on December 7, 2015 at 8314 Cross Park Dr, Austin, TX 78754. Mr. Lavine recognized a quorum was present and called the meeting to order at 11:37 am. Board members present were Richard Lavine, Chair; Kristoffer Lands, Vice-Chair; Ed Keller, Secretary; Tom Buckle; Bruce Elfant; Shellda Grant; Denny Hamill; Rico Reyes and Blanca Zamora-Garcia. Eleanor Powell was absent from the meeting. Also present were Marya Crigler, Chief Appraiser; Sharon Baxter, Legal Counsel; and Leana Mann, Finance & Facilities Officer.

3. Citizens Communication

There being no citizen's communication the Board moved onto item number 4.

4. Approval of minutes from last meeting

The BOD approved the minutes from the November 2, 2015 as presented.

MOTION: Adopt the November 2nd minutes as amended – Changed Blanca Zamora-Garcia's vote to abstain instead of sustain on Item #4.

RESULT: **APPROVED [UNANIMOUS]**

MOVER: Denny Hamill **SECONDER:** Bruce Elfant

AYES: Lavine, Keller, Grant, Reyes

5. Received report from Taxpayer Liaison.

Members of the Board heard from Henry Johnson, TCAD Taxpayer Liaison

RESULT: Discussed

6. Received report from ARB Chairperson.

Members of the Board heard from Martin Wilbanks, ARB Chairperson

RESULT: Discussed

7. Received report from Chief Appraiser

Members of the Board heard from Marya Crigler, TCAD Chief Appraiser and Leana Mann, Finance & Facilities Officer

RESULT: Discussed

8. Discussion & action of the General Policy for Public Access

Members of the Board heard from Marya Crigler, TCAD Appraiser

MOTION: Approve the change to the General Policy for Public Access regarding Board of Director meetings

RESULT: **APPROVED** [UNANIMOUS]

MOVER: Denny Hamill **SECONDER:** Ed Keller

AYES: Lavine, Lands, Buckle, Grant, Reyes, Zamora-Garcia

9. Discussion & action on policy for communicating with the Administrative Judge

Members of the Board heard from Marya Crigler, TCAD Chief Appraiser

MOTION: Adopt the policy for communicating with the Administrative Judge

RESULT: **APPROVED** [UNANIMOUS]

MOVER: Rico Reyes **SECONDER:** Kristoffer Lands

AYES: Lavine, Keller, Buckle, Grant, Hamill, Zamora-Garcia

10. Discussion and action on revisions to 2015-2016 reappraisal plan

Members of the Board heard from Marya Crigler, TCAD Chief Appraiser

MOTION: Approve revisions to the 2015-2016 reappraisal plan

RESULT: **APPROVED** [UNANIMOUS]

MOVER: Tom Buckle **SECONDER:** Rico Reyes

AYES: Lavine, Lands, Keller, Grant, Hamill, Zamora-Garcia

11. Discussion and action on Capitol Appraisal Group Contract

Members of the Board heard from Marya Crigler, TCAD Chief Appraiser

MOTION: Approve the Capital Appraisal Group contract

RESULT: **APPROVED** [UNANIMOUS]

MOVER: Denny Hamill **SECONDER:** Keller

AYES: Lavine, Lands, Buckle, Grant, Reyes, Zamora-Garcia

12. Discussion & action on line item transfers and budget amendments

Members of the Board heard from Marya Crigler, TCAD Chief Appraiser and Leana Mann, Finance & Facilities Officer

MOTION: Approve the line item transfers as presented

RESULT: **APPROVED** [UNANIMOUS]

MOVER: Denny Hamill **SECONDER:** Rico Reyes

AYES: Lavine, Lands, Buckle, Grant, Hamill, Zamora-Garcia

MOTION: Approve the budget amendments as presented

RESULT: **APPROVED** [UNANIMOUS]

MOVER: Tom Buckle **SECONDER:** Rico Reyes

AYES: Lavine, Keller, Lands, Grant, Hamill, Zamora-Garcia

13. Discussion & action of Chief Appraiser's annual performance review & employment contract

RESULT: Discussed in executive session

At 12:36pm, the Board moved to executive session for Item No.13 & Item No. 14, TO DELIBERATE ANY MATTER AUTHORIZED BY TEXAS GOVERNMENT CODE SEC. 551.001 et sec [THE TEXAS OPEN MEETING ACT] INCLUDING Sec. 551.071. Consultation with attorney regarding pending or contemplated litigation, settlement offers, and matters on which the attorney has a duty to advise the Board under the Texas Disciplinary Rules of Professional Conduct of the State Bar of Texas.

14. Discussion and action on appeals report and litigation update to include the City of Austin lawsuit, appeal of ARB orders on Mueller Affordable Homes, and EEOC complaint

RESULT: Discussed in executive session

At 1:12pm, the Board resumed the public session, Item No. 13 will carry over to the January board meeting.

15. Discussion and action on future agenda items

- a) Next meeting January 11th at 11:30am
- b) Chief Appraiser's annual performance review & employment contract
- c) Selection of ARB Chair & Secretary
- d) Approval of Ag Advisory Board

16. Adjournment

Kristoffer Lands adjourned the meeting at 1:15 pm.

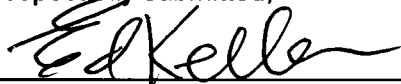
MOTION: Adjourn meeting

RESULT: **APPROVED** [UNANIMOUS]

MOVER: Kristoffer Lands **SECONDER:** Rico Reyes

AYES: Lavine, Keller, Buckle, Grant, Hamill, Zamora-Garcia

Respectfully submitted,



Ed Keller, Secretary

Approved:



Richard Lavine, Chairperson

