



The APPRISER

Texas Association of Appraisal Districts, Inc. 7701 North Lamar, Suite 315 Austin, Texas 78752-1023

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During TAAD's recent Strategic Planning Session, a discussion ensued about the purpose of our organization and whether we are serving the best interests of our appraisal district members. In the beginning TAAD's purpose was to provide a support mechanism for chief appraisers and directors of appraisal districts. The current members of the executive board believe that the job has been well done and continues as a need in our organization. However, as the discussion continued, the question arose as to whether TAAD should expand its purpose to reach the interests of other members of the appraisal district family. Thus was born the Professional Development Committee. President Pat Bagley has asked me to chair the committee.

Members of the committee are Mike Barnett, Smith CAD; Linda Carrington, Throckmorton CAD; Rick Kuehler, Dallas CAD; John Marshall, Tarrant AD; Katrina Perry, Titus CAD; Richard Petree, Taylor CAD; Kathy Rodrigue, Ellis CAD; Orlando Rubio, McCulloch CAD; Jackie Self, Kaufman CAD; and Larry Ward, Grayson CAD.

The committee held its first meeting on April 13th in Dallas. No one saw a need to change the voting membership of TAAD, but we determined that adding special interest groups to allow and promote the participation and interest of appraisal district staff members could benefit our organization. These groups could target issues in commercial appraisal, residential appraisal, personal property appraisal, Geographic Information Systems, mapping and customer service. Staff members

who work in the areas of these special interest groups could submit articles on their specialty for publication in THE APPRISER. The members of these groups could also be involved in putting together programs at the annual conference. There also might be a small cost to join these groups of perhaps \$15-\$20 annually. (This is an item for future discussion.)

The first thing we are trying to accomplish is a greater circulation of The APPRISER within the members of the appraisal district offices. Since there is no cost associated with it, you will receive the Appraiser via e-mail beginning with this issue. For those offices that have e-mail we hope that you will share these with your entire staff. For those without e-mail we encourage you to make a special effort to distribute hard copies to your entire staff.

I have laid out for you the basics of some of the ideas that we discussed. Now we need your feedback. The committee would like to hear from everyone possible as to whether there is any interest in this kind of information. We would like for you to tell us how you feel about our ideas, whether negative or positive. Please give me your suggestions, criticisms and comments so we can make informed decisions that reflect the needs of TAAD members and their staffs. You may reach me at: PO Box 94; Stephenville, TX 76401; fax: 254-965-5633; e-mail: jlee@our-town.com.

Please take time to respond — we really want your input!

*Jerry Lee,
Erath CAD*

There's a New Committee in Town

TAAD's Mission Statement

The purpose of the Association shall be promoting the effective, professional and ethical administration of the appraisal districts in Texas.

So long and happy trails to Pat Brownd of the **Lubbock CAD** who recently retired as deputy chief appraiser after more than 20 years with the district.

TAAD extends condolences to **Maverick CAD's Victor Perry** and family on the recent death of his father, **Hines Perry**. The elder Mr. Perry was 93.

TAAD extends its sympathy to the family of **Lane S. Compton**, former assistant chief appraiser of **Nolan County Central Appraisal District** who died in late April. (He also served NCCAD as interim chief appraiser for a short period in 1992.)

• **REQUEST FOR PROPOSALS**

The **Val Verde Appraisal District** will receive sealed bids for **Employee Pension Plan** services. Bid specifications and underlying employee financial data are available upon request. Any questions relating to pension plan requirements or bid specifications should be directed to Ricardo Martinez, Jr., Chief Appraiser, Val Verde Appraisal District from 8 am to 5 pm, Monday through Friday. The District office is located at 132 Foster Drive; Del Rio, TX 78840.

The Val Verde Appraisal District cannot participate in a 401K Plan.

Firms interested in submitting a proposal should provide a **sealed** bid addressed to the Val Verde Appraisal District with the notation: **“Attention: Employee Pension Plan.”** The sealed bids must be **received** by 3:30p.m. on Tuesday, June 1, 2004.

The Val Verde Appraisal District reserves the right to reject any and all bids and to waive

Halt!

