

Pecos County Appraisal District

BOARD OF DIRECTORS

DUTIES AND RESPONSIBILITIES

BOARD RESPONSIBILITIES – The Pecos County Appraisal District Board of Directors has the following primary responsibilities.

- Select and hire the Chief Appraiser
- Appoint Appraisal Review Board Members
- Adopt the Appraisal District’s Annual Operating Budget
- Contract for necessary services
- Approve contracts with Appraisal firms selected by the Chief Appraiser to perform appraisal services for the district
- Ensure the district follows policies and procedures required by law

The Board of Directors does not appraise property or make decisions affecting the appraisal records.

RESOLVING PUBLIC COMPLAINTS:

The Board will consider written complaints concerning Appraisal District operations within its jurisdiction over which the board has responsibility. The Board will not consider complaints addressing any matter that could be grounds for a challenge, protest, or correction motion before the Appraisal Review Board. A written complaint may be filed with the Secretary of the Board. The Secretary’s address may be obtained from the Pecos County Appraisal District office. The Board shall consider the complaint at the first regular meeting after the complaint is received.

Pecos County Appraisal District
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P.O. Box 237
Fort Stockton, Texas 79735
Phone (432)336-7587

Board deliberations concerning complaints will comply with provisions of the Texas Open Meetings Act, Chapter 551, Government Code. Until final disposition of a complaint, the Board shall notify the property owner of the status of the complaint once each quarter, unless notice would jeopardize an undercover investigation.

Public Access to the Board of Directors

It is the specific policy of the Board to provide the public with a reasonable opportunity to address the Board concerning policies and procedures of the Appraisal District and on any issue within the Board’s jurisdiction. However, the board shall have the authority to hold a closed or executive session without public admittance consistent with the requirements of law.

Non- English speaking persons who need an interpreter may request that the Board furnish an interpreter by making a written request to the Chief Appraiser at least seventy-two (72) hours before the meeting.

The District facilities allow access by disabled persons. Handicapped parking spaces are available at the District office. Individuals who need additional assistance for entry or access should notify the district at least three business days before the meeting. The Chief Appraiser will coordinate with the Chairperson to make every effort to accommodate any special needs necessary for full access to the Board in a public forum.

Limited Appraisal Authority- The Board’s authority over appraisals is limited.

- The Board does not appraise property or review values on individual properties.
- The law assigns these tasks to the Chief Appraiser and the Appraisal Review Board, respectively.
- The Board has no authority to review appraisal review board decisions.
- The Board does not approve exemptions, qualification for special appraisal or taxability determinations.