

FUNCTION OF BOARD OF DIRECTORS

The Board of Directors shall establish general policies in keeping with the requirements of state law. Members of the board shall have authority only when acting as a board legally in session. The board shall not be bound in any way by any statement or action on the part of any individual member except when such statement or action is in pursuance of specific instructions of the board.

All meetings of the board are open to the public and will be held in the boardroom of the Franklin County Appraisal District unless a different location is designated by board action and stated in the notice of meeting.

ADDRESSING THE BOARD

- At each regularly scheduled board meeting, the chairman of the board shall announce that each person wishing to address the board on such policies, procedures, or issues that falls under the jurisdiction of the board may have five (5) minutes in which to do so.
- A person who wishes to address the board must make a written request, stating in detail the subject to be presented, to the Chief Appraiser at least four (4) days prior to a scheduled board meeting.
- Items received four (4) days in advance of the day of the board meeting will be placed on the agenda.

ADDRESSING THE BOARD

- If a member of the public wishes to file a complaint with the Board of Directors concerning any function over which the board has responsibility, they may do so. Written correspondence addressed to the chairman of the board outlining the complaint should be delivered to the Chief Appraiser at the appraisal district office. All written correspondence will be provided to the board. The issues raised in the complaint will be discussed by the board at the next scheduled public meeting.
- VALUES CANNOT BE PROTESTED BEFORE THE BOARD OF DIRECTORS.

CITIZEN COMMUNICATIONS

Individuals who do not speak English or are hearing impaired are encouraged to contact the FCAD office at least two (2) business days in advance of their presentation so that arrangements can be made to provide an interpreter if one is available. The person must indicate that he/she desires to address the board and is unable to provide an interpreter. (Sec. 6.04 (e), Property Tax Code)

Franklin County Appraisal
District

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INFORMATION OF PUBLIC INTERESTS