

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 FEBRUARY 6, 2017 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 11:35 am on February 6, 2017 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 Elfant; Bruce Grube; Rico Reyes; James Valadez and Blanca Zamora-Garcia. Eleanor Powell was not present. Also present were Marya Crigler, Chief Appraiser; Sharon Baxter, Legal Counsel; and Leana Mann, Finance & Facilities Director.

3. Election of Officers for the Board of Director's: Chairperson, Vice-Chairperson and Secretary/Treasurer

Elected officers are as follows: Richard Lavine, Chairperson; Kristoffer Lands, Vice-Chairperson and Ed Keller, Secretary/Treasurer

4. Citizens Communication

There being no citizen's communication the Board moved onto item number 5.

5. Approval of the minutes of the December 5, 2016 meetings to include: general meeting and chief appraiser review subcommittee meeting

MOTION: Approve the minutes for the General meeting as amended

RESULT: APPROVED [UNANIMOUS]

MOVER: Ed Keller **SECONDER:** Kristoffer Lands

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

MOTION: Approve the minutes for the Chief Appraiser Review Sub-committee meeting as amended

RESULT: APPROVED [UNANIMOUS]

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

AYES: Grube, Lavine, Lands, Reyes, Valadez

6. Received report from Taxpayer Liaison

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

RESULT: Discussed

7. Received report from ARB Chairperson

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

RESULT: Discussed

8. Discussion and action on application, interviews and timeline for appointing the 2017 ARB Chairman and Secretary

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

MOTION: Create Sub-Committee to compile questions for the ARB Chairman and Secretary interviews; Interviews will be 15-30 minutes 20 minutes apart at next Board of Director's meeting

RESULT: **APPROVED [UNANIMOUS]**

MOVER: Rico Reyes **SECONDER:** James Valadez

AYES: Grube, Keller, Lavine, Lands, Zamora-Garcia

9. Discussion & action on investment policy

Members of the Board heard from Leana Mann, Finance & Facilities Director

MOTION: Approve investment policy

RESULT: **APPROVED [UNANIMOUS]**

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

AYES: Keller, Lavine, Lands, Reyes, Valadez, Zamora-Garcia

10. Discussion & action on finance policy

Members of the Board heard from Leana Mann, Finance & Facilities Director

MOTION: Approve line finance policy

RESULT: **APPROVED [UNANIMOUS]**

MOVER: Rico Reyes **SECONDER:** Kristoffer Lands

AYES: Buckle, Grube, Keller, Lavine, Valadez, Zamora-Garcia

11. Discussion & action on appointment of AG Advisory Board

Members of the Board heard from Marya Crigler

MOTION: Reappoint Dan Dierschke, Cliff Kessler and Tommy Miertschin; also appoint Linda Hall as a new member

RESULT: **APPROVED [UNANIMOUS]**

MOVER: Bruce Grube **SECONDER:** Ed Keller

AYES: Buckle, Lavine, Lands, Reyes, Valadez, Zamora-Garcia

12. Chief Appraiser report to include: 2017 field work and valuation, TCAD website, legislative update, pilot program to adjust hours of operation on Thursdays, training program, review of accounting statements, and personnel status

RESULT: Discussed

13. Discussion and action on appeals report and litigation update

RESULT: Discussed

14. Discussion and action on future agenda items

- a) Appointment of ARB Chair and Secretary
- b) Taxpayer Liaison Officer
- c) Next meeting March, 6 at 11am

15. Adjournment

MOTION: Adjourn meeting at 1:16pm

RESULT: **APPROVED [UNANIMOUS]**

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

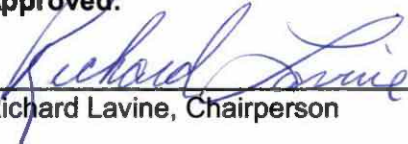
AYES: Buckle, Grube, Keller, Lavine, Valadez

Respectfully submitted,



Ed Keller, Secretary

Approved:



Richard Lavine, Chairperson