

TRAVIS CENTRAL APPRAISAL DISTRICT

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



MARYA CRIGLER
CHIEF APPRAISER

BOARD MEMBERS
TOM BUCKLE
BRUCE ELFANT
SHELLDA D. GRANT
DENNY HAMILL
ELEANOR POWELL
RICO REYES
BLANCA ZAMORA-GARCIA

TCAD - BOARD OF DIRECTORS MINUTES OF THE JANUARY 21, 2016 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 at 11:30 am on January 21, 2016 at 8314 Cross Park Dr, Austin, TX 78754. Mr. Lavine recognized a quorum was present and called the meeting to order 11:36 AM. Board members present were Richard Lavine, Chair; Kristoffer Lands, Vice-Chair; Ed Keller, Secretary; Tom Buckle; Bruce Elfant; Sheldia Grant; Denny Hamill; Eleanor Powell; Rico Reyes and Blanca Zamora-Garcia. Also present were Marya Crigler, Chief Appraiser; Sharon Baxter, Legal Counsel; and Leana Mann, Finance & Facilities Officer.

3. Oath of office for newly appointed Board Members

The following Board Members were sworn in: Bruce Grube, Kristoffer Lands, Richard Lavine, Rico Reyes and Blanca Zamora-Garcia.

4. Election of offices for the Board of Directors: Chairperson, Vice-Chairperson & Secretary/Treasurer

Richard Lavine was nominated and elected as Chair.
Kristoffer Lands was nominated and elected as Vice-Chair.
Ed Keller was nominated and elected as Secretary.

5. Citizens Communication

Members of the Board heard from Bill Marsh.

6. Approval of minutes from the October 29th Subcommittee meeting and the December 7th regular meeting

The BOD approved the minutes from the October 29, 2015, Chief Appraiser Subcommittee Meeting as presented

MOTION: Adopt the October 29th minutes as presented

RESULT: APPROVED [UNANIMOUS]

MOVER: Ed Keller **SECONDER:** Eleanor Powell

AYES: Lavine, Lands, Buckle, Grant, Grube, Reyes

The BOD also approved the minutes from the December 7th regular meeting as amended.

MOTION: Adopt the December 7th minutes as amended
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Bruce Grube **SECONDER:** Sheldia Grant
AYES: Lavine, Lands, Keller, Buckle, Powell, Reyes

7. Received report from Taxpayer Liaison.

Members of the Board heard from Henry Johnson, TCAD Taxpayer Liaison

RESULT: Discussed

8. Resolution of Appreciation for 2015 Appraisal Review Board Chairman.

Members of the Board approved a resolution of appreciation for Martin Wilbanks

MOTION: Approve resolution as presented

RESULT: **APPROVED [UNANIMOUS]**

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

AYES: Lavine, Lands, Grant, Keller, Powell, Reyes

At 12:06 pm, the Board moved to executive session TO DELIBERATE ANY MATTER AUTHORIZED BY TEXAS GOVERNMENT CODE SEC. 551.001 et seq [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

SEC. 551.076; Deliberations regarding security devices

At 1:57 pm, the Board resumed the public session and returned to Item No. 11.

9. Received report from Chief Appraiser

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

RESULT: Discussed

10. Presentation of award for certificate of achievement for excellence in financial reporting

Award presented to Leana Mann, Finance & Facilities Officer

11. Discussion & action on selection on Finance Policy

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

MOTION: Approve the selection of Wells Fargo as the bank depository and give authorization to sign contract

RESULT: **APPROVED** [UNANIMOUS]

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

AYES: Lavine, Keller, Grant, Zamora-Garcia

12. Discussion & action on selection on appointment of Ag Advisory Board

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

MOTION: Approve the selection on appointment of Ag Advisory Board

RESULT: **APPROVED** [UNANIMOUS]

MOVER: Ed Keller **SECONDER:** Blanca Zamora-Garcia

AYES: Lavine, Grant, Grube, Powell

13. Discussion & action on contract for BOD general counsel

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

MOTION: Approve the contract for Carls, McDonald & Dalrymple LLP

RESULT: **APPROVED** [UNANIMOUS]

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

AYES: Lavine, Keller, Grant, Grube

14. Discussion and action on appeals report and litigation update to include City of Austin Lawsuit, Henry, Circuit of the Americas

RESULT: Discussed in executive session – No action required

15. Discussion & action on selection on appointment and compensation of Taxpayer Liaison

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

RESULT: Discussed – Postponed until next meeting

16. Discussion & action on selection on application, interviews and timeline for appointing 2016 ARB Chairman and Secretary

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

RESULT: Directive to have the District notify eligible applicants to submit a letter of interest including resume and be prepared for interviews at next Board Meeting

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

The Sub-Committee recommends renewing the employment contract for the current Chief Appraiser with a 2% increase in salary

MOTION: Extend the contract of the District's current Chief Appraiser, Marya Crigler, as presented

RESULT: APPROVED [UNANIMOUS]
MOVER: Bruce Grube **SECONDER:** Eleanor Powell
AYES: Lavine, Keller, Grant, Zamora-Garcia

18. Discussion and action on future agenda items

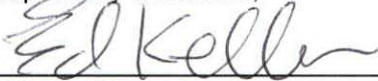
- a. Taxpayer Liaison – Duties (listed); Job description
- b. ARB interviews
- c. Litigation update

19. Adjournment

Meeting was adjourned at 2:44pm.

MOTION: Adjourn meeting
RESULT: APPROVED [UNANIMOUS]
MOVER: Shellda Grant **SECONDER:** Blanca Zamora-Garcia
AYES: Lavine, Keller, Grant, Grube, Powell, Zamora-Garcia

Respectfully submitted,



Ed Keller, Secretary

Approved:



Richard Lavine, Chairperson