

# TRAVIS CENTRAL APPRAISAL DISTRICT

**BOARD OFFICERS**  
 RICHARD LAVINE  
 CHAIRPERSON  
 KRISTOFFER S. LANDS  
 VICE CHAIRPERSON



PATRICK BROWN  
 CHIEF APPRAISER

**BOARD MEMBERS**  
 JAMES ADKINS  
 TOM BUCKLE  
 ED KELLER  
 ELEANOR POWELL  
 NELDA WELLS SPEARS  
 BLANCA ZAMORA-GARCIA

June 3, 2011

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

RE: Notification from the Travis Central Appraisal District of a Vacancy on the Board of Directors

Dear: Mr. Coleman

Please allow this letter to serve as notification of a vacancy on the Travis Central Appraisal District (TCAD) Board of Directors. As you may be aware, Ms. June J. Kunkel, the representative for Eastern Travis County, resigned her position as a board member in April 2011.

Pursuant to Section 6.034(i) of the Texas Property Tax Code - "*If a vacancy occurs on the board of directors of an appraisal district that has adopted staggered terms for board members, the vacancy shall be filled by appointment by resolution of the governing body of the taxing unit that nominated the person whose departure from the board caused the vacancy and the procedure for filling a vacancy provided by Section 6.03 of this code does not apply in that event.*"

Your jurisdiction is defined to be in the eastern part of the County. A complete list of the taxing entities within the defined area is attached. The TCAD Board of Directors requests that the presiding officer of the governing body submit the names of the unit's nominees to fill the vacancy to the chief appraiser by June 29, 2011. The chief appraiser shall prepare a ballot listing the candidates nominated and shall deliver the ballot to the taxing entities prior to July 5, 2011. The governing body of each taxing unit entitled to vote shall determine its vote by resolution and submit it to the chief appraiser before August 1, 2011.

To be eligible to serve on the Board of Directors an individual must be a resident of the Travis County and must have resided in the district for at least two years immediately preceding the date the individual takes office. An employee of a taxing unit is not eligible to serve on the board unless the individual is also a member of the governing body or an elected official of a taxing unit.

Please submit your nominees by June 29, 2011, to the following address:

Patrick Brown  
 Travis Central Appraisal District  
 P.O. Box 149012  
 Austin, Texas 78714-9012

If you have any questions, please give me a call at (512-320-0222 x 101)

Sincerely,

Richard Lavine,  
 Board Chair  
 Travis Central Appraisal District

## Eastern Travis County

Jurisdiction	Presiding Officer Title	Address	City, State, Zip
City of Manor	The Honorable Joe Sanchez	P.O. Box 387	Manor, TX 78653
Del Valle ISD	Mr. Richard C. Vasquez	5301 Ross Road	Del Valle, TX 78617-3203
Village of San Leanna	The Honorable Joel Chapa	P. O. Box 1107	Manhaca, TX 78652
Pflugerville ISD	Dr. Carol Fletcher	1401 West Pecan	Pflugerville, TX 78660
City of Pflugerville	The Honorable Jeff Coleman	P.O. Box 589	Pflugerville, TX 78691
Coupland ISD	Ms. Kandace Samuelson	P.O. Box 217	Coupland, TX 78615
Manor ISD	Ms. Desiree Cornelius-Fisher	P.O. Box 359	Manor, TX 78653
Village of Creedmoor	The Honorable Robert Wilhite	5008 Hartung Lane	Creedmoor, TX 78610
City of Mustang Ridge	The Honorable Alfred Vallejo, II	12800 US 183 South	Mustang Ridge, TX 78610
Village of Webberville	The Honorable Hector Gonzalez	19208 FM 969B	Webberville, TX
Elgin ISD	Mr. Byron Mitchell	PO Box 351	Elgin, TX 78621
City of Round Rock	The Honorable Alan McGraw	221 E. Main Street	Round Rock, TX 78664
Round Rock ISD	Mr. Glen Colby	1311 Round Rock Ave.	Round Rock, TX 78681
City of Elgin	The Honorable Marc Holm	310 N. Main Street	Elgin, TX 78621