

# 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 NOVEMBER 6, 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 November 6, 2017 at 8314 Cross Park Dr., Austin, TX 78754. Board members present were Richard Lavine, Chair, Ed Keller, Secretary; Tom Buckle; Bruce Elfant; Bruce Grube; Rico Reyes; James Valadez and Blanca Zamora-Garcia. Kristoffer Lands and Eleanor Powell were not present. Also present were Marya Crigler, Chief Appraiser and Leana Mann, Finance & Facilities Director
3. **Citizens Communication**

Members of the Board heard from Jan Ozias & Lorraine Chammah
4. **Approval of the minutes of the September 5, 2017 meetings to include: Public hearing and General meeting**

**MOTION:** Approve the minutes for the Public Hearing  
**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** Ed Keller      **SECONDER:** Blanca Zamora-Garcia  
**AYES:** Bruce Grube; Tom Buckle; Richard Lavine; Rico Reyes; James Valadez

**MOTION:** Approve the minutes for the General meeting as amended.  
**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** Bruce Grube      **SECONDER:** Rico Reyes  
**AYES:** Tom Buckle; Ed Keller; Richard Lavine; James Valadez and Blanca Zamora-Garcia
5. **Received report from Taxpayer Liaison**

Members of the Board heard from Martin Wilbanks, TCAD Taxpayer Liaison  
**RESULT:** Discussed
6. **Received report from ARB Chairperson**

Members of the Board heard from Betty Thompson, ARB Chairperson  
**RESULT:** Discussed
7. **Discussion and action on application, interviews and timeline for appointing 2018 ARB Chair & Secretary**

Members of the Board heard from Marya Crigler, Chief Appraiser  
**MOTION:** ARB Chair to continue in current capacity until new Chair and Secretary are appointed  
**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** Tom Buckle      **SECONDER:** Ed Keller  
**AYES:** Bruce Grube; Richard Lavine; Rico Reyes; James Valadez and Blanca Zamora-Garcia
8. **Received report from Chief Appraiser to include: 2018 field work status, late protest hearings, Admin Judge and ARB appointment efforts, public relations plans, legislative interim charges, 25.25b corrections, review of accounting statements, and personnel status**

Members of the Board heard from Marya Crigler, Chief Appraiser and in regards to accounting statement the Board heard from Leana Mann, Finance Director  
**RESULT:** Discussed

**9. Discussion and action on line item transfers and budget amendments**

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

**MOTION:** Approve line item transfers as presented  
**RESULT:** **APPROVED [UNANIMOUS]**  
**MOVER:** Blanca Zamora-Garcia **SECONDER:** Ed Keller  
**AYES:** Tom Buckle; Bruce Grube; Richard Lavine; Eleanor Powell; Rico Reyes; James Valadez

**MOTION:** Approve budget amendments as presented  
**RESULT:** **APPROVED [UNANIMOUS]**  
**MOVER:** James Valdez **SECONDER:** Tom Buckle  
**AYES:** Bruce Grube; Richard Lavine; Rico Reyes; Blanca Zamora-Garcia; Ed Keller

**10. Presentation Of International Association of Assessment Officers Distinguished Jurisdiction Award**

Members of the Board heard from Marya Crigler, Chief Appraiser

**RESULT:** Ms. Crigler shared the International Association of Assessment Officers Distinguished Jurisdiction Award

**11. Presentation of Government Finance Officers Association Popular Annual Financial Report Award**

Members of the Board heard from Marya Crigler, Chief Appraiser

**RESULT:** Ms. Crigler presented the Government Finance Officers Association Popular Annual Financial Report Award to Leana Mann, Finance Director

**12. Discussion and action on appeals report and litigation and appeals by chief appraiser pursuant to Section 42.02**

**RESULT:** DISCUSSED in executive session

**13. Discussion and action on future agenda items**

- a. ARB Attendance Policy
- b. Any other ARB policies
- c. Taxpayer Liaison Officer
- d. Chief Appraiser Contract

**14. Adjournment**

**MOTION:** Adjourn meeting at 1:28pm  
**RESULT:** **APPROVED [UNANIMOUS]**  
**MOVER:** Bruce Grube **SECONDER:** Ed Keller  
**AYES:** Tom Buckle; Richard Lavine; Rico Reyes; James Valadez and Blanca Zamora-Garcia

Respectfully submitted,

  
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Ed Keller, Secretary

Approved:

  
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Richard Lavine, Chairperson