

# *Potter-Randall Appraisal District*

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Jeffrey Dagley, Chief Appraiser

September 2, 2025

Dr. Jamelle Conner  
President  
Amarillo Jr College  
PO Box 447  
Amarillo, TX 79105-0447

Re: Nominations for Appraisal District Directors

Dear Dr. Conner:

It is time to begin the election process for the Appraisal District Board of Directors for Potter and Randall counties. This year's election will fill two positions on each board, each serving a four-year term.

Enclosed you will find the following materials related to the nomination phase of the election process:

- 2025 Election Calendar
- Sample Resolution for Board Nominations
- 2025 Board Election Voting Allotment
- Eligibility Requirements for Board Members
- "Acknowledgment of Duties" Form (required for ballot eligibility)
- Current Board Members and Terms

Please note that all four directors with terms expiring in 2025 have expressed their willingness to serve another term if elected.

Each taxing unit with voting entitlements may nominate up to two candidates per board by resolution. However, in accordance with TPTC §6.03(d), some taxing units may be eligible to nominate candidates but may not have votes to cast in the election.

Additionally, House Bill 148, passed during the 89th Legislative Session, requires all candidates to sign and submit the "Acknowledgment of Duties of Appraisal District Board of Directors" form to me prior to being placed on the ballot.

**The deadline for submitting nominations by resolution is October 14, 2025.**

If you have any questions or need further assistance, please feel free to contact me at (806) 354-6611 or via email at [jdagley@prad.org](mailto:jdagley@prad.org).

Sincerely,

A handwritten signature in blue ink, appearing to read 'JD 88', is written over the typed name.

Jeffrey Dagley, RPA  
Chief Appraiser

Enclosures

### Randall County Board of Directors

Year	Appointed Director	Appointed Director	Appointed Director	Appointed Director	Appointed Director	Elected Director 1	Elected Director 2	Elected Director 3	Ex officio Voting Assessor-Collector			
2022	Bob Lindsey	Diane Thurman	Robin Patterson	Joe Shehan	Misty Clements/Jinger White	N/A			Christina McMurray			
2023	Bob Lindsey	Diane Thurman	Robin Patterson	Joe Shehan	Jinger White				Christina McMurray			
2024	Bob Lindsey	Diane Thurman	Robin Patterson	Claudia Burkett/Vacant		Jinger White	Claudia Burkett	Noah Dawson	Jason Ault	Christina McMurray		
2025	Bob Lindsey	Diane Thurman	Daryl Furman	Jack Klaus		Jinger White	Claudia Burkett	Noah Dawson	Jason Ault	Christina McMurray		
2026	Bob Lindsey	Diane Thurman	Daryl Furman	Positions to be filled in 2025 Election		Claudia Burkett	Noah Dawson	Jason Ault	Christina McMurray			
2027	Bob Lindsey	Diane Thurman	Daryl Furman							Christina McMurray		
2028												Christina McMurray
2029												
2030												
2031												
2032												
2033												

\*5 Term limit is 5 terms beginning with the 2022 term for counties with population over 120,000. This only applies to Randall County as of 2020 census. (6.035(a-1))

### Potter County Board of Directors

Year	Appointed Director	Appointed Director	Appointed Director	Appointed Director	Appointed Director	Elected Director 1	Elected Director 2	Elected Director 3	Ex officio Voting Assessor-Collector				
2022	Zac Plummer	Cindy Spanel	John Coffee	Mitzi Wade	Kay Ledbetter	N/A			Sherri Aylor				
2023	Zac Plummer	Cindy Spanel	John Coffee	Mitzi Wade	Kay Ledbetter				Sherri Aylor				
2024	Zac Plummer	Cindy Spanel	John Coffee	Mitzi Wade	Thomas Warren III	Thomas Warren II	Jodie Wheeler	LaVonda Mosley	Sherri Aylor				
2025	Zac Plummer	Cindy Spanel	Blair Schaffer	Mitzi Wade	Chip Hunt	Thomas Warren II	Jodie Wheeler	LaVonda Mosley	Thomas Warren III				
2026	Zac Plummer	Cindy Spanel	Blair Schaffer	Positions to be filled in 2025 Election		Thomas Warren II	Jodie Wheeler	LaVonda Mosley	Thomas Warren III				
2027	Zac Plummer	Cindy Spanel	Blair Schaffer							Thomas Warren III			
2028												Thomas Warren III	
2029													
2030													
2031													
2032													
2033													

