

## **MEMORANDUM**

**TO:** Mayor TJ Gilmore  
Mayor Pro Tem Ronni Cade  
Deputy Mayor Pro Tem Bob Troyer  
Councilmember William J. Meridith  
Councilmember Lonnie Tipton  
Councilwoman Kristin Green  
Councilmember Patrick Kelly

**FROM:** Claire Powell, City Manager

**DATE:** February 2, 2026

**SUBJECT:** **Consideration of a Resolution Nominating a Candidate to Fill a Vacancy on the Denton Central Appraisal District Board of Directors.**

### **BACKGROUND**

On December 15, 2025, the Denton Central Appraisal District (DCAD) notified eligible taxing units of a vacancy on its Board of Directors due to the resignation of Rob Altman, who represented Place 5. Mr. Altman's term was scheduled to expire on December 31, 2027. As an eligible taxing unit, the City of Lewisville may submit one nomination to fill this vacancy. In accordance with City practice, City Council evaluated the opportunity to submit a nominee for consideration by the DCAD Board of Directors.

### **ANALYSIS**

Section 6.0301(f) of the Texas Property Tax Code authorizes each eligible taxing unit to nominate one candidate by resolution adopted by its governing body to fill a board vacancy. Nominations must be submitted to the Chief Appraiser within 45 days of notification, establishing a submission deadline of January 29, 2026. Following the close of the nomination period, the DCAD Board of Directors will appoint a nominee by majority vote to serve the remainder of the unexpired term. This vacancy appointment process is separate from the regular DCAD board election process.

For this vacancy, City Council is asked to nominate an individual to serve on the Denton Central Appraisal District Board of Directors for the remainder of the unexpired term ending December 31, 2027. Upon approval, staff will submit the required resolution to the Chief Appraiser by the statutory deadline.

### **CITY STAFF'S RECOMMENDATION**

That City Council approve the resolution and nominate a candidate to the Denton Central Appraisal District Board of Directors as set forth in the caption above.