

TRAVIS CENTRAL APPRAISAL DISTRICT

BOARD OFFICERS
BLANCA ZAMORA-GARCIA
CHAIRPERSON
BRUCE GRUBE
VICE CHAIRPERSON
ED KELLER
SECRETARY/TREASURER



MARYA CRIGLER
CHIEF APPRAISER

BOARD MEMBERS
THERESA BASTIAN
TOM BUCKLE
BRUCE ELFANT
KRISTOFFER LANDS
ANTHONY NGUYEN
ELEANOR POWELL
JAMES VALADEZ

TCAD - BOARD OF DIRECTORS MINUTES OF THE MARCH 12, 2018 MEETING

1. Call to order

2. Establishment of Quorum

Kristoffer Lands called to order the regular meeting of the Travis Central Appraisal District Board of Directors (BOD) and recognized a quorum was present at 11:37 am on January 8, 2018 at 8314 Cross Park Dr., Austin, TX 78754. Board members present were Blanca Zamora-Garcia, Chairperson; Bruce Grube, Vice Chairperson; Theresa Bastian; Tom Buckle; Bruce Elfant; Kristoffer Lands; Anthony Nguyen; James Valadez and Blanca Zamora-Garcia. Ed Keller & Eleanor Powell were not present. Also present were Marya Crigler, Chief Appraiser; Lonnie Hendry, Deputy Chief Appraiser and Leana Mann, Finance & Facilities Director

3. Citizens Communication

Ryan Steglich addressed the Board then the Board moved onto item number 7.

4. Approval of the minutes of the January 8, 2017 regular meeting:

MOTION: Approve the minutes as presented.

RESULT: APPROVED [UNANIMOUS]

MOVER: James Valadez **SECONDER:** Bruce Grube

AYES: Tom Buckle; Theresa Bastian; Kristoffer Lands; Anthony Nguyen; 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 Appraisal Review Board (ARB) Chairperson

Members of the Board heard from Betty Thompson, ARB Chairperson

RESULT: Discussed

At 12:06 pm, the Board moved to executive session for Item No. 7; 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.

At 2:02 pm, the Board resumed the public session and returned to Item No. 7.

7. Discussion and action on selection of ARB Chairman and Secretary to include interviews of applicants:

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

MOTION: Appoint Betty Thompson as ARB Chairperson

RESULT: APPROVED [UNANIMOUS]

MOVER: Blanca Zamora-Garcia **SECONDER:** Anthony Nguyen

AYES: Bruce Grube; James Valadez and Theresa Bastian

MOTION: Appoint Betty Sarah Becker as Secretary
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Theresa Bastian **SECONDER:** Anthony Nguyen
AYES: Bruce Grube; JamesValadez and Blanca Zamora-Garcia

8. Discussion and action on Appraisal Review Board attorney contract

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

MOTION: Approve Roy Armstrong as attorney as presented
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Bruce Grube **SECONDER:** James Valadez
AYES: Theresa Bastian; Anthony Nguyen and Blanca Zamora-Garcia

9. Discussion and action on Appraisal Review Board attendance policy

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

MOTION: Approve the ARB attendance policy as presented
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Bruce Grube **SECONDER:** Theresa Bastian
AYES: Anthony Nguyen, James Valadez and Blanca Zamora-Garcia

10. Discussion and action on Appraisal Review Board chair mileage reimbursement

Members of the Board heard from Betty Thompson, ARB Chairperson; Marya Crigler, Chief Appraiser and Leana Mann, Finance Director

MOTION: Approve the ARB chair mileage reimbursement
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Theresa Bastian **SECONDER:** James Valadez
AYES: Bruce Grube; Anthony Nguyen; and Blanca Zamora-Garcia

11. Discussion and action on Appraisal Review Board per diem compensation

Members of the Board heard from Betty Thompson, ARB Chairperson; Marya Crigler, Chief Appraiser and Leana Mann, Finance Director

MOTION: Approve ARB per diem compensation as presented
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Bruce Grube **SECONDER:** James Valadez
AYES: Theresa Bastian; Anthony Nguyen and Blanca Zamora-Garcia

12. Received report from Chief Appraiser to include: 2018 field work, 2018 notice of appraised value, agent portal, public outreach, deputy voter registrars, review of accounting statements, and personnel status

Members of the Board heard from Marya Crigler, Chief Appraiser, Lonnie Hendry, Deputy Chief Appraiser and; in regards to accounting statement the Board heard from Leana Mann, Finance Director

RESULT: **Discussed**

13. Presentation of Government Finance Officers Association Distinguished Budget Award

Members of the Board heard from Marya Crigler, Chief Appraiser

RESULT: **Discussed**

14. Discussion and action on purchase of new phone system

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

MOTION: Approve new phone system
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Theresa Bastian **SECONDER:** James Valadez

AYES: Bruce Grube; Kristoffer Lands (via telephone) Anthony Nguyen;
and Blanca Zamora-Garcia

15. Discussion and action on aerial imagery contract renewal

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

MOTION: Approve new aerial imagery contract with Pictometry International Corp

RESULT: **APPROVED** [UNANIMOUS]

MOVER: James Valadez **SECONDER:** Bruce Grube

AYES: Theresa Bastian; Kristoffer Lands (via telephone); Anthony Nguyen; and
Blanca Zamora-Garcia

16. Discussion and action on appeals report and litigation

RESULT: DISCUSSED in executive session

17. Discussion and action on future agenda items

- a. Next meeting will be 5/21/2018
- b. Budget estimate meeting April, 2nd (tentatively)
- c. Reappraisal plan in May

18. Adjournment

MOTION: Adjourn meeting at 3:16PM

RESULT: **APPROVED** [UNANIMOUS]

MOVER: Blanca Zamora-Garcia **SECONDER:** James Valadez

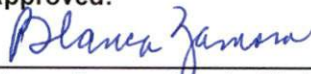
AYES: Theresa Bastian; Bruce Grube; Anthony Nguyen

Respectfully submitted,



Ed Keller, Secretary

Approved:



Blanca Zamora-Garcia, Chairperson