

# Central Appraisal District of Johnson County Board of Directors Regular Meeting

Thursday, July 9, 2026 – 6:00 p.m.  
Cross Timbers Branch Meeting Room, Cleburne Conference Center  
1501 W. Henderson Street Cleburne, Texas

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## **JCAD Board of Directors**

1. Chairperson Tina White - Present
2. Vice Chairperson Peter Svendsen - Present
3. Secretary Jason Marbut - Present
4. Director Larry Trammell - Present
5. Director John Wood - Present
6. Director Chris Saunders - Present
7. Director Ignacio Hernaiz - Present
8. Director Shane McNeel - Present
9. Scott Porter, Tax Assessor Collector - Absent

## **JCAD Taxpayer Liaison Officer**

Mrs. Amy Lingo - Present

## **JCAD Staff**

Mr. Mitch Fast, Chief Appraiser/Executive Director  
Mrs. Brittany Vereen, Director of Appraisal Operations  
Mrs. Amy Gill, Director of Support Services

## **JCAD Legal Counsel**

Mr. Matthew Tepper, President & Managing Attorney, MVBA, P.C.

## **1. Preliminary Business**

### **1.A. Call to Order**

Chairperson Tina White called the meeting to order at 6:00 p.m.

### **1.B. Determination of a Quorum**

A quorum was determined to be present.

### **1.C. Welcome**

### **1.D. Invocation**

Director Chris Saunders gave the invocation.

### **1.E. Pledge of Allegiance**

Vice Chairperson Svendsen led the Pledge of Allegiance.

### **1.F. Recognitions**

### **1.G. Non-agenda Public Communications**

**Steve Nunley** addressed the Board regarding concerns about the broader property tax system and its long-term financial impact. His concerns included problems with the District's software, which he stated were serious and affected property owners, government entities, and the country as a whole. Mr. Nunley referenced two online videos and related legal claims and, out of concern for everyone affected, encouraged the Board and members of the public to review the referenced information.

**Craig Hundley** addressed the Board and said that the workshop received a great deal of positive feedback. The primary criticism was that some attendees felt the presentations were too in-depth. The Board acknowledged that it shared responsibility for the level of detail, noting that members had collaborated with Chief Appraiser/Executive Director Mitch Fast in developing the workshop content and determining the

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topics to be presented. Mr. Hundley believes appraisal districts across the state are watching Johnson County and paying close attention to the work being done by the district.

**Greg Cooper** addressed the Board and thanked the Board, Mr. Fast, and District staff for their openness and accessibility. He stated that many governmental entities create barriers that make it difficult for the public to understand their work or communicate concerns. Mr. Cooper commended the District for removing those barriers, improving transparency, and helping the public better understand its operations. He encouraged the Board and staff to continue that approach and stated that other local governmental entities could learn from the District's example.

**Kim Jones** addressed the Board and commended Mr. Fast for his presentation at the recent workshop. She stated that attendees left with the impression that the District is led by someone who cares about property owners and is committed to fairness for the residents of Johnson County. Ms. Jones remarked that she was surprised by the large turnout and shared that the people she works with have consistently praised District staff for their professionalism and helpfulness.

## 1.H Public Hearing to Consider 2027 Central Appraisal District of Johnson County Budget

Chief Appraiser Mitch Fast presented the proposed 2027 budget for the Central Appraisal District of Johnson County. He explained that the proposed budget is very similar to the 2026 budget, with an overall increase of approximately 1.3 percent. He noted that budget growth since 2022 reflects the continued growth of Johnson County, with employee health benefits showing the largest increase. The proposed budget funds 41 positions, although the District was not yet fully staffed. Contractual services also increased as the District continues to invest in technology to improve appraisal operations.

