

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

**June 12, 2025**

The Board of Directors of the Central Appraisal District of Johnson County met in regular session on Thursday June 12, 2025 at 6:00 p.m. at the Cleburne Conference Center, 1501 W. Henderson St., Rm. Cross Timbers Branch, Cleburne, Texas after the agenda was duly posted in accordance with the Open Meetings Act.

Members present were: John Wood, Vice Chairman; Amy Lingo, Director; Tina White, Director; Larry Trammell, Director and Chris Saunders, Director. Peter Svendsen, Chairman; Brannon Potts, Secretary and Scott Porter, Johnson County Tax Assessor/Collector were 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. Larry Scott, Sherry Scott, Darren George, Mary Sarver, Steve Nunley, Jason Marbut, Chris Lenker, Godley City Mayor. Vice Chairman Wood welcomed everyone, Mary Sarver gave the invocation. The Pledge of Allegiance to the U.S.A flag and Texas pledge was led by Vice Chairman Wood.

**Agenda Item 1. (Consent Agenda)** Motion by Trammell to approve as presented; seconded by Lingo. 5-Yes; 0-No

A. Minutes of the May 8, 2025 regular meeting

B. Financial report for May 2025

C. Taxpayer Liaison Report – Mrs. Allen reported on the phone calls and emails she has received. Director Trammell asked Mrs. Allen if she had anything she needed to report on, that wasn't in her written report. She stated everything was in her written report.

**Agenda Item 2. (ARB Per Diem Rates)** Director Trammell stated if the opportunity for the ARB members to work a half day were available then they should be compensated for only a half day not a full day. Director White asked how that was currently being handled. Mrs. Allen stated the schedule is made for a full day of hearings. Director Lingo asked what hours the hearings were scheduled for. Brittany Vereen stated the hearings were scheduled between 8:30-4. Director Trammell made a motion to establish a half day rate of 50% of the full days rate, if the ARB members work 4 hours or less; seconded by White. 5-Yes; 0-No

**Agenda Item 3. (2026 Proposed Budget)** Director Lingo stated the budget subcommittee met with Brittany Vereen and Jessica White regarding the budget. The CAD presented a budget that is less than last years budget. The subcommittee feels as though it needed some more work in order to decrease it even further. Director Lingo stated she believes it is ok to send to the taxing jurisdictions as is but would like to see more cuts made. Director Trammell and Vice Chairman Wood thanked the CAD staff for their work on the budget so far. Motion by Trammell to approve the proposed budget to be released to the taxing jurisdictions; seconded by Lingo. 5-Yes; 0-No

**Agenda Item 4. (Sound/Audio Equipment Purchase)** Vice Chairman Wood stated TJ Ziebel brought some equipment to try for the night. Vice Chairman Wood also provided a quote from Sweetwater for \$3,000. Mr. Ziebel explained he could provide cheaper equipment. Mr. Ziebel agreed to bring another configuration next month. Director Lingo asked Mr. Ziebel how much cost savings the equipment would be in comparison with the \$3,000 quote. He stated approximately \$2,500 less. Motion by Lingo to table this item; seconded by Trammell. 5-Yes; 0-No

**Agenda Item 5. (Executive Recruitment Services)** Director White spoke on behalf of the chief appraiser recruitment subcommittee. She gave a brief summary on the three proposals received in response to the RFP. The subcommittee is recommending Mackenzie Eason for the recruitment service. She also mentioned the ability for CAD staff and the public to participate in the process was important. Darren George with Mackenzie Eason summarized the search process and some of the assessments that would be utilized to vet each candidate. Some discussion was had on those assessments and what they cover. Director Trammell stated Mackenzie Eason was responsible for the current Tarrant County Appraisal District Chief Appraiser placement. Director White asked if salary data was something they could provide. Mr. George explained that they would and in their most recent search they found that chief appraiser salaries have risen significantly in the past few years. Mr. George mentioned Mackenzie Eason would also be interested in sending a proposal for the CAD audit as well. Director Trammell made a motion to accept the proposal and authorize an officer to sign the contract from Mackenzie Eason; seconded by White. 5-Yes; 0-No

