TRAVIS CENTRAL APPRAISAL DISTRICT

BOARD OFFICERS
JAMES VALADEZ
CHAIRPERSON
DEBORAH CARTWRIGHT
VICE CHAIRPERSON
NICOLE CONLEY
SECRETARY/TREASURER

LEANA MANN
CHIEF APPRAISER

BOARD MEMBERS
TOM BUCKLE
BRUCE ELFANT
VIVEK KULKARNI
JIE LI
ELIZABETH MONTOYA
DR. OSEZUA EHIYAMEN
BLANCA ZAMORA-GARCIA
SHENGHAO "DANIEL" WANG
RICHARD "DICK" LAVINE
JET HANNA

TCAD - BOARD OF DIRECTORS
MINUTES OF THE OCTOBER 31, 2024 MEETING

1. Call to order

Meeting called to order by James Valadez at 11:31 a.m. on October 31, 2024.

2. Establishment of Quorum

James Valadez, Chairperson	Travis County	Present
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	Present
Dr. Osezua Ehiyamen	Austin ISD/City of Austin	Present
Blanca Zamora-Garcia	City of Austin	Present
Bruce Elfant	Travis County Tax Assessor-Collector	Present
Shenghao "Daniel" Wang	Travis County, Place 2	Present
Richard "Dick" Lavine	Travis County, Place 3	Present
Jett Hanna	Travis County, Place 1	Present
Jie Li	Austin ISD	Present

Also present were Leana Mann, Chief Appraiser, Dustin Banks, In-house Counsel, and Karen Everston, Evertson & Sanchez, P.C.

3. Citizens Communication

4. Consent Agenda

a. APPROVAL OF THE MINUTES OF THE SEPTEMBER 5, 2024, REGULAR MEETING
b. SECTION 25.25B REPORT
c. ACCOUNTING STATEMENTS
d. BUDGET LINE-ITEM TRANSFERS
e. PERSONNEL REPORT
f. TAXPAYER LIAISON REPORT

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

AYES: James Valadez, Debbie Cartwright, Nicole Conley, Blanca Zamora-Garcia, Bruce Elfant, Elizabeth Montoya, Jei Li, Jett Hanna, Dr. Osezua Ehiyamen, Richard Lavine, Shenghao Wang, Vivek Kulkarni

ABSENT: Tom Buckle

5A. Discussion and possible action on Appraisal Review Board Subcommittee Report.

Members of the board heard from Shenghao Wang, Board Member

RESULT: **DISCUSSED**

5B. Discussion and possible action on removal of 2024 Appraisal Review Board members that have resigned with no action taken by the Local Administrative District Judge.

MOTION: Approve Resolution 20231031-5B to remove Christina Clay and Laura Jordan from the Appraisal Review Board.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Debbie Cartwright **SECONDER:** Dr. Osezua Ehiyamen

AYES: James Valadez, Debbie Cartwright, Nicole Conley, Blanca Zamora-Garcia, Bruce Elfant, Elizabeth Montoya, Jei Li, Jett Hanna, Dr. Osezua Ehiyamen, Richard Lavine, Shenghao Wang, Vivek Kulkarni

ABSENT: Tom Buckle

5C. Discussion and possible action on the number of Appraisal Review Board members for 2025.

Members of the board heard from Leana Mann, Chief Appraiser

MOTION: Amend Resolution 20231031-5C on page 84 from 100 to 125 members who will be on the Appraisal Review Board.
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Debbie Cartwright **SECONDER:** Nicole Conley

AYES: James Valadez, Debbie Cartwright, Nicole Conley, Blanca Zamora-Garcia, Bruce Elfant, Elizabeth Montoya, Jei Li, Jett Hanna, Dr. Osezua Ehiyamen, Richard Lavine, Shenghao Wang, Tom Buckle, Vivek Kulkarni

ABSENT: None

MOTION: Approve the amended Resolution 20231031-5C
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Debbie Cartwright **SECONDER:** Jei Li

AYES: James Valadez, Debbie Cartwright, Nicole Conley, Blanca Zamora-Garcia, Bruce Elfant, Elizabeth Montoya, Jei Li, Jett Hanna, Dr. Osezua Ehiyamen, Richard Lavine, Shenghao Wang, Tom Buckle, Vivek Kulkarni

ABSENT: None

5D. Discussion and possible action on the appointment of Appraisal Review Board Chairperson and Secretary for 2025.

MOTION: Approve Resolution 20231031-5D for the ARB Chairperson to be Barry McBee and the Secretary to be Meg Brooks
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Shenghao Wang **SECONDER:** Dr. Osezua Ehiyamen

AYES: James Valadez, Debbie Cartwright, Nicole Conley, Blanca Zamora-Garcia, Bruce Elfant, Elizabeth Montoya, Jei Li, Jett Hanna, Dr. Osezua Ehiyamen, Richard Lavine, Shenghao Wang, Tom Buckle, Vivek Kulkarni

ABSENT: None

5E. Discussion and possible action on Chief Appraiser Report to include: 2025 calendar, 2025 field work, Community Outreach, and Taxpayer Experience Snapshot.

