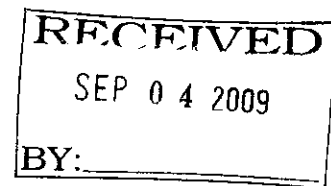


DENTON CENTRAL APPRAISAL DISTRICT
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MEMO

TO: Denton County, School Districts and Cities That Levy A Tax
FROM: Joe Rogers, Chief Appraiser
SUBJECT: Request for Nominations for DCAD Board of Directors
DATE: September 1, 2009

It is time again for the taxing jurisdictions to select five individuals to serve as the DCAD Board of Directors. Each jurisdiction may nominate up to five people to be considered for the Board of Directors. According to Section 6.03 of the Property Tax Code, it is the chief appraiser's responsibility to initiate this process, which is the purpose of this memo.

Please note that a chief appraiser does not have the authority, or the duty, to investigate, or judge, the qualifications of the nominees. Further, a chief appraiser can not extend the deadline for receiving nominations.

Attached is a nominee form. Please return a form for each nominee by October 15, 2009.

CALENDAR FOR APPOINTMENTS:

1. Prior to October 1st - Each jurisdiction will be advised of the number of votes they are entitled to cast for Board members. (See Attached)
2. Prior to October 15th - The governing body of each jurisdiction may nominate up to five candidate(s) to the DCAD Board of Directors. The number of votes that each jurisdiction has is not relevant in the initial nomination phase.
3. Prior to October 30th - A comprehensive list of the nominees will be compiled and this information will be sent to the taxing jurisdictions in the form of a ballot.
4. Prior to December 15th - The taxing jurisdictions choose by written resolution the candidate, or candidates, of their choice. The jurisdictions then submit the names of their candidates and the votes they cast for each candidate prior to the December 15th deadline.
5. Prior to December 31st - A tabulation of the votes will be forwarded to the jurisdictions. The five candidates that have received the most votes become the Board of Directors as of January 1st.

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