

# TRAVIS CENTRAL APPRAISAL DISTRICT

**BOARD OFFICERS**  
JAMES VALADEZ  
CHAIRPERSON  
THERESA BASTIAN  
VICE CHAIRPERSON  
NICOLE CONLEY  
SECRETARY/TREASURER



**BOARD MEMBERS**  
TOM BUCKLE  
DEBORAH CARTWRIGHT  
DR. OSEZUA EHIYAMEN  
BRUCE ELFANT  
VIVEK KULKARNI  
ELIZABETH MONTOYA  
BLANCA ZAMORA-GARCIA

## TCAD - BOARD OF DIRECTORS MINUTES OF THE JUNE 12, 2023 MEETING

### 1. Call to order

Meeting called to order by James Valadez at 11:32 a.m. on June 12, 2023.

### 2. Establishment of Quorum

James Valadez, Chairperson	Travis County	Present
Theresa Bastian, Vice Chairperson	Austin ISD	Absent
Nicole Conley, Secretary	City of Austin	Present
Tom Buckle	West Travis County	Present - Late
Elizabeth Montoya	East Travis County	Present
Debbie Cartwright	Austin ISD	Present
Vivek Kulkarni	Travis County	Absent
Dr. Osezua Ehiyamen	Austin ISD/City of Austin	Present
Blanca Zamora-Garcia	City of Austin	Present
Bruce Elfant	Travis Co. Tax Assessor-Collector (Non-voting)	Present

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

### 3. Citizens Communication

### 4. Consent Agenda

- a. APPROVAL OF THE MINUTES OF THE April 19, 2023, MEETING
- b. TAXPAYER LIAISON REPORT
- c. SECTION 25.25B REPORT
- d. ACCOUNTING STATEMENTS
- e. BUDGET LINE-ITEM TRANSFERS
- f. PERSONNEL REPORT

**MOTION:** Approve the Consent Agenda  
**RESULT:** APPROVED [UNANIMOUS]  
**MOVER:** Blanca Zamora-Garcia

**SECONDER:** Debbie Cartwright

AYES: James Valadez, Nicole Conley, Blanca Zamora-Garcia, Bruce Elfant, Debbie Cartwright, Elizabeth Montoya, Dr. Osezua Ehiyamen

ABSENT: Theresa Bastian, Tom Buckle, Vivek Kulkarni

**5A. Discussion and possible action on Taxpayer Liaison Report**

Members of the board heard from Betty Thompson, Taxpayer Liaison Officer

**RESULT: DISCUSSED**

**5B. Discussion and possible action on 2022 Annual Comprehensive Financial Report and audit results.**

Members of the board heard from Leana Mann, Deputy Chief Appraiser, Joey Elmore, Eide Bailly LLP

**MOTION:** Approve the 2022 Annual Comprehensive Financial Report and audit results

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

**MOVER:** Elizabeth Montoya

**SECONDER:** Nicole Conley

AYES: James Valadez, Nicole Conley, Blanca Zamora-Garcia, Bruce Elfant, Debbie Cartwright, Elizabeth Montoya, Dr. Osezua Ehiyamen

ABSENT: Theresa Bastian, Tom Buckle, Vivek Kulkarni

**5C. Discussion and possible action on 2024 proposed budget to include directives to staff regarding proposed budget.**

Members of the board heard from Marya Crigler, Chief Appraiser, Leana Mann, Deputy Chief Appraiser

**MOTION:** Approve the 2024 proposed budget as presented

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

**MOVER:** Dr. Osezua Ehiyamen

**SECONDER:** Nicole Conley

AYES: James Valadez, Nicole Conley, Blanca Zamora-Garcia, Bruce Elfant, Debbie Cartwright, Elizabeth Montoya, Dr. Osezua Ehiyamen, Tom Buckle

ABSENT: Theresa Bastian, Vivek Kulkarni

*Board Member Tom Buckle arrived at 11:58 a.m.*

**5D. Discussion and possible action on Chief Appraiser Report to include 2023 Protest Season, Taxpayer Outreach Programs, legislative updates.**

Members of the board heard from Marya Crigler, Chief Appraiser

**RESULT: DISCUSSED**

**5E. Presentation of Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting**

Members of the board heard from Marya Crigler, Chief Appraiser

**RESULT: DISCUSSED**

**5F. Discussion and possible action on purchase of office cubicles for Personal Property Department.**

Members of the board heard from Marya Crigler, Chief Appraiser

**MOTION: Approve the purchase of office cubicles for Personal Property Department**  
**RESULT: APPROVED [UNANIMOUS]**  
**MOVER: Blanca Zamora-Garcia** **SECONDER: Elizabeth Montoya**

AYES: James Valadez, Nicole Conley, Blanca Zamora-Garcia, Bruce Elfant, Debbie Cartwright, Elizabeth Montoya, Dr. Osezua Ehiyamen, Tom Buckle

ABSENT: Theresa Bastian, Vivek Kulkarni

**5G. Discussion and possible action on revision and adoption of Board of Directors operating policies.**

Members of the board heard from Marya Crigler, Chief Appraiser

**MOTION: Adopt the revisions of the Board of Directors operating policies**  
**RESULT: APPROVED [UNANIMOUS]**  
**MOVER: Debbie Cartwright** **SECONDER: Elizabeth Montoya**

AYES: James Valadez, Nicole Conley, Blanca Zamora-Garcia, Bruce Elfant, Debbie Cartwright, Elizabeth Montoya, Dr. Osezua Ehiyamen, Tom Buckle

ABSENT: Theresa Bastian, Vivek Kulkarni

At 12:21 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 of Texas.

**MOTION: Begin Board of Directors Executive Session**  
**RESULT: APPROVED [UNANIMOUS]**  
**MOVER: Debbie Cartwright** **SECONDER: Dr. Osezua Ehiyamen**

AYES: James Valadez, Nicole Conley, Blanca Zamora-Garcia, Bruce Elfant, Debbie Cartwright, Elizabeth Montoya, Dr. Osezua Ehiyamen, Tom Buckle

ABSENT: Theresa Bastian, Vivek Kulkarni

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

**5H. Discussion and possible action on litigation and appeals related to pending and anticipated policies.**

**RESULT: DISCUSSED IN EXECUTIVE SESSION**

**5I. Discussion and possible action regarding the attorney's fees ordered to be paid the Appraisal Review Board in Cause D-1-GN-18-007116- Lake Hills Church V. TCAD**

**MOTION: Authorize payment of attorney fees in the amount of \$5,000.00 to Cause D-1-GN-18-007116- Lake Hills Church V. TCAD**

**RESULT: APPROVED [UNANIMOUS]**

**MOVER: Tom Buckle**

**SECONDER: Debbie Cartwright**

**AYES:** James Valadez, Nicole Conley, Blanca Zamora-Garcia, Bruce Elfant, Debbie Cartwright, Elizabeth Montoya, Dr. Osezua Ehiyamen, Tom Buckle

**ABSENT:** Theresa Bastian, Vivek Kulkarni

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

*Note: The following items were noted as items for upcoming board meetings or items requested by a board member be added to the next agenda:*

- *The Board of Directors would like to see documentation on the formation of sub-committees relating to item 5G.*
- *The Board of Director's would like the Chief Appraiser to provide a special session update.*
- *The Board of Director's would like to hear from the ARB Chairman on the policies and procedures.*
- *The Board of Directors would like to hear from TCAD In-house counsel on pending litigations.*

**5K. Adjournment**

**RESULT: Adjourn meeting at 1:31 PM**

Respectfully submitted,

  
Nicole Conley, Secretary

Approved:

  
James Valadez, Chairperson