

# Live Oak County Appraisal District

## Appraisal Review Board Candidate

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Home #: \_\_\_\_\_

Cell #: \_\_\_\_\_

Fax #: \_\_\_\_\_

Home Owner: \_\_\_\_\_

(If yes, address)

Ranch/Farm Owner: \_\_\_\_\_

(If yes, address)

Business Owner: \_\_\_\_\_

(If yes, address)

Reason for considering being a member of the Appraisal Review Board:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## Qualifications

To serve on the ARB, you must have lived in the Appraisal District for at least two years before taking office.

How many years have you lived in Live Oak County? \_\_\_\_\_

You do not need any special qualifications, but you may not serve on the board if you are:

◦ a current appraisal district director; YES NO

◦ a current employee or chief appraiser of the appraisal district; YES NO

◦ a current employee of the Comptroller of Public Accounts; YES NO

In counties having populations of 100,000 or less, a person who has served all or part of three consecutive terms as an ARB member or auxiliary member is ineligible to serve a fourth consecutive term but may be appointed thereafter.

◦ Are you a current member or auxiliary ARB member? YES NO

If yes, how many 2 year terms have you served?

In all counties, you also may not serve as an ARB member if you are closely related to a person who operates for compensation as a tax agent or is in the business of appraising property for property tax purposes within the appraisal district. Relatives barred are those within the second degree by consanguinity (blood) or affinity (marriage). If you knowingly violate this provision, you commit a Class B misdemeanor. Below is a list of these relatives.

◦ Does the paragraph above apply to your grandparents, grandchildren, brothers, sisters, spouses of grandchildren, spouses of brothers or sisters, spouse's grandparents, spouse's grandchildren and/or spouse's brothers & sisters. YES NO

If yes, please identify those members for which it applies:

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The law also bars you from ARB service if you have a contract with the appraisal district or with a taxing unit in the appraisal district. The bar applies if you or a business entity in which you have a substantial interest in contracts with the appraisal district or a taxing unit that participates in the appraisal district; likewise, the same taxing units of the appraisal district are each prohibited from contracting with an ARB member or a business entity in which an ARB member has a substantial interest.

Substantial interest is defined as either:

- Combined ownership by the member or the member's spouse of at least 10 percent of the voting stock or shares of the business; or
  - Service by the member or the member's spouse as a partner, limited partner or officer in the business entity.
- Does the paragraph above apply to you? YES NO

If yes, please identify how.

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You also may not serve if you hold some other paid public office. The Texas Constitution does not allow a person to hold more than one paid public office. Your legal counsel should be contacted to interpret what constitutes a paid position or whether a public officer is receiving compensation.

◦ Are you a paid public official? YES NO

If yes, please identify current paid public position held.

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The Tax Code also disqualifies a person from serving on an ARB if the person owns property on which delinquent property taxes have been owed for more than 60 days after the date of the person knew or should have known of the delinquency. This restriction does not apply if the person is paying the delinquent taxes under an installment payment agreement or has deferred or abated a suit to collect delinquent taxes.

◦ Are you current on your property taxes? YES NO

If no, please explain: \_\_\_\_\_

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In addition, although you may serve as an ARB member, you may not participate in any hearing until you have completed an ARB training course authorized by the Comptroller of Public Accounts. The Comptroller will issue a certificate indicating that you have completed the required training. If you are appointed to the ARB after the Comptroller has offered ARB training courses for that year, the law does provide that you may serve and participate in hearings as long as you complete the next Comptroller training course offered.

◦ Have you completed the required training? YES NO

If yes, please provide the Chief Appraiser with a copy of the Comptroller certificate that documents training.

Finally, ARB members should be aware of new laws that require mandatory training for public officials regarding the Texas Open Meeting Act and Public Information Act. The laws require at least two hours of open government training, consisting of a one-hour educational course on the Open Meetings Act and one-hour educational course on the Texas Public Information Act. The Open Meetings Act training requirement applies to all elected or appointed officials who routinely participate in the meetings subject to that law as part of their regular duties; this include ARB members.

The Public Information Act training requirement applies to elected or appointed officials who respond public information requests. ARB's may wish to consult with their legal counsel about whether members must take this training as well. The Office of the Attorney General will provide free training for all public officials through both online and video courses. The Attorney General's free training videos are available for viewing on their website at [https://www.oag.state.tx.us/open/og\\_training.shtml](https://www.oag.state.tx.us/open/og_training.shtml). Officials may obtain a free DVD copy of the training courses by calling the Attorney General's Public Information and Assistance line at 1-800-252-8011. ARB members, who are in office before January 1, have one year to complete training. ARB members appointed after January will have 90 days within which to complete the required training.

◦ Have you completed the required training? YES NO

If yes, please provide the Chief Appraiser with a copy of the Attorney General's certificate that documents training.