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 DECEMBER 9, 2024 MEETING

1. Call to order

Meeting called to order by James Valadez at 11:40 a.m. on December 9, 2024.

2. Establishment of Quorum

James Valadez, Chairperson	Travis County	Present
Nicole Conley, Secretary	City of Austin	Present
Tom Buckle	West Travis County	Present
Elizabeth Montoya	East Travis County	Absent
Debbie Cartwright	Austin ISD	Present
Vivek Kulkarni	Travis County	Absent
Dr. Osezua Ehiyamen	Austin ISD/City of Austin	Absent
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 - Late

Also present were Leana Mann, Chief Appraiser, Dustin Banks, In-house Counsel, and Karen Evertson and Mary Sanchez of Evertson & Sanchez, PC.

3. Citizens Communication

4. Recognition of outgoing Board Members Bruce Elfant and Tom Buckle for their years of service to the Travis Central Appraisal District Board of Directors and Travis County Property Owners.

5. Consent Agenda

a. APPROVAL OF THE MINUTES OF THE OCTOBER 31, 2024, REGULAR MEETING
b. SECTION 25.25B REPORT
c. ACCOUNTING STATEMENTS
d. BUDGET LINE-ITEM TRANSFERS
e. PERSONNEL REPORT

MOTION: Approve the Consent Agenda
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Richard "Dick" Lavine **SECONDER:** Tom Buckle

AYES: James Valadez, Debbie Cartwright, Nicole Conley, Blanca Zamora-Garcia, Bruce Elfant, Jei Li, Jett Hanna, Richard Lavine, Shenghao "Daniel" Wang, Tom Buckle

ABSENT: Elizabeth Montoya, Dr. Osezua Ehiyamen, Vivek Kulkarni

6A. Discussion and possible action on Taxpayer Liaison Report.

Members of the board heard from Betty Thompson, Taxpayer Liaison

RESULT: **DISCUSSED**

6B. Discussion and possible action on Appraisal Review Board Chairman Report.

Members of the board heard from Craig Phifer, Appraisal Review Board Chairman

RESULT: **DISCUSSED**

6C. Discussion and possible action on Appraisal Review Board Subcommittee Report.

Members of the board heard from Shenghao "Daniel" Wang

RESULT: **DISCUSSED**

6D. Discussion and possible action on the appointment of Appraisal Review Board Members.

MOTION: **Adopt Resolution 20241209-6D regarding the appointment and reappointment of the ARB members for 2025.**
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Shenghao "Daniel" Wang **SECONDER:** Richard "Dick" Lavine

AYES: James Valadez, Debbie Cartwright, Nicole Conley, Blanca Zamora-Garcia, Bruce Elfant, Jei Li, Jett Hanna, Richard "Dick" Lavine, Shenghao "Daniel" Wang, Tom Buckle

ABSENT: Elizabeth Montoya, Dr. Osezua Ehiyamen, Vivek Kulkarni

6E. Discussion and possible action on Chief Appraiser Report to include: 2025 field work, Legislative update, Homestead Exemption Audit, Community Outreach, and Taxpayer Experience Snapshot.

Members of the board heard from Leana Mann, Chief Appraiser

RESULT: DISCUSSED

6F. Discussion and possible action on Fiscal Year 2024 Budget Amendment as presented to Taxing Entities on November 4, 2024.

Members of the board heard from Leana Mann, Chief Appraiser

MOTION: Approve Budget Amendment as presented to Tax Entities
RESULT: APPROVED [UNANIMOUS]
MOVER: Nicole Conley **SECONDER**: Blanca Zamora-Garcia

AYES: James Valadez, Debbie Cartwright, Nicole Conley, Blanca Zamora-Garcia, Bruce Elfant, Jei Li, Jett Hanna, Richard "Dick" Lavine, Shenghao "Daniel" Wang, Tom Buckle

ABSENT: Elizabeth Montoya, Dr. Osezua Ehiyamen, Vivek Kulkarni

6G. Discussion and possible action on RFP 2024-04: Request for proposals for printing services.

Members of the board heard from Leana Mann, Chief Appraiser

MOTION: Approve RFP 2024-04 proposal for printing services
MOVER: Nicole Conley **SECONDER**: Tom Buckle

AYES: James Valadez, Debbie Cartwright, Nicole Conley, Blanca Zamora-Garcia, Bruce Elfant, Jei Li, Jett Hanna, Richard "Dick" Lavine, Shenghao "Daniel" Wang, Tom Buckle

ABSENT: Elizabeth Montoya, Dr. Osezua Ehiyamen, Vivek Kulkarni

6H. Discussion and possible action on contract extension with Just Appraised Inc. for SAAS services for deed and exemption processing.