Members of the board heard from Leana Mann, Chief Appraiser

RESULT: **DISCUSSED**

5F. Discussion and possible action on Deputy Taxpayer Liaison position and possible extension of contract.

Members of the board heard from Leana Mann, Chief Appraiser

MOTION: **Move approval on the extension of the Deputy Taxpayer Liaison contract.**
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Nicole Conley **SECONDER:** Blanca Zamora-Garcia

AYES: James Valadez, Debbie Cartwright, Nicole Conley, Blanca Zamora-Garcia, Bruce Elfant, Elizabeth Montoya, Jei Li, Jett Hanna, Dr. Osezua Ehiyamen, Richard Lavine, Shenghao Wang, Tom Buckle, Vivek Kulkarni

ABSENT: None

5G. Discussion on Homestead Exemption Audit procedures as required by Texas Property Tax Code 11.43; to include discussion on Texas Driver's License or identification requirements under current state law.

Members of the board heard from Leana Mann, Chief Appraiser

RESULT: **DISCUSSED**

5H. Discussion and possible action on RFP 2024-01: Request for proposals for Construction Manager at Risk Services.

Members of the board heard from Leana Mann, Chief Appraiser

MOTION: **Approval of RFP 2024-01**
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Nicole Conley **SECONDER:** Blanca Zamora-Garcia

AYES: James Valadez, Debbie Cartwright, Nicole Conley, Blanca Zamora-Garcia, Bruce Elfant, Elizabeth Montoya, Jei Li, Jett Hanna, Dr. Osezua Ehiyamen, Richard Lavine, Shenghao Wang, Tom Buckle, Vivek Kulkarni

ABSENT: None

5I. Discussion and possible action on RFQ 2024-02: Request for qualifications for Land Valuation Services.

MOTION: **Approval of RFQ 2024-02**
RESULT: **APPROVED**
MOVER: Shenghao Wang **SECONDER:** Vivek Kulkarni

AYES: James Valadez, Nicole Conley, Blanca Zamora-Garcia, Bruce Elfant, Elizabeth Montoya, Jett Hanna, Richard Lavine, Shenghao Wang, Tom Buckle, Vivek Kulkarni

NAYS: Debbie Cartwright, Jei Li, Dr. Osezua Ehiyamen

ABSENT: None

5J. Discussion and possible action on contract extension with current auditor, Eide Bailly LP for audit services for Fiscal Year 2024 and 2025.

MOTION: **Approve extension of the audit contract with Eide Bailly LP**
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Nicole Conley **SECONDER:** Dr. Osezua Ehiyamen

AYES: James Valadez, Debbie Cartwright, Nicole Conley, Blanca Zamora-Garcia, Bruce Elfant, Elizabeth Montoya, Jei Li, Jett Hanna, Dr. Osezua Ehiyamen, Richard Lavine, Shenghao Wang, Tom Buckle, Vivek Kulkarni
ABSENT: None

At 1:04 P.M. All THE BOARD moved to executive session; TO DELIBERATE ON ANY MATTER AUTHORIZED BY TEXAS GOVERNMENT CODE SEC. 551.001 *et seq* [THE TEXAS OPEN MEETING ACT] INCLUDING:

SEC. 551.071, 551.076; 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.

MOTION: Begin Board of Directors Executive Session

RESULT: **APPROVED [UNANIMOUS]**
MOVER: Dr. Osezua Ehiyamen **SECONDER:** Blanca Zamora-Garcia

AYES: James Valadez, Debbie Cartwright, Nicole Conley, Blanca Zamora-Garcia, Bruce Elfant, Elizabeth Montoya, Jei Li, Jett Hanna, Dr. Osezua Ehiyamen, Richard Lavine, Shenghao Wang, Tom Buckle, Vivek Kulkarni

ABSENT: None

At 2:10 PM, the Board resumed the public session and returned to Item 5K.

5K. Discussion on Cyber Security at Travis CAD

RESULT: **NOT DISCUSSED**

5L. Discussion with TCAD's In-House Counsel and Outside Counsel concerning Travis Central Appraisal District's authority to file Counter-Claims in pending and anticipated Chapter 42 lawsuits.

RESULT: **DISCUSSED IN EXECUTIVE SESSION**

5M. Discussion and possible action on Litigation and Appeals related to pending and anticipated lawsuits.

RESULT: **DISCUSSED IN EXECUTIVE SESSION**

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

1. End-of-Year Budget Amendment
2. Provide a detailed report at the end of the year to show the outreach status.
3. Collect data points through February and schedule Valuebase to give a presentation to the board.
4. Cybersecurity practices
5. Add ARB Subcommittee Report to the agenda regarding their upcoming interviews.

5O. Adjournment

MOTION: Approve to adjourn meeting at 2:14 PM
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Dr. Osezua Ehiyamen **SECONDER:** Shenghao Wang

AYES: James Valadez, Debbie Cartwright, Nicole Conley, Blanca Zamora-Garcia, Bruce Elfant, Elizabeth Montoya, Jei Li, Jett Hanna, Dr. Osezua Ehiyamen, Richard Lavine, Shenghao Wang, Tom Buckle, Vivek Kulkarni

ABSENT: None

Respectfully submitted,

Nicole Conley, Secretary

Approved:

James Valadez, Chairperson