



---

## Armstrong County Appraisal District

---

(806) 331-9479, armstrongcad@armstrongcad.org, PO Box 149 Claude, TX 79019

August 8, 2023

Adam Ensey, Armstrong County Judge  
Joe Minkley, Mayor- City of Claude  
Jody Johnson- Superintendent Claude ISD  
Jason Coleman- Manager- High Plains Water District  
Britney Britten- Manager- Panhandle Groundwater District  
Jay Lamb, Superintendent Groom ISD  
Jarod Bellar- Superintendent Clarendon ISD  
Ray Keith- Superintendent Happy ISD

RE: Board of Directors Nominations for 2024-2025

It is time for nominations and elections for the 2024-2025 Board of Directors for the Armstrong County Appraisal District. Enclosed you will find each entity's entitled votes, which are calculated as prescribed by the Property Tax Code 6.03(d). The nominees must be nominated by resolution and submitted to the chief appraiser before **October 13, 2023**. I have enclosed a sample resolution for your reference.

Before **October 30, 2023** the chief appraiser shall prepare a ballot listing the candidates nominated and deliver a copy of the ballot to the governing body of each taxing unit that is entitled to vote. The governing body of each taxing unit entitled to vote shall determine its vote by resolution and submit it to the chief appraiser before **December 15, 2023**. The votes will be canvassed by Judge Adam Ensey and the results will be submitted to the governing body of each taxing unit in the district and each candidate before **December 29, 2023**.

*\*\* For your information, the current members of the Board of Directors are Rachel Myers- Chairman, Lucas Minkley- Vice Chairman, Tim Young- Secretary, Clint Cornell- Member, and Shenee Bichsel- Member. \*\**

**Board of Directors with expiring terms:**

Shenee Bichsel  
Rachel Myers  
Tim Young

Please send to the Armstrong County Appraisal District your chosen candidate(s) for the 2024-2025 election. If you should have any questions concerning the voting process, please let me know.

Sincerely,  
*Marissa Clement*, RPA, RTA  
Chief Appraiser



---

## Armstrong County Appraisal District

---

(806) 331-9479, armstrongcad@armstrongcad.org, PO Box 149 Claude, TX 79019

OFFICIAL NOMINATIONS FOR THE  
ARMSTRONG COUNTY APPRAISAL DISTRICT  
BOARD OF DIRECTORS  
2024-2025 TERM

TAXING UNIT: \_\_\_\_\_

NOMINEES

1). \_\_\_\_\_

2). \_\_\_\_\_

3). \_\_\_\_\_

**\*\* Please attach a copy of the Resolution approved by the governing body. \*\***



---

## Armstrong County Appraisal District

---

(806) 331-9479, armstrongcad@armstrongcad.org, PO Box 149 Claude, TX 79019

### BOARD OF DIRECTORS ELIGIBILITY REQUIREMENTS

To be eligible to serve on the board, a person must have resided in the appraisal district for at least **two** years immediately preceding the date of taking office. Persons who meet the basic residence test could still be disqualified from serving.

- These reasons for disqualification ensure directors are not exposed to conflicts of interest:
  - An employee of a taxing unit that participates in the district may not serve. However, an elected official or member of the governing body of a participating taxing unit may serve.
  - Owing delinquent property taxes disqualifies a person from serving on the CAD board of directors. The person is ineligible if he or she owns property on which delinquent property taxes have been owed for more than 60 days after the date the person knew or should have known of the delinquency. This does not apply if the person is paying the delinquent taxes under an installment payment agreement or has deferred or abated a suit to collect the delinquent taxes.
  - A person who has appraised property for compensation for use in proceedings or represented property owners for compensation in proceedings in the CAD at any time within the preceding five years is ineligible to serve on the board.
  - A person is ineligible to serve on the board if the individual is related within the second degree of consanguinity (blood) or affinity (marriage) to the following: an appraiser who appraises property for use in a proceeding under the Tax Code; or a person who represents property owners for compensation in proceedings under the Tax Code in the CAD.
  - An individual is not eligible to be appointed to or to serve on the board if an individual has a substantial interest in a business entity that is party to a contract or the individual is a party to a contract with the CAD. An individual has substantial interest in a business entity if: the combined ownership of the director and the director's spouse is at least 10 percent of the voting stock or shares of the business entity; or the director or director's spouse is a partner, limited partner or officer of the business entity.