Mr. Fast explained that the budget presentation included the major budget categories of salaries and payroll burden, contractual office expenditures, Appraisal Review Board expenses, professional services, training and education, appraisal costs, and capital expenditures. The presentation compared 2025 actual expenditures, the 2026 adopted budget, and the proposed 2027 budget. The budget packet also included explanations for line items increasing by more than five percent, employee salary and benefit information, and the entity payment schedule based on the 2025 tax levy. Mr. Fast advised that the 2026 tax levy information was not yet available and could affect the entity payment schedule. He also explained that a pending 2026 budget amendment was not reflected in the proposed budget because it had not yet been adopted.

Vice Chair Svendsen asked whether the proposed budget addressed a recommendation from the organizational audit concerning salary differences between management and other staff. Mr. Fast responded that a recent director-level salary study placed Johnson County near the lower end of the range among comparable metropolitan appraisal districts. He stated that his greater concern was that several experienced, long-term employees remained near the entry level of the salary schedule despite their experience, institutional knowledge, and contributions to customer service. Mr. Fast stated that future budget planning should focus on strengthening the lower end of the salary schedule to improve employee retention.

Vice Chair Svendsen emphasized the importance of ensuring that employees feel valued, are fairly compensated, and receive equitable pay throughout the organization. Mr. Fast agreed.

During the public hearing, Greg Cooper questioned the proposed increase in annual CAMA software maintenance and subscription costs. Mr. Fast explained that the 2027 amount was based on the vendor's estimate and included additional services, such as possible website transition costs and mobile fieldwork

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services. Board members discussed the cost and time that would be required to replace the current software, as well as concerns regarding software performance, workarounds, communication with the Tax Assessor-Collector's Office, and appraisal accuracy.

Kim Jones asked about funds budgeted for Appraisal Review Board training and discussed potential savings through greater use of electronic communications. She also raised concerns regarding mailing, printing, postage, staff time, and delays in mail delivery.

After providing an opportunity for all interested parties to speak, the public hearing was closed.

## 2. Action Items

### 2.A. Consent Agenda

#### 2.A.1. Review, discuss and consider taking action on the approval of June 11, 2026, regular meeting minutes

The posted agenda contained a typographical error related to the approval of the meeting minutes and the item was tabled until the next regular meeting.

#### 2.A.2. Review, discuss and consider taking action on the approval of the June financial reports

The posted agenda contained a typographical error related to the approval of the June financial reports and the item was tabled until the next regular meeting.

#### 2.A.3. Review, discuss and consider taking action on the approval of the 2<sup>nd</sup> Quarter Investment Report

Director Larry Trammell made a motion to approve the report. Director Jason Marbut seconded the motion. The motion passed unanimously.

### 2.B. General Action Items

#### 2.B.1. Review, discuss and consider taking action on the adoption of the 2027 Central Appraisal District of Johnson County Budget

Director Trammell stated that he had reviewed the proposed budget in detail and was pleased with the supporting information and explanations provided. Director Wood commented on the importance of an orderly and transparent budget process, and Chairperson White thanked Mr. Fast and staff for the increased level of detail compared with prior-year budgets.

Director Trammell made a motion to adopt the 2027 Central Appraisal District of Johnson County Budget. Director Wood seconded the motion. The motion passed unanimously.

#### 2.B.2. Hear presentations, review and discuss facilities assessment and long-range office planning report proposals regarding the office building acquisition process and take action as appropriate

Mr. Fast introduced three firms that submitted proposals for facility planning services.

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Justin Eimers, representing Professional Consulting Services of IAAO, LLC, participated by Zoom. He explained that the firm would evaluate the District's operations, staffing, workloads, appeal activity, current facility, projected growth, office-space needs, and parking requirements. Mr. Eimers clarified that the firm would not provide architectural drawings, floor plans, or construction cost estimates.

Freese and Nichols was represented by Parris Jones, Kirk Millican, and Tom Roessler. The firm described a planning process that could include staff interviews, workflow and adjacency analysis, staffing projections, workspace standards, conceptual building layouts, and site planning. The initial proposal focused on facility-needs assessment and conceptual planning, with later design and construction services available under a separate scope.

