

SCAD Seeks Applicants for Appraisal Review Board Vacancies



The Starr County Appraisal District is accepting applications from residents interested in service on the Appraisal Review Board beginning in January.

The review board hears property owner protests about appraised value, exemption denials and other appraisal district-related matters. ARB members conduct protest hearings, most of which are during the summer and fall months.

Members of the review board are appointed to serve two-year terms. Service on the review board doesn't constitute a full-time job but, while conducting hearings, members are paid \$100 per day, for each full day of duty, and reimbursed for ARB related mileage.

Review board service is generally a full-day commitment on hearing days during the summer and fall months and may require members to be available to serve all day on a weekend June through September. Weekday hearings are also held at other times of the year. ARB members are not always scheduled every day, but must be available to serve if needed.

Rosalva Guerra, the Starr County Appraisal District's Chief Appraiser, noted that the most important qualification for any ARB member is an attitude of fairness and willingness to devote sufficient time to the responsibilities. In addition, Texas law contains specific provisions on eligibility.

Candidates for the ARB must be current residents of Starr County and must have resided in the county for at least two years. Persons who fall into any of the following categories are ineligible: Persons who own an interest in property on which delinquent taxes are due, regardless of where in Texas that property may be located, unless the tax is deferred or being paid under an installment agreement.

Individuals who are currently employed by the state comptroller of public accounts, or who are members of the governing body; an officer; or a full- or part-time employee of a county, city, school district, utility district or any other entity supported by local property taxes.

Anyone who personally, or whose spouse personally, has a contract with a local government or an appraisal district. The same restriction applies if the person, or his or her spouse, owns a 10 percent or greater interest in a business that contracts with a local government or appraisal district.

Persons who at any time have appeared before the ARB for compensation as a tax consultant, accountant, appraiser or representative of a property owner.

Anyone who has served on the board for all or part of three previous consecutive two- year terms, and any individual who has ever been employed by SCAD or has ever served as a member of the district's board of directors.

Applicants aren't considered if they are presently under indictment or have previously been convicted of a felony or a misdemeanor involving moral turpitude.

Application forms are available by contacting the Appraisal District at 956-487-5613 or at our website <http://www.starrcad.org>. Applicants selected as finalists may be scheduled for an interview with the Board of Directors. The application deadline is the first Thursday in September.

Starr County Appraisal Review Board

Application Processing

Telephone 956-487-5613

Fax 956-487-8555

Read and answer each question carefully. Your answers will be used to determine your legal eligibility for appointment and qualifications for service on the board.

1. Applicant Information

Name (Last, First, Middle Initial)	Telephone Number (<i>area code and number</i>)	
	, Daytime () Evening ()	
Current Mailing Address (<i>number, street or P. O. Box</i>)		
Street address if different from above		
City	State	ZIP Code
Social Security Number	Texas Drivers License Number	

2. Education and Training

Name of School, City, State	Dates Attended Mo/Yr to Mo/Yr	Major / Minor	Semester Hours Earned	Type of Diploma or Degree Awarded

List any other training, qualities, or attributes you consider relevant, including offices held, awards, honors, professional memberships, licenses, etc.

3. Employment History

Present/Most Recent Employer	Position
Address	Dates Employed (From mo/yr to mo/yr)
Supervisor's Name	Supervisor's Title
Number of Employees Supervised Directly Indirectly	Reason for Leaving

Summary of Duties:

Present/Most Recent Employer	Position
Address	Dates Employed (From mo/yr to mo/yr)
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Summary of Duties

4. Eligibility and Conflict of Interest Disclosure

In order to ensure that ARB members are impartial, the law puts a number of limits on who can serve as ARB member. Your answers to these questions will determine whether you are legally eligible to serve on the ARB. For the purposes of these questions:

- A "local government" is a government entity that levies property taxes, such as a county, city, school district, junior college, hospital district, municipal utility district, or other special district.
- "Appraisal district" refers to the Starr County Appraisal District and to any other appraisal district in the State of Texas
- "Governing body" means the group of officials that oversee a local government, such as a city council, county commissioners' court, school board of trustees, or board of directors.
- "Officer" means holding an elective or appointive office for a local government, such as governing body member, chief executive officer, judge, tax assessor, business manager, superintendent, etc., and includes an election judge, alternate election judge, and election clerk who serve in conducting a general election.
- "Part-time employee" includes a substitute teacher. "Contract" means an agreement of any sort.
- "Substantial interest" means combined ownership by you and your spouse of at least 10% of the voting stock or shares of a business entity, or that you or your spouse is a partner, limited partner, or officer of the business entity.

