

GUADALUPE APPRAISAL DISTRICT

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October 29, 2025

CITY OF NEW BRAUNFELS
City Manager and City Council
550 Landa St.
New Braunfels, TX 78130

9489 0178 9820 3044 1621 80

Dear City Manager and City Council,

Enclosed is an Official Ballot to cast votes for the Guadalupe Appraisal District Board of Directors. The ballot provides directions on how the sum of your taxing units' allocated votes may be cast among available candidates.

The passage of SB2 during the 88th Legislative Session included **new key procedural deadlines** for those taxing units entitled to cast at least 5% of the total votes. In addition to requirement that each taxing unit cast their votes by passage of a resolution, taxing units entitled to cast **100 votes or more must also meet** specific procedural deadlines in passage and submission of resolution.

Per §6.03(k-1) of Texas Tax Code, please be mindful of the bolded requirements below:

*"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."*

For the majority of our taxing units who have **less than 100 votes**, there is no change to the deadline for timely submission of ballot and resolution is **before December 15, 2025**.

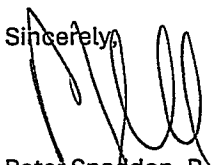
It should be noted, a taxing units' eligibility to initiate the recall of an appointed member on an appraisal district's board of directors is outlined in §6.033(a) of the Texas Tax Code. It states,

*"The governing body of a taxing unit may call for the recall of an appointed member of the board of directors of an appraisal district **for whom the taxing unit cast any of its votes** in the appointment of the board."*

The chief appraiser shall count the votes, **declare the two (2) candidates** who receive the largest cumulative vote totals elected, and submit the results before December 31, 2025 to the governing body of each taxing unit in the district and to the candidates.

Please call if you should have any questions in this regard.

Sincerely,


Peter Snaddon, R.P.A., C.C.A.
Chief Appraiser

Enclosures:

1. Official Ballot with Resolution
2. BOD Vote Allocation Summary

OFFICIAL BALLOT

OFFICIAL BALLOT TO APPOINT BOARD OF DIRECTORS FOR THE GUADALUPE APPRAISAL DISTRICT FOR JANUARY 1, 2026

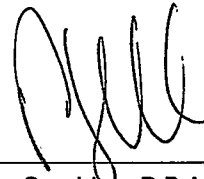
Issued to: City of New Braunfels

Directions: Please enter the number of votes cast on the blank space opposite the name of the candidate. You may cast all your votes for one candidate or divide those votes among any number of candidates. You have 53 total votes available.

Candidate names are listed below in alphabetical order along with the nominating taxing unit.

- | | | |
|-------------------------|----------------|-------|
| 1. Ms. Letticia Sever | SCUC ISD | _____ |
| 2. Mr. Forrest Fletcher | City of Seguin | _____ |
| 3. Ms. Donetta Roberts | City of Cibola | _____ |
| 4. Dr. Alfred Burns | Navarro ISD | _____ |

This official ballot was issued under my hand this 29th day of October 2025.



Peter Snaddon, R.P.A., C.C.A.
Chief Appraiser
Guadalupe Appraisal District

RESOLUTION OF VOTES CAST TO APPOINT DIRECTORS FOR THE GUADALUPE APPRAISAL DISTRICT FOR THE 2026-2029 TERM

WHEREAS, _____ (Name of Taxing Unit) is entitled to cast less than 100 votes in the appointment election for the Board of Directors of the Guadalupe Appraisal District, and

WHEREAS, Section 6.03(k) of the Texas Tax Code requires that each taxing unit, entitled to cast a vote, do so by resolution, and

WHEREAS, Section 6.03(k) of Texas Tax Code requires the governing body of each taxing unit, entitled to cast less than five percent (5%) of total vote (2,000), submit the adopted resolution to the chief appraiser before December 15, 2025.

THEREFORE, THE _____ (Name of Taxing Unit) submits the above Official Ballot, as issued by the Chief Appraiser, stating the vote for candidate(s) for appointment to the Board of Directors of the Guadalupe Appraisal District; term beginning on JANUARY 1, 2026.

ACTION TAKEN this ____ day of _____, 2025, in _____ Session of the governing body of the above-mentioned taxing unit; as required by Section 6.03(k) of the Texas Tax Code for the purpose of casting votes to appoint candidate(s) to the Board of Directors of the Guadalupe Appraisal District.

