

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
BRUCE GRUBE
ELEANOR POWELL
RICO REYES
JAMES VALADEZ
BLANCA ZAMORA-GARCIA

TCAD - BOARD OF DIRECTORS MINUTES OF THE AUGUST 29, 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 and recognized a quorum was present at 11:34am on August 29, 2016 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 Grube; Rico Reyes; James Valadez and Blanca Zamora-Garcia. Bruce Elfant and Eleanor Powell were absent from the meeting. Also present were Marya Crigler, Chief Appraiser; Sharon Baxter, Legal Counsel; and Leana Mann, Finance & Facilities Director.

3. Citizens Communication

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

4. Approval of minutes from last meeting

The BOD approved the minutes from the May 10, 2016.

MOTION: Adopt the May 10th minutes as presented

RESULT: APPROVED [UNANIMOUS]

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

AYES: Buckle, Grube, Lands, Lavine, Reyes and Valadez

5. Received report from Taxpayer Liaison.

Members of the Board heard from Martin Wilbanks, TCAD Taxpayer Liaison

RESULT: Discussed

6a. Received report from ARB Chairperson.

Members of the Board heard from Betty Thompson, ARB Chairperson

RESULT: Discussed

6b. Discussion & action on number of ARB Members for 2017

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

RESULT: Tabled until next Board of Directors' meeting

Marya asked the Board of Directors' to skip to Item #8 on the agenda, in order to allow the TCAD employees that were being recognized to get back to their regular schedule.

8. Recognition of TCAD Staff for Certification efforts

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

RESULT: Discussed

- 7. Received report from Chief Appraiser**
Members of the Board heard from Marya Crigler, TCAD Chief Appraiser and Leana Mann, Finance & Facilities Director.
RESULT: Discussed
- 9. Discussion & action on adoption of the 2017 Appraisal District Budget**
Members of the Board heard from Leana Mann, Finance & Facilities Officer and Marya Crigler, TCAD Chief Appraiser
MOTION: Adopt 2017 Appraisal District Budget as presented
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Bruce Grube **SECONDER:** Tom Buckle
AYES: Keller, Lands, Lavine, Reyes, Valadez, Zamora-Garcia
- 10. Discussion & action on adoption of the District's 2017-2018 Reappraisal Plan**
Members of the Board heard from Marya Crigler, TCAD Appraiser
MOTION: Adopt the 2017-2018 Reappraisal Plan as presented
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Ed Keller **SECONDER:** Blanca Zamora-Garcia
AYES: Buckle, Grube, Lands, Lavine, Reyes, Valadez
- 11. Discussion & action on adoption of Board operating policy**
Members of the Board heard from Marya Crigler, TCAD Chief Appraiser and Trish Carls, BOD Attorney
MOTION: Adopt amendments to the Board Operating Policy
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Tom Buckle **SECONDER:** Rico Reyes
AYES: Grube, Keller, Lands, Lavine, Valadez, Zamora-Garcia
- 12. Discussion & action on adoption of personnel policy**
Members of the Board heard from Marya Crigler, TCAD Chief Appraiser
MOTION: Adopt the Board operating policy as presented
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Bruce Grube **SECONDER:** Blanca Zamora-Garcia
AYES: Buckle, Keller, Lands, Lavine, Reyes, Valadez
- 13. Discussion & action on adoption of 401A Retirement Plan**
Members of the Board heard from Marya Crigler, TCAD Chief Appraiser
MOTION: Adopt the 401A Retirement Plan with the provider to be determined later
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Kristoffer Lands **SECONDER:** Blanca Zamora-Garcia
AYES: Buckle, Grube, Keller, Lavine, Reyes, Valadez
- 14. Discussion & action on real estate acquisition**
Members of the Board heard from Marya Crigler, TCAD Chief Appraiser
RESULT: Discussed (no action required)

At 1:53pm, the Board moved to executive session for Item No. 15, 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 update to include taxing City of Austin lawsuit, Mueller, Employment law matters on which the attorney has a duty to advise the Board

RESULT: Discussed in executive session (no action required)

At 2:32pm, the Board resumed the public session and returned to Item No. 15.

16. Discussion and action on future agenda items

- a) Next meeting October 3rd at 11:30am
- b) Chief Appraiser evaluation

17. Adjournment

Adjourned the meeting at 2:42pm

MOTION: Adjourn meeting

RESULT: APPROVED [UNANIMOUS]

MOVER: Kristoffer Lands **SECONDER:** Blanca Zamora-Garcia

AYES: Buckle, Grube, Keller, Lavine, Reyes, Valadez

Respectfully submitted,



Ed Keller, Secretary

Approved:


Richard Lavine, Chairperson