Please don't cancel that room reservation!

In what is becoming an annual occurrence, TAAD has once again sold out its inventory of rooms at the host hotel (Renaissance Austin Hotel) for the 2005 conference. If you are one of the lucky ones who snagged a room (or rooms), but find out you won't need it, please contact Sarah Decker at TAAD (sdecker@taad.org) to let her know. She keeps a waiting list of folks who would like a room in the host hotel.

If you *didn't* get one of the rooms in our block, contact Sarah to get on the TAAD waiting list.

any informalities in the proposal process.

• **CHIEF APPRAISER JOB OPENING**

Knox County Appraisal District is currently accepting applications/resumes for the position of **Chief Appraiser**. Applicant must possess strong leadership skills and experience in administration and management. Prefer the applicant to possess a RPA or RTA, or CTA designation, or be actively seeking to obtain such designation. A minimum of five years experience in the property tax appraisal and/or property tax collection field and some experience in a supervisory capacity would be recommended.

Salary will be contingent upon qualifications and commensurate with experience.

Applications/resumes will be accepted until 5 pm, June 4, 2004.

Position available July 1, 2004. Please submit applications/resumes to Knox County Appraisal District, c/o W. R. Baker, Board Chairman; PO Box 47; Benjamin, TX 79505. Phone number: 940-459-3891; Fax number: 940-459-2004.

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Aug. 10	TAAD Third Quarter Executive Board meeting, Austin
Aug. 22-24	TAAO Annual Conference, Corpus Christi Omni Bayfront Hotel
Aug. 29-Sept. 1	IAAO Annual Conference, Boston
Sept. 1-3	18th Annual TREC/TAMU Legal Seminar, San Antonio Hyatt Riverwalk
Oct. 18-19	LBJ Tax Institute/Comptroller's Conference, Austin
Nov. 14-16	Texas Rural Chief Appraisers Conference, Austin Omni Southpark
Nov. 15-17	TACA Conference-VG Young Institute, College Station
Nov. 16	TAAD Fourth Quarter Executive Board meeting, Austin
Jan. 10, 2005	79th Legislature Convenes
Feb. 20-23, 2005	TAAD 24th Annual Conference, Renaissance Austin Hotel

In an effort to make it more convenient for Harris County property owners to submit 2004 value protests, the Harris County Appraisal District has launched a new *Ifile* on-line filing system.

Value notices are being mailed this year to property owners whose appraised value either increased or decreased from 2003. Those who receive a 2004 notice from HCAD will be able to use the *Ifile* system.

Jim Robinson, HCAD's chief appraiser, said owners who receive a 2004 value notice will find two unique numbers printed on the upper, right-hand side of the notice. One will be the property account number and the other is an *Ifile* code number unique to that particular property for this year only.

Instructions printed on the back of the notice will direct the property owner to a secure website which can be accessed by entering both the account and *Ifile* numbers.

Once the property owner has filled out the on-line form and clicked a "Submit My Protest" button, he or she will receive an e-mail acknowledgement that the protest has been

received and is awaiting scheduling.

Most 2004 protest hearings will be conducted between June and August, and property owners who request a hearing will be sent a scheduling notice by regular U.S. mail two to three weeks prior to the scheduled date.

Robinson noted that when scheduling notices are sent on a particular property, the owner will again be able to use the *Ifile* system to review the specific evidence HCAD has regarding the property's value.

"Making our evidence available on-line will eliminate the need for the property owner to visit HCAD's Information Center to review the evidence, or to request and purchase copies by mail," the chief appraiser added.

Robinson said HCAD is believed to be the first tax appraisal agency in America to develop and make such a system available. Several years ago, it was also the first to make the appraisal records available over the Internet.

Property owners who would prefer to protest by mail can use a pre-printed form included with each 2004 value notice. The 2004 protest deadline, which is set by state law, is May 31.

Wildlife Management Appraisal Course (think CEU options!) to be offered in September

September is back-to-school time, and that will be true at TAAD, too. For folks who have been anxiously waiting for the new Course 14: Wildlife Management Appraisal, the wait is almost over! TAAD is planning to pilot the course in September during its regular session of state-certification courses.