**Potter-Randall Appraisal District  
2025  
Election of Board of Directors**

**Potter County**

<b>Taxing Jurisdiction</b>	<b>2024 Total Tax Levy</b>	<b>Percent of Total Levy</b>	<b>Percent of Levy X 1,000</b>	<b>Votes Rounded</b>	<b>Votes x 2 = Total Votes</b>
Potter County	\$ 66,212,134.24	31.654970%	316.5497	317	634
Amarillo ISD	\$ 51,639,302.63	24.687931%	246.8793	247	494
City of Amarillo	\$ 33,577,231.75	16.052741%	160.5274	161	322
Highland Park ISD	\$ 19,972,965.89	9.548758%	95.4876	95	190
Amarillo College	\$ 19,084,675.58	9.124080%	91.2408	91	182
Bushland ISD	\$ 15,337,680.66	7.332702%	73.3270	73	146
River Road ISD	\$ 3,323,416.68	1.588873%	15.8887	16	32
Bishop Hills	\$ 20,803.06	0.009946%	0.0995	0	0
<b>Totals</b>	<b>\$ 209,168,210.49</b>	<b>100.000000%</b>	<b>1000.0000</b>	<b>1000</b>	<b>2000</b>

**Randall County**

<b>Taxing Jurisdiction</b>	<b>2024 Total Tax Levy</b>	<b>Percent of Total Levy</b>	<b>Percent of Levy X 1,000</b>	<b>Votes Rounded</b>	<b>Votes x 2 = Total Votes</b>
Canyon ISD	\$ 71,758,606.80	28.888290%	288.88290	289	578
Randall County	\$ 64,396,785.51	25.924598%	259.24598	259	518
Amarillo ISD	\$ 43,463,349.94	17.497300%	174.97300	175	350
City of Amarillo	\$ 38,691,419.04	15.576235%	155.76235	156	312
Amarillo College	\$ 22,023,878.22	8.866284%	88.66284	89	178
City of Canyon	\$ 5,032,383.73	2.025917%	20.25917	20	40
Bushland ISD	\$ 2,496,831.74	1.005164%	10.05164	10	20
Happy ISD	\$ 302,479.75	0.121771%	1.21771	1	2
Timbercreek Canyon	\$ 133,211.99	0.053628%	0.53628	1	2
Wildorado ISD	\$ 74,204.56	0.029873%	0.29873	0	0
Village of Palisades	\$ 20,015.51	0.008058%	0.08058	0	0
City of Happy	\$ 7,160.80	0.002883%	0.02883	0	0
<b>Totals</b>	<b>\$ 248,400,327.59</b>	<b>100.000000%</b>	<b>1000.00000</b>	<b>1000</b>	<b>2000</b>

*Texas Property Tax Code 6.03(d) The voting entitlement of a taxing unit that is entitled to vote for directors is determined by dividing the total dollar amount of property taxes imposed in the district by the taxing unit for the preceding tax year by the sum of the total dollar amount of property taxes imposed in the district for that year by each taxing unit that is entitled to vote, by multiplying the quotient by 1,000, and by rounding the product to the nearest whole number. That number is multiplied by the number of directorships to be filled. A taxing unit participating in two or more districts is entitled to vote in each district in which it participates, but only the taxes imposed in a district are used to calculate voting entitlement in that district.*

## Calendar for 2024 Election of Appraisal District Board of Directors

**Section of  
Property Tax  
Code:**

**Before:**

6.03 (e)	10/01/25	Chief Appraiser gives notice of number of votes
6.03 (g)	10/14/25	Governing bodies of voting districts submit nominations for each position
6.03 (j)	10/29/25	Chief Appraiser delivers ballots
6.03 (k-1)	-	Governing bodies of voting districts with at least 5% of the voting entitlement in <i>Randall County (population of 120,000 or more)</i> must vote at the 1st or 2nd open meeting after the ballot is submitted and must submit its votes by resolution not later than the 3rd day following the date the resolution is adopted.
6.03 (k)	12/15/25	Governing bodies of voting districts in Randall County with less than 5% of the voting entitlement and districts in Potter County submit votes by resolution
6.03 (k)	12/30/25	Chief Appraiser submits results to all districts and candidates

