

Board Information Item

Information
Packet

☐

Board Agenda
Information

☐

Board Agenda
Action

☒

Board Agenda
Consent

☐

11/17/2025

Subject: Act on Tarrant Appraisal District Board of Directors Election

Contact Person: Shannon Braun, Board President
David Johnson, Chief Financial Officer

Policy/Code: Texas Property Tax Code, Section 6.03

Priority and Performance Objective: Priority 4: Strong Financial Stewardship and Internal System Efficiency
Objective 4.1: Transparent Financial Stewardship

Summary: The Property Tax Code requires a vote in an open meeting of the taxing units for positions on the Board of Directors of an appraisal district and approval by resolution. The terms of the two appointed members of the Tarrant Appraisal District Board of Directors will expire on December 31, 2025.

The District is entitled to cast 70 votes. All votes may be cast for one candidate or distributed among any number of candidates listed on the official ballot. The two candidates with the most votes will be selected for a four-year term beginning January 1, 2026. There is no provision for write-in candidates.

The deadline for voting is before December 15, 2025.

Attachments: TAD Letter
TAD Voting Allocation
TAD Voting Calculation
Tarrant Appraisal District Official Ballot
Candidate Bios

Resolution authorizing the casting of the Grapevine-Colleyville
ISD allocated votes for appointment on the Tarrant Appraisal
District Board of Directors.

Recommendation: The recommendation is for the Board of Trustees to adopt the
resolution casting _____ votes for _____ for the Tarrant
Appraisal District Board of Directors.



Joe Don Bobbitt
Executive Director
Chief Appraiser

October 22, 2025

Presiding Officer
Tarrant County Entity

RE: Ballot for Appointments to Board of Directors 4-year term (1/1/26 to 12/31/29) Section 5.13(d)

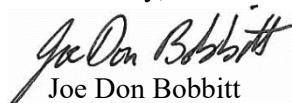
Dear Presiding Officer:

Following up on my September 2, 2025, letter regarding nominating candidates for appointment to Tarrant Appraisal District's Board of Directors, I prepared a ballot as required by the Texas Property Tax Code. That letter listed the number of votes for each conservation/reclamation district, school district, city, and county entity that is entitled to participate in the appointment process. The taxing units listed are not required to vote but, if they choose to do so, ***they may determine their votes only by a resolution adopted by the governing body and they must submit the resolution to me before December 15, 2025. Because the deadline falls on the weekend, statute permits acceptance through 11:59pm Monday, December 15th.*** The resolution and the completed ballot if you wish to include it should be sent by email to jwooddell@tad.org or by mail to Joe Don Bobbitt, Chief Appraiser, Tarrant Appraisal District, P. O. Box 185579, Fort Worth, Texas, 76181-0579. For your convenience, the ballot, the nominee biographies, the vote allocation, and other information can be accessed at <https://www.tad.org/board-appointment-process>. The remaining steps in the appointment process and schedule set out in the Property Tax Code may be summarized as follows:

Before December 15, 2025	Governing bodies of taxing units determine their votes by resolution and submit votes to Chief Appraiser (If your entity represents greater than 5% of vote, please see TX Prop. Tax Sect. 6.03 k-1)
Before December 31, 2025	Chief Appraiser counts votes, determines which two candidates received the most votes, and submits results to taxing units
January 1, 2026	New term begins
First 2026 TAD BOD Meeting	New members to be sworn in

If you have questions, please do not hesitate to call Julie Wooddell at 817.595.6006.

Sincerely,


Joe Don Bobbitt
Executive Director
Chief Appraiser

JDB:jw Enclosure (1)



TARRANT APPRAISAL DISTRICT

Calculation of Taxing Entity Votes for Appointment to Board of Directors

Per Section 6.03(d) of Texas Property Tax Code

School Districts:	Votes
Aledo ISD	2
Arlington ISD	160
Azle ISD	10
Birdville ISD	73
Burleson ISD	11
Carroll ISD	46
Castleberry ISD	6
Crowley ISD	52
Eagle Mountain/Saginaw ISD	74
Everman ISD	11
Fort Worth ISD	216
Godley ISD	0
Grapevine/Colleyville ISD	70
Hurst/Euless/Bedford ISD	71
Keller ISD	102
Kennedale ISD	9
Lake Worth ISD	8
Lewisville ISD	2
Mansfield ISD	82
Northwest ISD	61
White Settlement ISD	15
Total Schools	1,082
Cities:	
City of Arlington	91
City of Azle	3
City of Bedford	11
City of Benbrook	7
City of Blue Mound	1
City of Burleson	3
City of Colleyville	8
City of Crowley	5
City of Dalworthington Gardens	1
Edgecliff Village	1
City of Euless	12
City of Everman	1
City of Flower Mound	1
City of Forest Hill	3
City of Fort Worth	281

