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 MARCH 11, 2019 MEETING

1. Call to order

2. Establishment of Quorum

Tom Buckle called to order the regular meeting of the Travis Central Appraisal District Board of Directors (BOD) and recognized a quorum was present at 11:31 AM on March 11, 2019 at 8314 Cross Park Dr., Austin, TX 78754. Board members present were Tom Buckle, Chairperson; Bruce Grube, Vice Chairperson; James Valadez, Secretary; Theresa Bastian; Bruce Elfant, Anthony Nguyen; Eleanor Powell, Ryan Steglich, Felipe Ulloa and Blanca Zamora-Garcia. Also present, were Marya Crigler, Chief Appraiser; Lonnie Hendry, Deputy Chief Appraiser; Dusty Banks, Legal Counsel and Leana Mann, Director of Operations.

3. Citizens Communication

Five Stone representative addressed the BOD

4. Approval of the minutes of the January 14,2019 subcommittee meeting and regular meeting.

MOTION: Approve the minutes as presented/amended.
RESULT: **APPROVED** [UNANIMOUS]
MOVER: Bruce Grube **SECONDER:** Eleanor Powell
AYES: Theresa Bastian, Tom Buckle; Anthony Nguyen

5. Received report from Taxpayer Liaison

Members of the Board heard from Martin Wilbanks, TCAD Taxpayer Liaison Officer (TLO)
RESULT: Discussed

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

Members of the Board heard from Betty Thompson, ARB Chairperson
RESULT: Discussed

7. Discussion and action on resolution for the appointment of ARB members

Members of the Board heard from Betty Thompson, ARB Chair and Martin Wilbanks, TCAD TLO

MOTION: Approve resolution for the Judge to appoint additional auxiliary ARB members sufficient to bring total ARB Members to 150
RESULT: APPROVED [UNANIMOUS]
MOVER: Bruce Grube **SECONDER:** Theresa Bastian
AYES: Tom Buckle; Anthony Nguyen; Eleanor Powell; Felipe Ulloa; James Valadez; Blanca Zamora-Garcia

8. Discussion and action on mileage reimbursement for ARB travel expenses

Members of the Board heard from Betty Thompson, ARB Chairperson

MOTION: Approve the reimbursement for the ARB travel expenses
RESULT: **APPROVED** [UNANIMOUS]
MOVER: Blanca Zamora-Garcia **SECONDER:** Eleanor Powell
AYES: Theresa Bastian, Tom Buckle; Bruce Grube; Anthony Nguyen; Felipe Ulloa; James Valadez

9. Received report from Chief Appraiser to include: 2019 field work status, 25.25b report, review of accounting statements and personnel status

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

RESULT: Discussed

10. Presentation of Government Treasurers' Organization of Texas Certificate of Distinction for Investment Policy

RESULT: Leana Mann, Director of Operations was presented with the Certificate of Distinction for Investment Policy

11. Discussion and action on resolution by the TCAD BOD approving and granting authority for the acquisition and financing of real property for an appraisal office

MOTION: Approve the resolution approving the property lease and purchase option agreement for the property discussed during executive session in compliance with the restrictions and guidance given in the executive session and resolving other matters incident and related to the execution and delivery of the property lease and purchase option agreement
RESULT: **APPROVED** [UNANIMOUS]
MOVER: Bruce Grube **SECONDER:** Eleanor Powell
AYES: Theresa Bastian, Tom Buckle; Anthony Nguyen; Ryan Steglich; Felipe Ulloa; James Valadez; Blanca Zamora-Garcia

At 12:01 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. 551.071; 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.

SEC. 551.072; Deliberations regarding real property

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

At 12:35 PM, the Board resumed the public session and returned to Item No. 11, then continued on with the remaining Item No's.

12. Discussion and action on resolution to grant authority to form a Texas nonprofit corporation for the real property transaction for an appraisal office

MOTION: Approve formation of Texas nonprofit corporation to facilitate real property transaction for appraisal office

RESULT: APPROVED [UNANIMOUS]

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

AYES: Theresa Bastian, Tom Buckle; Bruce Grube; Anthony Nguyen; Ryan Steglich; Felipe Ulloa; James Valadez

13. Discussion and action on resolution to authorize use of dedicated reserve funds for the lease or purchase of real estate

Members of the Board heard from Marya Crigler, Chief Appraiser

MOTION: Approve any and all dedicated reserve funds in the Reserve for Building Repair and Replacement may be used on future expenditures related to real estate acquisition and or renovations.

RESULT: APPROVED [UNANIMOUS]

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

AYES: Theresa Bastian, Tom Buckle; Bruce Grube; Anthony Nguyen; Ryan Steglich; Felipe Ulloa; James Valadez

14. Discussion and action on appeals report and litigation update

RESULT: Discussed in executive session

15. Discussion and action on future agenda items

a. Next meeting May 20, 2019 at 11:30am
b. Budget Workshop at 10:30am

16. Adjournment

MOTION: Adjourn meeting at 12:42 PM

RESULT: APPROVED [UNANIMOUS]

MOVER: Bruce Grube **SECONDER:** Tom Buckle

AYES: Theresa Bastian, Anthony Nguyen; Eleanor Powell; Ryan Steglich; Felipe Ulloa; James Valadez; Blanca Zamora-Garcia

Respectfully submitted,

James Valadez, Secretary

Approved:

Tom Buckle, Chairperson