Areas to be addressed.

The new wildlife management appraisal course will cover a broad range of topics in depth, including:

- Review of 1-D-1 agricultural land appraisal
- Qualification of 1-D-1 wildlife land
- Appraisal of land for wildlife management use
- Wildlife management practices
- Wildlife management plans

- Valuation procedures for 1-D-1 agricultural/wildlife land
- Wildlife components required for wildlife management Appraisal
- The Texas Parks and Wildlife Department's role in developing requirements and management plans
- The Comptroller's Property Tax Division role in agricultural/wildlife appraisal
- Calculate and work problems associated with agricultural wildlife valuation
- Alternative methods of agricultural/wildlife valuation
- The seven wildlife management activities, ecological regions and plans

Special reduced registration.

TAAD will offer employees of member appraisal districts a special registration fee of \$250 for attending Course 14: Wildlife Management Appraisal in conjunction with either Course 13:

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TAAD is always seeking ways to further serve its members. The professional development of each of our appraisal offices benefits all of us who are striving to efficiently and effectively serve our property owners and taxing units. One way that TAAD can help with professional development is by providing access to timely insight into the ever-changing face of every facet of this business. Between legislative and technological changes we are all looking for greater insight.

Recently Candy Graves was hired to aid in the further professional development of THE APPRISER publication and the TAAD website. Candy has to her credit the development of several corporate and association publications. Under her hand, we have already seen changes in THE APPRISER.

We are going to begin beefing up publications and TAAD's presence on the web by looking for insightful articles on topics of timely interest. Many of you with specialized area of knowledge will be called upon to share your thoughts and experiences. One great thing about the diversity of the TAAD family is its vast areas of knowledge and talent — sharing information and experiences is a wonderful tool that can benefit all of us.

For several years there has been a survey that accompanied your APPRISER subscription asking if you would like to receive the publication electronically. The time is NOW. If the TAAD office has an e-mail address for your district, you will begin receiving THE APPRISER electronically as well as in hard copy.

The great advantage of electronic delivery is that it allows for a very easy way to share this information with others:

Forward a copy to your entire staff:

Does your staff have ready access to the information that they need to help your appraisal district be successful? All of our teams have great ideas. Maybe by one support person or one appraiser reading an article in THE APPRISER via electronic distribution, an idea could spark to benefit everyone in the TAAD family.

Forward a copy to your taxing units:

Do you let your taxing units know what is going on with areas that affect them? Forwarding THE APPRISER to them on a relevant issue would let them know you are trying to keep them informed in their efforts.

Forward a copy to your Board members:

Does your Board of Directors fully understand your work? Could the ARB benefit from the insight of others? Forward them a copy of an article that might help them, or that they may be able to pass to someone they think could benefit.

Forward a copy to your legislator:

Do you have a relationship with a legislator where you could demonstrate your professional efforts and the struggles that you encounter? Forward them a copy of THE APPRISER with an article that covers efforts to implement new legislation.

This can be a wonderful tool to enhance a greater understanding of the work that we know is so important. Help your staff, taxing units, boards and legislators by providing them with information that can enhance all of our professional development.

Most programs for e-mail service provide for a distribution list. In **Outlook** you simply go to your **Contacts**, click on **Actions** and select **New Distribution List**. Once you name your list you then Select Members, Add them and then click OK. Once your distribution list is set up, you can **Forward** to everyone on the list by simply selecting the named list on your **To...** button. These recipients reap the benefit of the efforts of you and your peers.

Please consider sharing your ideas by contributing to THE APPRISER and passing ideas on to others via electronic distribution. Both of these actions enhance the professional development of our TAAD family.

**Kathy Rodrigue
Ellis CAD**

Times are changing at TAAD as we welcome three new staff members! Please feel free to contact them anytime.