City of Grand Prairie	27
City of Grapevine	12
City of Haltom City	9
City of Haslet	2
City of Hurst	9
City of Keller	9
City of Kennedale	3
Town of Lakeside	0
City of Lake Worth	1
City of Mansfield	24
City of Newark	0
City of N. Richland Hills	16
Town of Pantego	1
City of Pelican Bay	0
City of Reno	0
City of Richland Hills	2
City of River Oaks	1
City of Roanoke	0
City of Saginaw	6
City of Sansom Park	1
City of Southlake	13
Town of Trophy Club	0
City of Watauga	5
Town of Westlake	2
City of Westover Hills	1
Westworth Village	1
City of White Settlement	4

Total Cities	577
--------------	-----

Other:

Tarrant County Conservation/Reclamation*	17
Tarrant County	198
Tarrant County College	126

Total Other	341
-------------	-----

Total All	2,000
-----------	-------

*Breakdown of Conservation/Reclamation Districts:

Far North Fort Worth MUD (1)
Karis MMD (0)
Live Oak Creek MUD (1)
Tarrant Regional Water District (12)
Trophy Club MUD (0)
Viridian MMD (3)

TARRANT APPRAISAL DISTRICT
2025 Calculation of Taxing Entity Votes for Board of Directors
Per Section 6.03(d) of Texas Property Tax Code

	2024 TAXES IMPOSED	% OF TOTAL	>5% (k-1) applies 2025 VOTES
School Districts:			
Aledo ISD	6126463	0.11328%	2
Arlington ISD	432839540	8.00323%	160
Azle ISD	26436994	0.48882%	10
Birdville ISD	196630214	3.63570%	73
Burleson ISD	28531420	0.52755%	11
Carroll ISD	123686643	2.28697%	46
Castleberry ISD	17543731	0.32438%	6
Crowley ISD	139472009	2.57884%	52
Eagle Mountain/Saginaw ISD	200310529	3.70375%	74
Everman ISD	29178439	0.53951%	11
Fort Worth ISD	583909030	10.79651%	216
Godley ISD	1119999	0.02071%	0
Grapevine/Colleyville ISD	190275160	3.51820%	70
Hurst/Euless/Bedford ISD	193061065	3.56971%	71
Keller ISD	276036392	5.10393%	102
Kennedale ISD	23865026	0.44127%	9
Lake Worth ISD	21461580	0.39683%	8
Lewisville ISD	6469998	0.11963%	2
Mansfield ISD	221987044	4.10455%	82
Northwest ISD	164866630	3.04839%	61
White Settlement ISD	40922663	0.75666%	15
Total Schools	\$ 2,924,730,569	54.07842%	1082
Cities:			
City of Arlington	246068948	4.54983%	91
City of Azle	8595369	0.15893%	3
City of Bedford	30322513	0.56066%	11
City of Benbrook	18450519	0.34115%	7
City of Blue Mound	1863872	0.03446%	1
City of Burleson	6986138	0.12917%	3
City of Colleyville	20620649	0.38128%	8
City of Crowley	12202751	0.22563%	5
City of Dalworthington Gardens	2797080	0.05172%	1
Edgecliff Village	1451998	0.02685%	1
City of Euless	31823615	0.58842%	12
City of Everman	3878754	0.07172%	1
City of Flower Mound	2244826	0.04151%	1
City of Forest Hill	7568425	0.13994%	3

