

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
BRUCE GRUBE
ELEANOR POWELL
RICO REYES
JAMES VALADEZ
BLANCA ZAMORA-GARCIA

TCAD - BOARD OF DIRECTORS MINUTES OF THE MAY 30, 2017 MEETING

1. Call to order

2. Establishment of Quorum

Richard Lavine called to order the regular meeting of the Travis Central Appraisal District Board of Directors and recognized a quorum was present at 11:36 am on May 30, 2017 at 8314 Cross Park Dr., Austin, TX 78754. Board members present were Richard Lavine, Chair; Kristoffer Lands, Vice-Chair, Ed Keller, Secretary; Tom Buckle; Eleanor Powell; Rico Reyes; James Valadez and Blanca Zamora-Garcia. Bruce Grube and Bruce Elfant were not present. Also present were Marya Crigler, Chief Appraiser, Leana Mann, Finance & Facilities Director, Sharon Baxter, In-house Attorney and Lonnie Hendry, Commercial Director.

3. Citizens Communication

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

Skipped to Item #9

4. Approval of the minutes of the April 3, 2017 meetings to include: General meeting and ARB Subcommittee meeting

MOTION: Approve the minutes for the General meeting as amended.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: James Valadez **SECONDER:** Blanca Zamora-Garcia
AYES: Ed Keller; Richard Lavine; Kristoffer Lands and Eleanor Powell

5. Received report from Taxpayer Liaison

Members of the Board heard from Martin Wilbanks, TCAD Taxpayer Liaison and Marya Crigler, Chief Appraiser

RESULT: Discussed

6. Received report from ARB Chairperson

Members of the Board heard from Betty Thompson, ARB Chairperson and Marya Crigler, Chief Appraiser

RESULT: Discussed

7. Chief Appraiser report to include: 2017 certification efforts, legislative update, community outreach, IAAO conference, review of accounting statements and personnel status

Members of the Board heard from Marya Crigler, Chief Appraiser

RESULT: Discussed

8. Presentation of award for distinguished budget presentation award

RESULT: Marya Crigler, Chief Appraiser presented Leana Mann, Finance Director with The Distinguished Budget Presentation Award

Item# 9-14 completed - Returned to Item# 15

9. Discussion and action on 2018 proposed budget

Members of the Board heard from Leana Mann, Finance Director and Marya Crigler, Chief Appraiser

RESULT: Discussed

10. Discussion and action on 2016 financial audit

Members of the Board heard from Laura Lambert on behalf of Weaver & Tidwell, LLC, Leana Mann, Finance Director and Marya Crigler, Chief Appraiser

MOTION: Approve the 2016 financial audit report as presented.

RESULT: **APPROVED [UNANIMOUS]**

MOVER: Ed Keller **SECONDER:** Rico Reyes

AYES: Tom Buckle; Richard Lavine; Kristoffer Lands; Eleanor Powell; James Valadez and Blanca Zamora-Garcia

11. Discussion and action on bank depository contract extension

Members of the Board heard from Leana Mann, Finance Director and Marya Crigler, Chief Appraiser

MOTION: Extend the bank depository contract with Wells Fargo for an additional two year term

RESULT: **APPROVED [UNANIMOUS]**

MOVER: Tom Buckle **SECONDER:** Eleanor Powell

AYES: Ed Keller; Richard Lavine; Kristoffer Lands; James Valadez And Rico Reyes

ABSTAIN: Blanca Zamora-Garcia

At 11:58 am, the Board moved to executive session for Item Nos. 12, 13, & 14; TO DELIBERATE ANY MATTER AUTHORIZED BY TEXAS GOVERNMENT CODE SEC. 551.001 et seq [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.

At 12:42 pm, the Board resumed the public session and returned to Item No. 12.

12. Discussion and action on resolution regarding policy and procedures for responding to complaints filed with the Texas Department of Licensing and Regulation against licensed tax professionals employed by the District, including conditions for legal representation and indemnification.

MOTION: Approve the Resolution as presented.

RESULT: **APPROVED [UNANIMOUS]**

MOVER: Rico Reyes **SECONDER:** Blanca Zamora-Garcia

AYES: Ed Keller; Richard Lavine; Kristoffer Lands; Eleanor Powell and James Valadez

13. Discussion and action on engagement of legal counsel to represent chief appraiser on TDLR complaint matter.

MOTION: Approve the engagement of legal counsel
RESULT: APPROVED [UNANIMOUS]
MOVER: Rico Reyes **SECONDER:** Eleanor Powell
AYES: Ed Keller; Richard Lavine; Kristoffer Lands; James Valadez and Blanca Zamora-Garcia

14. Discussion and action on appeals by chief appraiser pursuant to section 42.02(a)

MOTION: Approve the Resolution as presented.
RESULT: APPROVED [UNANIMOUS]
MOVER: Blanca Zamora-Garcia **SECONDER:** Rico Reyes
AYES: Ed Keller; Richard Lavine; Kristoffer Lands; Eleanor Powell; and James Valadez

Returned to Item #4

15. Discussion and action on appeals report and litigation motion:

RESULT: Discussed in executive session


16. Discussion and action on future agenda items

- a. Next meeting 09/05/17 at 11:35am
- b. Public hearing regarding 2018 Budget
- c. Adopt 2018 budget
- d. Audit Contract Request for Proposal presentation

17. Adjournment

MOTION: Adjourn meeting at 1:22 pm
RESULT: **APPROVED** [UNANIMOUS]
MOVER: Kristoffer Lands **SECONDER:** Eleanor Powell
AYES: Tom Buckle; Ed Keller; Richard Lavine; Rico Reyes and James Valadez

Respectfully submitted,



Ed Keller, Secretary

Approved:


Richard Lavine, Chairperson