

Williamson Central Appraisal District

Board of Directors Meeting

Minutes of November 13, 2025

Jon Lux, Chair, called the regular meeting of the Williamson Central Appraisal District Board of Directors to order Thursday, November 13, 2025, at 9:02 a.m. Board members present; Jon Lux, Lora Weber, Hope Hisle-Piper, Harry Gibbs, Michael Wei, Lisa Birkman, Mason Moses, and Larry Gaddes. Quorum declared. Mike Sanders was absent.

Some of the District's management staff were in attendance.

Pledges of Allegiance

Receipt of Public Comments

There were no public comments.

Taxpayer Liaison Officer's Report

Report on Property Owner Contacts

Glenda Williams, the District's Taxpayer Liaison Officer (TLO), was present to report on the status of her contact with property owners.

Chief Appraiser Announcements

WCAD Awards

Lankford was proud to announce that the District had received the Top Workplace award for the 5th year in a row. He indicated that not only did the District receive top workplace but also made the top ten in the Austin area. He announced that the District had also received one special award that had not yet been disclosed.

Lankford also announced that the District had received two additional Transparency Stars from the Comptroller's office – one for open government and one for public pensions. He indicated that the District hoped to obtain the last two Stars by the end of 2025. Birkman asked that Lankford expound on these awards. Lankford explained that the Stars are a way of the Comptroller's office recognizing the District's transparency to the public. The Board thanked the District's leadership team for their work on these Stars.

WCAD Presentations

Lankford informed the Board that he had recently been invited to and attended the Oklahoma Assessors Conference where they had asked that he share the Texas property tax system and appraisal district operations with their assessors.

Lankford also mentioned visits from Hays, Bell, and Travis appraisal district (twice) to learn about the District's processes and building layout.

Consent / Possible Action Items

The consent agenda includes non-controversial and routine items that the Board may act on with one single vote. Any Board member may pull any item from the consent agenda in order that the Board discuss and act upon it individually as part of the regular agenda.

Consent Agenda Items:

Approval of Minutes of the Board of Directors for the regular meeting – October 9, 2025

Monthly Financials

Quarterly Investment Report

Taxing Unit Payments

Lankford asked that the monthly financials and quarterly investment report be moved from consent, so he could address these items.

Birkman moved for approval of the consent agenda (removing the monthly financials and quarterly investment report) as presented. Moses seconded. The motion carried unanimously.

Lankford announced that about a year ago, the district judges decided to schedule all lawsuit cases for trial in a 12-month period. Previously we were able to work these over a span of time. With these all being scheduled, that meant the District's litigation expense increased greatly. Lankford announced that the District had therefore overspent the professional services category. He announced that funds were expected to be received for an exemption pertaining to a PFC (Public Finance Corporation) and that this would help this number that is showing in the negative category.

Quarterly Investment Report

Lankford indicated that the litigation reserve fund is healthy and that the District should have monies in its reserve account to help with these expenses.

Birkman moved to approve consent items B & C (Monthly Financials & Quarterly Investment Report) as presented. Moses seconded. The motion carried unanimously.

Selection of Depository

Kimberly Gamboa, the District's Finance HR Manager was present to discuss the District's depository. She indicated that every couple of years the District must request bids for its bank depository. She reviewed the process as well as the bids received. Gamboa indicated that the District's recommendation would be to continue utilizing VeraBank as the District's depository.

Birkman moved to utilize VeraBank for depository services for the District. Moses seconded. The motion carried unanimously.

Building Reserve Purchase for Cubicles

Lankford explained the need to purchase some office cubicles for staff needs. He reviewed the quotes received and expressed his recommendation to utilize McCoy Rockford Commercial Interiors for this purchase.

Hisle-Piper moved to approve, from the Building Reserve account, the purchase of office cubicles from McCoy Rockford Commercial Interiors in the amount of \$39,348.06. Moses seconded. The motion carried unanimously.

The Board moved to item VIII. D.

Update on Chief Appraiser Salary Study

Lankford reminded the Board that they had tasked him with finding companies to conduct a study regarding the Chief Appraiser's salary. His first effort was going out to other metropolitan Chief Appraiser's to inquire about bidding. Lankford announced that none of those Chief Appraiser's surveyed had utilized companies for their studies, they had used salary surveys. He then expanded his search to additional appraisal districts. Lankford reviewed the survey that was sent as well as the results.

