

TRAVIS CENTRAL APPRAISAL DISTRICT

BOARD OFFICERS
BLANCA ZAMORA-GARCIA
CHAIRPERSON
BRUCE GRUBE
VICE CHAIRPERSON
JAMES VALADEZ
SECRETARY



MARYA CRIGLER
CHIEF APPRAISER

BOARD MEMBERS
THERESA BASTIAN
TOM BUCKLE
BRUCE ELFANT
ANTHONY NGUYEN
ELEANOR POWELL

TCAD - BOARD OF DIRECTORS MINUTES OF THE OCTOBER 16, 2018 MEETING

1. Call to order

2. Establishment of Quorum

Blanca Zamora-Garcia called to order the regular meeting of the Travis Central Appraisal District Board of Directors (BOD) and recognized a quorum was present at 11:30AM on October 16, 2018 at 8314 Cross Park Dr., Austin, TX 78754. Board members present were Blanca Zamora-Garcia, Chairperson; Theresa Bastian; Bruce Elfant; Anthony Nguyen; Eleanor Powell and James Valadez. Bruce Grube, Vice Chairperson; and Tom Buckle were not present. Also present were Marya Crigler, Chief Appraiser; Lonnie Hendry, Deputy Chief Appraiser and Leana Mann, Director of Operations.

3. Election of officer(s) for the board of directors: Secretary/Treasurer

James Valadez was nominated as Secretary/Treasurer

MOTION: Approve James Valadez as Secretary/Treasurer

RESULT: APPROVED [UNANIMOUS]

MOVER: Eleanor Powell **SECONDER:** Anthony Nguyen

AYES: Theresa Bastian; James Valadez and Blanca Zamora-Garcia

4. Citizens Communication

Ryan Steglich with Leadership Austin

5. Approval of the minutes of the ~~August 27, 2018~~ ^{October 16, 2018} regular meeting:

MOTION: Approve the minutes as presented.

RESULT: APPROVED [UNANIMOUS]

MOVER: Theresa Bastian **SECONDER:** James Valadez

AYES: Anthony Nguyen; Eleanor Powell; and Blanca Zamora-Garcia

6. Received report from Taxpayer Liaison

Members of the Board heard from Martin Wilbanks, TCAD Taxpayer Liaison

RESULT: Discussed

7. Received report from Appraisal Review Board (ARB) Chairperson

Members of the Board heard from Betty Thompson, ARB Chairperson

RESULT: Discussed

8. Discussion and action on application, interviews and timeline for appointing 2019 ARB Chairman and Secretary

Members of the Board heard from Marya Crigler, Chief Appraiser

RESULT: Discussed

9. **Chief Appraiser report to include: 2018 protest/certification status, formal hearings at Expo Center, Tax Transparency Website, review of accounting statements, personnel status and 25.25b report**

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

RESULT: Discussed

Skipped to Item #13

10. **Discussion of open meetings act applicability to Board Member communications**

RESULT: Discussed in Executive Session

11. **Discussion and action on the "Policies of the Travis Central Appraisal District"**

Members of the Board heard from Marya Crigler, Chief Appraiser

RESULT: Discussed in Executive Session

12. **Discussion and follow up questions regarding attorney general opinion KP-0215 and similar issues related to other taxing authorities**

RESULT: Discussed in Executive Session

13. **Discussion and action on TCAD Board's 2019 Legislative priorities, including possible appointment of a Legislative Subcommittee**

Members of the Board heard from Marya Crigler, Chief Appraiser

RESULT: Discussed – will revisit to create subcommittee once all of the Board positions are filled

Skipped to Item #16

14. **Discussion of Travis County Commissioner court decision to reject TCAD contract to rent Travis County Expo Center for ARB Formal Hearings and discussion and action on options for alternative locations**

RESULT: Discussed in Executive Session

At 2:00 PM, the Board resumed the public session and returned to Item No. 16.

15. **Discussion and action on ownership or lease of real property including possible lease, construction, purchase, and conveyance**

MOTION: Authorization for the negotiation and lease of replacement space for TCAD operation consistent with direction given in executive session with final approval subject to the BOD.

RESULT: **APPROVED** [UNANIMOUS]

MOVER: James Valadez **SECONDER:** Eleanor Powell

AYES: Theresa Bastian; Anthony Nguyen and Blanca Zamora-Garcia

16. **Discussion and action on dispensing with 25.19 notices if the amount of increase is \$1,000 or less**

Members of the Board heard from Marya Crigler, Chief Appraiser; Leana Mann, Director of Operations

MOTION: Dispense with 25.19 notices if the amount of increase is \$1000 or less as presented.

RESULT: **APPROVED** [UNANIMOUS]

MOVER: Anthony Nguyen **SECONDER:** Eleanor Powell

AYES: Theresa Bastian; James Valadez and Blanca Zamora-Garcia

17. Discussion and action on deadline for approval of appraisal records

Members of the Board heard from Marya Crigler, Chief Appraiser

MOTION: Approval for the Appraisal Review Board to postpone the deadline to approve the tax year 2019 appraisal records to a date not later than August 30 for tax year 2019 as presented

RESULT: **APPROVED** [UNANIMOUS]

MOVER: Anthony Nguyen **SECONDER:** Eleanor Powell

AYES: Theresa Bastian; James Valadez and Blanca Zamora-Garcia

18. Discussion and action on number of ARB Members for 2019

Members of the Board heard from Marya Crigler, Chief Appraiser

RESULT: Discussed

At 12:24PM, the Board moved to executive session; 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.

(Items No. 10, 11, 12 & 19)

SEC. 551.072; Deliberations regarding real property (Items No. 14 & 15)

SEC. 551.074; Personnel matters; to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee; or to hear a complaint or charge against an officer or employee (Item No. 20)

At 2:15 PM, the Board resumed the public session and returned to Item No. 20.

19. Discussion and action on appeals report and litigation

RESULT: Discussed in Executive Session

20. Discussion and action on Chief Appraiser's annual performance review and employment contract

RESULT: Created a Chief Appraiser's Annual Performance Review Subcommittee consisting of James Valadez, Eleanor Powell and Theresa Bastian

At 3:05 PM, the Board moved to executive session; TO DELIBERATE ANY MATTER AUTHORIZED BY TEXAS GOVERNMENT CODE SEC. 551.001 et sec [THE TEXAS OPEN MEETING ACT] INCLUDING

SEC. 551.072; Deliberations regarding real property (Items No. 14 & 15)

At 3:23 PM, the Board resumed the public session and returned to Item No. 15.

21. Discussion and action on future agenda items

- a. Next BOD 12/3/18, Monday
- b. ARB Interview
- c. Legislative Committee and priorities
- d. Line item transfers & budget amendment

22. Adjournment

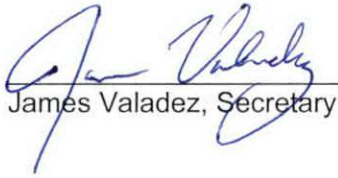
MOTION: Adjourn meeting at 3:26 PM

RESULT: **APPROVED** [UNANIMOUS]

MOVER: Blanca Zamora-Garcia **SECONDER:** Eleanor Powell

AYES: Theresa Bastian; Anthony Nguyen and James Valadez

Respectfully submitted,



James Valadez, Secretary

Approved:



Blanca Zamora Garcia, Chairperson