

Williamson Central Appraisal District

Board of Directors Meeting

Minutes of April 16, 2026

Jon Lux, Chair, called the regular meeting of the Williamson Central Appraisal District Board of Directors to order Thursday, April 16, 2026, at 9:00 a.m. Board members present; Jon Lux, Lora Weber, Harry Gibbs, Lisa Birkman, Larry Gaddes, Hope Hisle-Piper, and Mike Sanders. Quorum declared. Mason Moses and Michael Wei were absent.

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

Pledges of Allegiance

Receipt of Public Comments

Lux reminded attendees that this portion of the meeting provided an opportunity for the public to address the Board, with comments limited to three minutes. He further clarified that this was not a question-and-answer session.

Property owner David Legere appeared before the Board to address concerns related to binding arbitration matters he had previously raised at prior meetings.

Appraisal Review Board (ARB) member Jose Orta also addressed the Board. Orta expressed concerns regarding the process used for ARB member hiring, noting that several prospective candidates had withdrawn. He recommended that the Board consider adopting a standard operating procedure to improve the efficiency of the appointment process. Orta distributed a proposed hiring timeline. He further advised that the ARB may be understaffed for the upcoming season.

Discussion followed. Lux indicated that this matter would be placed on a future Board agenda and requested that Lankford collaborate with staff and Orta to develop a formalized process.

Taxpayer Liaison Officer's Report

Report on Property Owner Contacts

Glenda Williams, the District's Taxpayer Liaison Officer (TLO), presented a report summarizing her interactions with property owners and provided updates on related matters. Discussion followed.

Consider approval of minutes of the Board of Directors for the regular meeting – March 12, 2026.

Birkman moved to approve the March 12, 2026 minutes as presented. Sanders seconded. The motion carried unanimously.

Consideration of Monthly Financials

The February 2026 financials and expenditures were reviewed and filed for audit. Lankford discussed reimbursement received in connection with the Public Finance Corporation lawsuit.

Lankford reviewed the proposed revisions to the Board of Directors Policy, including a summary of annual requirements and updates, such as conflict of interest disclosures.

He noted that Colleen McElroy, the District's Administrative Office Manager, attends breakout sessions at the Texas Association of Appraisal Districts (TAAD) Conference, where updates and recommendations—often driven by legislative changes—are presented by legal professionals. These updates were incorporated into the revised Policy.

Lankford also discussed formatting changes and reviewed each updated section.

Discussion included the compliance section, specifically language regarding the potential removal of a publicly elected Board member through an impeachment process. The Board recommended removing this language temporarily and directed Lankford to consult with legal counsel and local municipalities to assist in developing a formal process.

The Board also discussed:

- Development of a Board member training program, with the expectation that V.G. Young may implement such a program by fall;
- The taxpayer impact statement, with direction for Lankford to research how other appraisal districts address this requirement and report back, including an explanation of the methodology used;
- The ARB Attendance Policy, which was drafted by ARB Chair Mary Bonnette. Following review and discussion, the Board requested inclusion of a minimum attendance requirement.

Birkman moved to approve the revisions to the Board of Directors Policy, Resolution #2026-03, with the removal of language regarding impeachment of publicly elected officers and with the ARB Attendance Policy to be brought back to a future meeting. Sanders seconded. The motion carried unanimously.

Chief Appraiser Compensation Analysis Study Results Update

Lankford advised that additional documents pertaining to the Chief Appraiser compensation analysis study had been included in the Board's electronic packet due to late submissions. He reviewed those materials.

He explained the methodology used, including the incorporation of artificial intelligence tools in document preparation. Discussion followed.

Lankford presented pricing proposals from two vendors:

- Guardian Advisory Partners (GAP): \$30,000
- Professional Consulting Services of IAAO (PCS): \$55,000

He noted that pricing remains negotiable under the Request for Proposal (RFP) and that the final report would be due within 90–120 days following contract execution.

Sanders inquired about the cost of the study and Lankford's current salary, noting that the Board could alternatively adjust the compensation by the amount Lankford indicated was below the appropriate level. Lux referenced the Board's established salary policy.

Birkman moved to appoint Gibbs and Moses to serve as a subcommittee to evaluate the compensation analysis proposals and provide a recommendation at the next Board meeting. Hisle-Piper was designated as the alternate. Weber seconded. Lux abstained.