City of Fort Worth	760923076	14.06951%	281
City of Grand Prairie	72315296	1.33711%	27
City of Grapevine	31213824	0.57715%	12
City of Haltom City	24449399	0.45207%	9
City of Haslet	6284992	0.11621%	2
City of Hurst	24935531	0.46106%	9
City of Keller	24481253	0.45266%	9
City of Kennedale	8884810	0.16428%	3
Town of Lakeside	1278647	0.02364%	0
City of Lake Worth	3794694	0.07016%	1
City of Mansfield	63991986	1.18322%	24
City of Newark	254	0.00000%	0
City of N. Richland Hills	42477295	0.78541%	16
Town of Pantego	2597531	0.04803%	1
City of Pelican Bay	1026616	0.01898%	0
City of Reno	82455	0.00152%	0
City of Richland Hills	5008753	0.09261%	2
City of River Oaks	3877147	0.07169%	1
City of Roanoke	502308	0.00929%	0
City of Saginaw	15691549	0.29014%	6
City of Sansom Park	2682328	0.04960%	1
City of Southlake	35489177	0.65620%	13
Town of Trophy Club	651841	0.01205%	0
City of Watauga	12215503	0.22587%	5
Town of Westlake	4159429	0.07691%	2
City of Westover Hills	3418374	0.06321%	1
Westworth Village	2506916	0.04635%	1
City of White Settlement	10685449	0.19757%	4
Total Cities	\$ 1,560,501,888	28.85376%	577
Other:			
Conservation/ Reclam. Districts*	46255126	0.85526%	17
Tarrant County	535101103	9.89405%	198
Tarrant County College	341725112	6.31851%	126
Total Other	\$ 923,081,341	17.06782%	341
Total All	\$ 5,408,313,798.28	100%	2000

***Breakdown of Conservation/**

Reclamation Districts:

Far North Fort Worth MUD	\$ 2,752,408	5.95049%	1
Karis MMD	\$ 158,009	0.34160%	0
Live Oak Creek MUD	\$ 2,342,816	5.06499%	1
Tarrant Regional Water District	\$ 31,322,671	67.71719%	12
Trophy Club MUD	\$ 459,601	0.99362%	0
Viridian MMD	\$ 9,219,620	19.93211%	3
	\$ 46,255,126	100%	17



OFFICIAL BALLOT

ELECTION OF MEMBERS TO THE BOARD OF DIRECTORS TARRANT APPRAISAL DISTRICT

The following are the candidates that were timely submitted by nominating resolutions for appointment to the two (2) voting positions on the Board, listed alphabetically by last name.

Please indicate your taxing unit's vote(s) by **entering the number of votes to the left of your candidate(s)** of choice.

VOTES FOR	Nominees
	Mr. Mike Alfred
	Ms. Wendy Burgess
	Mr. Eric Crile
	Ms. Sayeda Syed

The Tarrant Appraisal District has been informed that on October 6, 2025, the City of Burleson City Council rescinded its original resolution CSO#5926-09-2026 nominating Gary Losada.

IMPORTANT: This ballot must be returned to Joe Don Bobbitt, Chief Appraiser, Tarrant Appraisal District, **P. O. Box 185579, Fort Worth, Texas, 76181-0579**, by mail or by email to jwooddell@tad.org. Because the deadline occurs on a day that TAD is closed this year, statute permits receipt through 11:59pm on Monday, December 15th.

*Please **attach this ballot to the resolution** passed by your taxing unit authorizing this vote.*

Resolution

A resolution authorizing the casting of the Grapevine-Colleyville ISD allocated votes for appointment on the Tarrant Appraisal District Board of Directors

BE IT RESOLVED BY THE SCHOOL BOARD OF THE GRAPEVINE-COLLEYVILLE ISD:

- I. That the Presiding Officer Shannon Braun of the Grapevine-Colleyville ISD, is hereby authorized, on behalf of the School Board of the Grapevine-Colleyville ISD, to cast the Grapevine-Colleyville ISD's allocated 70 votes on the official ballot for the election of members to the Tarrant Appraisal District's Board of Directors.
- II. A substantial copy of the official ballot is attached hereto and incorporated herein for all intents and purposes.
- III. Further, the Board Secretary is hereby directed to mail a copy of this resolution to Mr. Joe Don Bobbitt, Chief Appraiser, Tarrant Appraisal District, P.O Box 185579, Fort Worth, Texas 76181-0579, or by email to jwooddell@tad.org.

PRESENTED AND PASSED on this the 17th day of November, 2025, by a vote of _____ ayes and _____ nays at a regular meeting of the School Board of Grapevine-Colleyville ISD.

Shannon Braun, Board President

ATTEST:

Kathy Florence Spradley, Board Secretary

**Michael S.
Alfred**
Attorney

malfred@verislaw.net
214.402.7719



BACKGROUND:

Lived in Tarrant County since 2003, residing in Fort Worth and Arlington for over 10 years, and then living in Colleyville since 2016. Born in Borger, Texas and is a Fifth Generation Texan. Scholarship baseball player at Blinn Junior College in Brenham, Texas from 1990-91. Graduated from University of Texas at Austin in 1995.