Members of the board heard from Leana Mann, Chief Appraiser

MOTION: Approval of contract extension with Just Appraised inc.
RESULT: APPROVED [UNANIMOUS]
MOVER: Tom Buckle **SECONDER**: Nicole Conley

AYES: James Valadez, Debbie Cartwright, Nicole Conley, Blanca Zamora-Garcia, Bruce Elfant, Jei Li, Jett Hanna, Richard "Dick" Lavine, Shenghao "Daniel" Wang, Tom Buckle

ABSENT: Elizabeth Montoya, Dr. Osezua Ehiyamen, Vivek Kulkarni

6I. Discussion and possible action on updated contract with Evertson and Sanchez, P.C. for legal services.

MOTION: **Approve the updated contract with Evertson and Sanchez, P.C.**
RESULT: **APPROVED**
MOVER: Shenghao Wang **SECONDER:** Blanca Zamora-Garcia

AYES: James Valadez, Debbie Cartwright, Nicole Conley, Blanca Zamora-Garcia, Bruce Elfant, Jei Li, Jett Hanna, Richard "Dick" Lavine, Shenghao "Daniel" Wang, Tom Buckle

ABSENT: Elizabeth Montoya, Dr. Osezua Ehiyamen, Vivek Kulkarni

At 12:26 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, 551.074, 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: Tom Buckle **SECONDER:** Shenghao "Daniel" Wang

AYES: James Valadez, Debbie Cartwright, Nicole Conley, Blanca Zamora-Garcia, Bruce Elfant, Jei Li, Jett Hanna, Richard "Dick" Lavine, Shenghao "Daniel" Wang, Tom Buckle

ABSENT: Elizabeth Montoya, Dr. Osezua Ehiyamen, Vivek Kulkarni

At 1:36 PM, the Board resumed the public session and returned to Item 6J.

6J. Discussion and possible action on Taxpayer Liaison Subcommittee Report.

MOTION: **Approve the review as conducted by the subcommittee of the Taxpayer Liaison and Deputy Taxpayer Liaison.**
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Shenghao "Daniel" Wang **SECONDER:** Jei Li

AYES: James Valadez, Debbie Cartwright, Nicole Conley, Blanca Zamora-Garcia, Bruce Elfant, Jei Li, Jett Hanna, Richard "Dick" Lavine, Shenghao "Daniel" Wang, Tom Buckle

ABSENT: Elizabeth Montoya, Dr. Osezua Ehiyamen, Vivek Kulkarni

6K. Discussion and possible action on Taxpayer Liaison and Deputy Taxpayer Liaison Annual Evaluation.

MOTION: **Approve the evaluation as conducted by the Subcommittee of the Taxpayer Liaison and Deputy Taxpayer Liaison**
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Shenghao "Daniel" Wang **SECONDER:** Nicole Conley

AYES: James Valadez, Debbie Cartwright, Nicole Conley, Blanca Zamora-Garcia, Bruce Elfant, Jei Li, Jett Hanna, Richard "Dick" Lavine, Shenghao "Daniel" Wang, Tom Buckle

ABSENT: Elizabeth Montoya, Dr. Osezua Ehiyamen, Vivek Kulkarni

6L. Discussion on Cyber Security practices at Travis Central Appraisal District.

RESULT: **DISCUSSED IN EXECUTIVE SESSION**

6M. Discussion and possible action on Litigation and Appeals related to pending and anticipated lawsuits.

RESULT: **DISCUSSED IN EXECUTIVE SESSION**

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

6O. Adjournment

MOTION: Approve to adjourn meeting at 1:41 PM
RESULT: **APPROVED [UNANIMOUS]**
MOVER: Bruce Elfant **SECONDER:** Tom Buckle

AYES: James Valadez, Debbie Cartwright, Nicole Conley, Blanca Zamora-Garcia, Bruce Elfant, Jei Li, Jett Hanna, Richard "Dick" Lavine, Shenghao "Daniel" Wang, Tom Buckle

ABSENT: Elizabeth Montoya, Dr. Osezua Ehiyamen, Vivek Kulkarni

Respectfully submitted,

Nicole Conley, Secretary

Approved:

James Valadez, Chairperson