Lankford discussed an IAAO (International Association of Assessing Officers) company that could be utilized for conducting a study; he also obtained a few other names, including Guardian Advisory Partners. With Lankford being a member of the Board for the IAAO, he indicated that he would wait to engage them until after January 1st when he would no longer be on their Board. Lankford also mentioned a company by the name of Western Valuation Consulting who, he indicated were also in the industry. Lankford informed the Board that these would be his suggestions.

Lux mentioned bringing this information to the Board's next meeting along with any recommendations from Board members. Lankford was asked to obtain a request for quote to see what these three companies can offer. Birkman mentioned wanting to see their methodology. Lankford asked the Board to notify him of items they would like to have included in the request for quote. The Board discussed the timing for Chief Appraiser salary alignments. This alignment was originally planned for 2024. The Board discussed different possibilities for aligning Lankford's salary.

Chief Appraiser's Report

Taxing Unit Board of Directors Election Update

Voting Calculations for Taxing Units

Lankford reviewed the formula found in Section 6.03(d) of the Property Tax Code for calculating the number of votes for each taxing entity in the election of Board members. Lankford explained that the staggering of Board member terms by the Texas Legislature in the last legislative session created a potential for changing the outcome of the calculations. This potential change was not recognized until after many districts had already submitted calculations to their taxing entities, resulting in incorrect vote allocations in several districts that needed to be corrected. Lankford provided sample calculations to illustrate how the process now worked.

WCAD staff had recalculated vote allocations based on this new information and found it did not alter the allocation percentages previously determined and provided to the entities. Lankford indicated he had discussed the issue with one of the District's attorneys who felt that since there would be no change in the outcome, there was no need to notify the taxing entities again. Lankford asked the Board if it preferred sending allocation calculations back to the entities. Lux expressed reluctance to do so since it did not change the outcome and would likely confuse the entities. Discussion followed with Mason and Birkman making suggestions on how the District might review the allocations in the future to further ensure accuracy. Lankford asked Board members to notify him should they wish to have the allocations revisited with the taxing entities.

Public Board of Directors Election Process

Lankford displayed and reviewed the public Board Election calendar. He mentioned that the calendar had not changed since the last time it was presented to the Board. He indicated that after the first of the year, he would send the calendar to one of the District's attorney's, Chris Jackson, to inquire one last time of any changes.

Lankford reminded the Board that now, a potential candidate will file for a place on the ballot at the Elections Administrator's office. Birkman inquired about the number of positions that will be needing to be filled this time. Lankford explained that the three candidates would draw lots, and the terms would be staggered.

Birkman mentioned that before July 18th, the District might have an information session to go over the Board's duties. It was indicated that this would be totally optional for all Board members. Birkman mentioned inviting those interested in a position to also observe Board Meeting proceedings. Per a previous comment from Sanders, the last day to withdraw an application will be added to the timeline.

Lawsuit, Arbitration and SOAH Reports

Lankford reviewed the lawsuit, regular and limited binding arbitrations, and State Office of Administrative Hearings (SOAH) reports. He indicated that he would work to get the color key relocated to the top of the spreadsheet, per the Board's request.

WCAD Christmas Party

Lankford reminded the Board members that the District's Christmas Party was scheduled to take place at the Oasis on Lake Travis in Austin on Saturday, December 13th. He invited Board members to attend.

Executive Session began at 10:30 a.m. and ended at 10:58 a.m.

Chief Appraiser Review

No action was taken as a result of executive session.

Board Agenda Additions for Future Meetings

- Update on Chief Appraiser Salary Study
- Finalized version of Chief Appraiser evaluation document

Board Announcements

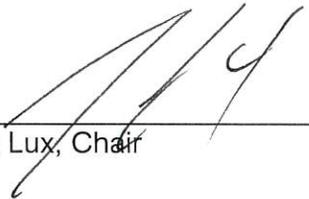
- Gaddes mentioned the possibility of utilizing Buy Board Purchasing Cooperative for certain purchases. Lankford mentioned that the District uses something similar for large purchases.

The Board had previously set the following meeting date:

- Thursday, January 8, 2026 at 9 a.m.

The meeting adjourned at 11:01 a.m.

Respectfully,



Jon Lux, Chair



Lora Weber, Vice Chair