PROFESSIONAL EXPERIENCE & QUALIFICATIONS:

Graduated cum laude from Southern Methodist University School of Law in 2000. Law clerk from 2000-2001 for the Honorable John H. McBryde, United States District Court, Northern District of Texas, Fort Worth Division.

From 2001 to 2004, was an associate attorney in Dallas office for Thompson & Knight, LLP. From 2004 to 2019, was an associate and then partner for Hallett & Perrin, PC, specializing in large, complex business cases. In January 2023, started his own law firm, VerisLaw, PLLC, which has offices in Colleyville and Austin, Texas.

Texas Super Lawyer Since 2020. In 2011, was a Texas Super Lawyers – Rising Star. Designated by Martindale-Hubbel as BV Distinguished and Peer Review Rated for having the highest ethical standards.

COMMUNITY INVOLVEMENT:

Tarrant Appraisal District Board Member – 2024-2025

Board Member for Tarrant County Bar Association, Construction Division 2025
Attends both Legacy Church of Christ in North Richland Hills and The Hills Church in Keller, Texas. Actively involved with youth sports in Colleyville since

2017. Was a candidate in the May 2024 election for Place 2 on the Board of Trustees for the Grapevine Colleyville Independent School District.

ACKNOWLEDGMENT OF DUTIES OF MEMBER OF TARRANT APPRAISAL DISTRICT (TAD) BOARD OF DIRECTORS (BOD)

According to Texas Property Tax Code Section 6.0302, an individual may not be appointed to an appointive position on the board of directors and may not file an application for a place on the ballot for an elective position on the board of directors of an appraisal district unless the individual has signed and submitted this acknowledgement to the Chief Appraiser.

I hereby acknowledge that I have read and understand the duties of a member of the board of directors of an appraisal district. I understand that the statutory responsibilities include:

- (1) establishing the appraisal district office;
- (2) hiring a chief appraiser;
- (3) adopting the appraisal district's annual operating budget after filing notice and holding a public hearing;
- (4) adopting a new budget if voting taxing units disapprove of the initial budget;
- (5) determining whether to remove members of the appraisal review board if the board of directors of the appraisal district is the appointing authority and potential grounds for removal arise;
- (6) notifying voting taxing units of any vacancy in an appointive position on the board and electing a replacement from submitted nominees;
- (7) appointing a person to fill a vacancy in an elective position on the board;
- (8) electing a chairman and a secretary of the board at the first meeting each year;
- (9) holding board meetings at least quarterly;
- (10) developing and implementing policies regarding reasonable access to the board;
- (11) preparing information describing the board's functions and complaint procedures and making that information available to the public and to participating taxing units;
- (12) notifying parties to a complaint filed with the board of the status of the complaint, unless otherwise provided;
- (13) in populous counties, appointing a taxpayer liaison officer and deputy taxpayer liaison officers;
- (14) annually evaluating the performance of the taxpayer liaison officer and any deputy taxpayer liaison officers, including reviewing the timeliness of complaint resolution;
- (15) referring matters investigated by a taxpayer liaison officer relating to the appraisal review board's conduct to the local administrative district judge with a recommendation;

- (16) developing a biennial written plan for the periodic reappraisal of all property in the appraisal district, filing notice and holding a public hearing on the plan, approving the plan, and distributing copies of the plan to participating taxing units and the comptroller;
- (17) making agreements with newly formed taxing units on an estimated budget allocation for that taxing unit;
- (18) having an annual financial audit prepared by an independent certified public accountant, delivering a copy of the audit to each voting taxing unit, and making the audit available for inspection at the appraisal district office;
- (19) designating the appraisal district depository biennially;
- (20) receiving resolutions from voting taxing units disapproving of board actions;
- (21) adhering to Local Government Code requirements for purchasing and entering into contracts;
- (22) providing advice and consent to the chief appraiser concerning the appointment of an agricultural appraisal advisory board and determining the number of members of that advisory board;
- (23) adhering to laws concerning the preservation, microfilming, destruction, or other disposition of records; and
- (24) adopting and implementing a policy for the temporary replacement of a member of an appraisal review board who violates ex-parte communication requirements.

“Furthermore, I recognize that the board does not appraise property or review the value of individual properties. I acknowledge that tax rates and tax burdens are determined by applicable taxing jurisdictions, not the appraisal district board of directors.”