Janet Morrow – Director of Administration

- Certified Meeting Professional (CMP) with over 21 years of state association experience
- Seven years experience overseeing membership development, financial management, desktop publishing, continuing education, meeting planning, trade show management, fund raising, contract negotiations, human resources, working with volunteer boards and committees, and all other management functions related to a small statewide professional association which included a political action committee and an 501(c)3 educational foundation.
- Responsibilities with TAAD will include financial management, trade show manager, technology, and employee benefits



Email Janet at jmorrow@taad.org

Classified ads (cont.)

• The **Lubbock Central Appraisal District** is seeking applicants for the position of **Deputy Chief Appraiser**. Under the direction of the Chief Appraiser/Administrator, this position is responsible for defining, planning, developing and implementing appraisal and tax collection activities of the District. This position provides guidance to a staff of 50 professional, technical and clerical employees, to taxing unit representatives and to the public.

The successful candidate will possess a four-year degree in business administration, public administration, real estate or related field, 10 years experience in the property tax field and five years progressively responsible management experience. Other qualifications include; knowledge of and experience with Computer-Assisted Mass Appraisal (CAMA), Geographic Information Systems (GIS), and various Microsoft Office products. Must have excellent written and oral communication skills. Required designations in-

Sarah Decker – Director of Education

- 2003 graduate, Texas A&M University, College Station.
- Professional career began on April 1, 2004
- Responsible for all aspects of TAAD’s educational programs and continuing education credits, Secondary Sponsors, and PTEC.
- Coordinates CEUs with BTPE.
- Handles membership retention and renewal.



Email Sarah at sdecker@taad.org

Candy Graves – Publications/Website

- Working as a part-time contractor since March 22
- First project was revamping THE APPRISER
- Will contribute articles, as well as coordinate advertising for newsletter
- Next big project will be complete redesign of TAAD website
- Graduate of University of Texas at Austin, Journalism, has produced publications for other professional associations
- More than eight years writing/editing/desktop publishing experience, including magazines, newsletters, brochures and more



Email cdg@associationcommunications.com

clude Registered Professional Appraiser (RPA) with the Texas Board of Tax Professional Examiners or comparable professional designation(s) will be considered. An equivalent combination of education, training and experience may also be considered. Compensation is commensurate with experience and other qualifications. We offer a competitive salary and benefits package.

If qualified and interested, send cover letter and resume to: Lubbock Central Appraisal District, Attention Melissa Lopez; PO Box 10542; Lubbock, TX 79408; e-mail to mlopez@nts-online.net; or fax to 806-762-2451. EOE.

Meet the New TAAD Staff!

GA-0134 (January 13, 2004) RE: Whether a tax abatement agreement entered into under the Property Redevelopment and Tax Abatement Act, chapter 312, Tax Code, may be amended retroactively. (RQ-0081-GA)

Summary: Section 312.208 of the Tax Code, permitting amendment of tax abatement agreements, does not modify the rule established by section 11.42(a) of the Tax Code that a “person who does not qualify for an exemption on January 1 of any year may not receive the exemption that year.” *Tex. Tax Code Ann. §11.42(a)* (Vernon Supp. 2004). In addition, a retroactive amendment of a tax abatement agreement that extinguishes an existing tax liability violates article III, section 55 of the Texas Constitution.

GA-0140 (January 28, 2004) RE: Execution of tax warrants and property seizure and sale under chapter 33, Tax Code. (RQ-0089-GA)

Summary: A peace officer, as defined by article 2.12 of the Code of Criminal Procedure, may execute a tax warrant for the seizure of personal property under section 33.23 of the Tax Code, while a sheriff or constable is the only type of peace officer that may execute a tax warrant for seizure of real property under section 33.93 of the same code. Likewise, any peace officer may seize personal property that is the subject of a tax warrant, while a sheriff or constable may seize real property. Seizure requires possession or control of the property. A peace officer who seizes personal property is authorized, but not required, by statute to relinquish possession to the tax assessor-collector. On the other hand, section 33.93 requires the sheriff or constable to turn the possession of seized real property over to the assessor-collector.

Section 33.23 does not specify who is to prepare the inventory or personal property seized in accordance with a tax warrant. Consistent with case law and with practical considerations, the officer who executes the warrant must prepare the inventory.