Check "Yes" or "No". If you are not sure, write "not sure"

1. Do you reside in Starr County? **Yes** **No**
2. Have you resided in Starr County for at least two years? **Yes** **No**
3. Are you currently a member of the governing body or an officer of a local government or an appraisal district? **Yes** **No**
4. Are you currently employed, either full or part-time, by a local government or an appraisal district? **Yes** **No**
5. Are you *currently* employed, either full or part-time, by the Texas Comptroller of Public Accounts? **Yes** **No**
6. Are you a *former* employee, chief appraiser, or member of the Board of Directors of the Starr County Appraisal District ? **Yes** **No**
7. Are you a *former* member of the governing body or officer of a local government served by the Starr County Appraisal District, and you left the office within the last four years? (check "No" if you have been out of office more than 4 years) **Yes** **No**
8. Are you *currently* a member of the Appraisal Review Board of another appraisal district? **Yes** **No**
9. Is anyone who is related to you by blood or marriage employed by the Starr county Appraisal District? **Yes** **No**
 - 9a. If "yes" give name and relationship _____
10. Do you have a spouse, parent, child, son-in-law, daughter -in-law, grandparent, grandchild, brother or sister, spouse or a brother or sister, step child, step parent, father-in-law, mother-in-law or a brother or sister of your spouse who?
 - a) Is a member of the Board of Directors or an officer of the Starr County Appraisal District? **Yes** **No**
 - b) Does business in the Starr County Appraisal District as a paid property tax consultant? **Yes** **No**
 - c) Performs appraisal for use in property tax proceedings in the appraisal district? **Yes** **No**
11. Have you previously served all or part of three terms as a member of the Appraisal Review Board of the Starr County Appraisal District? **Yes** **No**
12. Have you previously appeared before the Starr County Appraisal Review Board for compensation? (i.e., as a tax consultant, accountant, appraiser, or representative of a property owner)? **Yes** **No**
13. Do you or your spouse have a contract with a local government or an appraisal district? **Yes** **No**
14. Does a business in which you or your spouse own a substantial interest have a contract with a local government or an appraisal district? **Yes** **No**
15. Are you presently under a criminal charge or indictment or have previously been convicted of a felony or a misdemeanor involving moral turpitude? **Yes** **No**
 - 15a. If "Yes", explain: _____
16. Are you a U.S. Citizen? **Yes** **No**
 - 16a. If you answered "No" to Question 16, are you eligible to be employed under a visa or entry permit? **Yes** **No**

An answer of "No" to questions 1, 2, or 16a or an answer of "Yes" to questions 3-15 indicates that you are not legally eligible to serve on the Appraisal Review Board.

5. Delinquent Taxes in Texas

In the space below, please render by listing all properties in Texas on which you currently pay property taxes. Include both real property and business personal property. Include community property and property owned by partnerships or sole proprietorships. Please give the appraisal district account number or the location address (and business name, if applicable) of the property, the years for which taxes are owed, and the taxing entities to which the taxes are owed.

17. Are taxes delinquent on any of these properties? 17. Yes No

Account Number	Location Address	Owner or Business Name	Years for which taxes are owed (if applicable)	Entities to which taxes are owed (if applicable)

6. Why Do You Want to Serve?

Briefly state why you should be considered for appointment to the Appraisal Review Board.

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7. Signature and Affirmation

I have read this application carefully. The information I have given in it is true and correct to the best of my knowledge and belief. I understand that omitting or misrepresenting information could result in failure to consider this application. I also understand that it is a criminal violation to make a false statement on this application.

Signature and affirmation of person preparing this application:

I affirm that the information contained in this application and all attachments, if any, is accurate and complete to the best of my knowledge and belief, and authorize the Starr County Appraisal Review Board or its representative to verify the statements I have made. I further affirm that, to the best of my knowledge and belief, I am not disqualified by law from accepting an appointment to the Appraisal Review Board for Starr County.

Printed Name

Applicant Signature

Date

Starr County Appraisal Review Board
 Application Processing
 Telephone (956) 487-5613 Fax (956) 487-8555

Name	Social Security Number
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I, _____, hereby authorize any investigator or duly accredited representative of the Starr County Appraisal Review Board bearing this release to obtain any information from schools, employers, criminal justice agencies, or individuals relating to my activities. This information may include, but is not limited to, academic, achievement, performance, attendance, personal history, disciplinary and conviction records. I hereby ask you to release such information upon request of the bearer. I understand that the information released is for official use by the Starr County Appraisal Review Board and may be disclosed to such third parties as necessary in the fulfillment of official responsibilities.

I hereby release and hold harmless any individual, including record custodians, from any and all liability for damages of whatever kind or nature which may at any time result to me on account of compliance, or any attempts to comply, with this authorization.

 Applicant's Signature

 Date

To Be Completed By Employer

Company Name	Position Held
Employment Dates From _____ To _____	Eligible for Rehire? <input type="checkbox"/> Yes <input type="checkbox"/> No

Explanation

Performance Rating	Excellent	Good	Fair	Poor	Comments
Attendance					
Work Habits					
Quality of Work					
Quantity of Work					
Initiative					
Cooperation					

Completed By	Position	Date
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