[Redacted]

Board of Director Candidate/Nominee

[Redacted]

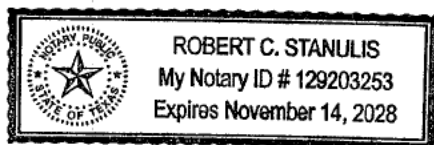
Printed Name of Board Candidate/Nominee

[Redacted]

Notary Signature

[Redacted]

Printed Name of Notary





Wendy Burgess – Executive Bio

Wendy Burgess is a transformational executive leader with over 25 years of progressive experience spanning public service, private enterprise, and information technology. She is currently serving as a consultant for an Executive Services Company, performing an audit for an appraisal district in the region. She most recently served as the elected Tax Assessor-Collector for Tarrant County, Texas, overseeing \$6.5 billion in annual collections and leading a staff of 215 across eight offices. Wendy has also built and sold successful businesses, including a multi-location auto repair enterprise and an IT and government services company with \$15M in revenue. With deep expertise in fiscal management, public trust leadership, and strategic innovation, Wendy brings a unique blend of operational excellence and

visionary thinking. She is almost complete with her Master's in Organizational Leadership and is actively pursuing executive roles in government, civic tech, and mission-driven enterprises.

Career Highlights

Board Member

Term: 1/1/19- 12/31/25

- 7-year member of Tarrant Appraisal District Board of Directors, 6 years as ex officio member as Tarrant Tax Assessor-Collector. In 2024, I was proudly nominated and elected to the Board by the taxing entities for a term that runs until December 31, 2025. I hope to serve the municipalities, school districts, hospital districts, special districts, and water districts as the subject matter expert in this field.
- Elected Tax Assessor-Collector, Tarrant County, TX – Oversaw \$6.5B in collections on behalf of 86 entities, led 215 staff, implemented technology reforms to benefit the entities, and managed \$19M budget.
- Co-Owner & Managing Partner, Innovative Services & Solutions – Scaled IT firm to \$15 M+ revenue, held Top Secret Clearance, led all operations.
- City Council Member, Mansfield, TX – Two-term public servant, achieved AAA bond rating, and chaired strategic planning committees.
- Entrepreneur – Founded, built, and sold a successful auto repair business focused on customer service and community leadership.

Core Competencies

- Strategic Leadership & Vision
- Government Relations & Public Finance
- Organizational Transformation
- Civic Engagement & Legislative Affairs
- Revenue Optimization & Risk Oversight
- Technology Integration & Innovation
- Entrepreneurship & Business Operations
- Team Building & Talent Development

Education

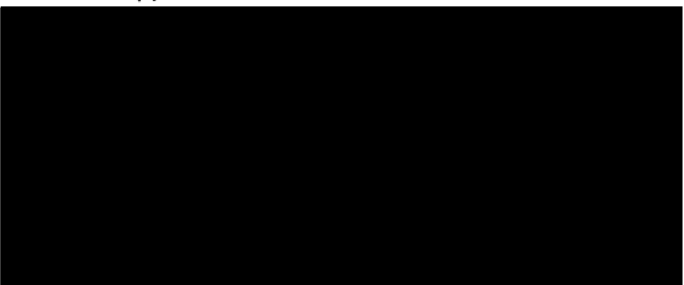
- Master of Organizational Leadership (Expected Completion Fall 2025), University of Maine at Presque Isle
- Bachelor of Liberal Studies (B.L.S.), Summa Cum Laude
- Triple Minor: Management, Business Administration, Project Management, University of Maine at Presque Isle
- Associate of Arts (A.A.), Tarrant County College

ACKNOWLEDGMENT OF DUTIES OF MEMBER OF APPRAISAL DISTRICT BOARD OF DIRECTORS

"I hereby acknowledge that I have read and understand the duties of a member of the board of directors of an appraisal district. I understand that the statutory responsibilities include:

- "(1) establishing the appraisal district office;
- "(2) hiring a chief appraiser;
- "(3) adopting the appraisal district's annual operating budget after filing notice and holding a public hearing;
- "(4) adopting a new budget if voting taxing units disapprove of the initial budget;
- "(5) determining whether to remove members of the appraisal review board if the board of directors of the appraisal district is the appointing authority and potential grounds for removal arise;
- "(6) notifying voting taxing units of any vacancy in an appointive position on the board and electing a replacement from submitted nominees;
- "(7) appointing a person to fill a vacancy in an elective position on the board;
- "(8) electing a chairman and a secretary of the board at the first meeting each year;
- "(9) holding board meetings at least quarterly;
- "(10) developing and implementing policies regarding reasonable access to the board;
- "(11) preparing information describing the board's functions and complaint procedures and making that information available to the public and to participating taxing units;
- "(12) notifying parties to a complaint filed with the board of the status of the complaint, unless otherwise provided;
- "(13) in populous counties, appointing a taxpayer liaison officer and deputy taxpayer liaison officers;
- "(14) annually evaluating the performance of the taxpayer liaison officer and any deputy taxpayer liaison officers, including reviewing the timeliness of complaint resolution;
- "(15) referring matters investigated by a taxpayer liaison officer relating to the appraisal review board's conduct to the local administrative district judge with a recommendation;
- "(16) developing a biennial written plan for the periodic reappraisal of all property in the appraisal district, filing notice and holding a public hearing on the plan, approving the plan, and distributing copies of the plan to participating taxing units and the comptroller;
- "(17) making agreements with newly formed taxing units on an estimated budget allocation for that taxing unit;
- "(18) having an annual financial audit prepared by an independent certified public accountant, delivering a copy of the audit to each voting taxing unit, and making the audit available for inspection at the appraisal district office;
- "(19) designating the appraisal district depository biennially;
- "(20) receiving resolutions from voting taxing units disapproving of board actions;
- "(21) adhering to Local Government Code requirements for purchasing and entering into contracts;
- "(22) providing advice and consent to the chief appraiser concerning the appointment of an agricultural appraisal advisory board and determining the number of members of that advisory board;
- "(23) adhering to laws concerning the preservation, microfilming, destruction, or other disposition of records; and
- "(24) adopting and implementing a policy for the temporary replacement of a member of an appraisal review board who violates ex parte communication requirements.

"Furthermore, I recognize that the board does not appraise property or review the value of individual properties. I acknowledge that tax rates and tax burdens are determined by applicable taxing jurisdictions, not the appraisal district board of directors."



ERIC CRILE



EXPERIENCE

DRIVER ENGINEER-PARAMEDIC, DALLAS FIRE RESCUE, CITY OF DALLAS 2007-PRESENT

Provide the citizens of Dallas with emergency medicine and emergency response for calls placed to 911. Fast acting and decisive decision making in emergency situations. Adaptable to changing conditions as they arise. Teamwork required to troubleshoot and resolve issues.

SUPERVISOR, BROWARD COUNTY SUPPORT ENFORCEMENT DIVISION. 2005-2007

Responsible for supervision of staff of 5. Four case analysts and administrative assistant responsible for overseeing a caseload of approx. 500 child support cases from inception to court ordered enforcement. Development of policies to achieve stated collection goals. Communication amongst various departments to ensure success. Responsible for development of department wide communications to external stakeholders to continue operational success.

ADMINISTRATOR III, MIAMI-DADE STATE ATTORNEY'S OFFICE. 2002-2005

Employment began as entry level Case Analyst progressively gaining responsibility and promoting to mid-level management of the Child Support Enforcement Division. Responsibilities included personnel evaluation of 5-unit supervisors overseeing a staff of approximately 80 employees. Subject matter expert of the division at state level meetings for software development of statewide system for intake and enforcement activities. Development of in office payment system to meet collection goals.

EDUCATION

BACHELOR OF ARTS, UNIVERSITY OF PITTSBURGH-GREENSBURG

Major: Administration of Justice. Graduation April 2000

EMERGENCY MEDICINE, EL CENTRO-DALLAS COUNTY COMMUNITY COLLEGE

Course work: Emergency Medicine leading to Paramedic License in the State of Texas. 2008

COMMUNITY INVOLVEMENT

THE PARKS AT WILLOW RIDGE HOMEOWNERS' ASSOCIATION.

2022-2024, 2025-PRESENT

Board member served in role of Treasurer and President. Re-elected after a year away to focus on family

FORT WORTH CRIME CONTROL AND PREVENTION DISTRICT- EMERGING PARTNERS.

2023-PRESENT

Appointed position to advisory board to Fort Worth City Council. Evaluate effective crime reduction strategies from strategic partners and award city dollars from a limited pool of available funds.

ACKNOWLEDGMENT OF DUTIES OF MEMBER OF TARRANT APPRAISAL DISTRICT (TAD) BOARD OF DIRECTORS (BOD)

According to Texas Property Tax Code Section 6.0302, an individual may not be appointed to an appointive position on the board of directors and may not file an application for a place on the ballot for an elective position on the board of directors of an appraisal district unless the individual has signed and submitted this acknowledgement to the Chief Appraiser.