Eric James, Project Manager and Architect with Parkhill, explained that the firm could provide planning, architectural, engineering, construction administration, and furniture-planning services. The proposed scope included staff interviews, space programming, workflow analysis, conceptual plans, budgeting, and development of a long-range master plan. Mr. James stated that detailed technology and cabling design would occur during a later phase and advised that recent civic construction projects had ranged from approximately \$550 to \$800 per square foot, including the building, parking, and site work. He also confirmed that Parkhill would present its final findings and master plan to the Board.

### **2.B.3. Review, discuss and consider taking action to grant a right of first refusal to purchase the current office building of the Central Appraisal District of Johnson County**

This item was taken out of order and considered at the end of the meeting.

### **2.B.4. Review, discuss and consider taking action on the 2026 Board of Director Election (2027-2030 Candidates) regarding an Election Services Agreement/Contract, and the Ordering of the General Election**

The Board reviewed the Election Services Agreement with Johnson County and the Order of Special Election for the 2026 Board of Directors Election. Mr. Fast explained that the agreement was due by August 7, 2026, and reviewed the election process and estimated cost. Mr. Tepper advised that the candidate filing deadline was August 17, 2026, and that the Board would know by August 18 whether the election could be canceled due to the candidates being unopposed.

Chairperson White made a motion to authorize Mr. Fast to execute the Election Services Agreement with Johnson County and to approve the Order of Special Election. After clarification that all Board members were required to sign the Order of Special Election, Chairperson White amended the motion accordingly. Director Hernaiz seconded the amended motion. The motion passed unanimously.

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### 3. Information / Discussion Items

#### 3.A. Subcommittee Reports

##### 3.A.1. ARB

Director Saunders reported that the Appraisal Review Board was pleased with the additional hearing rooms and had requested computer equipment similar to that available in the existing rooms. Director Trammell supported providing each ARB member with independent access to the evidence, and Mr. Fast advised that staff would look into acquiring the required computers to facilitate the request.

The Board also discussed the handling and retention of evidence submitted by property owners, including procedures for reviewing digital media. In response to questions regarding doors for the new hearing rooms, Mr. Fast stated that staff would evaluate the need after the rooms had been used.

##### 3.A.2. Budget & Finance

Director Larry Trammell reported that the Budget and Finance Committee had completed its review of the proposed 2027 budget and recommended its approval. He thanked Mr. Fast for the time, care, and preparation that went into developing the budget.

##### 3.A.3. Communications

Vice Chair Svendsen reported that the Communications Subcommittee has received feedback from property owners regarding difficulties accessing information on the district's website and navigating the website and mapping system. Mr. Fast advised that these issues are related to the district's new CAMA software and that staff is working with the vendor to identify and implement solutions.

##### 3.A.4. New CAD Office

No report was presented, as the vendor presentations and related discussion were conducted earlier in the meeting.

##### 3.A.5. Policies

Chairperson White reported that Mr. Tepper had provided the committee with revised drafts of the proposed policies for review. The revisions addressed the committee's questions and concerns regarding the initial draft. The committee expects to present the proposed policies to the Board at the August meeting.

##### 3.A.6. Reappraisal Plan

Director Larry Trammell reported that the Reappraisal Plan Committee discussed adding language addressing the 5% increase threshold to require a greater preponderance of evidence by the District in support of value increases.

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### 3.B. Taxpayer Liaison Officer Report

#### 3.B.1. TLO Report of Property Owner Communications

Taxpayer Liaison Officer Amy Lingo presented her monthly report and explained that her role is to document taxpayer concerns, communicate them to the appropriate parties, and work toward resolution before matters are presented to the Board. She reported that many inquiries involved assistance with forms and appraisal procedures. Other concerns included difficulties accessing online property information, inconsistent information during the appraisal and ARB processes, appraisal notice errors, and delays in mail delivery.

