



Wendy Burgess – Executive Bio

Wendy Burgess is a transformational executive leader with over 25 years of progressive experience spanning public service, private enterprise, and information technology. She is currently serving as a consultant for an Executive Services Company, performing an audit for an appraisal district in the region. She most recently served as the elected Tax Assessor-Collector for Tarrant County, Texas, overseeing \$6.5 billion in annual collections and leading a staff of 215 across eight offices. Wendy has also built and sold successful businesses, including a multi-location auto repair enterprise and an IT and government services company with \$15M in revenue. With deep expertise in fiscal management, public trust leadership, and strategic innovation, Wendy brings a unique blend of operational excellence and

visionary thinking. She is almost complete with her Master's in Organizational Leadership and is actively pursuing executive roles in government, civic tech, and mission-driven enterprises.

Career Highlights

Board Member

Term: 1/1/19- 12/31/25

- 7-year member of Tarrant Appraisal District Board of Directors, 6 years as ex officio member as Tarrant Tax Assessor-Collector. In 2024, I was proudly nominated and elected to the Board by the taxing entities for a term that runs until December 31, 2025. I hope to serve the municipalities, school districts, hospital districts, special districts, and water districts as the subject matter expert in this field.
- Elected Tax Assessor-Collector, Tarrant County, TX – Oversaw \$6.5B in collections on behalf of 86 entities, led 215 staff, implemented technology reforms to benefit the entities, and managed \$19M budget.
- Co-Owner & Managing Partner, Innovative Services & Solutions – Scaled IT firm to \$15 M+ revenue, held Top Secret Clearance, led all operations.
- City Council Member, Mansfield, TX – Two-term public servant, achieved AAA bond rating, and chaired strategic planning committees.
- Entrepreneur – Founded, built, and sold a successful auto repair business focused on customer service and community leadership.

Core Competencies

- Strategic Leadership & Vision
- Government Relations & Public Finance
- Organizational Transformation
- Civic Engagement & Legislative Affairs
- Revenue Optimization & Risk Oversight
- Technology Integration & Innovation
- Entrepreneurship & Business Operations
- Team Building & Talent Development

Education

- Master of Organizational Leadership (Expected Completion Fall 2025), University of Maine at Presque Isle
- Bachelor of Liberal Studies (B.L.S.), Summa Cum Laude
- Triple Minor: Management, Business Administration, Project Management, University of Maine at Presque Isle
- Associate of Arts (A.A.), Tarrant County College

ACKNOWLEDGMENT OF DUTIES OF MEMBER OF APPRAISAL DISTRICT BOARD OF DIRECTORS

"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 a recommendation;
- "(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."

