



CITY COUNCIL AGENDA ITEM BRIEFING SHEET

Meeting Date: December 9, 2025	Department: City Secretary Office	Presented By: Deana McMullen
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AGENDA ITEM: Discussion and Action to consider approval of a Resolution submit and cast ballot for the election of the Parker County Appraisal District Board of Directors.

BACKGROUND:

In October of 2025 the City Council submitted nominations for the Parker County Appraisal District Board of Directors. After receiving nominations from all eligible entities in Parker County the official ballot for the Parker County Appraisal District Board of Directors is complete and now requires the City of Willow Park to cast their 22 ballots for the candidate(s) who were officially nominated and have signed Acknowledgements of the Director's duties, certifying their understanding of the responsibilities of serving on the board.

The candidates on the official ballot are:

Richard Barret

Joe Wilkinson

We must vote in an open meeting and record our vote by Resolution and return back to the Chief Appraiser, Troy Hanson no later than December 15th. You may cast all of your votes for one candidate or split the votes between the two candidates. Total number of votes allowed is 22 for the City of Willow Park.

STAFF/BOARD/COMMISSION RECOMMENDATION:

Suggested motion: “ I move to approve Resolution Number 2025-18 casting the votes for the Parker County Appraisal District Board of Directors for _____ with _____
Total of votes cast.

EXHIBITS:

Letter from Parker County Chief Appraiser, Tony Hanson
Official Ballot, Voting Entitlement and Resolution No. 2025-18

ADDITIONAL INFO:	FINANCIAL INFO:	
	Cost	
	Source of Funding	



Troy Hanson, Chief Appraiser

October 29, 2025

RE: Official Ballot and Taxing Unit Voting Deadline

The next step in the election process is for the taxing units to cast their votes to fill the two (2) Board positions available for appointment. Enclosed is the official ballot for the Parker County Appraisal District Board of Directors. It includes all candidates who were officially nominated and have signed the Acknowledgment of Director's Duties, certifying their understanding of the responsibilities of serving on the Board.

In accordance with Section 6.03(k) of the Texas Property Tax Code, each voting taxing unit must:

1. Vote in an open meeting,
2. Record its vote by written resolution, and
3. Submit the resolution to the Chief Appraiser **before December 15, 2025.** *

Each taxing unit may cast all of its votes for a single candidate or distribute its votes among multiple candidates, provided the total number of votes cast does not exceed the number of votes allocated to that taxing unit. Votes may only be cast for individuals listed on the official ballot. Write-in candidates are not permitted, and any votes cast for individuals not listed on the official ballot will not be counted.

Please submit voting resolutions by email to thanson@parkercad.org. A sample resolution is enclosed for your convenience. Taxing units will be notified of the results of the election before December 31. If you have any questions about this process, please do not hesitate to contact me.

Respectfully,

A handwritten signature in cursive script that reads "Troy Hanson".

Troy Hanson
Chief Appraiser

Section 6.03(k-1) of the Texas Property Tax Code requires that any taxing unit entitled to at least five percent of the total votes must determine its vote by resolution adopted at the first or second open meeting held after the Chief Appraiser delivers the ballot. This special procedural requirement applies to the following taxing units for this election: Aledo ISD, Azle ISD, Springtown ISD, Weatherford ISD, Parker County, Weatherford College.

PARKER COUNTY APPRAISAL DISTRICT

2026

OFFICIAL BALLOT

CANDIDATES

RICHARD BARRET

JOE WILKINSON

PARKER COUNTY APPRAISAL DISTRICT

2026

VOTING ENTITLEMENT

TAXING UNIT	NUMBER OF VOTES
ALEDO ISD	372
AZLE ISD	122
BROCK ISD	88
GARNER ISD	12
GRANBURY ISD	6
LIPAN ISD	4
MILLSAP ISD	40
MINERAL WELLS ISD	0
PEASTER ISD	50
PERRIN-WHITT ISD	4
POOLVILLE ISD	18
SPRINGTOWN ISD	112
WEATHERFORD ISD	402
CITY OF ALEDO	18
CITY OF AZLE	14
CITY OF FORT WORTH	26
CITY OF MILLSAP	0
CITY OF MINERAL WELLS	2
CITY OF RENO	8
CITY OF SANCTUARY	0
CITY OF SPRINGTOWN	12
CITY OF WEATHERFORD	96
CITY OF WILLOW PARK	22
PARKER COUNTY	418
WEATHERFORD COLLEGE	146