

TRAVIS CENTRAL APPRAISAL DISTRICT

BOARD OFFICERS
JAMES VALADEZ
CHAIRPERSON
BRUCE GRUBE
VICE CHAIRPERSON
THERESA BASTIAN
SECRETARY/TREASURER



MARYA CRIGLER
CHIEF APPRAISER

BOARD MEMBERS
TOM BUCKLE
BRUCE ELFANT
ANTHONY NGUYEN
ELEANOR POWELL
RYAN STEGLICH
FELIPE ULLOA
BLANCA ZAMORA-GARCIA

TCAD - BOARD OF DIRECTORS MINUTES OF THE JANUARY 7, 2021 TELECONFERENCE MEETING

1. Call to order

Meeting called to order by James Valadez at 11:32 a.m. on January 7, 2021.

Due to COVID-19, in accordance with Texas Government Code 418.016, Governor Abbott announced the suspension of various provisions of the Open Meetings Act that require government officials and members of the public to be physically present at a specified meeting location. Pursuant to that suspension, this meeting was held utilizing the Zoom meeting service. Members of the public were not allowed to attend this meeting in person. The public was able hear, view and participate in this meeting while in progress online.

2. Establishment of Quorum

James Valadez, Chairperson	Travis County	Present
Bruce Grube, Vice Chairperson	Travis County	Present
Theresa Bastian, Secretary	Austin ISD	Present
Felipe Ulloa	Austin ISD/City of Austin	Present
Blanca Zamora-Garcia	City of Austin	Absent
Eleanor Powell	City of Austin	Absent
Debbie Cartwright	Austin ISD	Present
Tom Buckle	West Travis County	Present
Anthony Nguyen	East Travis County	Present
Bruce Elfant	Travis Co. Tax Assessor-Collector (Non voting)	Present

Also present were Marya Crigler, Chief Appraiser, Kate Alexander, Deputy Chief of Policy & Communications, Leana Mann, Director of Operations, and Dustin Banks, In-house Counsel.

3. Election of Officers for the Board of Directors: Chairperson, Vice Chairperson, Secretary/Treasurer

MOTION: Nominate James Valadez as Chair
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Bruce G. **SECONDER:** Theresa Bastian

AYES: James Valadez, Bruce Grube, Theresa Bastian, Felipe Ulloa, Debbie Cartwright, Tom Buckle, Anthony Nguyen

ABSENT: Blanca Zamora-Garcia, Eleanor Powell

MOTION: Nominate Bruce Grube as Vice Chair
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Tom Buckle **SECONDER:** Theresa Bastian

AYES: James Valadez, Bruce Grube, Theresa Bastian, Felipe Ulloa, Debbie Cartwright, Tom Buckle, Anthony Nguyen

ABSENT: Blanca Zamora-Garcia, Eleanor Powell

MOTION: Nominate Theresa Bastian as Secretary
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Bruce Grube **SECONDER:** Felipe Ulloa

AYES: James Valadez, Bruce Grube, Theresa Bastian, Felipe Ulloa, Debbie Cartwright, Tom Buckle, Anthony Nguyen

ABSENT: Blanca Zamora-Garcia, Eleanor Powell

4. Citizens Communication
Tom King- 6th year ARB member

5. Consent Items

- a. APPROVAL OF THE MINUTES OF THE OCTOBER 23, 2020 MEETING
- b. TAXPAYER LIAISON REPORT
- c. SECTION 25.25B REPORT
- d. ACCOUNTING STATEMENTS
- e. PERSONNEL REPORT

MOTION: Approve consent agenda
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Tom Buckle **SECONDER:** Bruce Grube

AYES: James Valadez, Bruce Grube, Theresa Bastian, Felipe Ulloa, Debbie Cartwright, Tom Buckle, Anthony Nguyen

ABSENT: Blanca Zamora-Garcia, Eleanor Powell

6A. Discussion and possible action on Chief Appraiser report, to include: 2021 field work and valuation processes, remaining 2020 protest, communications and outreach programs

Members of the board heard from: Marya Crigler

6B. Discussion and possible action on appointment of ag advisory board

MOTION: Approve reappointments as recommended
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Tom Buckle **SECONDER:** Debbie Cartwright

