

---

**City Council Regular Meeting**

**DEPARTMENT:** City Manager's Office

**FROM:** Janalea Hembree, Assistant to the City Manager

**MEETING:** December 15, 2025

---

**SUBJECT:**

Consider and take possible action on a resolution nominating candidates to fill a vacancy on the Board of Directors for the Central Appraisal District of Johnson County. *(Staff Contact: Matt Ribitzki, Sr. Deputy City Attorney/Director of Legal Services)*

**SUMMARY:**

The city of Burleson became aware of a resignation at the November meeting of the Central Appraisal District of Johnson County (JCAD). This creates a vacancy of one of the appointed positions on the Board of Directors. The resignation given on November 13 providing a 45 day window for the city to nominate a candidate for consideration by the board. The Texas Property Code Section 6.0301(f) outlines the procedure to fill the vacancy.

- JCAD provides notices to all its taxing entities with a 45 day window
- Each taxing entity can provide a nomination for the board to consider since the vacancies is for a appointed board member and not an elected member
- Once received the board will review all the nominations from the taxing entities to take into consideration
- The board shall through Resolution name a person to serve the unexpired term
- The board does not have to appoint a nominee based on number of nominations received

The JCAD board consist of 9 members total; 5 appointed, 3 elected and the Tax Assessor/Collector. The members of the JCAD must meet certain requirements to be eligible to serve on the board. The members must be a resident of the district and must have resided in the district for at least two years immediately preceding the date of the individual takes office.

**RECOMMENDATION:**

N/A

**PRIOR ACTION/INPUT (Council, Boards, Citizens):**

10/06/2025: Resolution nominating candidates for the Central Appraisal District of Johnson County Board of Directors. Council nominated: Jason Marbut and Ignacio Hernaiz.

11/3/2025: Resolution allocating votes. 1 (one) to Peter Svendsen, 100 (one hundred) to Jason Marbut, All remaining votes (63) to Ignacio Hernaiz.

**REFERENCE:**

Resolution CSO#5945-10-2025 – Signed 10/06/2025

Resolution CSO#5988-11-2025 – Signed 11/03/2025

**STAFF CONTACT:**

Janalea Hembree  
Assistant to the City Manager  
[jhembree@burlesontx.com](mailto:jhembree@burlesontx.com)  
817-426-9299