

**CENTRAL APPRAISAL DISTRICT OF JOHNSON COUNTY  
109 N. MAIN, CLEBURNE, TX 76033**

May 8, 2025

The Board of Directors of the Central Appraisal District of Johnson County met in regular session on Thursday May 8, 2025 at 6:00 p.m. at the Cleburne Conference Center, 1501 W. Henderson St., Rm. Cross Timbers, Cleburne, Texas after the agenda was duly posted in accordance with the Open Meetings Act.

Members present were: Peter Svendsen, Chairman; John Wood, Vice Chairman; Brannon Potts, Secretary; Tina White, Director; Larry Trammell, Director; Chris Saunders, Director and Scott Porter, Johnson County Tax Assessor/Collector. Amy Lingo, Director was absent.

Staff present was Brittany Vereen, Acting Chief Appraiser and Amy Gill, Support Services Director. Jessica White, Administration Director recorded the minutes of the meeting.

Visitors present were Bruce Medley, Attorney with Perdue, Brandon, Fielder, Collins & Mott, Ginger Allen, Taxpayer Liaison Officer. Kevin Roy, John Finnell, Kim Jones, Greg Cooper, Kate Shaum, Rebecca Jenkins, Chris Fletcher, Burleson City Mayor, Chris Lenker, Godley City Mayor. Chairman Svendsen welcomed everyone, Director Saunders gave the invocation. The Pledge of Allegiance to the U.S.A flag and Texas pledge was led by Chairman Svendsen.

**Agenda Item 1. (Oath of Office)** Jessica White, Notary administered the oath of office to Chris Saunders.

**Agenda Item 2. (Consent Agenda)** Motion by Wood to approve as presented; seconded by Trammell. 7-Yes; 0-No

- A. Minutes of the April 10, 2025 regular meeting
- B. Minutes of the April 15, 2025 special meeting
- C. Financial report for April 2025
- D. Taxpayer Liaison Report – Mrs. Allen reported on the phone calls and emails she has received.

**Agenda Item 3. (Public Funds Investment Training)** Jessica White explained The North Central Texas Council of Governments (NCTCOG) is where CAD staff had their training previously. Mrs. White explained herself and one other employee will be taking the training via Zoom. Motion by Trammell to approve the PFI Training; seconded by Wood. 7-Yes; 0-No

**Agenda Item 4. (Microphone Purchase)** Vice Chairman Wood explained he had a speaker that he believes will work with the current recording device being used. After BOD discussion of other possibilities a motion was made by Trammell to table this discussion; seconded by Saunders. 7-Yes; 0-No

**Agenda Item 5. (June meeting date)** Chairman Svendsen mentioned the possible need to change the date due to scheduling conflicts. After BOD discussion, it was determined the June 12th date will be fine.

**Agenda Item 6. (Discussion on 10% and 20% caps on appraisal value)** Bruce Medley explained the cap for properties with homestead exemptions can not exceed a 10% increase in taxable value each year. He also explained the circuit breaker for non-homestead and non-ag properties. Those properties can not exceed a 20% increase in taxable value each year.

**Agenda Item 7. (Discussion on ARB per diem)** Larry Trammell mentioned adding a half day per diem of \$87.50 for ARB members. He stated many ARB members have mentioned wanting to work half days. Mrs. Allen stated the current ARB schedule is only a full day. Bruce Medley explained a half day per diem set by the BOD was fine. However, the scheduling will be set by the ARB Chairman. Chairman Svendsen recommends adding this as an action item to next month's agenda.

**Agenda Item 8. (Greg Cooper Presentation)** Greg Cooper handed out information to the BOD and CAD staff. He thanked the BOD for transparency. He also mentioned hearing positive feedback about customer service. He gave examples of 50 properties in Johnson County that went unchanged for 10 years. He stated he had multiple discussions with the former chief appraiser and believed it was being taken care of. Vice Chairman Wood thanked Mr. Cooper for bringing this information forward and asked Bruce Medley if this packet of information could be given to the auditor. Bruce Medley stated that was fine. Director Trammell mentioned his most recent visit to the CAD and the staff was very polite and helpful. Discussion was had regarding the possible reappraisal of the list of properties provided. Burleson City Mayor, Chris Fletcher stated he believes the 3 year reappraisal plan will kill every entity in Johnson County but he sees that the BOD does care.

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Agenda Item 9. (Kevin Roy– RV Depot) Kevin Roy wanted to speak on his issue with the dealerships taxes. He explained RV Depot used the tax rates that they were given by the CAD. They later found out there was an error with those rates resulting in taxes owed on RV Depot’s behalf. He stated RV Depot missed the opportunity to pass those taxes on to the customers. He also received a letter from the attorney Bruce Medley stating the letter sent by the CAD was only a courtesy letter. It is up to the dealership to pay the correct amount of taxes owed. Mr. Roy wanted the BOD to give this some consideration as to how it can be fixed. Vice Chairman Wood asked if the BOD could do anything in this matter. Bruce Medley explained the BOD has no authority to make any changes here. Bruce Medley could not find anything in the tax code that would allow any changes to be made but agreed to look further, confer with other council and will get back to Mr. Roy, Brittany Vereen and the BOD.

Agenda Item 10. (Subcommittee Reports) Director Trammell explained the RFP's for the CAD audit and chief appraiser recruitment services were posted with a deadline of May 28th for those proposals. One proposal has been received for the chief appraiser recruitment and four other companies have expressed interest. Director Trammell stated he made contact with Richard Petree and was told that his company is no longer going to put a bid in.

Agenda Item 11. (Non-Agenda Public Communications) Chris Lenker, Godley City Mayor stated the City of Godley will hold a meeting to vote on nominations for the BOD and invited all that may have interest to please come to the meeting on may 20th. David Carmie, Burleson resident expressed interest in being on the BOD. Vice Chairman Wood suggested he speak with Mayor Lenker. Chairman Svendsen suggested he get with the manager Craig Hundley to set something up.

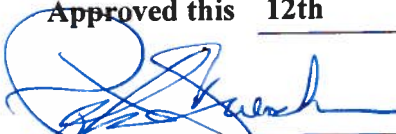
Agenda Item 12. (Staff Reports) Brittany Vereen explained 906 informal hearings with appraisers have been completed with 594 properties settled. She mentioned the protest deadline is May 15th. 2,600 business personal property renditions have been processed. Notices on bpp should be mailed close to June 6th. The appraisal review board has received 1,323 protests as of yesterday. ARB hearings will begin on May 20th. Chairman Svendsen asked Mrs. Allen to think of ways to reconfigure the ARB rooms. Director Trammell agreed. Discussion was had with TLO about possibilities.


Agenda Item 13-14 (Executive Session) No executive session was called for.

Agenda Item 15. (Next Meeting) The next scheduled board meeting will be held on Thursday, July 12th.

Agenda Item 16. (Adjournment) At 7:50 p.m. Chairman Svendsen called for a motion to adjourn the meeting. Motion by Wood; seconded by Trammell. 7-Yes; 0-No.

Approved this 12th day of June, 2025.

  
Peter Svendsen, Chairman

  
Brannon Potts, Secretary