

TRAVIS CENTRAL APPRAISAL DISTRICT

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



BOARD MEMBERS
TOM BUCKLE
BRUCE ELFANT
BRUCE GRUBE
ELEANOR POWELL
RICO REYES
JAMES VALADEZ
BLANCA ZAMORA-GARCIA

TCAD - BOARD OF DIRECTORS MINUTES OF THE SEPTEMBER 5, 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 11:32 am on September 5, 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; Bruce Elfant; Bruce Grube; Eleanor Powell; Rico Reyes; James Valadez and Blanca Zamora-Garcia. Also present were Marya Crigler, Chief Appraiser, Leana Mann, Finance & Facilities Director, Dusty Banks, In-house Attorney and Lonnie Hendry, Commercial Director.

3. Citizens Communication

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

4. Approval of the minutes of the May 30, 2017 meetings to include: General meeting and ARB Subcommittee meeting

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

5. Resolution to render aid to appraisal districts affected by Hurricane Harvey

Members of the Board heard from Marya Crigler, Chief Appraiser

MOTION: Approve the resolution as presented
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Ed Keller **SECONDER:** Eleanor Powell
AYES: Tom Buckle; Bruce Grube; Kristoffer Lands; Richard Lavine; Rico Reyes; James Valadez 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 ARB Chairperson

Members of the Board heard from Betty Thompson, ARB Chairperson

RESULT: Discussed

8. Received report from Chief Appraiser to include: 2017 protest/certification status,

Skipped to Item #9

legislative update, 2018 field work status, 2018 protest/certification planning, public relations plans, 2017 IAAO conference, training programs, review of accounting statements and personnel status

Members of the Board heard from Marya Crigler, Chief Appraiser

RESULT: Discussed

9. Discussion and action on number of ARB members for 2018

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

MOTION: Approve request to appoint 75 ARB members for 2018

RESULT: **APPROVED [UNANIMOUS]**

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

AYES: Bruce Grube; Richard Lavine; James Valadez; and Blanca Zamora-Garcia

ABSTAIN: Tom Buckle; Ed Keller; Eleanor Powell

Returned to Item #8 to complete and then will continue with Item #10

10. Presentation Of Award For Certificate Of Achievement For Excellence In Financial Reporting

Members of the Board heard from Marya Crigler, Chief Appraiser

RESULT: Ms. Crigler presented the Certificate of Achievement for Excellence in Financial Reporting to Leana Mann, Finance Director

11. Discussion and action on adoption of the 2018 appraisal district budget

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

MOTION: Approve the 2018 appraisal district budget as presented

RESULT: **APPROVED [UNANIMOUS]**

MOVER: Bruce Grube **SECONDER:** Rico Reyes

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

12. Discussion and action on auditor selection

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

MOTION: Approve the auditor to be Singleton, Clark & Company, PC

RESULT: **APPROVED [UNANIMOUS]**

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

AYES: Tom Buckle; Bruce Grube; Ed Keller; Richard Lavine; Kristoffer Lands; Rico Reyes and James Valadez

13. Discussion and action print on vendor selection

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

MOTION: Approve the print vendor to be Variverge.

RESULT: **APPROVED [UNANIMOUS]**

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

AYES: Tom Buckle; Bruce Grube; Ed Keller; Richard Lavine; Kristoffer Lands; Rico Reyes and James Valadez

14. Discussion and action on contract for BOD general counsel

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

MOTION: Approve the engagement of Trish Carls with Carls, D
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Kristoffer Lands **SECONDER:** Tom Buckle
AYES: Bruce Grube; Ed Keller; Richard Lavine; Eleanor Powell; Rico Reyes; James Valadez and Blanca Zamora-Garcia

At 1:49 pm, 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 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.

15. Discussion and action on appeals report and litigation and appeals by chief appraiser pursuant to section 42.02

RESULT: DISCUSSED in executive session

At 2:18 pm, the Board resumed the public session and returned to Item No. 16.

16. Discussion and action on future agenda items

a. Next meeting 11/6/2017 at 11:30 am

17. Adjournment

MOTION: Adjourn meeting at 2:21pm
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Kristoffer Lands **SECONDER:** Ed Keller
AYES: Tom Buckle; Bruce Grube; Richard Lavine; Eleanor Powell; James Valadez, Blanca Zamora-Garcia; and Rico Reyes

Respectfully submitted,



Ed Keller, Secretary

Approved:



Richard Lavine, Chairperson

BLANCA ZAMORA-GARCIA