

APPLICATION FOR APPRAISAL REVIEW BOARD APPOINTMENT

Williamson County

A. APPLICANT INFORMATION							
Last Name	First Name	Middle Initial					
Address							
City	State	Zip Code					
Telephone Number							
Daytime ()	Evening ()	Daytime ()					
Email							
B. APPRAISAL REVIEW BOARD QUALIFICATION STATEMENTS							
<i>Please answer the following questions by checking "Yes" or "No"</i>							
1. Are you a resident of the Williamson Central Appraisal District and have you resided within the district for the past two years? An answer of "No" disqualifies you from ARB service.	YES <input type="checkbox"/>	NO <input type="checkbox"/>					
2. Are you now, or have you ever been, employed by, or been an officer or director of, the Williamson Central Appraisal District? An answer of "Yes" disqualifies you from ARB service.	YES <input type="checkbox"/>	NO <input type="checkbox"/>					
3. Are you an employee of the Office of the State Comptroller of Public Accounts? An answer of "Yes" disqualifies you from ARB service.	YES <input type="checkbox"/>	NO <input type="checkbox"/>					
4. Are you now, or have you ever been, employed by, or been an officer or member of the governing body of any taxing unit (county, city, school district) served by the Williamson Central Appraisal District? If so, what was the last date you filled this position? You are ineligible to serve if your term as a member of the governing body or officer of a taxing unit was less than two years ago.	YES <input type="checkbox"/>	NO <input type="checkbox"/>					
5. Have you ever appeared before the Appraisal Review Board for compensation? An answer of "Yes" disqualifies you from ARB service.	YES <input type="checkbox"/>	NO <input type="checkbox"/>					
6. Have you at any time served all or part of three previous terms on the appraisal review board for this district? An answer of "Yes" disqualifies you from ARB service. If your answer was "No", list the years and terms you have served: _____	YES <input type="checkbox"/>	NO <input type="checkbox"/>					
7. Do you, or does any relative of yours within the second degree by either blood or marriage, do business in the Williamson Central Appraisal District as a paid property tax agent, or as an appraiser who performs appraisals for use in property tax proceedings? An answer of "Yes" disqualifies you from ARB service.	YES <input type="checkbox"/>	NO <input type="checkbox"/>					
<p>These are the degrees of relationship included:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top; padding: 5px;"> <p>1st Degree by Consanguinity (blood)</p> <ul style="list-style-type: none"> •Parents •Children </td> <td style="width: 50%; vertical-align: top; padding: 5px;"> <p>1st Degree by Affinity (marriage)</p> <ul style="list-style-type: none"> •Spouse •Stepparents •Spouse's Children •Spouses of relatives listed under consanguinity •Stepchildren </td> </tr> <tr> <td style="vertical-align: top; padding: 5px;"> <p>2nd Degree by Consanguinity (blood)</p> <ul style="list-style-type: none"> •Grandparents •Brothers & Sisters •Grandchildren </td> <td style="vertical-align: top; padding: 5px;"> <p>2nd Degree by Affinity (marriage)</p> <ul style="list-style-type: none"> •Spouse's grandparents •Spouse's brothers & sisters </td> </tr> </table>				<p>1st Degree by Consanguinity (blood)</p> <ul style="list-style-type: none"> •Parents •Children 	<p>1st Degree by Affinity (marriage)</p> <ul style="list-style-type: none"> •Spouse •Stepparents •Spouse's Children •Spouses of relatives listed under consanguinity •Stepchildren 	<p>2nd Degree by Consanguinity (blood)</p> <ul style="list-style-type: none"> •Grandparents •Brothers & Sisters •Grandchildren 	<p>2nd Degree by Affinity (marriage)</p> <ul style="list-style-type: none"> •Spouse's grandparents •Spouse's brothers & sisters
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8. Are you, or a business in which you hold a substantial interest, a party to a contract with the appraisal district or with a taxing unit in the district? A substantial interest means that you or your spouse together own at least 10% of the voting stock or shares in the business, or that either of you is a partner, limited partner, or officer of the business entity. An answer of "Yes" disqualifies you from ARB service.	YES <input type="checkbox"/>	NO <input type="checkbox"/>					
9. Is any relative of either you or your spouse employed by the Williamson Central Appraisal District in any capacity, or a member of the Williamson Central Appraisal District Board of Directors? An answer of "Yes" may disqualify you, depending on the relative's position and the degree of relationship:	YES <input type="checkbox"/>	NO <input type="checkbox"/>					
Relative's Name: _____							
Relative's Address: _____							
Degree of Relationship: _____							
WCAD Position: _____							