In accordance with section 33.25 of the Tax Code, in a county the size of Harris County, the sale of seized personal property must be held

(1) by either the peace officer or the tax assessor-collector, whomever the court has specified in the tax warrant; or (2) under an agreement authorized by the commissioners court, by an auctioneer or Internet service provider. *See Tex. Tax Code Ann. § 33.25(a)(2)* (Vernon Supp. 2004). If the seller is an auctioneer or an Internet service provider, it should pay the proceeds either to the peace officer, who must pay them to the assessor-collector, or directly to the assessor-collector, in accordance with the agreement. An officer who receives proceeds from a third party or who receives proceeds as a result of having personally conducted the sale must pay them over to the assessor-collector. The assessor-collector must distribute the proceeds as section 33.25(f) directs. Seized real property must be sold by “the officer charged with selling” it, unless directed otherwise by the taxing unit that requested the warrant. *Id. § 34.01(a)*. The officer who conducted the sale must distribute the proceeds. *See id. § 34.01(b)*. Seized personal property may be sold at any time, unless the warrant or agreement with an auctioneer specifies otherwise.

None of the Tax Code provisions examined in this opinion unconstitutionally delegate authority to a tax collector-assessor.

GA-0148 (February 12, 2004) RE: Whether recent amendments to section 11.13(l) of the Tax Code may be applied to restrict homestead exemptions for the 2003 tax year. (RQ-0104-GA)

Summary: Amendments to section 11.13(l) of the Tax Code adopted pursuant to House Bill 1223, Seventy-eighth Legislature, Regular Session do not apply to homestead exemptions for the 2003 tax year.

GA-0176 (April 8, 2004) RE: Whether article XI, section 7 of the Texas Constitution bars a county from agreeing to indemnify an appraisal district for the costs of litigation arising from the appraisal district’s performance of 9-1-1 services for the county. (RQ-0122-GA)

Summary: Article XI, section 7 of the Texas Constitution prohibits Bastrop County from indemnifying the Bastrop Central Appraisal District, its officers, and its employees for their actions in performing 9-1-1 services for the

A Responsible Look at Retirement

The staff of the Texas County and District Retirement System (TCDRS) will host an informative (and fun) conference for plan decision-makers in Austin, July 22-23, 2004. A lively dinner is planned at the beautiful Bob Bullock Museum, including music and Texas story telling by Ray Wylie Hubbard.

Perspectives 2004 has been created especially for you — the employer — to help you get the most out of your TCDRS retirement plan. During the conference presentations, you'll not only learn more about your specific plan, but also about trends that affect employers and plans nationwide. In addition, there are breakout presentations that are specifically designed to address appraisal district's concerns and questions. For example, they have planned a session devoted to the discussion of terminated plans and their effects, etc. You'll also have the opportunity to talk to other TCDRS-covered employers — your peers — who are facing the same issues you are on a day-to-day basis.

What's on the program? In-depth sessions such as:

- Monitoring the Health of Your Plan
- Considerations for Districts Facing Plan Termination
- The Effects of Changing Your Plan's Benefits

Amy Fagelman of TCDRS says the staff is looking forward to the beginning of a partnership aimed at a better understanding of the needs and issues important to appraisal districts. They want to provide you with the tools and information you need to make educated decisions regarding your benefit plans. For more information regarding the conference, contact Harriett Lloyd at 800-823-7782 x201.

Registration for the conference is \$150. Payment options include credit-card payment available through online registration starting May 15 at www.tcdrs.org **OR** you may mail your registration form and check (made payable to TCDRS) to: Texas County & District Retirement System; PO Box 2034; Austin, TX 78768-2034.

Refunds will be given for registration cancellations received in writing to TCDRS on or before July 1, 2004. No refunds will be issued for registration cancellations received after July 1, 2004. Please note refunds take approximately six weeks to process.

The conference will be held at the new Hilton Austin Hotel located at 500 East 4th Street; Austin, TX 78701. For hotel accommodations, call 512-482-8000 prior to June 21st and ask for the TCDRS block. Rooms are \$109.

