

APPLICANTS SOUGHT FOR EL PASO CENTRAL APPRAISAL DISTRICT APPRAISAL REVIEW BOARD (ARB)

District Judge Annabell Perez , Administrative Judge for the state district courts in El Paso County, is accepting applications from El Paso County citizens interested in service on the Appraisal Review Board (ARB). The ARB was created by the Texas Legislature to provide an independent judicial review of taxpayer protests of valuations established by the El Paso Central Appraisal District (EPCAD).

Service on the ARB begins January 2024. Applications must be submitted to Judge Annabell Perez through the EPCAD Taxpayer Liaison Officer no later than October 16, 2023 in order to be considered.

The ARB is a citizen board that sits in panels to hear testimony and review evidence in order to determine property owner protests, which cannot be resolved informally with EPCAD. Service on the ARB does not constitute employment with the EPCAD, but members are compensated per diem when conducting hearings, attending ARB meetings, and State Comptroller training. ARB members are required to attend ARB meetings and state training in addition to serving on panels for actual ARB hearings. Serving on the ARB is generally a full-time commitment during the summer months and requires members to be available to serve all day, every weekday and several Saturdays from May through July. Weekday hearings are also held throughout the year. ARB members are not always scheduled every day, but must be available to serve if needed.

Candidates for the ARB must be current residents of El Paso County, have resided in the county for at least two years; must be up-to-date on property tax payments for property in Texas or show that the tax is being paid under an installment agreement; and must not have previously served on the ARB for all three consecutive terms. Persons who fall into any of the following categories are not eligible to serve:

1. An individual currently employed by the State Comptroller of Public Accounts, or who is a member of the governing body, an officer, or a full or part-time employee of a county, city, school district, community college district, Municipal Utility District (MUD), or any other entity supported by local property taxes. Former governing body members, or officers of a taxing unit served by EPCAD, are ineligible for four full years from the date they ceased to serve in that capacity.
2. Anyone who personally, or whose spouse personally, has a contract with local government or the appraisal district. The same restriction applies if the person, or spouse, owns a 10 percent or greater interest in a business which contracts with a local government or the appraisal district.
3. Persons that have appeared before the ARB for compensation as a tax consultant, accountant, appraiser, or representative of a property owner less than two years before the date the person is appointed.
4. An individual who has ever been employed by EPCAD or has served as a member of the EPCAD board of directors.

5. Applicants who are presently under indictment or have previously been convicted of a felony or a misdemeanor involving moral turpitude.

Selected applicants will be scheduled for in-person interviews. The following are important details for those interested in applying to become an ARB member.

Application forms are available on the EPCAD website www.EPCAD.org. or at the EPCAD Office: 5801 Trowbridge Drive, El Paso, Texas 79925

Hours of operation are Monday – Friday, 8 am – 5 pm

Contact: Ms. Tracy Carter, Taxpayer Liaison Officer, 915-780-2070 or EPCAD Administrative offices, 915-780-2003.

Applications sent via the US Postal Service should be addressed to Judge Annabell Perez, c/o Ms. Tracy Carter, 5801 Trowbridge Drive, El Paso, TX 79925.