AYES: James Valadez, Bruce Grube, Theresa Bastian, Felipe Ulloa, Debbie Cartwright, Tom Buckle, Anthony Nguyen

ABSENT: Blanca Zamora-Garcia, Eleanor Powell

6C. Discussion and possible action on annual review and adoption of investment policy

Members of the board heard from: Leana Mann, Director of Operations

MOTION: Move to approve
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Bruce Grube **SECONDER:** Tom Buckle

AYES: James Valadez, Bruce Grube, Theresa Bastian, Felipe Ulloa, Debbie Cartwright, Tom Buckle, Anthony Nguyen

ABSENT: Blanca Zamora-Garcia, Eleanor Powell

6D. Discussion and possible action on award of contract in response to RFP 2020-22: Request for Proposals for Professional GIS Services

Members of the board heard from: Marya Crigler, Chief Appraiser

MOTION: Approve contract with BIS Consulting LLC
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Anthony Nguyen **SECONDER:** Tom Buckle

AYES: James Valadez, Bruce Grube, Theresa Bastian, Felipe Ulloa, Debbie Cartwright, Tom Buckle, Anthony Nguyen

ABSENT: Blanca Zamora-Garcia, Eleanor Powell

6E. Discussion and possible action on award of contract in response to RFP 2020-23: Request for Proposals for Professional Audit Services

Table item until next meeting.

MOTION: Motion to approve staff recommendation to repost RFP
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Theresa Bastian **SECONDER:** Tom Buckle

AYES: James Valadez, Bruce Grube, Theresa Bastian, Felipe Ulloa, Debbie Cartwright, Tom Buckle, Anthony Nguyen

ABSENT: Blanca Zamora-Garcia, Eleanor Powell

6F. Discussion and possible action on award of contract in response to RFP 2020-24: Request for Proposals for Professional Printing and Mailing Services

Members of the board heard from: Marya Crigler, Chief Appraiser

MOTION: Approval of contract with VariVerge LLC
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Bruce Grube **SECONDER:** Theresa Bastian

AYES: James Valadez, Bruce Grube, Theresa Bastian, Felipe Ulloa, Debbie Cartwright, Tom Buckle, Anthony Nguyen

ABSENT: Blanca Zamora-Garcia, Eleanor Powell

6G. Discussion and possible action on waiver of penalties and interest for all jurisdictions until January 31, 2021

Members of the board heard from: Marya Crigler

MOTION: Waive P&I through January 31 with the rationale that we are responding to the difficulties of the pandemic
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Theresa Bastian **SECONDER:** Anthony Nguyen

AYES: James Valadez, Bruce Grube, Theresa Bastian, Felipe Ulloa, Debbie Cartwright, Tom Buckle, Anthony Nguyen

ABSENT: Blanca Zamora-Garcia, Eleanor Powell

At 12:13 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 (*Item 6H*)

SEC. 551.074; Personnel matters; to deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of the Chief Appraiser or other public officer or employee; or to hear a complaint or charge.

SEC. 551.076; Deliberations regarding security devices

At 12:46 PM, the Board resumed the public session and returned to Item 6H.

6H. Discussion and possible action on litigation and appeals related to pending lawsuits and anticipated lawsuits.

No action taken at this time.

6I. Discussion and possible action to add items to future agendas.

Note: Board Members requested the following items be added to the next agenda:

- *ARB Processes*
- *Report from ag advisory board- say hello, what are their activities and their recommendations- annual report*
- *Next Meeting: Thursday, February 11, 2021 at 11:30 a.m.*

6J. Adjournment

MOTION: Adjourn meeting at 12:51 PM

RESULT: **APPROVED [UNANIMOUS]**

MOVER: Bruce Grube

SECONDER: Felipe Ulloa

AYES: James Valadez, Bruce Grube, Theresa Bastian, Felipe Ulloa, Debbie Cartwright, Tom Buckle, Anthony Nguyen

ABSENT: Blanca Zamora-Garcia, Eleanor Powell

Respectfully submitted,

Theresa Bastian

Theresa Bastian, Secretary

Approved:

J-V-

James Valadez, Chairperson