C. PERSONAL BACKGROUND

1. Have you ever been convicted of a felony, or a misdemeanor involving moral turpitude, or are you presently under indictment? If "Yes", explain below the nature of the offense, date and location:	YES <input type="checkbox"/>	NO <input type="checkbox"/>
2. Are you a U. S. Citizen?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
If "No", are you eligible to be employed under a visa or entry permit?	YES <input type="checkbox"/>	NO <input type="checkbox"/>
3. Use the space below to list professional society memberships, job related licenses, registrations, certificates (with their numbers) and expiration dates. Provide additional comments or information that would be of assistance in considering you for this position.		

D. EDUCATION & TRAINING (List most recent first)

COLLEGE – UNIVERSITIES TRADE OR BUSINESS SCHOOLS	CITY/STATE (LIST CAMPUS ATTENDED)	DATES ATTENDED MO/YR TO MO/YR	DEGREE/ DIPLOMA AND DATES RECEIVED	SEMESTER HOURS EARNED	QUARTER HOURS EARNED	MAJOR AREA OF STUDY
1.						
2.						
3.						

E. WORK HISTORY (List most recent job first) Include paid or verifiable non-paid experience including military service. If you have had more than one position with the same employer, please list each position separately.

FROM (MO/YR) TO	JOB TITLE
HOURS WOKRED	TYPE OF BUSINESS
NO. OF EMPLOYEES SUPERVISED DIRECTLY/INDIRECTLY	EMPLOYER'S NAME
SUPERVISOR'S NAME	COMPLETE ADDRESS
SUPERVISOR'S TITLE	
REASON FOR LEAVING	
FROM (MO/YR) TO	JOB TITLE
HOURS WOKRED	TYPE OF BUSINESS
NO. OF EMPLOYEES SUPERVISED DIRECTLY/INDIRECTLY	EMPLOYER'S NAME
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SUPERVISOR'S TITLE	
REASON FOR LEAVING	

ATTACH ADDITIONAL SHEETS IF NECESSARY

Questions for Prospective ARB Members

1. Why do you want to be an ARB member?

2. What qualities or qualifications do you have that would assist you as an ARB member?

3. You are required to attend educational seminars to learn more about the ARB process. The Comptroller's office conducts a 1-2 day required training, typically in February or March. You are also required to take the online Open Meeting Act and Public Information Act training through the Texas Attorney General website. Will you be able to attend the require training? We have every confidence that the Comptroller will take the necessary precautions to safeguard the health of their staff and trainers, facility personnel as well as all the attendees.

4. What property do you own in Williamson County Appraisal District? Do you own property in other counties?

5. Have you participated in the protest process with an appraisal district informal meeting or attended an Appraisal Review Board formal hearing and if so, what was your experience?

6. Do you foresee any conflict of interest as an ARB member?

7. Sometimes the law may seem unfair, particularly in regard to some cases that you will hear evidence for. Will you be able to follow the law even under these circumstances?

8. Do you understand the time commitments and compensation? (**Time Commitments**— Occasional meeting dates and training dates during January through April, daily hearings beginning the first part of May and continuing through July, followed by meeting dates as needed from August through December.) It is important to be on time for meetings and committed to the hearing schedule. Extended or repetitive days of unavailability are acceptable for an auxiliary member but are unacceptable for a full member. (**Compensation**—1st year member \$155/day or \$77.50 per ½ day; 2nd year member \$170/day or \$85 per ½ day; 3rd year and 4th year member \$195/per day or \$97.50 per ½ day; 5th and 6th year member \$220/day or \$110 per ½ day)

9. If an appellant is rude, angry, and abusive, will you be able to remain calm and levelheaded to hear their presentation fairly?

10. What experience have you had working in a group environment. Explain some interactions that you experienced with others.

11. Have you ever served in any capacity that required you to evaluate evidence and make a ruling or judgement? If so, please provide an example.

12. Do you have experience with community service organizations?

13. Do you have any experience related to property valuation, property appraisal, real estate or property tax code?

14. Lastly, how did you hear that applications were being accepted for appointment to the ARB?