Signature of Presiding Officer

ATTEST: _____

Title

**GUADALUPE APPRAISAL DISTRICT BOARD of DIRECTORS (APPOINTMENT) ELECTION
ENTITY VOTING ENTITLEMENTS**

as of 8/27/2025

CAD	Taxing Unit ID	Taxing Unit Name	2025 Entity Levy	2025 Total Levy	Portion of Levy (%)		Total Number of Votes	Entity Votes ¹
094-Guadalupe	094-000-00	Guadalupe County	\$75,906,881 ÷	\$363,337,266 =	0.208916	x	2,000	418
094-Guadalupe	094-902-02	Schertz-Cibolo UC ISD	\$69,017,717 ÷	\$363,337,266 =	0.189955	x	2,000	380
094-Guadalupe	094-901-02	Seguin ISD	\$57,702,685 ÷	\$363,337,266 =	0.158813	x	2,000	318
094-Guadalupe	094-103-03	City of Seguin	\$23,569,335 ÷	\$363,337,266 =	0.064869	x	2,000	130
094-Guadalupe	094-903-02	Navarro ISD	\$22,809,859 ÷	\$363,337,266 =	0.062779	x	2,000	126
094-Guadalupe	094-904-02	Marion ISD	\$20,569,400 ÷	\$363,337,266 =	0.056612	x	2,000	113
094-Guadalupe	046-901-02	New Braunfels ISD	\$18,774,399 ÷	\$363,337,266 =	0.051672	x	2,000	103
094-Guadalupe	094-104-03	City of Cibolo	\$18,639,043 ÷	\$363,337,266 =	0.051300	x	2,000	103
094-Guadalupe	094-102-03	City of Schertz	\$18,545,469 ÷	\$363,337,266 =	0.051042	x	2,000	103
094-Guadalupe	046-902-02	Comal ISD	\$12,216,306 ÷	\$363,337,266 =	0.033622	x	2,000	67
094-Guadalupe	046-101-03	City of New Braunfels	\$9,561,097 ÷	\$363,337,266 =	0.026315	x	2,000	53
094-Guadalupe	105-902-02	San Marcos ISD	\$3,720,184 ÷	\$363,337,266 =	0.010239	x	2,000	20
094-Guadalupe	094-202-19	Lake McQueeney WCID #1	\$2,406,459 ÷	\$363,337,266 =	0.006623	x	2,000	13
094-Guadalupe	094-201-19	Lake Placid WCID #1	\$1,834,498 ÷	\$363,337,266 =	0.005049	x	2,000	10
094-Guadalupe	094-201-04	Lone Oak MUD	\$1,450,186 ÷	\$363,337,266 =	0.003991	x	2,000	8
094-Guadalupe	247-903-02	LaVernia ISD	\$1,389,739 ÷	\$363,337,266 =	0.003825	x	2,000	8
094-Guadalupe	015-120-03	City of Selma	\$1,344,497 ÷	\$363,337,266 =	0.003700	x	2,000	7
094-Guadalupe	028-903-02	Luling ISD	\$1,100,330 ÷	\$363,337,266 =	0.003028	x	2,000	6
094-Guadalupe	046-202-19	Lake Dunlap WCID	\$697,073 ÷	\$363,337,266 =	0.001919	x	2,000	4
094-Guadalupe	094-101-03	City of Marion	\$481,497 ÷	\$363,337,266 =	0.001325	x	2,000	3
094-Guadalupe	028-906-02	Prairie Lea ISD	\$436,470 ÷	\$363,337,266 =	0.001201	x	2,000	2
094-Guadalupe	015-115-03	City of Universal City	\$269,740 ÷	\$363,337,266 =	0.000742	x	2,000	1
094-Guadalupe	094-202-04	Guadalupe County MUD#4	\$156,459 ÷	\$363,337,266 =	0.000431	x	2,000	1
094-Guadalupe	094-106-03	City of Santa Clara	\$130,777 ÷	\$363,337,266 =	0.000360	x	2,000	1
094-Guadalupe	094-203-19	Meadow Lake WCID #1	\$102,709 ÷	\$363,337,266 =	0.000283	x	2,000	1
094-Guadalupe	094-204-04	Guadalupe County MUD06	\$96,617 ÷	\$363,337,266 =	0.000266	x	2,000	1
094-Guadalupe	094-209-04	Guadalupe County MUD #11	\$74,183 ÷	\$363,337,266 =	0.000204	x	2,000	No Vote
094-Guadalupe	089-903-02	Nixon-Smiley ISD	\$72,115 ÷	\$363,337,266 =	0.000198	x	2,000	No Vote
094-Guadalupe	094-211-04	Park Place MUD	\$69,432 ÷	\$363,337,266 =	0.000191	x	2,000	No Vote
094-Guadalupe	094-207-04	Sky Ranch MUD	\$50,365 ÷	\$363,337,266 =	0.000139	x	2,000	No Vote
094-Guadalupe	094-212-04	Steelwood Trail MUD	\$46,446 ÷	\$363,337,266 =	0.000128	x	2,000	No Vote
094-Guadalupe	028-102-03	City of Luling	\$38,906 ÷	\$363,337,266 =	0.000107	x	2,000	No Vote
094-Guadalupe	094-201-09	York Creek Water Dist.	\$36,556 ÷	\$363,337,266 =	0.000101	x	2,000	No Vote
094-Guadalupe	105-103-03	City of San Marcos	\$15,651 ÷	\$363,337,266 =	0.000043	x	2,000	No Vote
094-Guadalupe	094-213-04	Sedona MUD01	\$1,803 ÷	\$363,337,266 =	0.000005	x	2,000	No Vote
094-Guadalupe	094-210-04	Marion Oaks MUD	\$1,515 ÷	\$363,337,266 =	0.000004	x	2,000	No Vote
094-Guadalupe	094-214-04	Sedona MUD02	\$669 ÷	\$363,337,266 =	0.000002	x	2,000	No Vote
094-Guadalupe	094-205-04	Guadalupe County MUD10	\$203 ÷	\$363,337,266 =	0.000001	x	2,000	No Vote
								2,000

Source: 2025 Adjusted Certified Roll, as of Supplement 1.

Section 6.03 Board of Directors¹

(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.