



NOTICE AND AGENDA

**APPRAISAL REVIEW BOARD MEETING
HDALGO COUNTY APPRAISAL DISTRICT
4405 South Professional Drive
Edinburg, Texas**

January 11, 2018

NOTICE is hereby given that on the **16th day of January 2018**, the Appraisal Review Board of Hidalgo County Appraisal District will hold a public meeting at **9:00 a.m.** The meeting will be held at **4405 S Professional Dr., Edinburg, Texas.**

If during the course of the meeting, the Board should determine that a closed or executive session of the Board is required, then such closed or executive session or meeting is authorized by Sections 551.071--551.084 et seq. of the Texas Government Code. Notice of the closed or executive session will be given after the commencement of the meeting covered by this notice.

Should any final action, final decision, or final vote be required in the opinion of the Board with regard to any item during the meeting, then such final action, final decision, or final vote shall be made during the opening covered by this notice upon the reconvening of this public meeting.

- 1. Declaration of Quorum and Call to Order;**
- 2. Pledge of Allegiance;**
- 3. Introduction to new ARB members**
 - a. Oath of Office to re-appointed ARB members**
- 4. 2018 Organization;**
 - a. Announcement of ARB Officers selected by Board of Directors**
- 5. Approval of Minutes of meeting held December 12, 2017**
- 6. Public Comments;**
- 7. Pending Litigation;**
 - a. Report from HCAD Attorney on Pending Litigations**
- 8. Acceptance of Appraisal Records for 2017 and Prior Years Omitted Records.**
 - a. Records were submitted to ARB Coordinator and copies mailed to ARB Members**
- 9. Administration of Oath-Appraisal District Representatives;**

10. Hearings for Taxpayers Protests;

- a. Affidavit Section 41.66 (f) - This affidavit is signed by each member for each protested account presented. The affidavit states the ARB member has not communicated with anyone concerning the property under protest, except during the hearing or at another hearing in which the property was used as evidence.
- b. The ARB will hear scheduled protests-motions from property owners/agents on clerical errors, multiple appraisal, non-existent property, and failure to give notice, affidavits and correspondence from taxpayers.

11. Correction of Records on Recommendation of Chief Appraiser

- a. Recommendation from Chief Appraiser to correct 2017 and prior year omitted records submitted by mail to the ARB-Section 41.10 PTC;
- b. Recommendation from Chief Appraiser to Correct Prior Years Appraisal Roll-Section 25.25;
- c. Recommendation from Chief Appraiser to Correct Appraisal Roll-Section 25.25(b);

12. Non-Present Motion;

- a. The ARB will accept and approve any recommendation from the chief appraiser on protests that were scheduled and the owner/agent provided information resulting in an agreed value.
- b. The ARB will accept and approve any recommendation, if any, from the chief appraiser on protests where the owner/agent failed to provide any evidence or did not appear before the ARB, in person or through affidavit, to present evidence on their protests.

13. Approval of 2017 and Prior Years Omitted Records-Section 41.12 PTC;

- a. The ARB will approve the appraisal records for all year previously certified. The ARB will certify that substantially all protests and all challenges have been heard.

14. Property Tax Division ARB Training Seminar March 28, 2018 and April 12, 2018;

- a. The Property Tax Division will be holding live ARB training for all new ARB members and all other members in general at 13 locations throughout the state, with Edinburg TX, being the closest for our ARB members to attend.

15. Approval of 2018 ARB Hearing Procedures;

16. Motion to Adjourn;