A.G. Opinions (cont.)

county under contract unless the county, at the time of contracting, levies and collects a tax as required by the constitutional provision.

Request No. 0171-GA RE: Whether a home-rule municipality may call an election to authorize a tax freeze when no petition has been submitted.

Opinion requested by Honorable Frank Madla; Chair, Senate Intergovernmental Relations Committee

Request No. 0179-GA RE: Whether a school district may offer an early payment discount

to its taxpayers if the school district contracts with a county for tax collection services and the county has discontinued early payment discounts.

Opinion requested by Honorable Jeff Wentworth; Chair, Senate Jurisprudence Committee

Request No. 0187-GA RE: Whether liens assessed by a public improvement district against property not subject to the homestead exemption are subject to forced sale after the property subsequently gains a homestead exemption.

Opinion requested by Honorable Eugene D. Taylor; Williamson County Attorney

2004 TAAD Course Schedule

				Class Hours	Exam Hours	CEU Full Credit	CEU Audit
August	Aug. 9-11	Course 7	Property Tax Law	21	3	24	16
	Aug. 9-11	Course 10	Demo Appraisal Concepts	21	3	24	16
	Aug. 9-11	Course 12	Oil & Gas Appraisal	16	2	18	12
	Aug. 9-13	Course 2	Appraisal of Real Property	32	*4	*36	24
September	Sept. 13-15	Course 13	Appraisal of Ag & Open-Space Land	16	2	18	12
	Sept. 13-15	Course 11	Appraisal of Timber Land	16	2	18	12
	Sept. 13-17	Course 1	Intro to Texas Property Tax System	32	*4	*36	24
	Sept. 13-17	Course 14	Wildlife Appraisal	16	2	18	12
October	Oct. 11-14	Course 3	Income Approach to Value	24	2	26	18
	Oct. 11-14	Course 4	Personal Property Appraisal	24	2	26	18
	Oct. 11-14	Course 5	Mass Appraisal	24	2	26	18
	Oct. 11-14	Course 23	Advanced Income Approach	24	2	26	18
	Oct. 11-14	Course 27	Appraisal of Land	24	2	26	18
December	Dec. 6-8	Course 7	Texas Property Tax Law	21	3	24	16
	Dec. 6-8	Course 10	Demo Appraisal Concepts	21	3	24	16
	Dec. 6-9	Course 3	Income Approach to Value	24	2	26	18
	Dec. 6-10	Course 1	Intro to Texas Property Tax System	32	*4	*36	24
	Dec. 6-10	Course 2	Appraisal of Real Property	32	*4	*36	24

NOTE: No state courses are scheduled during April, May, June, July or November.

*2 hours for exam review and 2 hours for exam. Review may be omitted to reduce course to 34 CEUs.

Wildlife Management Course (cont.)

Appraisal of Agricultural and Open-Space Land OR Course 11: Appraisal of Timber Land. This is a price savings of \$100 over the cost of two individual courses. Students can earn up to 36 total continuing education units (CEUs) for attending two consecutive courses.

Associate or affiliate members of TAAD may register for consecutive classes for \$300 (savings of \$150) and nonmembers may register for \$350 (savings of \$200).

A student who has already completed either the agricultural appraisal course or the timber valuation course may choose to attend only the new wildlife management appraisal course. The regular registration fee will apply. (This is \$175/member district employee; \$225/associate or affiliate member; \$275/nonmember.)

Class schedule.

Here's how the consecutive classes' schedule will work. Students wishing to attend will choose either Course 14 or Course 11; both of these courses will run from Monday, September 13 through Wednesday, September 15 at noon. Registration for Course 14 will take place at 1 p.m. on Wednesday, September 15. The class will finish with an end-of-course exam on the afternoon of Friday, September 17.

Special note to prospective students.

It is *imperative* that students have prior knowledge of the agricultural appraisal procedures taught in Course 13: Appraisal of Agricultural and Open-Space Land.

For more information about the wildlife management appraisal course and its course objectives, contact Sarah Decker at TAAD.