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Agenda Item 6. (CAD audit) While speaking with Mr. George from Mackenzie Eason, the BOD decided to table this item til next month. Motion by Director Trammell to table; seconded by Wood. 5-Yes; 0-No

Agenda Item 7. (Board of Director Appointment) Larry H. Scott, Burleson City Council member explained he has been in the area since 1968 and knows Johnson County very well. He stated he believes the BOD has a very important decision on the appointment of a new board member. He asked the BOD to consider letting majority rule in making this decision. Director Trammell explained the entity nominations were not weighted for this particular appointment. The entities were only ask to nominate people. Whoever receives the majority of the BOD votes will be the person appointed. Director Lingo stated she only had a list of names. There were no resumes or bios included. Vice Chairman Wood suggested to table in order to receive that information before voting. Director Trammell suggested allowing the candidates that were present to speak during this time. Jason Marbut a resident of Cleburne, gave a printed copy of his bio to the BOD and gave a brief summary. Vice Chairman Wood asked Mr. Marbut if he had real estate experience. Mr. Marbut explained he managed 7 commercial properties. Mary Sarver stated she unexpectedly was nominated. She is currently Mayor pro-tem for the City of Grandview. She gave a brief summary on her professional background. Vice Chairman Wood asked if she will have time to be on the BOD. She stated she manages her own schedule and believes she does have time. Director Trammell asked if she feels up to speed on what's currently going on with the JCAD BOD. She said yes. Director Trammell made a motion to appoint Mary Sarver; seconded by Wood. 5-Yes; 0-No

Agenda Item 8. (Oath of Office) Jessica White, Notary administered the oath of office to Mary Sarver.

Agenda Item 9. (Subcommittee Reports) The budget subcommittee was previously mentioned during agenda item 3. The audit and Chief Appraiser recruitment subcommittees were previously mentioned during agenda item 5.

Agenda Item 10. (Non-Agenda Public Communications) No non-agenda public communications.

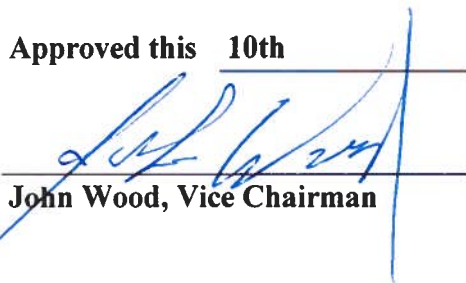
Agenda Item 11. (Staff Reports) Brittany Vereen reported 15,430 protests have been received and 5,999 BPP notices were mailed last week. Jessica White explained the CAD received a termination letter from Taylor ,Olson, Adkins, Sralla and Elam LLP due to a conflict with some of their other clients. Jessica White stated she will bring a recommendation for a new firm next month. Director Trammell asked for the stratification report each month regarding property values. Amy Gill gave a brief update on the phone metrics. Over 3,000 phone calls came through last month. Amy Gill also updated the BOD on GSA. She stated the CAD staff were recently made aware that GSA does not integrate with the software used by the Johnson County Tax Assessor-Collector. Vice Chairman Wood suggested the CAD send GSA a demand letter regarding any issues. Bruce Medley stated the contract allows GSA 90 days to cure any issues brought to their attention. Vice Chairman Wood asked Brittany Vereen if she would agree to send a demand letter and she agreed. Director Lingo asked that the BOD receive updates regarding this matter. Discussion was had about a possible meeting with the BOD and appropriate GSA personnel. Vice Chairman Wood thanked CAD staff for bringing this to the BOD attention.


Agenda Item 12-13 (Executive Session) No executive session was called for.

Agenda Item 14. (Next Meeting) The next scheduled board meeting will be held on Thursday, July10<sup>th</sup>.

Agenda Item 15. (Adjournment) At 7:51 p.m. Vice Chairman Wood called for a motion to adjourn the meeting. Motion by Sarver; seconded by Trammell. 5-Yes; 0-No.

Approved this 10th day of July, 2025.

  
John Wood, Vice Chairman

  
Tina White, Director