I hereby acknowledge that I have read and understand the duties of a member of the board of directors of an appraisal district. I understand that the statutory responsibilities include:

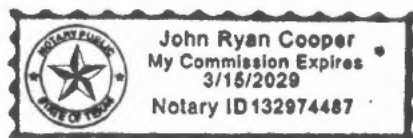
- (1) establishing the appraisal district office;
- (2) hiring a chief appraiser;
- (3) adopting the appraisal district's annual operating budget after filing notice and holding a public hearing;
- (4) adopting a new budget if voting taxing units disapprove of the initial budget;
- (5) determining whether to remove members of the appraisal review board if the board of directors of the appraisal district is the appointing authority and potential grounds for removal arise;
- (6) notifying voting taxing units of any vacancy in an appointive position on the board and electing a replacement from submitted nominees;
- (7) appointing a person to fill a vacancy in an elective position on the board;
- (8) electing a chairman and a secretary of the board at the first meeting each year;
- (9) holding board meetings at least quarterly;
- (10) developing and implementing policies regarding reasonable access to the board;
- (11) preparing information describing the board's functions and complaint procedures and making that information available to the public and to participating taxing units;
- (12) notifying parties to a complaint filed with the board of the status of the complaint, unless otherwise provided;
- (13) in populous counties, appointing a taxpayer liaison officer and deputy taxpayer liaison officers;
- (14) annually evaluating the performance of the taxpayer liaison officer and any deputy taxpayer liaison officers, including reviewing the timeliness of complaint resolution;
- (15) referring matters investigated by a taxpayer liaison officer relating to the appraisal review board's conduct to the local administrative district judge with a recommendation;

- (16) developing a biennial written plan for the periodic reappraisal of all property in the appraisal district, filing notice and holding a public hearing on the plan, approving the plan, and distributing copies of the plan to participating taxing units and the comptroller;
- (17) making agreements with newly formed taxing units on an estimated budget allocation for that taxing unit;
- (18) having an annual financial audit prepared by an independent certified public accountant, delivering a copy of the audit to each voting taxing unit, and making the audit available for inspection at the appraisal district office;
- (19) designating the appraisal district depository biennially;
- (20) receiving resolutions from voting taxing units disapproving of board actions;
- (21) adhering to Local Government Code requirements for purchasing and entering into contracts;
- (22) providing advice and consent to the chief appraiser concerning the appointment of an agricultural appraisal advisory board and determining the number of members of that advisory board;
- (23) adhering to laws concerning the preservation, microfilming, destruction, or other disposition of records; and
- (24) adopting and implementing a policy for the temporary replacement of a member of an appraisal review board who violates ex-parte communication requirements.

"Furthermore, I recognize that the board does not appraise property or review the value of individual properties. I acknowledge that tax rates and tax burdens are determined by applicable taxing jurisdictions, not the appraisal district board of directors."

Board of Director Candidate/Nominee

Printed Name of Board Candidate/Nominee



Notary Signature

Printed Name of Notary

Sayeda Bilqees Syed

Colleyville TX

Cell: (817) 913-0474
E-mail: syed4tad@gmail.com

Experience:

- **Tarrant County Appraisal Review Board (TARB)**, Member (January 2019 – March 2021). Served as a full board member, conduct protest hearing between Tarrant Appraisal District (TAD) and property owners including residential, commercial and business personal property and Mineral accounts.
- **Flood Control Engineer**, Trinity Watershed Management, City of Dallas.
- **Executive Engineer**, Progressive Manufacturing Department, Hino Motors Limited, Pakistan.
- **Program Engineer**, Army vehicle project for United Nations.
- **Lecturer, Visiting Faculty Member**, Mechanical and Manufacturing Engineering Department, N.E.D. UET.

Education:

- **ME, Mechanical Engineering** (Specialization in Manufacturing Engineering); (2005) N.E.D. University of Engineering & Technology.
- **BE, Mechanical Engineering** (2002) N.E.D. University of Engineering & Technology.

Residence:

- Colleyville, TX 2013 ~ Present
- Fort Worth, TX 2009 ~ 2013
- Bedford, TX 2007 ~ 2009

Professional Association:

- Member, American Society of Mechanical Engineers (ASME), West Texas Division, since 2012.
- Member, Society of American Engineers (SAE) International, Since 2012.

