



# **HUNT COUNTY APPRAISAL DISTRICT**

**POLICY NUMBER: 200**

**POLICY NAME: GENERAL POLICY FOR PUBLIC ACCESS TO BOARD OF DIRECTORS**

It is the policy of the board of directors to provide the public with a reasonable opportunity to address the board on the subject of the policies and procedures of the appraisal district and the appraisal review board and on any issue under the board's jurisdiction. Generally, the board's statutory duties are:

- a. Adopting the district's annual operating budget;
- b. Contracting for necessary services;
- c. Hiring the chief appraiser and assigning responsibilities to the position;
- d. Making general policy regarding the operation of the appraisal district;  
and
- e. Appointing appraisal review board members

At each regularly scheduled meeting on the second Thursday of each month at 6:00 pm, the chairperson of the board shall announce that each person wishing to address the board on such policies, procedures, or issues may have five (5) minutes in which to do so. The board may vote to expand any person's time for speaking. If a large number of persons wish to speak to the board, the board may vote to reduce each person's time for speaking as may be reasonably necessary to allow the board to complete its business and adjourn the meeting at a reasonable time. The board may refuse to hear any person who attempts to speak on a subject unrelated to the policies and procedures of the appraisal district or the appraisal review board and unrelated to any other issue under the board's jurisdiction.

Additionally, the board of directors will allow the public to address the board regarding an item on an agenda for an open meeting of the board to address the board regarding the agenda item. Public comment on specific agenda items will occur during the "open forum" portion of the meeting.

The board of directors may not prohibit public criticism of the board, including criticism of any act, omission, policy, procedure, program, or service provided the criticism is not otherwise prohibited by law.

If a person who does not speak English or who communicates by sign language wishes to address the board at a meeting, and that person is unable to provide an interpreter, the individual should notify the chief appraiser in writing at least three (3) days prior to the meeting, and earlier if possible. Upon receiving such a notice, the chief appraiser shall arrange to have an interpreter at the meeting.

If a person has a disability and needs assistance to enter the appraisal district office building and board room, the individual should notify the chief appraiser in writing at least three (3) business days prior to the meeting.

The chief appraiser has provided the following for disabled persons:

- a. Two (2) parking spaces for the handicapped. They are located in the visitors' parking area south of the building;
- b. A wheelchair curb is located in the parking area on the visitors' parking and is adjacent to the building's front entrance;
- c. Restrooms specially equipped for the handicapped are located in the building.

If a person has any other physical, mental, or developmental disabilities that require special consideration for access to the board, the individual should notify the chief appraiser in writing at least three (3) days prior to the meeting. The chief appraiser will make every reasonable effort to provide reasonable access to the board.

Property Tax Code Section: 6.04  
Government Code 551.007  
Date Adopted: December 10, 2009  
Resolution #: 2009-13  
Revised September 12, 2019  
Resolution # 2019-05