Ms. Lingo advised that the appraisal notice concerns had been addressed and that her review with the local post office and ARB staff confirmed that hearing notices were mailed in accordance with statutory requirements. Vice Chair Svendsen asked about a complaint alleging that an appraiser had influenced an ARB panel. Ms. Lingo stated that the matter remained under review as a personnel issue.

Chairperson White asked whether properties with significant value increases had received additional review. Mr. Fast explained that implementation of the new CAMA system limited the time available for post-appraisal analysis and that some corrections affected other property groups because of how the data was organized. He stated that the District would continue improving its review processes and use additional analysis to identify and correct abnormal results in future appraisal cycles.

#### 3.B.2. TLO Time Report

The TLO Time Report was provided in the Board packet. No discussion was held.

### 3.C. Chief Appraiser Report

#### 3.C.1. 2026 Preliminary Market Value Updates

Mr. Fast reported that more than 2,000 homes had been added to the 2026 appraisal roll and advised that staff continued working to validate appraisal data and improve confidence in the District's reporting following implementation of the new CAMA system.

He discussed ongoing efforts to reconcile differences between the SQL Server database and system-generated summary reports used for value estimates and certification. Mr. Fast explained that staff was working to identify the source of the discrepancies, including how the system calculates new value and combines information from the real property and personal property databases.

Mr. Fast also reviewed the District's stratification reports, which compare appraised values with verified market sales by school district. He noted that residential Category A properties showed a strong correlation to market values and emphasized the importance of accurate data collection, review, and analysis in maintaining appraisal quality.

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### 3.C.2. 2026 Protest Activity Report

Mr. Fast reviewed protest statistics for tax years 2021 through 2026 and reported that approximately 26,000 protests had been filed for 2026. The report reflected 498 Appraisal Review Board determinations, 2,061 withdrawals, and 172 no-shows, with approximately 16,000 protests still pending, including protests filed by agents.

Mr. Fast stated that resolving the remaining protests would be challenging, even with three hearing panels in operation. He clarified that formal hearings were generally not scheduled on Mondays so staff could prepare for the week's hearings.

Chairperson White asked how unresolved protests affect certification. Mr. Tepper reviewed the statutory 5% threshold and explained the use of estimated values for properties that remain under protest at certification.

### 4. Executive Session

Pursuant to Sections 551.071 (Consultation with Attorney), 551.072 (Deliberation Regarding Real Property), 551.074 (Personnel Matters), and 551.076 (Deliberation Regarding Security Devices or Audits) of the Texas Government Code, the Board of Directors reserves the right to convene in Executive Session(s) as deemed necessary during the course of this meeting for any posted agenda item.

At 8:20 p.m., Chairperson White stated that the Board would convene into Executive Session.

#### 4.A. Reconvene into Open Session

At 9:33 p.m., the Board of Directors reconvened into Open Session.

#### 4.B. Discuss and possibly take action on anything discussed in Executive Session including property owner complaints and personnel matters.

##### 2.B.3. Right of First Refusal

Vice Chair Svendsen explained that prospective purchaser Dr. Maddux had requested a right of first refusal for the District's current office building to provide to the City of Cleburne. Mr. Tepper advised that the proposed letter would be contingent upon the required entity approvals and negotiation of fair market value.

Director Trammell made a motion to authorize Mr. Tepper to finalize and send the letter. Director Wood seconded the motion. The motion passed unanimously.

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### 5. Closing Business

#### 5.A. Future Agenda Items

- Reappraisal Plan
- Policies

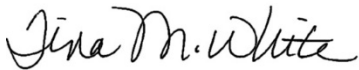
#### 5.B. Proposed Next Meeting Date

Thursday, August 13, 2026

#### 5.C. Adjourn

Director Wood made a motion to adjourn. Director Marbut seconded the motion. The motion passed unanimously, and the meeting was adjourned at 9:36 p.m.

Approved the 13<sup>th</sup> day of August, 2026.



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Chairperson



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Secretary