Following discussion, Birkman, Weber, Gibbs, Gaddes, Sanders, and Hisle-Piper voted in favor. The motion carried.

Reserve Account Purchase for Community Portal / Update

Lankford reminded the Board of its prior approval of the contract with Schneider Geospatial for the Community Portal appraisal software and noted that a portion of the funding would need to be drawn from the District's reserve accounts.

Weber moved to approve payment of the one-time setup cost of \$25,875 from the District's CAMA reserve account, with the prorated first-year hosting cost of \$24,437 to be funded through the WCAD operating budget. Gibbs seconded. Discussion followed. The motion carried unanimously.

Designation of WCAD Public Information Officer

Lankford advised that the District is required to designate a Public Information Officer (PIO) and noted that Angie Lugo, who previously held the role, had recently retired.

Birkman moved to designate Jessica Miller as the District's Public Information Officer. Weber seconded. The motion carried unanimously.

Chief Appraiser's Report

Appraisal Review Board Hearing Procedures

Lankford reported that, pursuant to the Texas Property Tax Code, the ARB's adopted hearing procedures must be presented annually to the Board. ARB Chair Mary Bonnette advised that only minor revisions had been made.

Change Finder Return on Investment

Lankford reviewed the results of the District's engagement with Eagle View for aerial imagery comparison, noting a 935% return on investment in the first year. He also discussed the countywide agricultural audit.

Methods & Assistance Program (MAP) Review Update

Lankford explained the Comptroller's alternating review cycle between the Property Value Study (PVS) and the MAP Review. He reported that the District achieved a 100% score on the most recent MAP Review and commended staff for their performance.

Birkman raised concerns regarding appraisal methods brought to her attention. Lankford explained current procedures and agreed to conduct an additional review if necessary. Lux commended Lankford and staff for their continued performance.

Public Board of Directors Election Process

Lankford inquired with the Board of any changes to the public Board of Directors election process. He noted that the next required step - posting the candidate filing deadline notice - would occur in June on the District's website on the Board of Directors page.

2027 Budget Board Meeting Calendar

Lankford reviewed key dates for the 2027 budget process, including:

- Initial Board review at the next meeting;
- Approval of the proposed budget by June 15 (scheduled for the June 11th meeting);
- Final budget adoption by September 14 (scheduled for the September 10th meeting).

Lux emphasized the importance of Board member attendance to ensure a quorum for these key meetings.

WCAD Entity Meeting Follow-Up

Lankford reported that more than 60 attendees, representing 26 taxing units, participated in the recent WCAD Entity Meeting, which was well received.

He also reviewed survey results measuring taxing unit satisfaction, as part of his evaluation metrics. Lux commented on one question on the survey pertaining to Lankford's relationship with the taxing units. The average rating on this question was very high. He mentioned that this question addresses a question on Lankford's evaluation. Discussion followed.

Lawsuit, Arbitration and SOAH Reports

Lankford provided updates on litigation, binding arbitration cases, and matters before the State Office of Administrative Hearings (SOAH).

Additional discussion occurred regarding a binding arbitration matter involving property owner David Legere. It was noted that, although the property owner expressed dissatisfaction, the District had complied with the Texas Property Tax Code.

Board Agenda Additions for Future Meetings

- ARB Hiring Process
- Tax Rate for CAD Compliance
- RFP Subcommittee Report
- Impeachment Process Update
- ARB Attendance Policy

Board Announcements

- Gaddes announced that his office, the Williamson County Tax Office, had received a Gold Standard for Operations designation, following a comprehensive evaluation process.
- Sanders commented on the ARB interview process. He noted that conducting these interviews is a responsibility of the publicly elected members of the Board.

The Board had previously set the following meeting dates:

- Thursday, May 14, 2026 at 9 a.m.
- Thursday, June 11, 2026 at 9 a.m.
- Thursday, July 9, 2026 at 9 a.m.
- Thursday, September 10, 2026 at 9 a.m.
- Thursday, October 8, 2026 at 9 a.m.
- Thursday, November 5, 2026 at 9 a.m.

The meeting adjourned at 11:01 a.m.

Respectfully,



Jon Lux, Chair



Mason Moses, Secretary

