Williamson Central Appraisal District

Board of Directors Meeting

Minutes of October 8, 2026

Jon Lux, Chair, called the regular meeting of the Williamson Central Appraisal District Board of Directors to order Thursday, November 5, 2026, at 9:01 a.m. Board members present; Jon Lux, Lora Weber, Mason Moses, Lisa Birkman, Hope Hisle-Piper, Mike Sanders, and Catherine Totty. Harry Gibbs and Michael Wei were absent. Quorum declared.

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

Breast Cancer Awareness Photo

Board members joined District staff for a group photograph in recognition of Breast Cancer Awareness Month.

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.

Consider approval of minutes of the Board of Directors for the regular meeting – September 10, 2026.

Moses made a motion to approve the September 10, 2026 minutes as presented. Weber seconded. The motion carried unanimously.

Consideration of Monthly Financials

The July 2026 financials and expenditures were reviewed and filed for audit.

Subcommittee Report: Appointment of the Appraisal Review Board

Moses reported that he, Birkman, and Hisle-Piper, members of the Appraisal Review Board (ARB) Appointment Committee, had met to review the ARB appointment process and develop a proposed selection policy.

Moses explained that advertisements for ARB positions would be posted on customary employment websites by the Williamson Central Appraisal District (District), consistent with prior practice. District staff would conduct an initial review to verify that applicants met the basic qualifications and would present recommendations to the full Board for consideration and approval.

Moses further explained that approval by two publicly elected Board members remained a requirement. If two or more Board members had outstanding questions regarding a candidate, the Board could conduct an interview with that candidate.

The subcommittee had developed a preliminary list of interview questions, which could be reviewed and amended annually as needed. The Board discussed opportunities to improve the efficiency of the selection process. Birkman suggested that if additional clarification were needed regarding a candidate's responses, a follow-up meeting or video conference with the candidate would be appropriate.

The Board also discussed communication during the selection process. The ARB Chair and staff members who work directly with the ARB would serve as the primary points of contact to facilitate communication and address questions. Further discussion followed.

Williamson Central Appraisal District Appraisal Review Board Selection Policy

Moses moved to adopt the Williamson Central Appraisal District Appraisal Review Board Selection Policy as presented. Birkman seconded the motion. Birkman noted that any Board member could request that an item be added to a future meeting agenda. The motion carried, with Moses, Birkman, Lux, Weber, Hisle-Piper, and Totty voting in favor and Sanders voting against.

Public Board of Directors Election Process & Invoice

Lankford discussed the costs associated with the District's public Board of Directors election, noting that May elections typically cost more than November elections.

He explained that the response from the County Elections Office regarding the election costs was received after the Board had adopted the District's 2027 budget. Lankford reported that the May 2024 election cost $350,000, while the cost of the 2026 election was $437,739. As a result, the District's budget was approximately $87,000 below the amount needed to cover the election expenses.

Lankford stated that he had promptly contacted the County Elections Office by email to inquire about the increase. He also referenced a survey conducted of other appraisal districts, which indicated that election costs at the responding districts had either remained unchanged or decreased. Further discussion followed.

Lankford outlined several topics under consideration by the Texas Association of Appraisal Districts (TAAD) legislative committee, including:

1. Changing the election requirement from a majority vote to a plurality vote.
2. Determining whether candidates running unopposed for individual positions could be removed from the ballot.

The Board discussed these matters further.

Lankford announced that he intended to request a 2027 budget amendment at the November Board meeting to increase the Board election budget line item by $45,000.

Funding Options

Lankford reviewed potential funding options to cover the approximately $87,000 shortfall associated with the public Board election. He identified the professional services budget category as the preferred source of funding. He also reported that the District had $175,000 available in its Board Election Reserve Account to fund the election.

Sanders moved to approve the transfer of $87,000 from budget category 6260, Consulting and Professional Services, to budget category 6236, Board of Directors Expenses, and to authorize the use of $175,000 from the Board Election Reserve Account to pay for the 2026 Board of Directors election. Weber seconded the motion. The motion carried unanimously.

Request for Qualifications for Financial Auditor

Lankford reported that the District's contract with its financial audit firm, Eide Bailly, concluded with the completion of the 2025 audit. He noted that the District had used the firm for five years and that its pricing had remained relatively consistent.

Moses moved to contract with Eide Bailly for an additional two years to conduct the District's annual financial audit. Hisle-Piper seconded the motion. The motion carried unanimously.

Chief Appraiser Evaluation & Compensation

Review Questions

Lankford noted that the Chief Appraiser evaluation questions were included in the Board meeting packet. He reminded the Board that he had previously been asked to describe what a rating of "5" on the five-point evaluation scale would represent. The Board discussed the evaluation questions and rating process. Birkman noted the difficulty of consistently responding to questions framed as "yes" or "no." Weber explained that the Board had made an effort to include comments to clarify its responses.