# ACKNOWLEDGMENT OF DUTIES OF MEMBER OF APPRAISAL DISTRICT BOARD OF DIRECTORS

*Texas Property Tax Code Section 6.0302*

- (a) An individual may not be appointed to an appointive position on the board of directors of an appraisal district unless the individual has:*
  - (1) signed the acknowledgement described by this section; and*
  - (2) submitted the signed acknowledgement to the chief appraiser of the appraisal district.*
- (b) An individual may not file an application for a place on the ballot for an elective position on the board of directors of an appraisal district under Section 6.032 unless the individual has:*
  - (1) signed the acknowledgement described by this section; and*
  - (2) submitted the signed acknowledgement to the chief appraiser of the appraisal district.*
- (c) Each candidate for an appointive or elective position on the board of directors of an appraisal district must sign a statement in the following form:*

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 are commendation;
- (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.

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

## **Eligibility Requirements for Appraisal District Board of Directors**

### **Residency Requirement**

An individual must be a resident of the appraisal district and must have resided within the district for at least two years immediately preceding the date of taking office. This residency requirement does not apply to a county tax assessor-collector (TAC).

*Reference: Tax Code § 6.0301(d)*

### **Employment with a Taxing Unit**

An employee of a taxing unit that participates in the appraisal district is not eligible to serve on the board of directors unless the individual is also a member of the governing body of that taxing unit. However, serving on the governing body of a taxing unit does not disqualify an otherwise eligible individual from serving on the board.

*Reference: Tax Code § 6.0301(d)*

### **Delinquent Property Taxes**

A person is disqualified from serving on the board if they own property on which delinquent property taxes have been owed for more than 60 days after the date the individual knew or should have known of the delinquency. This disqualification does not apply if the individual is:

- Making payments under an installment agreement, or
- Has deferred or abated a suit to collect the delinquent taxes.

*Reference: Tax Code § 6.035(a)(2)*

### **Term Limits**

An individual is ineligible to serve if they have served all or part of five terms on the board, unless they were a county assessor-collector during that time. This provision applies only to counties with a population over 120,000 and is currently applicable only to Randall County. Terms served before January 1, 2022, do not count toward this limit.

*Reference: Tax Code § 6.035(a-1)*

### **Conflict of Interest – Prior Roles**

An individual is ineligible to serve if, within the preceding three years, they:

- Appraised property for compensation for use in appraisal district proceedings,
- Represented property owners for compensation in such proceedings, or
- Were employed by the appraisal district.

*Reference: Tax Code § 6.035(a-1)*

**Conflict of Interest - Family Relationships**

An individual is ineligible to serve if they are related within the second degree by consanguinity (blood) or affinity (marriage) to:

- An appraiser who appraises property for use in Tax Code proceedings, or
- A person who represents property owners for compensation in such proceedings.

A director who knowingly continues to serve while having such a relationship commits a Class B misdemeanor.

*Reference: Tax Code §§ 6.035(a-1), 6.035(b)*

**Conflict of Interest – Contracts**

An individual is not eligible to serve if they or their spouse have a substantial interest in a business entity that is a party to a contract with the appraisal district. This also applies to contracts with a taxing unit participating in the appraisal district if the contract relates to an activity governed by the Tax Code.

A substantial interest exists if:

- The combined ownership interest of the individual and their spouse is at least 10% of the voting stock or shares of the business entity, or
- The individual or their spouse is a partner, limited partner, or officer of the business entity.

*Reference: Tax Code § 6.036(a)*



**A RESOLUTION IN ORDER TO MAKE  
NOMINATIONS TO THE BOARD OF DIRECTORS OF  
(POTTER OR RANDALL) COUNTY APPRAISAL DISTRICT**

WHEREAS, Section 6.0301(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 taxing entities entitled by the Code to vote; and

WHEREAS, the (your district) is entitled to submit nominees by resolution to the Chief Appraiser for members on the board for a four-year term beginning on January 1, 2026.

NOW, THEREFORE, BE IT RESOLVED BY THE (governing body) of (your district):

SECTION 1. That the nominee(s) for the ballot for the (Potter or Randall) County Appraisal District Board of Directors are:

*(List of nominees)*

INTRODUCED AND PASSED by the (governing body) of (your district), this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
(Presiding Officer of Governing Body)

**Attest:**

\_\_\_\_\_  
(Secretary of Governing Body)