

Public Access Policy

It is the policy of the Board of Directors to provide the public with a reasonable opportunity to address the Board on the policies and procedures of the Appraisal District, the Appraisal Review Board, or on other matters related to the jurisdiction of the Board of Directors.

At each regularly scheduled board meeting, under the agenda heading “Public Forum” the Chairman of the Board of Directors shall open the floor for public addresses to the Board. The Board may set and establish a time limit on any person in order to allow the Board to complete its business and adjourn the meeting at a reasonable time.

Reasonable Accommodations at Board Meetings

Members of the public requiring accommodations for language or a particular disability are welcome to attend board meetings of their choosing. However, the board requests the following in order to attempt to make reasonable accommodations for the individual:

➤ **Non-English Speaking/Sign Language Accommodation**

A person who does not speak English or a person who communicates by American Sign Language must notify the District in writing at least seven business days before a regularly scheduled meeting that he or she desires to address the Board and is unable to provide an interpreter, the District shall make reasonable efforts to secure the services of a translator or interpreter at the meeting.

➤ **Disabled Persons Accommodation**

Persons (or caregivers of persons) with physical, mental or developmental disabilities whom require additional assistance must notify the district office in writing at least seven business days before a regularly scheduled meeting. The notification should state the specific assistance required.

The guidelines for accessibility are prescribed under the Americans With Disabilities Act.

- Handicapped parking spaces have been provided as close to the entrance of the Appraisal District as possible;
- Front entrance to the building are void of steps, and use of a paved ramp/incline is available for accessibility;
- All offices of the Appraisal District are wheelchair accessible including the location for the meetings by the Board of Directors;

The Board will make every attempt to accommodate those special needs as long as they are known seven days prior to the scheduled meeting time. The Chief Appraiser will be tasked to make all special arrangements possible such as a linguist or interpreter, to be present at the meeting.