

Dear Property Owner:

We want you to be informed about the Appraisal District and your rights as a property owner. This brochure contains information on the Board of Directors' policies and procedures, how to access the Board of Directors, assistance for non-English speaking and disabled persons and resolution of complaints to the Board.

The District's employees can answer questions and serve your needs on most matters that do not require Board attention. Stonewall County Appraisal District's doors are open to the public Monday - Thursday 8:00 a.m. to 4:30 p.m. and Friday 8:00 to 4:00 p.m.

Sincerely,

Jim Hecht, Board Chairman

2016 Board of Directors:

Jim Hecht, Chairman

Renee Spikes, Secretary

Bill Meador, Member

Brenda Vahlenkamp, Member

Barry Richardson, Member

Kenny Spitzer, Member

Jim Ward, County Tax Assessor/Collector,
Member

Texas Property Tax Calendar

January 1: Date that determines taxable value and homestead exemption status

January 31: Last day to pay property taxes without penalty and interest.

April 15: Last day for property owners to file renditions or to request an extension.

May 31: Deadline for filing written protest to the Appraisal Review Board (ARB) or by the 30th day after a notice of appraised value is mailed to the property owner, whichever is later.

October: Tax Bills are usually mailed during this month*

**STONEWALL COUNTY APPRAISAL DISTRICT DOES NOT SET TAX RATES!*

Tax Rates are set by the taxing entities such as the county, city, hospital, and school districts. For information about tax rates, please contact the taxing entities directly.

Public Access to Board of Directors:

The Board of Directors desires public input on the operations of the district and encourages such input. The public may address the Board at any meeting of the Board of Directors. *JUST A REMINDER, THE BOARD OF DIRECTORS DOES NOT APPRAISE PROPERTY OR MAKE DECISIONS AFFECTING THE VALUE OF PROPERTY.*



STONEWALL COUNTY APPRAISAL DISTRICT

Board of Directors General Policy &
Policies for Public Access

Our Goal is to serve the public and its entities by providing an equal and uniform appraisal roll in an accurate and timely manner.

Stonewall CAD
PO Box 308
Aspermont, TX 79502
(940) 989-3363
(940) 989-3695 (fax)

General Policy & Policies for Public Access

General Information

The Stonewall County Appraisal District (CAD), by law, appraises taxable property for the benefit of the county, cities, and school districts that set rates and levy property taxes within District boundaries. The legislature has determined that an appraisal district's primary function is to appraise property for property tax purposes. The District also administers exemptions and special appraisals and determines the taxable situs of property. The Chief Administrative Officer of the CAD is the Chief Appraiser. The governing body of Stonewall CAD is the Appraisal District's Board of Directors. The law also authorizes an Appraisal Review Board to be appointed, which hears property owner protests regarding values.

Board of Directors

A Board of Directors governs the Appraisal District. Board members select and hire the Chief Appraiser, adopt the annual District budget, and ensure the District follows policies and procedures as required by law. *The Board will not consider complaints addressing any matter that could be grounds for a challenge, protest, or correction motion before the ARB as set out in the Texas property tax code.*

Board Meetings

The Board of Directors usually meet on the 2nd or 4th Monday of the month at least once per quarter at 8:00 am at the Stonewall County Courthouse meeting room. Visitors are welcome to attend board meetings and address the board during open forum.

Public Access to the Board of Directors

It is the policy of the Board of Directors to provide the public with a reasonable opportunity to address the Board concerning the policies and procedures of the CAD and on any other issues within the Board's jurisdiction. Generally, the Board's statutory duties and jurisdiction involve:

- *Adopting the District's annual budget
- *Contracting for necessary services
- *Hiring the Chief Appraiser and assigning responsibilities to the position
- *Making general policy regarding the operation of the District
- *Appointing ARB members
- *Adopting a biennial reappraisal plan

Interpreters

Non-English speaking persons are encouraged to provide a personal interpreter, the District will attempt to arrange for interpreting assistance provided the Chief Appraiser is contacted at least 1 week in advance of the meeting.

Access by Disabled Persons

District facilities allow access by disabled persons. Handicapped parking spaces are available in the courthouse parking lot. Individuals who need additional assistance for entry or access should contact the Chief Appraiser and explain their need. The Chief Appraiser will do everything possible to facilitate their attendance at the meeting.

The Chief Appraiser/Property Appraisal

The Chief Appraiser is the only employee of the Board and is selected, hired, and directly accountable to the Board. All other personnel of the District are employed by the Chief Appraiser. Stonewall CAD appraises approximately 4,489 real property parcels and contracts with Pritchard & Abbott to appraise 8,847 minerals/utilities parcels. All initial inquiries about property should be directed to the CAD. Concerns that cannot be resolved should be addressed by written protest to the ARB.

Appraisal Review Board

The ARB by law is responsible for hearing and resolving protests concerning property appraisals. The ARB members are not employees of the CAD. They are property owners in the District and are selected by the Board to serve 2 year terms. Their duties and responsibilities are more thoroughly explained in a pamphlet entitled Property Taxpayer Remedies available at the Appraisal District.