

Harrison Central Appraisal District

PO Box 818 ♦ 201 W. Grand Avenue Marshall, TX 75671 ♦ 903-935-1991

J. Lee Flowers, B.S., RPA, RTA

Chief Appraiser

Date: 2-Sep-2025

To: All Taxing Units, Presiding Officers and County Commissioners

From: Chief Appraiser

Re: 2026-2027 HCAD Director Nominations & Election

Folks:

This fall marks the coming end of the two year term for each of the five members of our Board of Directors. In light of this, we must begin the statutory process for nominating and voting for the new terms that commence January 1 of next year. There is a time frame for doing this. It will be necessary to place this action on your meeting agendas in time to meet the various deadlines.

Nomination Process –

Deadline: 10/14/2025

This process begins by nominating candidates for the five Board slots. To do this, please nominate up to five individuals by official ordinance or resolution. These nominations should be returned to me before 10/14/2025. **Please include the home address of the nominee in order for us to confirm their property tax status.**

Election Process –

Deadline: 12/15/2025

Upon receipt of the nominations, I will prepare a ballot listing all nominees. This ballot will be sent to you prior to October 30th and you must cast your votes by official action and file a copy of that action with me before 12/15/2025. Enclosed, I have compiled a list of the total number of votes that each unit may cast for your consideration.

After receiving all resolutions before the December deadline, I will count the votes, declare the winners and notify you of the results before December 31st.

I also have enclosed regulations concerning who may serve on the Board, as well as, a copy of a resolution form that you can use if you desire. Please do not hesitate to call me if you have questions.

Respectfully yours,



J. Lee Flowers

Chief Appraiser

Encl.

Cc: HCAD Directors

Statutory Eligibility Requirements for Service on the HCAD Board

1. Two year resident of Harrison County prior to taking office.
2. Employees of a jurisdiction are **not** eligible unless they are also a member of a participating governing body or an elected official of a participating taxing unit.
3. Elected officials of jurisdictions are eligible.
4. Persons related to an individual who appraises property for use in ARB proceedings, or individuals who represent taxpayers in property tax matters are **ineligible**. Degrees of relation are specific. Contact the Chief Appraiser for questions regarding degrees of relation.
 - (4a) Individuals who in the past three years have prepared an appraisal for use in proceedings under the Property Tax Code, or who have represented property owners in matters subject to the Property Tax Code are **ineligible**.
5. **Persons who have delinquent taxes are generally ineligible. Contact the Chief Appraiser for exceptions to this restriction.**
6. Persons who have a substantial interest or who have a close relative who has a substantial interest in any contractual arrangement with the CAD are **ineligible**.
7. Persons who have a substantial interest or who have a close relative who has a substantial interest in any contractual arrangement with any participating taxing unit are **ineligible** if the contract relates to activities governed by the Texas Property Tax Code.
8. Persons who are related to employees of the CAD are **ineligible**.

Voting Allocation for HCAD

2026-2027 Directorship Terms

§6.03(d) Texas Property Tax Code

[illegible]

Harrison Central Appraisal District

P.O. Box 818 Marshall, Texas 75671

2024-2025 Board of Directors

Chair	Mr. Chase Palmer
Vice Chair	Mr. Jason Ainsworth
Secretary	Mr. Ted Huffhines
	Mr. Albert Tiller
	Mr. Ross Brown
County Assessor	Hon. Elizabeth Cook

**A RESOLUTION IN ORDER TO MAKE
NOMINATIONS TO THE BOARD OF DIRECTORS OF
Harrison Central Appraisal District**

WHEREAS, Section 6.03(c) of the Texas Property Tax Code requires the election of the board of directors of an appraisal district by vote of the governing bodies of the participating taxing entities entitled by the Code to vote; and

WHEREAS, the Harrison Central Appraisal District Board of Directors is comprised of five elected members; and

WHEREAS, the Harleton Independent School District is a participating taxing entity of the Harrison Central Appraisal District entitled to vote; and

WHEREAS, the Harleton Independent School District is entitled to submit up to five nominees by resolution to the Chief Appraiser for members to serve two-year terms beginning January 1, 2026;

NOW, THEREFORE, BE IT RESOLVED that the Harleton Independent School District submits the following nominee(s) for the Board of Directors, Harrison Central Appraisal District:

Nominee(s)

INTRODUCED AND PASSED by the Board of Trustees of the Harleton Independent School District, this _____ day of _____, 2025.

ATTEST:

Presiding Officer

Secretary

Harleton Independent School District