



Denton Central Appraisal District
3911 Morse Street
Denton, TX 76208

(940) 349-3800
 www.dentoncad.com

M E M O

TO: Participating Taxing Entities of Denton County

FROM: Don Spencer, Chief Appraiser

SUBJECT: Request for Nominations for DCAD Board of Directors (Places 4 & 7)

DATE: August 8, 2025

In accordance with Section 6.03(g) of the Texas Property Tax Code, each taxing entity entitled to vote in the election of appraisal district directors is hereby notified of its responsibility to submit nominations for the upcoming Denton Central Appraisal District (DCAD) Board of Directors election.

Open Positions

- **Place 4** – currently held by *Ann Pomykal* (Vice Chair)
- **Place 7** – currently held by *Mike Hennefer*

Each taxing entity may nominate one individual per open place, for a total of up to two nominees. Nominations must be submitted by written resolution before October 15, 2025. Please include the full name and contact information for each nominee. The District will send a short questionnaire to each nominee to provide additional information to the voting entities.

2025 Board Nomination & Appointment Calendar

- **By October 1** – Chief Appraiser will provide each taxing entity its allocated number of votes for the Board election.
- **Before October 15** – Each entity must submit adopted resolution(s) nominating up to two individuals.

- **Before October 30** – The Chief Appraiser will compile and distribute the list of nominees in the form of an official ballot.
 - **Before December 15** – Taxing entities may cast their votes by resolution.
*Note: Per Section 6.03(k-1), any taxing entity entitled to cast at least five percent of the total votes must determine its vote by resolution adopted at the **first or second open meeting** of its governing body after receipt of the ballot, and must submit its vote to the Chief Appraiser **no later than the third day following adoption of the resolution**.*
 - **Before December 31** – The two nominees receiving the highest number of votes will be confirmed and will begin serving on January 1, 2026 for a four-year term ending December 31, 2029.
-

Eligibility & Statutory Guidelines

Legal Framework:

This process is governed by Section 6.03 of the Texas Property Tax Code and is separate from any procedures under the Texas Election Code.

Chief Appraiser's Role:

My role is to initiate and coordinate the nomination and voting process. I do not have the authority to evaluate, investigate, or determine nominee eligibility or qualifications. This responsibility rests with each governing body participating in the election. I am also not permitted to extend statutory deadlines.

Basic Eligibility Requirements:

- Must have resided in Denton County for at least two years prior to taking office.
 - May currently serve on the governing body of a city, county, or school district.
 - Employees of taxing entities served by DCAD are ineligible unless they are elected officials.
 - Must not have conflicts of interest as defined by state law, including:
 - Close relation to DCAD staff
 - Representation of property owners in the district
 - Interest in businesses contracting with DCAD or any taxing entity
-

Term of Office

In accordance with Section 6.031(e) of the Texas Property Tax Code, the two board members selected will serve a four-year term from January 1, 2026 through December 31, 2029.

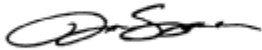
Meeting Frequency

Pursuant to Section 6.04(b) of the Property Tax Code, the Board of Directors is required to meet no less than once each calendar quarter. Historically, the DCAD Board has convened on the second Thursday of most months; however, the meeting schedule is established at the Board's discretion and may be revised to meet operational needs.

Should you have any questions about the process or deadlines, please reach out to my office. Thank you for your ongoing commitment to the work of the Denton Central Appraisal District.

Sincerely,

Don Spencer



Chief Appraiser
Denton Central Appraisal District