



Ector County Appraisal District

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10-07-09P04:05 RCVD

October 5, 2009

Mr. Hector Mendez, Superintendent
Ector County Independent School District
Post Office Box 3912
Odessa, Texas 79760-3912

Dear Mr. Mendez,

The Property Tax Code sets the terms of the members of the Ector County Appraisal District Board of Directors at two years beginning January 1st of each even numbered year. The Ector County Independent School District has five (5) members on the appraisal district board. The current members' terms expire December 31, 2009.

Please consider an agenda item to appoint members to the appraisal district board of directors for the 2010-2011 term. I am required to register the appointed board members with the Texas Secretary of State and the Comptroller of Public Accounts, so please inform me of your entity's appointments at your earliest convenience. The current members that represent the Ector County Independent School District are:

Mr. Michael Ashton
Mr. Tommy Ervin
Mr. Wade Hudman
Mr. Abel Quintela
Mr. Doyle Woodall

Enclosed are the eligibility requirements according to the State Property tax code. If you have any questions regarding this process, please give me a call.

Sincerely,

A handwritten signature in blue ink that reads "Karen McCord".

Karen McCord, RPA, RTA
Chief Appraiser-Executive Director

KM:sm

Enclosure

ECTOR COUNTY APPRAISAL DISTRICT
BOARD OF DIRECTOR POSITIONS
2009

Eligibility Requirements

- must have resided in Ector County for at least two years immediately preceding the date of taking office.
- an employee of a taxing unit that participates in the district is not eligible to serve on the board unless the individual is also a member of the governing body or an elected official of a taxing unit that participates in the district.

Term of Office

- directors serve two-year terms. Each term begins on January 1 of even-numbered years.

Prohibited Family Relationships

- a person may not serve on the board if related to an appraiser who appraises property for use in the appraisal district's appraisal review board proceeding or who represents property owners for compensation before the appraisal districts' appraisal review board. Directors cannot serve if they have relatives who are employed by the appraisal district.

No Delinquent Taxes

- owing delinquent property taxes disqualifies a person from serving on the district board of directors.

Oath of Office

- directors must sign a statement and take an oath of office before beginning a term.

Compensation of Directors

- appraisal district directors may not receive a salary, per diem, or other compensation for serving on the board.

ECTOR COUNTY APPRAISAL DISTRICT Board of Directors meet quarterly on the first Wednesday of the second month of each quarter. The meeting is held at the appraisal district office starting at 9:30a.m. and concluding usually about 11:00a.m. New members who have not had the open meeting/public records training will need to attend that training session.

The board's responsibilities are:

- adopt the district's annual operating budget;
- contract for necessary services;
- hire a chief appraiser;
- appoint appraisal review board members;
- make general policies on the district's operation; and
- biennially develop a written plan for the periodic reappraisal of all property within the district's boundaries.