Colleyville Community Volunteer Experience:

- Planning & Zoning Commission / Capital Improvement Advisory Committee (Sept 2019 ~ Present).
- Metroport Teen Court Advisory Board (Nov 2017 ~ Present).
- Architectural Review Commission (Feb 2018 ~ Nov 2020, Commission dissolved by Colleyville City Council)
- Zoning Board of Adjustment / Sign Board of Appeals (Oct 2018 ~ Oct 2019).

Personal Information:

Born in Pakistan, migrated to United States in 2007 and proudly became US Citizen in 2011. My husband of 18 years, New York native Dr. Adnan Syed, who is a Clinical Pharmacist, he moved to Texas in 2005. Our two children, 11 years old Son Senan Syed and 9 years old daughter Safa Syed are enrolled in Grapevine Colleyville ISD.

ACKNOWLEDGMENT OF DUTIES OF MEMBER OF TARRANT APPRAISAL DISTRICT (TAD) BOARD OF DIRECTORS (BOD)

According to Texas Property Tax Code Section 6.0302, an individual may not be appointed to an appointive position on the board of directors and may not file an application for a place on the ballot for an elective position on the board of directors of an appraisal district unless the individual has signed and submitted this acknowledgement to the Chief Appraiser.

I hereby acknowledge that I have read and understand the duties of a member of the board of directors of an appraisal district. I understand that the statutory responsibilities include:

- (1) establishing the appraisal district office;
- (2) hiring a chief appraiser;
- (3) adopting the appraisal district's annual operating budget after filing notice and holding a public hearing;
- (4) adopting a new budget if voting taxing units disapprove of the initial budget;
- (5) determining whether to remove members of the appraisal review board if the board of directors of the appraisal district is the appointing authority and potential grounds for removal arise;
- (6) notifying voting taxing units of any vacancy in an appointive position on the board and electing a replacement from submitted nominees;
- (7) appointing a person to fill a vacancy in an elective position on the board;
- (8) electing a chairman and a secretary of the board at the first meeting each year;
- (9) holding board meetings at least quarterly;
- (10) developing and implementing policies regarding reasonable access to the board;
- (11) preparing information describing the board's functions and complaint procedures and making that information available to the public and to participating taxing units;
- (12) notifying parties to a complaint filed with the board of the status of the complaint, unless otherwise provided;
- (13) in populous counties, appointing a taxpayer liaison officer and deputy taxpayer liaison officers;
- (14) annually evaluating the performance of the taxpayer liaison officer and any deputy taxpayer liaison officers, including reviewing the timeliness of complaint resolution;
- (15) referring matters investigated by a taxpayer liaison officer relating to the appraisal review board's conduct to the local administrative district judge with a recommendation;

- (16) developing a biennial written plan for the periodic reappraisal of all property in the appraisal district, filing notice and holding a public hearing on the plan, approving the plan, and distributing copies of the plan to participating taxing units and the comptroller;
- (17) making agreements with newly formed taxing units on an estimated budget allocation for that taxing unit;
- (18) having an annual financial audit prepared by an independent certified public accountant, delivering a copy of the audit to each voting taxing unit, and making the audit available for inspection at the appraisal district office;
- (19) designating the appraisal district depository biennially;
- (20) receiving resolutions from voting taxing units disapproving of board actions;
- (21) adhering to Local Government Code requirements for purchasing and entering into contracts;
- (22) providing advice and consent to the chief appraiser concerning the appointment of an agricultural appraisal advisory board and determining the number of members of that advisory board;
- (23) adhering to laws concerning the preservation, microfilming, destruction, or other disposition of records; and
- (24) adopting and implementing a policy for the temporary replacement of a member of an appraisal review board who violates ex-parte communication requirements.

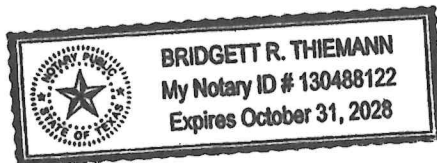
“Furthermore, I recognize that the board does not appraise property or review the value of individual properties. I acknowledge that tax rates and tax burdens are determined by applicable taxing jurisdictions, not the appraisal district board of directors.”

Bilqees

Board of Director Candidate/Nominee

Sayed Bilqees Syed

Printed Name of Board Candidate/Nominee



Bridgett Renee Thiemann

Notary Signature

Bridgett Renee Thiemann

Printed Name of Notary