1. **Class Hours:** Unless otherwise specified, course hours are from 8:30 am - 5 pm. Registration on the first day of class is 8-8:30 am.
2. **Location/Hotel Accommodations:** Courses will be held at the *Austin North Hilton Hotel*, 6000 Middle Fiskville Road, Austin, Texas, 78752, (512) 451-5757. TAAD has a room block with a rate of \$80 single or double per night. To get these rates, students must reserve their room at least three weeks in advance and ask for the TAAD block.
3. **CEUs:** All of TAAD's state certification courses are approved by BTPE for certification and continuing education units. The hours indicated on the course schedule represent the total number of hours received for the course, including examination time, as well as the credit given for auditing the course. Students must take and pass the exam to receive full credit for each course.
4. **Audit:** Credit will be given to individuals who audit state certification courses. Consult the schedule (left) for the number of CEUs for each class.
5. **Certificate:** All member districts will receive a certificate for \$50 off Member District Course Fee. Certificates are valid for one individual registration. To redeem, please enclose certificate along with remaining registration fee.
6. **Cancellations:** There will be a \$50 administrative charge for all course cancellations including faxed registrations. Refund requests must be received by TAAD in writing within two weeks after the last day of the course.
7. **Cost for Courses:**
 - Courses 1, 2 & 8:**
 - \$250 for TAAD Member Districts
 - \$300 for TAAD Associate/Affiliate Members
 - \$350 for Non-members
 - Courses 3, 4, 5, 6, 7, 9, 10, 23, 25 & 27:**
 - \$225 for TAAD Member Districts
 - \$275 for TAAD Associate/Affiliate Members
 - \$325 for Non-members
 - Courses 11, 12, 13 & 14:**
 - \$175 for TAAD Member Districts
 - \$225 for TAAD Associate/Affiliate Members
 - \$275 for Non-members

State Certification Course Registration Form

Course # _____ Course Date _____ BTPE # (if applicable) _____

Name _____ Nickname _____ Title _____

Jurisdiction/Firm _____

Mailing Address _____

City _____ State _____ Zip _____

Telephone _____ E-mail Address _____

Property Assessment Valuation Book required for Courses 2, 3, 4 & 5 (\$35)	Course Registration Fee	\$ _____
Texas Ad Valorem Taxation Book suggested for Courses 1, 6, 7, 8 & 9 (\$20)	Enclosed	\$ _____
PTEC Glossary (\$20)	Enclosed	\$ _____

Total Amount Enclosed \$ _____

- I am taking this course for certification
- I am auditing this course
- I am taking this course for CEUs only
- I am taking the exam
- Please mail my class materials *
- I will pick up my class materials at registration

* TAAD will mail materials only if we receive registration and payment **THREE WEEKS PRIOR** to class.

Office Use Only:

Date _____ Check# _____

Paid _____ DB _____

PC _____ PAV _____

ADV _____ Gloss _____

Materials Date _____

Please complete the registration form and return it along with payment to:
TAAD, 7701 North Lamar, Suite 315, Austin, Texas 78752 512-467-0402

Dates:

August 4-7, 2004
October 6-9, 2004

Hotel Accommodations:

Austin North Hilton Hotel
6000 Middle Fiskville Road
512/451-5757

Registration:

TAAD member district \$250
TAAD associate or affiliate member \$300
Nonmember \$350

Room Rates: \$80 single or double

CEUs: 21 hours maximum

TAAD is proud to offer a **Level III/IV RPA Review** for BTPE registrants preparing to take the state certification exam. The sessions will be three comprehensive days of course review and working problems. An optional exam will be offered on the morning of the fourth day.

The sessions will be offered in Austin, prior to BTPE's Austin testing dates in 2004. The review session will use BTPE's study outline as a tool.

Daily sessions will be from 8:30 a.m. - 5 p.m. and 7 - 9 p.m. Students attending should be aware that this is a review session, not primary instruction. The instructor will cover basic methodologies, definitions, etc. as outlined in the course material, but will not "reteach" the courses. The evening lab will be time for working on specific concern areas which students may have. Students must have basic knowledge of Course 1 before taking course, because it will not be covered in the daily review.

