

TRAVIS CENTRAL APPRAISAL DISTRICT

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



MARYA CRIGLER
CHIEF APPRAISER

BOARD MEMBERS
THERESA BASTIAN
TOM BUCKLE
BRUCE ELFANT
ANTHONY NGUYEN
ELEANOR POWELL
RYAN STEGLICH
FELIPE ULLOA

TCAD - BOARD OF DIRECTORS MINUTES OF THE DECEMBER 3, 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 11:31AM on December 3, 2018 at 8314 Cross Park Dr., Austin, TX 78754. Board members present were Blanca Zamora-Garcia, Chairperson; Bruce Grube, Vice Chairperson; James Valadez, Secretary; Theresa Bastian; Tom Buckle; Anthony Nguyen; Eleanor Powell. Bruce Elfant was not present. Also present were Marya Crigler, Chief Appraiser; Lonnie Hendry, Deputy Chief Appraiser and Leana Mann, Director of Operations.

3. Citizens Communication

There being no citizen's communication, the BOD moved onto Item No. 4.

4. Approval of the minutes of the December 3, 2018 meeting

MOTION: Approve the minutes as amended.

RESULT: APPROVED [UNANIMOUS]

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

AYES: Bruce Grube; Anthony Nguyen; Eleanor Powell; Ryan Steglich; 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

Skipped to Item #8

7. Received report from Chief Appraiser to include: 2019 field work status, 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

Returned to #16

8. Discussion and action on District's 2019 legislative priorities, including possible appointment of a legislative subcommittee and authorizing the chief appraiser to seek proposals and negotiate and enter into a contract for legislative assistance.

Members of the Board heard from Marya Crigler, Chief Appraiser

MOTION: Authorization for the Chief Appraiser to seek proposals, negotiate and enter into a contract for legislative assistance for not more than \$50,000. The Board also

approve a legislative committee consisting of the following members: Theresa Bastian, Tom Buckle, Anthony Nguyen and Ryan Steglich

RESULT: APPROVED [UNANIMOUS]

MOVER: Eleanor Powell **SECONDER:** Bruce Grube

AYES: Tom Buckle, Theresa Bastian; Anthony Nguyen; Ryan Steglich; James Valadez; Blanca Zamora-Garcia

9. Presentation of Government Finance Officers Association's Certificate of achievement for excellence in financial reporting

Members of the Board heard from Marya Crigler, Chief Appraiser

RESULT: Leana Mann was presented with the GFOA Certificate of achievement for excellence in financial reportings

At 11:55 AM, 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.(Item No's. 13 & 14)
SEC. 551.072; Deliberations regarding real property (Items No's. 12)

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. 13 & 15)

At 2:54 PM, the Board resumed the public session and returned to Item No. 15.

10. Discussion and action on finance policy

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

MOTION: Approve finance policy as presented

RESULT: APPROVED [UNANIMOUS]

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

AYES: Tom Buckle; Anthony Nguyen; Eleanor Powell; Ryan Steglich; Blanca Zamora-Garcia

11. Discussion and action on line item transfers and budget amendments

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

MOTION: Approve line item transfers and budget amendments as presented

RESULT: APPROVED [UNANIMOUS]

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

AYES: Bruce Grube; James Valadez; Anthony Nguyen; Ryan Steglich; Blanca Zamora-Garcia

Return to Item No. 7

12. Discussion and action on authorizing the Chief Appraiser to consider proposals and negotiate and enter into a contract for lease with an option to purchase real property for the District's offices.

MOTION: Authorize the Chief Appraiser to negotiate a contract to purchase a property as discussed in executive session on the terms discussed in executive session and bring that proposed contract back to the BOD for final approval.

RESULT: APPROVED [UNANIMOUS]

MOVER: Tom Buckle **SECONDER:** Eleanor Powell
AYES: Bruce Grube; James Valadez; Anthony Nguyen; Ryan Steglich;
Blanca Zamora-Garcia;

13. Discussion and action on selection of Appraisal Review Board Chairman and Secretary to include interviews of applicants

MOTION: Appoint Sarah Becker as Secretary of the ARB for 2019

RESULT: APPROVED [UNANIMOUS]

MOVER: Tom Buckle **SECONDER:** Ryan Steglich

AYES: Bruce Grube; Anthony Nguyen; Eleanor Powell; James Valadez;
Blanca Zamora-Garcia;

MOTION: Appoint Betty Thompson as Chairperson of the ARB for 2019

RESULT: APPROVED [UNANIMOUS]

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

AYES: Bruce Grube; Anthony Nguyen; Ryan Steglich; James Valadez;
Blanca Zamora-Garcia;

MOTION: Appoint Ernest Miller as Chairperson-Elect of the ARB for 2020 and will work with Betty Thompson for 2019

RESULT: APPROVED [UNANIMOUS]

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

AYES: Bruce Grube; Anthony Nguyen; Ryan Steglich; James Valadez;
Blanca Zamora-Garcia;

Returned to Item #10

14. Discussion and action on appeals report and litigation

Members of the Board heard from Marya Crigler, Chief Appraiser; Lonnie Hendry, Deputy Chief Appraiser

RESULT: Discussed in executive session

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

Members of the Board heard from Marya Crigler, Chief Appraiser; James Valadez, Eleanor Powell, Theresa Bastian

MOTION: Approve contract for Ms. Crigler to continue in her position as Chief Appraiser as presented by the Subcommittee with a compensation amount of \$210,080/yr and a one-time merit payment of \$10,100.

RESULT: APPROVED [UNANIMOUS]

MOVER: James Valadez **SECONDER:** Tom Buckle

AYES: Bruce Grube; Anthony Nguyen; Eleanor Powell; Ryan Steglich; Blanca Zamora-Garcia

Returned to Item #12

16. Discussion and action on future agenda items

a. Next meeting 1/14/2019 at 11:30am

17. Adjournment

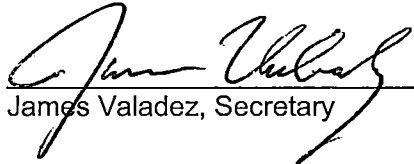
MOTION: Adjourn meeting at 3:17 PM

RESULT: APPROVED [UNANIMOUS]

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

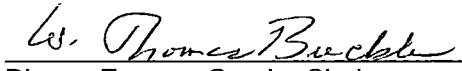
AYES: Bruce Grube; Anthony Nguyen; Ryan Steglich James Valadez;
Blanca Zamora-Garcia;

Respectfully submitted,



James Valadez, Secretary

Approved:



~~Blanca Zamora-Garcia~~, Chairperson

W. THOMAS BUCKLE