

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

January 18, 2024

The Board of Directors of the Central Appraisal District of Johnson County met in regular session on Thursday, January 18, 2024, at 4:30 p.m. at the offices of the Central Appraisal District of Johnson County, 109 N. Main, Cleburne, Texas after the agenda was duly posted in accordance with the Open Meetings Act.

Members present were: Toby Ford, Duaine Goulding, Amy Lingo, and John Wood. Vance Castles and Scott Porter, Johnson County Tax Assessor/Collector were absent.

Staff present was Jim Hudspeth, Chief Appraiser. Jessica White, Administration Manager recorded the minutes of the meeting.

Visitors present were Bruce Medley, Attorney with Perdue, Brandon, Fielder, Collins & Mott, Jamie Cox, Jason Marbut, Lyndon Laird, Michael Ancy, Roger English, Deborah English, Nita Redmon, L.K Hill, Larry Trammell, Phil Williams, Derek Weathers, Tom Borton, and Craig Hundley. Chairman Ford welcomed everyone and gave the invocation.

**Agenda Item 1. (Oath of Office)** Jessica White, Notary administered the oaths of office to the 2024 Board of Directors.

**Agenda Item 2. (Organization)** Amy Lingo made a motion to appoint Duaine Goulding as Chairman, John Wood as Vice Chairman and Toby Ford as Secretary. Toby Ford recommended Ms. Lingo for Secretary. Ms. Lingo then recommended Vance Castles as Secretary; seconded by Wood. 4-Yes; 0-No.

**Agenda Item 3. (BOD Responsibilities)** Attorney Bruce Medley gave an overview of the Appraisal District as well as the Board of Directors responsibilities. Eligibility requirements and conflict of interest were reviewed. Open meetings, public information and general requirements of public office apply to the Appraisal District. The board is prohibited by law from ex parte communications with ARB members about anything that is under protest or the Chief Appraiser regarding values outside of a public meeting. The board is a governing body with only one employee, the Chief Appraiser. The board approves the budget and provides resources for the district to operate. Other duties include appointing the Taxpayer Liaison Officer and ARB members; approving contracts and a reappraisal plan along with adopting general operating policies.

**Agenda Item 4. (Consent Agenda)** Ms. Lingo made a motion to discuss and vote on the minutes and financial report separately; seconded by Wood. 4-Yes; 0-No

- A. Minutes of the December 21, 2023 regular meeting- After further discussion Ms. Lingo made a motion to table the minutes until the next meeting; seconded by Wood. 3-Yes; 1 Abstain
- B. Financial report for December 2023- after further discussion motion by Lingo; seconded by Wood 4- Yes; 0-No
- C. Taxpayer Liaison Report – no activity to report for December. – Motion by Lingo; seconded by Ford. 4-Yes; 0-No

**Agenda Item 5. (Discuss TLO)** Mr. Hudspeth reported the current TLO is ready to step down but willing to help train his replacement. He requested recommendations from the board members on how to proceed with obtaining names for new candidates. The board recommended Mr. Hudspeth bring them names of potential candidates. The board also discussed a pay increase for this position given the new requirements taking place this year.

**Agenda Item 6. (Non-Agenda)** There were no non-agenda public communications.

**Agenda Item 7A. (Chief Appraisers Report)** Jim Hudspeth, Chief Appraiser reported on the following items:

- (1) CAD litigation – The totals for lawsuits and arbitrations was provided.
- (2) Miscellaneous- Mr. Hudspeth reported the district will be getting the results from the current Property Value Study later this month. Mr. Hudspeth is also working with staff on the election that will take place in May. The quarterly Statement of Investment Assets were given to the board members.

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Agenda Item 7B. (Appraisal Progress Report) Jim Hudspeth reported the appraisers are currently doing field work and in ARB hearings.

Agenda Item 7C. (Data Operations/ARB Report) Jim Hudspeth reported the ARB department is still in protest hearings for the 2023 tax year.


Agenda Item 7D. (GIS/Customer Service Report) Amy Gill reported the front counter and phone calls were busy. She also gave a summary of her departments day to day operations. Mr. Wood gave Amy a compliment on one of the customer service employees.


Agenda Item 8-9. (Executive Session) No executive session was called for.

Agenda Item 10. (Next Meeting) The next scheduled board meeting will be held on Thursday, February 8th. Chairman Goulding asked if anyone would like to change the time of the meeting to 5:30 p.m. All members present agreed to that time.

Agenda Item 11. (Adjournment) At 6:02 p.m. Chairman Goulding called for a motion to adjourn the meeting. Motion by Wood; seconded by Ford. 4-Yes; 0-No.

Approved this fifteenth day of February, 2024.

  
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 Duaine Goulding, Chairman

  
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 John Wood, Vice Chairman