

TRAVIS CENTRAL APPRAISAL DISTRICT

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The Honorable Jeff Coleman
City of Pflugerville
P.O. Box 589
Pflugerville, TX 78691

May 18, 2016

Travis Central Appraisal District has been located at our current location of 8314 Cross Park Drive since 1985 and in that time the number of parcels serviced has nearly doubled from 231,237 in 1985 to 424,146 in 2016 and the number of protest adjudicated has more than tripled from 30,285 in 1996 to 107,152 in 2016. Growth in Travis County is expected to continue and the demand for appraisal services is expected to grow proportionally. Additional staff and office workspace is necessary to meet the growing demand for appraisal services. Through the purchase of ergonomic cubicles and furniture we have been able optimize use of our existing space for over 30 years; unfortunately, we currently have reached maximum capacity in our facilities and lack space to house additional staff or service additional taxpayers. In addition to the lack of workspace, we lack sufficient parking capacity and must lease parking from adjacent property owners.

The appraisal district has prudently planned for future needs and has dedicated reserves for building maintenance and expansion. We have explored several options to meet the growing need for additional workspace and parking. Purchase of a new larger facility was considered; however, the estimated cost based on currently available commercial data was approximately between \$5,950,000 and \$11,350,000. Alternatively, we considered the potential to expand at the current location. We have determined that this is the most cost effective solution and would be least disruptive to the taxing units and taxpayers that we serve. A vacant lot at 2304 Forbes Drive is adjacent and contiguous to the existing property owned by the appraisal district and is available for sale. The appraisal district has negotiated a purchase price of \$254,000 for this vacant lot. [The appraisal district has sufficient funds in dedicated reserve for the purchase and no additional funds will be requested of the taxing unit for this real estate purchase.](#)

The Texas Property Tax Code Section 6.051 requires acquisition or conveyance of real property by the appraisal district be approved by the governing bodies of three-fourths of the taxing units entitled to vote on the appointment of board members. Please find enclosed a copy of the resolution from the Travis Central Appraisal District for the purchase of real estate located at 2304 Forbes Drive, a site map of the appraisal district location and the proposed lot, and a summary of the alternatives considered by the appraisal district. **The appraisal district needs a resolution from your governing body approving the real estate purchase by June 24, 2016. A sample resolution has been included for your convenience.**

Please feel free to contact me if you have any questions or need additional information.

Sincerely,
Marya Crigler, RPA
Chief Appraiser
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