



Henderson County Appraisal District

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Applications are being accepted for Henderson County residents interested in serving on the Appraisal Review Board.

The ARB is a group of private citizens authorized to hear appeals and determine protests for ad valorem tax purposes. The ARB is a separate authoritative body and are not employees of the Henderson County Appraisal District. ARB members are appointed by the local administrative district judge of Henderson County.

To be eligible for appointment, an applicant must have been a Henderson County resident for two years, and never have been employed by, or been an officer or director of the Henderson County Appraisal District, along with other eligibility restrictions provided in Texas Property Tax Code Section 6.412.

ARB service typically runs several days beginning in June through August. The ARB also meets periodically throughout the remainder of the year to carry out supplemental duties. ARB members receive per diem compensation per session.

If you are interested in serving, applications for potential ARB members will be accepted by the Henderson County Appraisal District ARB Liaison Officer on behalf of the Local Administrative District Judge. ARB member applications can be found on the Henderson CAD website (www.henderson-cad.org) under the Organization – ARB Members section. Submit completed applications by email to: hcad@hcadtx.org.

Completed applications may also be hand delivered or mailed to:

Henderson County Appraisal District
Attn. Appraisal Review Board Liaison Officer
1751 Enterprise St. / PO Box 430
Athens, TX 75751

What is an ARB?

An ARB is a group of citizens authorized to resolve disputes between taxpayers and the appraisal district. The ARB hears taxpayer protests. The ARB also hears issues that a taxing unit may challenge about the appraisal district's actions. In taxpayer protests, it listens to both the taxpayer and the chief appraiser. ARB decisions are binding only for the tax year in question. ARB hearings begin around May 1. The ARB should complete most of the hearings by July 20. In the largest counties, this deadline may be later.

How are ARB members chosen?

The local administrative district judge in the county in which the appraisal district is located appoints ARB members.

To be eligible to serve on the ARB, an individual must be a resident of the appraisal district for two or more years before taking office. No special requirements are necessary.

An individual cannot serve if he or she:

- is related within the second degree by blood or marriage to a person engaged in appraising property for property tax purposes or a tax agent paid to represent property owners in proceedings at the appraisal district.
- owes delinquent property taxes to a taxing unit for more than 60 days after the date the delinquency is known or should have been known unless it is being paid under a delinquent tax installment agreement or has been deferred or abated.
- is related within the third degree by blood or second degree by marriage to an appraisal district board member or an ARB member.
- is an appraisal district board member, officer or employee, a taxing unit governing body member, officer or employee or a Comptroller employee; or
- has a contract or has a substantial interest in a business that has a contract with the appraisal district or with a taxing unit served by the appraisal district.

In counties with a population of more than 120,000, an individual cannot serve if he or she:

- is a former appraisal district board of director member, officer, or employee.
- served as a taxing unit governing body member or officer (until the fourth anniversary of the date the person ceased to serve as a member or officer).
- appeared before the ARB for compensation in the previous two years.
- served all or part of three previous terms as an ARB board member or auxiliary member.

The Texas Constitution prohibits a person from holding more than one paid public office. Because ARB members are paid per diem, they cannot hold public office.



HENDERSON COUNTY APPRAISAL DISTRICT

1751 Enterprise St. Athens, TX 75751

Appraisal Review Board-New Member Application

Name _____ Date _____

Home Address _____

Years at this address _____ Phone _____ Cell _____

E-mail _____ Occupation _____

Please list any professional licenses or certifications you currently/previously hold:

Please list organizations in which you hold membership: _____

Please list volunteer committees or activities in which you serve/served: _____

How will your past experiences contribute to your service on this Board? _____

BOARD SERVICE REQUIRES YOUR PARTICIPATION. ARE YOU IN A POSITION TO GIVE YOUR TIME AS NECESSARY? _____ YES _____ NO

Please submit 2 references:

Name _____ Phone _____

Name _____ Phone _____

Signature

Date