



Kaufman Central Appraisal District

3950 S Houston, P.O. Box 819
Kaufman, TX 75142
(972) 932-6081
www.kaufman-cad.org

September 5, 2025

To: All Voting Taxing Entities

Re: Selection of Board of Directors for Kaufman Central Appraisal District

It is time to select two members for the Board of Directors for the District. The Directors will serve terms as indicated in the attached election cycles timeline beginning January 1, 2026. You may nominate one person for each of the two (2) positions. Enclosed are the qualifications for candidates and your number of votes.

The following is the selection schedule. **The dates are deadlines.**

September 29 – Chief Appraiser calculates and notifies each taxing entity of the number of votes it may cast.

October 14 – Each taxing entity may nominate one candidate for each position. Therefore, each entity may nominate up to two candidates. The presiding officer of the taxing unit submits **the names and addresses** of the nominees by **written resolution** to the Chief Appraiser. **Before being nominated, potential nominees must sign the attached Acknowledgement of Duties form and deliver to the chief appraiser.**

October 30 – Chief Appraiser prepares and delivers ballots to each taxing entity.

The Governing body of each taxing unit 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 the governing body that is held after the date the chief appraiser delivers the ballot to the presiding officer of the governing body. The governing body must submit its vote to the chief appraiser not later than the third day following the date the resolution is adopted, per Property Tax Code Sec 6.03(k-1). Kaufman County, Forney ISD, Crandall ISD, Terrell ISD and City of Forney have more than 5% of the total votes each.

December 14 – Taxing entities, other than those listed above, casts votes and submits them, **by resolution**, to the Chief Appraiser.

December 30 – Chief Appraiser counts votes and notifies all taxing entities and candidates of the outcome.

Sincerely,

KAUFMAN CENTRAL APPRAISAL DISTRICT

A handwritten signature in black ink that reads "Sarah Curtis".

Sarah Curtis
Chief Appraiser