TAAD 2004 Level III/IV RPA Review Registration Form

Name _____

Title _____ BTPE # (if applicable) _____

Jurisdiction/Firm _____

Mailing Address _____

Telephone _____ Fax _____ E-mail Address _____

Fee Enclosed \$ _____

Date of 2004 Level III/IV RPA Review (check session attending)

____ August 4-7, 2004
____ October 6-9, 2004

____ Level III
____ Level IV

Note: The review will be only for RPA testing.

Please complete the registration form and return it along with payment to:
TAAD; 7701 North Lamar, Suite 315; Austin, Texas 78752 512-467-0402

Office Use Only:	
Date _____	Check# _____
Paid _____	DB _____
Materials Date _____	

Begin your 2004 membership with TAAD now and your membership is effective immediately. Renewal membership runs from January 1 through December 31 and benefits include:

- The APPRISER, TAAD's news magazine, published ten times a year
- Input to association policy through TAAD's committees, local chapters and the executive board
- Reduced rates for professional courses and property tax seminars. CEUs are given for all TAAD educational programs
- Advanced educational training through various seminars, state-mandated certification courses, and IAAO courses offered in Texas through TAAD
- Invitation to the annual conference and trade show
- Timely information about state laws and proposed changes through the Legislative Newsletter
- The opportunity to become involved with tax professionals in Texas
- Legislative involvement and representation

TAAD 2004 Membership Application

Member District

Includes all Appraisal District Directors, Chief Appraiser, Deputy Chief Appraiser, Appraisal Review Board members, and all appraisal district staff. THE APPRISER will be mailed to the chief appraiser, deputy chief appraiser and directors. (Additional subscriptions available for \$20)

2003 Appraisal Budget (Excluding collections budget)	Dues
\$0 to 99,999	\$300
\$100,000 to 249,999	\$450
\$250,000 to 499,999	\$600
\$500,000 to 999,999	\$700
\$1,000,000 to 4,999,999	\$800
Over \$5,000,000	\$1,000

Subscription

Individuals who are not members and want only a subscription to THE APPRISER.

Dues **\$20**

Affiliate

Individuals not eligible for member district or associate membership but who are affiliated with the Texas property tax system (subject to approval of Executive Board)

Dues **\$150 per person**

Associate

Individual personnel of appraisal districts, taxing entities, individual ARB members, state agency personnel and retired employees of all these groups

Dues **\$100 per person**

Retired

Individuals who were members of TAAD at the time of retirement

Dues **Complimentary**

Name _____ Title _____

Business/CAD _____

Address _____

City _____ Zip _____

Telephone _____ Fax No. _____ Email _____

TEXAS ASSOCIATION OF APPRAISAL DISTRICTS, INC.

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TAAD's newsletter is published 10 times a year to inform TAAD members of educational programs, association activities, industry issues and topics of interest to tax professionals. The Guest View column is not necessarily the opinion of the Editor, Executive Board or the Association Membership. The Texas Association of Appraisal Districts, Inc. is an association established to promote the effective and efficient functioning of appraisal districts and to aid in improving the administration thereof in the State of Texas. Contributions or gifts to TAAD are not deductible as charitable contributions for federal income tax purposes. However, dues payments for individual memberships are deductible by members as an ordinary business expense. \$20 of your dues includes your subscription to the APPRISER.

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BTPE Exam Schedule

The Board of Tax Professional Examiners (BTPE) will offer all its exams at each of the sessions listed below. Apply for exams using BTPE Form #3 – Request to be Examined and send the application to BTPE in Austin, regardless of the exam's location. BTPE must receive applications at least three weeks prior to the exam.

For more information and to obtain a study guide, contact BTPE at the William P. Hobby Building, 333 Guadalupe, Tower II, Suite 520, Austin, TX 78701, 512-305-7300.

2004 BTPE Exams and Locations

May 25 Austin (RTA/RTC)	Aug. 9 Austin (all)
Sept. 3 Amarillo (all)	Oct. 11 Austin (all)
Oct. 15 Amarillo (all)	



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