

# 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**  
**DEBORAH CARTWRIGHT**  
**NICOLE CONLEY**  
**BRUCE ELFANT**  
**ELIZABETH MONTOYA**  
**FELIPE ULLOA**  
**BLANCA ZAMORA-GARCIA**

## TCAD - BOARD OF DIRECTORS MINUTES OF THE DECEMBER 15, 2021 MEETING

### 1. Call to order

Meeting called to order by James Valadez at 11:33 a.m. on December 15, 2021.

### 2. Establishment of Quorum

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

Also present were Marya Crigler, Chief Appraiser, Leana Mann, Deputy Chief of Operations, and Dustin Banks, In-house Counsel.

### 3. Citizens Communication

Members of the Board heard from:

- Francine Swift

### 4. Consent Items

- APPROVAL OF THE MINUTES OF THE August 30, 2021 MEETING
- TAXPAYER LIAISON REPORT
- SECTION 25.25B REPORT
- ACCOUNTING STATEMENTS
- BUDGET LINE-ITEM TRANSFERS
- PERSONNEL REPORT

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

**SECONDER:** Theresa Bastian

**AYES:** James Valadez, Bruce Grube, Theresa Bastian, Deborah Cartwright, Nicole Conley, Tom Buckle, Bruce Elfant

**ABSENT:** Blanca Zamora-Garcia, Anthony Nguyen, Felipe Ulloa

**5A. Discussion on ARB Chair report to include 2021 protest season and introduction of new officers.**

Members of the board heard from: Tom King, 2021 ARB Chairperson

**RESULT:** **DISCUSSED**

**5B. Discussion and possible action on Administrative Judge's Appointment, reappointment or replacement of Appraisal Review Board Members.**

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

**RESULT:** **DISCUSSED**

**5C. Presentation of Government Finance Officers Association Triple Crown Award.**

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

**RESULT:** **DISCUSSED**

**5D. Discussion and possible action on purchase of field devices.**

Members of the board heard from: Marya Crigler, Chief Appraiser and Leana Mann, Deputy Chief of Operations.

**MOTION:** Approve the purchase of new iPad devices.

**RESULT:** **APPROVED [UNANIMOUSLY]**

**MOVER:** Tom Buckle

**SECONDER:** Bruce Grube

**AYES:** James Valadez, Bruce Grube, Theresa Bastian, Deborah Cartwright, Nicole Conley, Tom Buckle, Bruce Elfant

**ABSENT:** Blanca Zamora-Garcia, Anthony Nguyen, Felipe Ulloa

**5E. Discussion and possible action on purchase of Audio-Visual and Video Conferencing Equipment.**

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

**MOTION:** Approve the purchase of new Audio-Visual and Video Conferencing Equipment.  
**RESULT:** **APPROVED [UNANIMOUSLY]**  
**MOVER:** Theresa Bastian **SECONDER:** Tom Buckle

**AYES:** James Valadez, Bruce Grube, Theresa Bastian, Deborah Cartwright, Nicole Conley, Tom Buckle, Bruce Elfant

**ABSENT:** Blanca Zamora-Garcia, Anthony Nguyen, Felipe Ulloa

**5F. Discussion and possible action on renewal of deed processing automation contract.**

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

**MOTION:** Approve contract renewal for deed processing automation.  
**RESULT:** **APPROVED [UNANIMOUSLY]**  
**MOVER:** Bruce Grube **SECONDER:** Debbie Cartwright

**AYES:** James Valadez, Bruce Grube, Theresa Bastian, Deborah Cartwright, Nicole Conley, Tom Buckle, Bruce Elfant

**ABSENT:** Blanca Zamora-Garcia, Anthony Nguyen, Felipe Ulloa

**5G. Discussion and possible action on 2020 property value study to include SOAH hearing results and potential appeal to district court.**

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

**MOTION:** Approve resolution as presented.  
**RESULT:** **APPROVED [UNANIMOUSLY]**  
**MOVER:** Theresa Bastian **SECONDER:** Nicole Conley

**AYES:** James Valadez, Bruce Grube, Theresa Bastian, Deborah Cartwright, Nicole Conley, Tom Buckle, Bruce Elfant

**ABSENT:** Blanca Zamora-Garcia, Anthony Nguyen, Felipe Ulloa

**5H. Discussion and possible action on Chief Appraiser report to include: 2022 field work, software conversion, taxpayer outreach programs and legislative updates.**

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



At 12:47 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 5M*)  
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. (*Item 5L*)

At 1:25 PM, the Board resumed the public session and returned to Item 5L.

**5L. Discussion and possible action on performance review and compensation of Chief Appraiser.**

**MOTION:** Based on Ms. Crigler's experience this past year, the board increase her base salary to \$235,000 annually, a merit lump sum in the amount of 5%, and allow any excess vacation or sick time to be rolled to the next year.

**RESULT:** APPROVED [UNANIMOUSLY]

**MOVER:** Tom Buckle

**SECONDER:** Bruce Grube

**AYES:** James Valadez, Bruce Grube, Theresa Bastian, Deborah Cartwright, Nicole Conley, Tom Buckle, Bruce Elfant

**ABSENT:** Blanca Zamora-Garcia, Anthony Nguyen, Felipe Ulloa

**5M. Discussion and possible action on litigation and appeals related to pending lawsuits and anticipated lawsuits.**

Members of the board heard from: Marya Crigler, Chief Appraiser and Dustin Banks, In-house Counsel

**MOTION:** NO ACTION NEEDED AT THIS TIME

**5N. Discussion and possible action to add items to future agendas.**

- Pull taxpayer liaison report from consent agenda to regular agenda

**50. Adjournment**

**MOTION:** Adjourn meeting at 1:27 PM

**RESULT:** **APPROVED [UNANIMOUS]**

**MOVER:** Bruce Grube

**SECONDER:** Tom Buckle

**AYES:** James Valadez, Bruce Grube, Theresa Bastian, Deborah Cartwright, Nicole Conley, Tom Buckle

**ABSENT:** Blanca Zamora-Garcia, Anthony Nguyen, Felipe Ulloa

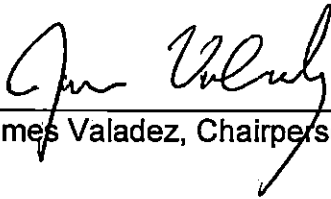
Respectfully submitted,



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Theresa Bastian, Secretary

Approved:



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James Valadez, Chairperson