Lankford stated that if the evaluation questions were returned to a ranking-based format, he would need to provide more detailed information in the evaluation packet to support the ratings.

Moses suggested appointing a committee to work with Lankford to review the evaluation questions and recommend improvements for future evaluations. The Board discussed the inclusion of stipend-related questions, noting that these questions had been selected because they were more subjective in nature.
A committee is expected to be appointed in January 2027.

Performance Document Review

Executive Session began at 9:37 a.m. and ended at 10:10 a.m. The Board recessed until 10:17 a.m.

Sanders left the meeting at 10:00 a.m.

No action was taken as a result of Executive Session for the Chief Appraiser Performance Document Review or the Samsung Water Plant Exemption item.

Evaluation & Compensation Process Review

There was no action taken on the Evaluation and Compensation Process Review during the meeting.

TrueRoll Contract

Lankford discussed the potential engagement of TrueRoll, a company that provides software and services to automate processes using optical character recognition.
The Board discussed the District's current property tax exemption process. Lankford expressed interest in expanding the company's role to include processing Appointment of Agent forms and business personal property renditions. He reviewed the proposed pricing structure.

Birkman moved to approve the TrueRoll contract as presented, in the amount of $59,275 for the fourth quarter of 2026 and the first quarter of 2027, and $124,500 for the period from April 2027 through April 2028. The expenditures would be paid from the District's budgeted funds. Moses seconded the motion. The motion carried unanimously.

Chief Appraiser's Report

2026 Planning Session & 2026-2027 WCAD Goals

Lankford reported that he had met with members of the District's management team for the annual planning session. The session included a review of the prior year's activities and the development of plans and priorities for the upcoming year.

He recognized the management team for its preparation and participation, noting that the team was more prepared and better informed than he had observed in previous years.

The District's goals for 2026–2027 were presented by Chris Connelly, the District's Deputy Chief Appraiser. Connelly explained that the District evaluates additional internal objectives each year while prioritizing initiatives that benefit District staff, taxing units, and property owners.

Goal No. 1: Document Automation

- Agent Portal 3.0: The portal had returned to being hosted in-house to reduce long-term operating costs and improve consistency.
- TrueRoll Expansion: The District planned to consolidate the processing of Appointment of Agent forms, deeds, and exemptions through a single company's software and procedures.

Goal No. 2: ValueView

The District planned to implement and rebrand the ValueView community portal, hosted by Schneider Geospatial, on the District's website. Lankford noted that a tutorial video would be developed to assist users.

Goal No. 3: Artificial Intelligence (AI) Integration

- External Applications: The District was working to enhance its website tools to help property owners quickly find answers to frequently asked questions. A Customer Service Specialist would assist in developing and improving responses.
- Internal Applications: The District was developing an AI policy to promote consistent use of AI tools among staff and identify opportunities to improve data analysis. An AI Specialist would assist in this process.

Birkman expressed concerns about using AI in appraisal-related work, emphasizing the need for substantial human review of AI-generated information and analysis. Lankford confirmed that the District's AI policy addressed this concern and clarified that AI was not being used in the District's property valuation process

ValueView Update

Lankford noted that the ValueView initiative had been discussed earlier in the meeting.

Samsung / Water Plant Exemption Update on Lawsuit

Lankford noted that the Samsung/Water Plant Exemption matter had also been discussed earlier in the meeting.

Lawsuit, Arbitration and SOAH Reports

Lankford reviewed the lawsuit, binding arbitration, and State Office of Administrative Hearings (SOAH) reports.

2027 Texas Association of Appraisal Districts Conference

Lankford invited Board members to attend the annual Texas Association of Appraisal Districts (TAAD) Conference, scheduled to take place in San Antonio from February 14 through February 17, 2027.

WCAD Christmas Party

Lankford reminded Board members that the District's Christmas party was scheduled for Saturday, December 19, 2026, at Reunion Ranch outside Georgetown. He encouraged Board members to attend and asked that they notify him if they would like to attend.

Board Agenda Additions for Future Meetings

- Appointment of a Chief Appraiser Evaluation Subcommittee in January 2027.
- An overview of the process used to appraise data centers.

Board Announcements

- Alvin reminded Board members that Election Day would take place on November 3, 2026.

The Board had previously set the following meeting dates:

- Wednesday, October 14, 2026 at 1 p.m. at Totty's office
- Thursday, November 5, 2026 at 9 a.m.
- Thursday, January 14, 2027 at 9 a.m.

Lankford explained that the Board would generally establish its meeting schedule throughout the year. However, because he anticipated serving as Vice President of the International Association of Assessing Officers (IAAO), he requested that the Board defer scheduling additional meeting dates at this time.

The meeting adjourned at 10:48 a.m.

Respectfully,

Jon Lux, Chair

Catherine Totty, Member