

# GUADALUPE APPRAISAL DISTRICT



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August 15, 2019

City of Schertz  
Attn: Mayor Carpenter and City Council  
1400 Schertz Pkwy.  
Schertz, Texas 78154

Dear Mayor Carpenter and City Council,

Per § 6.03 (b.) of the Texas Tax Code, the terms of all members of the Guadalupe Appraisal District Board of Directors will expire on December 31, 2019. In light of that, this letter is forwarded to the required representatives of the taxing units entitled to participate in the nomination and voting process for the directors to serve the next two year term. Following is a brief timeline of this process:

- The chief appraiser delivers notice of election and voting entitlement to the taxing units.
- Each taxing unit may nominate by resolution one candidate for each directorship to be filled (5 directorships are to be filled). Nominations by way of resolution must be submitted to the chief appraiser **BEFORE October 15, 2019.**
- The chief appraiser will then prepare and deliver a ballot of all nominees to each taxing unit **BEFORE October 30, 2019.**
- The governing body of each taxing unit must determine their vote by resolution and submit to the chief appraiser **BEFORE December 15, 2019.**
- The chief appraiser will tabulate the votes, declare the winners and submit the results to the governing body of each taxing unit **BEFORE December 31, 2019.**

### **Nominee Qualifications**

§ 6.03 (a.) of the Texas Tax Code states that to be eligible to serve on the board of directors, an individual must be a resident of the district and must have resided in the district for at least two years immediately preceding the date the individual takes office. § 6.035 (a.) of the Texas Tax Code disqualifies an individual from serving as a director if that individual owns property on which delinquent property taxes have been owed for more than 60 days. This restriction is not applicable under installment agreements or deferrals. There are also additional restrictions outlined in §6.035 Texas Tax Code. Enclosed is a Statement of Qualifications to be completed by each nominee and turned in to the Guadalupe Appraisal District with formal nominations.

### **Voting Allocation**

Enclosed, you will find a summary of the voting entitlement of the taxing units participating in the nomination and election for the Guadalupe Appraisal District Board of Directors for the 2020/2021 term. City of Schertz will have **260 votes** to cast in this election process. Votes may be allocated to one nominee or votes may be distributed to more than one nominee. The nominees who receive the largest cumulative vote total are declared the directors for the next two years.

Should you have any questions in regard to this process, do not hesitate to contact Rose Radtke, Erich Strey, or myself. Thank you for your time and effort in this regard.

Sincerely,

  
Jamie Osborne, R.P.A., C.C.A.  
Chief Appraiser